



CITY OF CORCORAN  
Corcoran City Council Agenda  
August 12, 2021 - 7:00pm

1. Call to Order / Roll Call
2. Pledge of Allegiance
3. Agenda Approval
4. Commission Representatives\*
5. Open Forum – **Public Comment Opportunity**
6. Presentations/Recognitions – None
7. Consent Agenda
  - a. Draft Minutes of July 22, 2021 Council Meeting\*
  - b. Financial Claims\*
  - c. Land Use Map Amendments and Amendments to the Southeast District Plan and Design Guidelines\*
  - d. Southeast Corcoran 2020 Watermain Improvements –Pay Request 3 & Final\*
8. **Planning Business – Public Comment Opportunity**
  - a. Rezoning, Preliminary Plat, and Planned Unit Development Plan for “Cook Lake Highlands”\*
  - b. Cain Road Vacation\*
  - c. Grading Request for Amberly/Bellwether\*
9. **Unfinished Business – Public Comment Opportunity**
  - a. Improvement Hearing – City Center Drive & 79<sup>th</sup> Place Improvements Project\*
  - b. Dust Control Billing\*
10. **New Business – Public Comment Opportunity**
  - a. NTIA Broadband Partnership Grant Application\*
  - b. Request for Funds – Cross\*
  - c. Open Book Meeting\*
  - d. Night to Unite Resolution Accepting Donations\*
  - e. Work Session Schedule\*
11. **Closed Session**
  - a. Attorney-Client Privilege: Discuss Response to Action Filed by Housing First Minnesota
12. **Staff Reports – None**
13. **2021 City Council Schedule\***
14. **Adjournment**

**HYBRID MEETING OPTION AVAILABLE**

*The public is invited to attend the regular Council meetings at City Hall.*

**Meeting Via Telephone/Other Electronic Means**

**Call-in Instructions:**

+1 312 626 6799 US

**Enter Meeting ID: 854 2128 3829**

Press \*9 to speak during the Public Comment Sections in the meeting.

**Video Link and Instructions:**

<https://us02web.zoom.us/j/85421283829>

visit <http://www.zoom.us> and enter

**Meeting ID: 854 2128 3829**

Participants can utilize the Raise Hand function to be recognized to speak during the Public Comment sections in the meeting. Participant video feeds will be muted. **In-person comments will be received first, with the hybrid electronic means option following.**

For more information on options to provide public comment visit:

[www.corcoranmn.gov](http://www.corcoranmn.gov)

*\*Includes Materials - Materials relating to these agenda items can be found in the Council Chambers Agenda Packet book located by the entrance. The complete Council Agenda Packet is available electronically on the City website at [www.corcoranmn.gov](http://www.corcoranmn.gov).*



# CITY OF CORCORAN

## MISSION

*THE CITY OF CORCORAN WILL PROVIDE HIGH-QUALITY PUBLIC SERVICES IN A COST-EFFECTIVE, RESPONSIBLE, AND PROFESSIONAL MANNER IN ORDER TO CREATE A PREFERRED ENVIRONMENT TO LIVE, WORK, PLAY, AND CONDUCT BUSINESS.*

## VISION

*THE CITY OF CORCORAN WILL BECOME A VIBRANT, CONNECTED COMMUNITY WHILE PRESERVING ITS NATURAL CHARACTER AND AGRICULTURAL ROOTS.*

## VALUES

*The following values are fundamental to the City of Corcoran's success and the fulfillment of our mission:*

***Honesty, Ethics, Integrity***

*We believe that honesty, ethics, and integrity are the foundation blocks of public trust and confidence.*

***Community Pride and Partnership***

*We believe in creating a strong sense of community through partnerships with civic organizations, school districts, and local businesses.*

***Efficient and Effective Service Delivery***

*We believe providing services to residents and businesses in an efficient and effective manner makes government easier to work with and creates a business friendly environment.*

***Community Safety***

*We will protect the community by maintaining or improving safety through police and fire protection and by investing and maintaining the infrastructure of the City.*

***Fiscal Responsibility***

*We believe that the prudent stewardship and opportunistic investment of public funds is essential for confidence in government and to position the City for future success.*

***Transparency***

*We believe that open, honest, and proactive communication is essential for an informed and involved citizenry. Processes and decision making should include opportunities to educate citizens and receive feedback.*

***Responsible Decision Making***

*We believe it is the responsibility of the City to address difficult issues now in order to avoid larger more difficult issues in the future.*

## CORE STRATEGIES

- *Enhance Corcoran's sense of place and identity.*
- *Provide diverse community amenities and recreational opportunities.*
- *Maintain excellence in safety and security for our community.*
- *Ensure high-quality, market-driven growth.*
- *Provide high-quality, innovative municipal services.*

ADOPTED MARCH 11, 2021

## STAFF REPORT

## Agenda Item 4.

<b>Council Meeting:</b> August 12, 2021	<b>Prepared By:</b> Brad Martens
<b>Topic:</b> Commission Representatives	<b>Action Required:</b> None – Informational

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### Summary:

The advisory commission representatives for the August 12<sup>th</sup> Council meeting are as follows:

- Planning Commission: Meredith Wu
- Parks and Trails Commission: Judy Strehler

### Financial/Budget:

N/A

### Council Action:

N/A

### Attachments:

N/A



# CITY OF CORCORAN

8200 County Road 116, Corcoran, MN 55340 763-420-2288 www.corcoranmn.gov

Date: 08/12/21 Open Forum: Yes or No  
*If you are not speaking on an agenda item, you will speak at Open Forum*

Name of Speaker: MICHAEL SCHUMMER  
*(PLEASE PRINT CLEARLY)*

Related to Agenda Item: Yes or No Agenda Item Number: \_\_\_\_\_

Representing: SCHUMMER COOK LAKE PROPERTY

Address: 7724 BOONE AVE W. BROOKLYN PARK Telephone (optional): \_\_\_\_\_

**Please note your public comment card will become part of the permanent record.  
Please approach the podium to speak when called upon.**

## PUBLIC COMMENT CARD

### Meeting Rules of Conduct:

- Fill out and turn in white comment card to a staff member.
- When called upon, approach podium and state name and address.
- Indicate if representing a group.
- Limit remarks to 5 minutes.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## CITY OF CORCORAN

**City Council Meeting Minutes  
July 22, 2021 - 7:00 pm**

The Corcoran City Council met on July 22, 2021, in Corcoran, Minnesota. The City Council meeting was held in person and the public was present in person and remotely through electronic means using the audio and video conferencing platform Zoom.

Mayor McKee, Council Bottema, Councilor Nichols, and Councilor Schultz were present.

City Administrator Martens, Administrative Services Director Beise, Director of Public Safety Gottschalk, and City Planner Lindahl were present. Public Works Director Mattson was present through electronic means.

**1. Call to Order/Roll Call**

Mayor McKee called the meeting to order at 7:00 pm.

**2. Pledge of Allegiance**

Mayor McKee invited all in attendance to rise and join in the Pledge of Allegiance.

**3. Agenda Approval**

City Administrator Martens requested items 10c. Job Offer for Police Officer be added to the agenda. City Administrator Martens reviewed the public comment process for persons present at the meeting.

**MOTION:** made by Nichols, seconded by Schultz to approve the agenda as modified.

Voting Aye: McKee, Bottema, Nichols, and Schultz

(Motion carried 4:0)

**4. Commission Representatives**

Mayor McKee noted Planning Commissioner Vehrenkamp was present at the meeting, and Parks and Trails Commissioner Meister was present via electronic means. Mayor McKee invited Commissioners Vehrenkamp and Meister to speak on relevant agenda items.

**5. Open Forum (Public Comment Opportunity)**

Mayor McKee invited residents to communicate in-person or telephonically during the public comment opportunity. Administrative Services Director Beise explained the instructions to participate in the meeting via the Zoom video format and reviewed instructions for participation in the meeting through telephone or computer. No residents participated in the public comment opportunity.

**6. Presentations/Recognitions**

No presentations or recognitions were heard.

**7. Consent Agenda**

- a. Draft Minutes of July 8, 2021 Council Meeting
- b. Financial Claims
- c. Corcoran Trail Street Improvements – Accept plans/specs; Authorize bids
- d. Final Plat for Franzen Estates at 23020 Strehler Road
- e. Preliminary Plat and Variance for Gordon's Country Estates First Edition at 09701 and 19717 Jackie Lane
- f. Job Offer – Police Sergeant
- g. Temporary Liquor License – NW Area Jaycees
- h. Accepting Police Department Donations

Council requested further discussion on Accepting Donations – Police Department, item 7h.

**MOTION:** made by Schultz, seconded by Nichols to approve consent agenda items 7a-7g as

presented.

Voting Aye: McKee, Bottema, Nichols, and Schultz

(Motion carried 4:0)

Council noted in-kind donations and thanked Candance Faue for her generosity.

**MOTION:** made by Schultz, seconded by Nichols to approve item 7h. Accepting Donations – Police Department.

Voting Aye: McKee, Bottema, Nichols, and Schultz

(Motion carried 4:0)

## 8. Planning Business (Public Comment Opportunity)

Mayor McKee invited residents to communicate in-person or telephonically during the public comment opportunity. Administrative Services Director Beise explained the instructions to participate in the meeting via the Zoom video format and reviewed instructions for participation in the meeting through telephone or computer.

Katherine Drivas, 6747 Old Sturbridge Drive, opposed request by Lennar for larger sign in Tavera, and opined on a large sign advertising the development.

- a. Rezoning, Preliminary Plat, and Planned Unit Development Application for VanBlaricom and Schober Properties for Amberly and Bellwether (PID 01-119-23-34-0002 and 01-119-23-43-0009)

City Planner Lindahl reviewed the concept plan, preliminary PUD development plans for the Bellwether and Amberly sections, noting the 116 eastern homes in Bellwether, and 76 western homes in Amberley. City Planner Lindahl reviewed amenity center access would be available for the additional Bellwether lots and noted Amberly is a separate community. City Planner Lindahl noted there is no street connection to Bellwether within the Amberly community. City Planner Lindahl reviewed the architectural flexibility request and increasing rear yard setbacks along Stieg Road from 30 to 35 feet for Amberley and 20 to 25 feet for the Bellwether. City Planner Lindahl reviewed the architectural garage flexibility request from the 55 percent maximum garage frontage on 44-foot and 60-foot Bellwether lots, and flexibility from equal architectural treatment on rear elevation facing streets or parks, noting Bellwether was granted an additional 5-foot setback and similar landscaping. City Planner Lindahl indicated the specific lots affected by the requested flexibility are located along Stieg Road. City Planner Lindahl reviewed the transportation improvements on County Road 116. City Planner Lindahl reviewed the park dedication including a well/water tower site. City Planner Lindahl noted the final park design would include review of shifting parking lot access alignment, parking lot size, and moving well site closer to street. Council discussed proposed changes to the Stieg Road plan since last Council review. City Planner Lindahl noted the change included the City Engineer memo dated July 14 included within packet. Council voiced appreciation for the creative thinking for transportation issues, financial responsibility, and County consideration of transportation improvements. Council reviewed park location, 6 lots located near park area, architectural request regarding the Amberley properties on Stieg Road, and size of homes.

Paul Heuer, Pulte Homes, addressed Council, and advised the homes are single-family, two-story homes. Mr. Heuer noted architectural leniency has been requested in exchange for increased landscaping along the Stieg Road frontage on the properties located along Stieg Road. Council reviewed different types of housing material for homes along the Stieg Road frontage. Staff and Council discussed architectural leniency granted on the secondary frontages in previous developments. Council discussed potentially allowing Bellwether portion to have upgraded material on the single-story homes and follow code for multiple materials as required by code on the two-story homes. Council and staff discussed architectural accents for single-story homes, and past architectural flexibility on townhomes and duplexes. Council discussed park site plan and size of park, lighting in park, houses aligning park boundaries and consumer choice in purchasing homes located along a park. Council and staff discussed house density per Met Council standards. Council and staff discussed parking lot and importance of including a parking lot for the park and existing open space. Staff and Council discussed park dedication funds, future park amenities within the City, and implications of increasing park size and cash in lieu amount on project. Council and staff discussed

increasing the park dedication land parcel and eliminating the 6 lots located along the park border and monetary impact to cash-in-lieu. Mr. Heuer clarified the park size in net acres is approximately 9 acres and open space approximately 9.5 net acres.

**MOTION:** made by Bottema, seconded by McKee approving Ordinance 2021-425 Amending Title X (Zoning Ordinance) of the City Code to Classify Certain Land Located South of Stieg Road (PID 01-119-23-34-0002) (City File 21-017).

Voting Aye: McKee, Bottema, Nichols, and Schultz  
(Motion carried 4:0)

**MOTION:** made by Bottema, seconded by Schultz approving Resolution 2021-80 Findings of Fact for Rezoning for the VanBlaricom Property on Stieg Road (PID 01-119-23-34-0002) (City File 21-017).

Voting Aye: McKee, Bottema, Nichols, and Schultz  
(Motion carried 4:0)

**MOTION:** made by Nichols, seconded by McKee amending condition 14c. of Resolution 2021-82 Preliminary PUD Development Plan for the VanBlaricom and Shober Properties on Stieg Road for “Amberley and Bellwether” allowing flexibility in material standards for the Bellwether portion of development only.

Voting Aye: McKee, Bottema, Nichols, and Schultz  
(Motion carried 4:0)

**MOTION:** made by Nichols, seconded by Bottema amending condition 40 of Resolution 2021-82 Preliminary PUD Development Plan for the VanBlaricom and Shober Properties on Stieg Road for “Amberley and Bellwether” removing the 6 lots from the site plan, and adjusting the cash in lieu fee amount on PUD.

Voting Aye: Nichols  
(Motion failed 1:2:1)

Nay: Bottema and McKee

Abstain: Schultz

**MOTION:** made by Bottema, seconded by McKee approving Resolution 2021-82 Preliminary PUD Development Plan for the VanBlaricom and Shober Properties on Stieg Road for “Amberley and Bellwether” (PID 01-119-23-34-002 and 01-119-23-43-0009) (City File 21-017) as amended allowing flexibility in material standards for the Bellwether portion on condition 14c.

Voting Aye: McKee, Bottema  
(Motion carried 2:1:1)

Nay: Nichols

Abstain: Schultz

**MOTION:** made by McKee, seconded by Bottema approving Resolution 2021-81 Preliminary Plat for the VanBlaricom and Shober Properties on Stieg Road for “Amberley and Bellwether” (PID 01-119-23-34-002 and 01-119-23-43-0009) (City File 21-017).

Voting Aye: McKee, Bottema, Nichols, and Schultz  
(Motion carried 4:0)

b. Easement Vacation for Gordon’s Country Estates at 19701 and 19717 Jackie Lane  
Mayor McKee opened the public hearing. Administrative Services Director Beise explained the instructions to participate in the meeting via the Zoom video format and reviewed instructions for participation in the meeting through telephone or computer. No residents participated in public hearing.

**MOTION:** made by Bottema, seconded by McKee to close the public hearing.

Voting Aye: McKee, Bottema, Nichols, and Schultz  
(Motion carried 4:0)

**MOTION:** made by Bottema approving Resolution 2021-78 Vacation of Drainage and Utility Easements with “Gordon’s Country Estates First Addition” on the Properties Located at 19701 Jackie Lane and 19717 Jackie Lane (PID 01-119-23-22-0024 and 01-119-23-22-0021) (City File 21-025).

Council paused Motion and requested staff present review of item 8b. City Planner Lindahl reviewed the vacation of drainage and utility easements, and the new lot line boundaries combining three lots into two lots.

**MOTION:** made by Bottema, seconded by Schultz approving Resolution 2021-78 Vacation of Drainage and Utility Easements with “Gordon’s Country Estates First Addition” on the Properties Located at 19701 Jackie Lane and 19717 Jackie Lane. (PID 01-119-23-22-0024 and 01-119-23-22-0021) (City File 21-025).

Voting Aye: McKee, Bottema, Nichols, and Schultz  
(Motion carried 4:0)

c. PUD Amendment Request for Tavera; Recapture Agreement for Tavera

City Planner Lindahl outlined the PUD requests by applicant for flexibility to increase real estate sign to 100 square feet and allow for the sign to remain on site; increasing unit count from 549 to 551 due to changes in wetland boundaries; flexibility in architectural standards and eliminating PUD limit on garage forward homes; and a request to approve a recapture agreement for sewer. City Planner Lindahl reviewed staff recommendations related to the permitted 32-square foot signage and options to allow larger or more signage. City Planner Lindahl reviewed staff recommendations on architectural standards. City Planner Lindahl discussed differences in materials, versus home building accents. City Planner Lindahl addressed other changes are more significant and should be part of an ordinance amendment and not included within PUD flexibility. City Planner Lindahl noted the recapture agreement includes trunk infrastructure costs above and beyond what is needed to serve the Tavera development, and should additional development occur, agreement allows for distribution and recapture of trunk infrastructure cost to the new developer. Council and staff discussed the recapture agreement and where the agreement was initiated, the amount of recapture, and actual cost of Trunk Lateral Access Charge (TLAC) up to \$475,000. Council and staff discussed TLAC charge with a city-initiated project and estimated assessment for TLAC charges and if City's amount would exceed what could potentially be requested through a recapture agreement. City Administrator Martens noted approximately 66 acres, based on today's fee schedule to reach the \$475,000 amount. Public Works Director Mattson noted based on existing parameters costs would exceed the \$475,000 amount. City Administrator Martens noted the recapture agreement includes a \$475,000 TLAC cost cap with a 10-year duration. City Planner Lindahl referenced the 25-year collection schedule relating to the Recapture Ordinance 2014-288 in place since 2014 and indicated a change to the recapture agreement with Lennar to a 15-year claim duration period per city attorney review. Council and staff discussed the inclusion of recapture agreements, and City-initiated or developer-initiated agreements, extension of time-period, and TLAC costs.

Paul Tabone, Lennar Homes, reviewed the recapture agreement, length of buildout of development, cap of agreement, initial TLAC cost of new development and recapture agreement.

Public Works Director Mattson commented on estimated costs and calculation of TLAC costs. Council and staff discussed TLAC fees, appropriateness of the recapture agreement, and defining property distribution of TLAC costs. Council discussed the similarity of recapture agreements when an undeveloped piece of property is subject to infrastructure. Council discussed allowing 90 percent of homes completed by permits issued relating to sign presence in the development. Council and staff discussed increasing total units in development to 551 units, wetland delineation of parcel, saved wetland areas, non-effective wetlands, and wetland conservation act in determining wetland areas. Council, applicant, and staff discussed wetland credits, clarified relocation wetlands, noting 68.9 acres of total wetlands within the development, with 3.79 acres of impacted wetlands due to roads and improvements along Hackamore Road. Mr. Tabone noted approximately 95 percent of wetland area was saved within the development site. Council debated increasing the number of units within the development.

Mr. Tabone, Lennar Homes, reviewed the architectural requests by Lennar Homes and included discussion of flexibility to allow garages to protrude no more than 10 feet from the front of the home to accommodate popular architecture plans and include garage accents; flexibility to allow for only one color or texture on the home while still incorporating a combination of decorative elements; flexibility to allow vinyl wrap around windows. Mr. Tabone reviewed length of permit review. Mr. Tabone noted the garage forward requirement is not codified in City ordinance but remains an element within the PUD requirement. City Administrator Martens clarified the permit review time. Mr. Tabone reviewed architectural samples submitted for Tavera, market demands, garage needs by residents, garage protrusion distances, front elevation view comparisons with garage protrusion versus garage flush with face of the home, and quality and value for potential homebuyers. Mr. Tabone reviewed surface variations in homes, color changes per code requirements and intent of code in home design and build



within the development. Council discussed the garage forward design aspect and impacts to neighborhood. City Planner Lindahl and Council discussed the PUD requirement of 55 percent garage face, and if garage face exceeded 55 percent of house face frontage, the garage could not protrude. City Planner Lindahl noted review of City code may be necessary before Council grants new garage flexibility to Lennar for the Tavera development within the PUD. Council and Mr. Tabone discussed aspects of original development agreement for Tavera, and changes throughout the duration of the development that can occur regarding the PUD. Council consensus was maintaining original agreement and not deviating from architectural standards in original agreement.

**MOTION:** made by Schultz, seconded by Bottema approving Resolution 2021-86 Planned Unit Development (PUD) Plan Amendment for “Tavera” for Lennar (PID 35-119-23-41-0002) (City File 20-042) with amendments as follows:

- Condition 3c. stating: The sign may remain in place until 90 percent of building permits are issued.
- Removing Condition 5a., 5b., and 5c.
- Renumbering Condition 5d. to Condition 5.
- Renumbering Condition 5e. to Condition 6.

Voting Aye: McKee, Bottema, and Schultz  
(Motion carried 3:1)

Nay: Nichols

d. Conditional Uses in Zoning Districts

City Administrator Martens noted the two options presented for review of enhanced performance standards regarding conditional uses in zoning districts, noting the Public Hearing tentatively scheduled on August 5. Council discussed changes within the model, the public hearing, and arriving at the final adoption of standards. Council noted appreciation for performance standards input by staff and Council, determined discussion of both models should be had and moved the Public Hearing for both options to the September 2 Planning Commission meeting.

**9. Unfinished Business (Public Comment Opportunity)**

Mayor McKee invited residents to communicate in-person or telephonically during the public comment opportunity. Administrative Services Director Beise explained the instructions to participate in the meeting via the Zoom video format and reviewed instructions for participation in the meeting through telephone or computer. No persons spoke at the public comment opportunity.

a. Three Rivers Park District – Diamond Lake Regional Trail Corridor Alignment

Stephan Shurson, Three Rivers Park District Landscape Architect and Project Manager, along with Three Rivers Park District Planning Director Kelly Grissman, and Consultant Stuart Crosby with SRF, assisting with presentation. Mr. Shurson summarized the recommended route for the trail and is not the final master plan. Mr. Shurson noted the preferred route plan includes 37 miles of trail running through Dayton, Rogers, Corcoran, Medina, Long Lake, Orono, and Wayzata, and includes a 10-foot wide paved, multi-use, non-motorized trail connecting natural areas, other regional trails, and local parks and trails. Mr. Shurson reviewed the timeline and master plan process, the additional analysis requested by Medina, Long Lake, and Orono of the preferred route, request of Council support, the 30-day comment period, and review and approval by Metropolitan Council and Three Rivers District. Mr. Shurson reviewed the trail routes to the north and south of Corcoran. Mr. Crosby presented segments of the route through Corcoran noting an off-road trail to the west of County Road 116 received positive comments. Mr. Shurson noted boardwalks are utilized within trail systems, are expensive, but tools are available to accommodate wetland area trails. Mr. Shurson noted inclusion of snowmobile trails adjacent to regional trail exist and would require a wider easement corridor and is an option. Mr. Crosby reviewed the preferred route through Corcoran, noting as developments are constructed, Three Rivers would work with design to incorporate trail into new development or property. Council reviewed process of approving a master trail and potential roadblocks with properties. Mr. Shurson outlined the actions by Three Rivers District in correspondence with property owner’s comments to date, outreach by Three Rivers District include outdoor open houses, virtual meetings, results from meetings, and responses to property owner’s concerns and questions. Ms. Grissman reviewed the importance of support by Council in a preferred route, and the long-standing

commitment by Three Rivers District over decades-long projects, and the positive outcome with property owners long-term. Council and staff reviewed processes to alleviate issues and an approval process by community to more thoroughly secure necessary properties and possible expedite the trail process construction more quickly. Council noted trail access at the north, and middle segments in Corcoran, and requested review of an access on the south portion of Corcoran.

**MOTION:** made by Schultz, seconded by McKee to accept approve the preferred route as presented.

Voting Aye: McKee, Nichols, and Schultz  
(Motion carried 3:1)

Nay: Bottema

## 10. New Business (Public Comment Opportunity)

No request was made by residents to participate in the public comment opportunity and Council continued with agenda item 10a.

### a. City Council Resignation and Declaration of a Vacancy

City Administrator Martens noted resignation of Councilmember Manoj Thomas, the process for accepting the resignation, and the preferred process for appointing an applicant to the seat vacancy. City Administrator Martens noted due to the length of term remaining, Council may appoint an applicant to the position until the next General Election or hold a Special Election.

**MOTION:** made by Schultz, seconded by McKee to accept the resignation of Councilmember Thomas, and approve Resolution 2021-88 Honoring Outgoing Councilmember Manoj Thomas for his service to the City of Corcoran.

Voting Aye: McKee, and Nichols  
(Motion failed 2:2)

Nay: Bottema, and Schultz

City Administrator Martens noted the failed motion results in acceptance of resignation with Resolution 2021-88 Honoring Councilmember Manoj Thomas failing.

**MOTION:** made by Schultz, seconded by McKee accepting resignation and declaring a Council vacancy.

Voting Aye: McKee, Bottema, Nichols, and Schultz  
(Motion carried 4:0)

**MOTION:** made by Schultz, seconded by McKee approving Resolution 2021-88 Honoring Outgoing Councilmember Manoj Thomas for his service to the City of Corcoran.

Voting Aye: McKee, Bottema, Nichols, and Schultz  
(Motion carried 4:0)

Council requested information on upcoming, necessary 4/5 Council vote. City Administrator Martens clarified when a Council 4/5 vote is necessary.

**MOTION:** made by Schultz, seconded by McKee to accept applications through August 19, 2021, at 4:00pm, for vacant Council seat.

Staff and Council discussed timeline for applications and communicating the vacancy to residents through social media, website, and electronic sign for communicating the vacancy to residents. Council discussed process for appointing an applicant, interviews with applicant, noting Mayor McKee has the deciding vote in the case of a tie vote.

Voting Aye: McKee, Bottema, Nichols, and Schultz  
(Motion carried 4:0)

City Administrator Martens clarified the schedule for appointing the new councilmember, oath of office, and first effective meeting new councilmember can begin service following Council appointment.

### b. Work Session Schedule

City Administrator Martens noted rescheduled work sessions for August 12, 2021, and September 9, 2021. Mayor McKee called work sessions meetings for August 12, 2021, and September 9, 2021.

### c. Job Offer – Police Officer

**MOTION:** made by Schultz, seconded by McKee to authorize City Administrator and Director of Public Safety to make an offer to a preferred candidate.

Voting Aye: McKee, Bottema, Nichols, and Schultz

(Motion carried 4:0)

**11. Staff Reports**

- a. Active Corcoran Planning Applications; reports received by Council.

**12. 2021 City Council Schedule**

Mayor McKee noted a busy upcoming Council schedule.

**13. Adjournment**

**MOTION:** made by McKee, seconded by Nichols to adjourn.

Voting Aye: McKee, Bottema, Nichols, and Schultz

(Motion carried 3:0)

Meeting adjourned at 10:05 pm.

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Michelle Friedrich – Deputy Clerk

**FINANCIAL CLAIMS**

**CHECK RANGE**

Agenda Item: 7b.  
**Paid to**  
 SEE THE REGISTER FOR #500 CLAIMS

**FUND #500 ESCROW CLAIMS**

<b>Amount</b>	<b>Project name</b>
\$0.00	
	<b>Total Fund #500 =</b>
	(See attached Payments Detail)
	\$ -

Agenda Item:	7b.	<b><u>ALL OTHER FINANCIAL CLAIMS</u></b>	<b>\$ 647,486.55</b>
		(See attached Check Detail Register)	
		<b>Total Checks</b>	<b>\$ 647,486.55</b>
		<b>Total of Auto Deductions</b>	<b>\$ 170,607.65</b>
		<b>TOTAL EXPENDITURES FOR APPROVAL</b>	<b>\$ 818,094.20</b>

**Auto Deductions / Electronic Fund Transfer / Other Disbursements**

Date	Paid to	Amount	
7/20/2021	Sun Life	\$ 2,162.40	SunLife Life Insurance, STD, and LTD
7/21/2021	ACH Fee	\$ 20.00	Utility Payment Returned
7/26/2021	MN PERA	\$ 42,312.71	Pension Plan
7/26/2021	MN Dept of Revenue	\$ 159.32	April - May Fuel Tax
7/28/2021	ACH Fee	\$ 4.00	Utility Payment Returned
7/29/2021	ADP	\$ 61,414.25	Net Payroll PP10
7/29/2021	ADP	\$ 23,504.65	Payroll taxes
7/30/2021	MN PERA	\$ 15,243.30	Pension Plan
8/2/2021	HealthPartners	\$ 24,042.67	Health Insurance
8/5/2021	ACH Fee	\$ 15.00	ACH - Utility Billing
7/9/2021	ZOOM	\$ 69.88	Zoom for Council Meetings
7/22/2021	Humanity	\$ 80.00	PD Shift Scheduling Software fee
7/23/2021	Midway USA	\$ 59.10	PD Supplies
7/23/2021	Our American Kitchen	\$ 118.92	Planning Commission Training
7/26/2021	MNGFOA	\$ 230.00	MNGFOA Conference - Finance Training
7/27/2021	Wal-Mart	\$ 1.97	Night to Unite Supplies
7/27/2021	Dollar Tree	\$ 12.90	Night to Unite Supplies
7/30/2021	Dollar Tree	\$ 113.00	Night to Unite Supplies
7/30/2021	Wal-Mart	\$ 125.03	Night to Unite Supplies
7/30/2021	Int'l Code Council Inc	\$ 338.97	Code Books
8/2/2021	USPS	\$ 221.04	Utility Billing Postage
8/2/2021	Sam's Club	\$ 32.19	Night to Unite Supplies
8/2/2021	Sam's Club	\$ 59.36	Night to Unite Supplies
8/2/2021	Hennepin County	\$ 91.00	Night to Unite Food Permit
8/4/2021	Menard's	\$ 4.48	Night to Unite Supplies
8/5/2021	Hometowne Pizza	\$ 171.51	Night to Unite Event
<b>Total</b>		<b>\$ 170,607.65</b>	

CITY OF CORCORAN

**\*Check Detail Register©**

August 2021

Check Amt Invoice Comment

**10100 Farmers State Bank**

Paid Chk#	Date	Description	Check Amt	Invoice	Comment
<b>ACME TOOLS</b>					
E 100-43100-210	8/12/2021	Operating Supplies (GENERAL)	\$4.59	8910049	FILLER CAP
E 100-45200-210	8/12/2021	Operating Supplies (GENERAL)	\$510.00	8915945	BACKPACK BLOWER
E 100-43100-210	8/12/2021	Operating Supplies (GENERAL)	\$85.93	8945098	BAR & OIL
E 100-43100-210	8/12/2021	Operating Supplies (GENERAL)	\$21.56	8948330	FILLER CAP
<b>Total ACME TOOLS</b>			<b>\$622.08</b>		

Paid Chk#	Date	Description	Check Amt	Invoice	Comment
<b>ADVANCED DRAINAGE SYSTEMS</b>					
E 100-43100-229	8/12/2021	Culverts	\$3,719.38	19876365	CULVERT SUPPLIES
E 100-43100-229	8/12/2021	Culverts	\$3,719.38	51413263	CULVERT SUPPLIES
<b>Total ADVANCED DRAINAGE SYSTEMS</b>			<b>\$7,438.76</b>		

Paid Chk#	Date	Description	Check Amt	Invoice	Comment
<b>AMAZON CAPITAL SERVICES</b>					
E 100-42100-210	8/12/2021	Operating Supplies (GENERAL)	\$163.96	14W6-K17P-M	NIGHT TO UNITE SUPPLIES
E 100-43100-223	8/12/2021	Building Repair Supplies	(\$23.99)	16TF-C4FP-3K	SUPPLIES
E 100-42100-200	8/12/2021	Office Supplies (GENERAL)	(\$39.99)	19DH-9CTN-7	FLOOR MATS
E 100-42100-210	8/12/2021	Operating Supplies (GENERAL)	\$87.40	19PM-1Y1H-P	OFFICE SUPPLIES
E 100-42100-200	8/12/2021	Office Supplies (GENERAL)	\$48.36	1DF1-YJFY-1K	OFFICE SUPPLIES
E 100-42100-210	8/12/2021	Operating Supplies (GENERAL)	\$445.91	1GXM-9RWQ-	DOCKING STATION & CABLES - PD
E 100-42100-200	8/12/2021	Office Supplies (GENERAL)	(\$39.99)	1H9Y-W6MF-	FLOOR MATS
E 100-42100-200	8/12/2021	Office Supplies (GENERAL)	(\$39.99)	1J6R-74HY-96	FLOOR MATS
E 100-42100-200	8/12/2021	Office Supplies (GENERAL)	(\$39.99)	1JVW-GRD3-P	FLOOR MATS
E 100-42100-210	8/12/2021	Operating Supplies (GENERAL)	(\$35.78)	1LCY-99GK-V	SUPPLIES
E 100-41941-200	8/12/2021	Office Supplies (GENERAL)	\$49.42	1PRH-YYTP-Q	OFFICE SUPPLIES
E 100-42100-223	8/12/2021	Building Repair Supplies	(\$7.99)	1QYK-HN46-1	TELEPHONE CABLES
E 100-42100-210	8/12/2021	Operating Supplies (GENERAL)	\$103.51	1RG9-XN11-Q	OFFICE SUPPLIES
E 100-43100-223	8/12/2021	Building Repair Supplies	(\$23.99)	1T7N-QPFM-1	SUPPLIES
E 201-42100-200	8/12/2021	Office Supplies (GENERAL)	\$27.99	1TKN-VK17-1K	LEVELING BLOCK
E 100-41951-210	8/12/2021	Operating Supplies (GENERAL)	\$269.98	1TKN-VK17-1K	UPS BATTERY BACKUP
E 100-42100-200	8/12/2021	Office Supplies (GENERAL)	\$15.99	1TKN-VK17-1K	OFFICE SUPPLIES
E 100-42100-200	8/12/2021	Office Supplies (GENERAL)	(\$39.99)	1TY7-9MXN-74	FLOOR MATS
E 100-42100-200	8/12/2021	Office Supplies (GENERAL)	(\$39.99)	1TY7-9TLW-X	FLOOR MATS
E 100-42100-200	8/12/2021	Office Supplies (GENERAL)	(\$39.99)	1VMQ-H1X1-D	FLOOR MATS
E 100-42100-200	8/12/2021	Office Supplies (GENERAL)	(\$39.99)	1VMQ-H1X1-H	FLOOR MATS
E 100-45200-261	8/12/2021	Recreation Programming	\$115.08	1VVR-KXGK-H	OFFICE SUPPLIES
E 100-42100-200	8/12/2021	Office Supplies (GENERAL)	(\$39.99)	1W96-QPXV-G	FLOOR MATS
E 100-41941-210	8/12/2021	Operating Supplies (GENERAL)	(\$15.98)	1XQ7-KTC3-K	CITY HALL SUPPLIES
E 100-42100-200	8/12/2021	Office Supplies (GENERAL)	(\$39.99)	1XQ7-KTC3-K	FLOOR MATS
E 100-42100-210	8/12/2021	Operating Supplies (GENERAL)	\$231.52	1YNL-MYCT-9	OFFICE SUPPLIES
E 100-42100-223	8/12/2021	Building Repair Supplies	(\$1.88)	1YV9-XQNQ-P	TELEPHONE AUTO DIAL 911
<b>Total AMAZON CAPITAL SERVICES</b>			<b>\$1,049.61</b>		

Paid Chk#	Date	Description	Check Amt	Invoice	Comment
<b>ASPEN MILLS</b>					
E 100-42100-417	8/12/2021	Uniforms	\$129.68	277222	UNIFORMS SUPPLIES
<b>Total ASPEN MILLS</b>			<b>\$129.68</b>		

**BEAUDRY OIL COMPANY**

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E 100-43100-212	Motor Fuels		\$1,492.08	1845518	DYED FUEL
E 100-42100-212	Motor Fuels		\$1,488.03	184559	UNLEADED FUEL
E 100-43100-212	Motor Fuels		\$1,711.00	1853313	DYED FUEL
E 100-42100-212	Motor Fuels		\$1,630.20	1853314	UNLEADED FUEL
<b>Total BEAUDRY OIL COMPANY</b>			\$6,321.31		
<hr/>					
Paid Chk# 030996	8/12/2021	<b>BIFFS INC.</b>			
E 100-45200-210	Operating Supplies (GENERAL)		\$174.00	W821825	PORTER POTTY RENTAL
E 100-45200-210	Operating Supplies (GENERAL)		\$76.50	W821826	PORTER POTTY RENTAL
E 100-45200-210	Operating Supplies (GENERAL)		\$250.50	W821827	PORTER POTTY RENTAL
E 100-45200-210	Operating Supplies (GENERAL)		\$76.50	W821828	PORTER POTTY RENTAL
E 100-45200-210	Operating Supplies (GENERAL)		\$174.00	W821829	PORTER POTTY RENTAL
<b>Total BIFFS INC.</b>			\$751.50		
<hr/>					
Paid Chk# 030997	8/12/2021	<b>BOB AND CARLS AUTO BODY INC</b>			
E 100-42100-220	Repair/Maint Supply (GENERAL)		\$233.00	25759	SQUAD REPAIR
<b>Total BOB AND CARLS AUTO BODY INC</b>			\$233.00		
<hr/>					
Paid Chk# 030998	8/12/2021	<b>BS&amp; A SOFTWARE</b>			
E 416-41951-580	Other Equipment		\$31,440.00	136867	SOFTWARE CONVERSION
<b>Total BS&amp; A SOFTWARE</b>			\$31,440.00		
<hr/>					
Paid Chk# 030999	8/12/2021	<b>C&amp;L EXCAVATING, INC.</b>			
E 601-49400-530	Improvements Other Than Bldgs		\$31,055.48	PAY 3	2020 TRUNK WATERMAIN
<b>Total C&amp;L EXCAVATING, INC.</b>			\$31,055.48		
<hr/>					
Paid Chk# 031000	8/12/2021	<b>CARSON, CLELLAND &amp; SCHREDER</b>			
E 100-41600-300	Professional Srvs (GENERAL)		\$2,338.76	07272021	CIVIL - LEGAL
E 427-43100-530	Improvements Other Than Bldgs		\$35.63	07272021	66TH AVE CORRIDOR EASEMENT ACQUISITION
G 500-20436	Pulte Encore - PUD Skch 17-029		\$95.00	07272021	BELLWETHER 5TH ADDITION
G 500-20362	Tombers Topography Exemption		\$35.63	07272021	CAIN ROAD VACATION
E 100-41600-300	Professional Srvs (GENERAL)		\$47.50	07272021	CITY CENTER DR IMPROVEMENTS
G 500-20221	Franzen Minor Subd #20-049		\$599.39	07272021	FRANZEN PLAT
G 500-20228	Garages RZ, VAR, SP/CUP 21-016		\$83.13	07272021	GARAGES TOO
G 500-20497	Kariniemi PP 20-016		\$35.00	07272021	KARINIEMI ACRES 20-036
G 500-20482	Nelson Sketch Plan 19-023		\$237.51	07272021	NELSON INTERNATION
G 500-20488	Rush Creek Reserve		\$190.00	07272021	RUSH CREK RESERVE WETLAND BANK
G 500-20332	Lennar Tavera Development		\$1,163.76	07272021	TAVERA
E 100-42100-304	Legal Fees		\$2,362.78	07272021	CRIMINAL
E 205-42100-304	Legal Fees		\$16.25	07272021	VEHICLE FORFEITURE
G 500-20221	Franzen Minor Subd #20-049		\$85.00	07272021	FRANZEN PLAT
E 100-42100-304	Legal Fees		\$173.22	07272021	CRIMINAL EXPENSES
<b>Total CARSON, CLELLAND &amp; SCHREDER</b>			\$7,498.56		
<hr/>					
Paid Chk# 031001	8/12/2021	<b>CENTURY LINK</b>			
E 100-43100-321	Telephone		\$123.27	07282021	LAND LINE
<b>Total CENTURY LINK</b>			\$123.27		
<hr/>					
Paid Chk# 031002	8/12/2021	<b>CENTURY LINK</b>			

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E 100-45200-321	Telephone		\$65.93	07212021	LAND LINE 763-420-4061
<b>Total CENTURY LINK</b>			\$65.93		
<hr/>					
Paid Chk#	031003	8/12/2021	<b>CINTAS - 470</b>		
E 100-42100-223	Building Repair Supplies		\$24.10	4090010583	FLOOR MATS - POLICE
E 100-43100-210	Operating Supplies (GENERAL)		\$46.73	4090010593	PUBLIC WORKS
E 100-43100-417	Uniforms		\$138.60	4090010604	UNIFORMS
E 100-42100-223	Building Repair Supplies		\$11.66	4090674301	FLOOR MATS - POLICE
E 100-43100-210	Operating Supplies (GENERAL)		\$79.05	4090674359	PUBLIC WORKS
E 100-41941-210	Operating Supplies (GENERAL)		\$16.35	4090674375	TOWELS
E 100-43100-417	Uniforms		\$138.60	4090674462	UNIFORMS
E 100-42100-223	Building Repair Supplies		\$24.10	4091220142	FLOOR MATS - POLICE
E 100-43100-417	Uniforms		\$138.60	4091220188	UNIFORMS
<b>Total CINTAS - 470</b>			\$617.79		
<hr/>					
Paid Chk#	031004	8/12/2021	<b>COMCAST- 902943336</b>		
E 100-41941-321	Telephone		\$227.07		LAND LINE
E 100-42100-321	Telephone		\$227.08		LAND LINE
E 100-43100-321	Telephone		\$227.08		LAND LINE
<b>Total COMCAST- 902943336</b>			\$681.23		
<hr/>					
Paid Chk#	031005	8/12/2021	<b>COMCAST-INTERNET</b>		
E 100-41941-321	Telephone		\$283.35		CITY HALL INTERNET
E 100-42100-321	Telephone		\$283.35		PD INTERNET
<b>Total COMCAST-INTERNET</b>			\$566.70		
<hr/>					
Paid Chk#	031006	8/12/2021	<b>COMPUTER INTEGRATION TECH</b>		
E 100-41951-207	Computer Supplies		\$832.00	312081	MS OFFICE & CONFERENCING SOFTWARE
E 100-41951-300	Professional Srvs (GENERAL)		\$595.00	312278	AUGUST SERVICES
E 100-41951-300	Professional Srvs (GENERAL)		\$4,215.00	312445	AUGUST SERVICES
E 100-41951-300	Professional Srvs (GENERAL)		\$829.35	312822	TECH SUPPORT
<b>Total COMPUTER INTEGRATION TECH</b>			\$6,471.35		
<hr/>					
Paid Chk#	031007	8/12/2021	<b>CULLIGAN BOTTLED WATER</b>		
E 100-41941-210	Operating Supplies (GENERAL)		\$77.50	100X07018307	OFFICE WATER
<b>Total CULLIGAN BOTTLED WATER</b>			\$77.50		
<hr/>					
Paid Chk#	031008	8/12/2021	<b>DAYTON POLICE DEPARTMENT</b>		
E 100-42100-435	Toward Zero Deaths		\$2,081.30	2021-Q3	2021 Q3 TOWARD ZERO DEATH GRANT
<b>Total DAYTON POLICE DEPARTMENT</b>			\$2,081.30		
<hr/>					
Paid Chk#	031009	8/12/2021	<b>DEHMER FIRE PROTECTION</b>		
E 100-43100-210	Operating Supplies (GENERAL)		\$250.25	01697	ANNUAL INSPECTIONS
E 100-42100-210	Operating Supplies (GENERAL)		\$31.25	01698	SERVICE
E 100-41941-300	Professional Srvs (GENERAL)		\$31.25	01699	SERVICE
<b>Total DEHMER FIRE PROTECTION</b>			\$312.75		
<hr/>					
Paid Chk#	031010	8/12/2021	<b>DELTA DENTAL</b>		
E 100-41400-131	Employer Paid Health		\$162.75	CNS00007435	DENTAL INSURANCE

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E 100-42100-131	Employer Paid Health	\$122.80	CNS00007435	DENTAL INSURANCE
E 100-42102-131	Employer Paid Health	\$101.35	CNS00007435	DENTAL INSURANCE
E 100-43100-131	Employer Paid Health	\$156.70	CNS00007435	DENTAL INSURANCE
G 100-20205	Reimbursements	\$63.00	CNS00007435	DENTAL INSURANCE - HAMILTON
E 100-45200-131	Employer Paid Health	\$30.70	CNS00007435	DENTAL INSURANCE
E 100-41300-131	Employer Paid Health	\$30.70	CNS00007435	DENTAL INSURANCE
<b>Total DELTA DENTAL</b>		<u>\$668.00</u>		
<hr/>				
Paid Chk# 031011	8/12/2021	<b>DUANES SEPTIC SERVICE LLC</b>		
E 602-49450-220	Repair/Maint Supply (GENERAL)	\$325.00	4924	TANKS PUMPED
E 100-43100-223	Building Repair Supplies	\$60.00	4924	SERVICE
<b>Total DUANES SEPTIC SERVICE LLC</b>		<u>\$385.00</u>		
<hr/>				
Paid Chk# 031012	8/12/2021	<b>ECM PUBLISHERS INC</b>		
E 100-43100-210	Operating Supplies (GENERAL)	\$56.40		79TH PLACE IMPROVEMENT
E 100-41941-210	Operating Supplies (GENERAL)	\$83.11	844640	ORDINANCE 2021-415
G 500-20482	Nelson Sketch Plan 19-023	\$126.64	844641	CSAH-100 & 105TH AVE TURN LANES - NELSON INTERNATIONAL
E 100-43100-210	Operating Supplies (GENERAL)	\$134.55	846626	CONCORAN TRAIL STREET BIDS
E 100-41910-210	Operating Supplies (GENERAL)	\$31.66	846627	EASEMENT VACATION PH
<b>Total ECM PUBLISHERS INC</b>		<u>\$432.36</u>		
<hr/>				
Paid Chk# 031013	8/12/2021	<b>ELECTRIC PUMP</b>		
E 602-49450-400	Repairs & Maint Cont (GENERAL)	\$714.25	0071313-IN	LIFT STATION REPAIR
E 602-49450-400	Repairs & Maint Cont (GENERAL)	\$270.00	0071428-IN	PUMP 2 REPAIR
E 602-49450-210	Operating Supplies (GENERAL)	\$135.00	0071446-IN	HATCH PARTS
<b>Total ELECTRIC PUMP</b>		<u>\$1,119.25</u>		
<hr/>				
Paid Chk# 031014	8/12/2021	<b>EMPLOYEE RELATIONS</b>		
E 100-42100-300	Professional Srvs (GENERAL)	\$427.67	90745	BACKGROUND CHECK
E 100-43100-300	Professional Srvs (GENERAL)	\$47.22	90745	BACKGROUND CHECK
E 100-41941-300	Professional Srvs (GENERAL)	\$248.27	90745	BACKGROUND CHECK
<b>Total EMPLOYEE RELATIONS</b>		<u>\$723.16</u>		
<hr/>				
Paid Chk# 031015	8/12/2021	<b>FERGUSON WATERWORKS</b>		
E 601-49400-215	Water Meters	\$32,400.00	0470484	WATER METERS
E 601-49400-215	Water Meters	(\$376.09)	CM034930	WATER METERS
<b>Total FERGUSON WATERWORKS</b>		<u>\$32,023.91</u>		
<hr/>				
Paid Chk# 031016	8/12/2021	<b>FOSTER MECHANICAL</b>		
E 100-41941-380	Utility & Services (GENERAL)	\$140.00	15633	AERATORS
<b>Total FOSTER MECHANICAL</b>		<u>\$140.00</u>		
<hr/>				
Paid Chk# 031017	8/12/2021	<b>HANOVER, CITY OF</b>		
E 100-42200-300	Professional Srvs (GENERAL)	\$15,755.64	2021-3	2021 FIRE PROTECTION
<b>Total HANOVER, CITY OF</b>		<u>\$15,755.64</u>		
<hr/>				
Paid Chk# 031018	8/12/2021	<b>INTEGRATED PROTECTION SYSTEMS</b>		
E 100-41951-530	Improvements Other Than Bldgs	\$3,474.45	75680	WIRELESS INFRASTRUCTURE IMPROVEMENT



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<b>total INTEGRATED PROTECTION SYSTEMS</b>		\$3,474.45		
<hr/>				
Paid Chk#	031019	8/12/2021	<b>LANDFORM</b>	
G 500-20413	Ravinia 8th FP and PUD	\$35.50	31888	RAVINIA 8TH FP AND PUD 17-003
G 500-20482	Nelson Sketch Plan 19-023	\$71.00	31889	NELSON TRUCKING CUP, SP, VAR 20-022
G 500-20488	Rush Creek Reserve	\$923.00	31889	RUSH CREEK RESERVE 20-030
G 500-20497	Kariniemi PP 20-016	\$247.00	31889	KARINIEMI FINAL PLAT 20-036
G 500-20332	Lennar Tavera Development	\$2,485.00	31889	TAVERA FP & FPUD
G 500-20490	Cook Lake - Schommer	\$71.00	31889	COOK LAKE HIGHLANDS RZ
G 500-20221	Franzen Minor Subd #20-049	\$35.50	31889	FRANZEN FP
G 500-20223	Napa Site Plan CUP 21-004	\$71.00	31890	NAPA CUP AND SP 21-004
G 500-20477	Scherber CR30 WCA LGU	\$35.50	31890	SCHERBER CUP AND SP 21-007
E 100-41910-300	Professional Srvs (GENERAL)	\$1,633.00	31890	RESIDENTIAL ORDINANCE AMENDMENT 21-011
G 500-20227	D&D Service CUP SP VAR 21-012	\$529.50	31890	D&D SERVICE CUP AND SP 21-012
G 500-20353	Westside Tire	\$781.00	31890	WESTSIDE ZONING ORDINANCE
G 500-20228	Garages RZ, VAR, SP/CUP 21-016	\$656.00	31890	GARAGES RZ 21-016
G 500-20436	Pulte Encore - PUD Skch 17-029	\$1,739.50	31890	AMBERLEY & BELLWETHER RZ PP PUD 21-017
G 500-20229	Dornsbach CUP 21-018	\$497.00	31890	DORNBACH CUP 21-018
E 100-41910-300	Professional Srvs (GENERAL)	\$2,025.25	31890	ZONING AND LAND USE MAP UPDATE
G 500-20221	Franzen Minor Subd #20-049	\$106.50	31890	FRANZEN FINAL PLAT 21-021
G 500-20332	Lennar Tavera Development	\$213.00	31890	TAVERA PUD AMENDMENT
G 500-20356	Nagengast-Burnett Title	\$35.50	31890	MAGNAN DEV RIGHTS APPEAL 21-024
G 500-20357	Proehl-Topography	\$2,680.00	31890	GORDONS COUNTRY ESTATES PP VAR 21-025
G 500-20490	Cook Lake - Schommer	\$2,390.00	31890	COOK LAKE HIGHLANDS 21-028
E 100-41910-300	Professional Srvs (GENERAL)	\$426.00	31890	ACCESSORY BUILDING AMENDMENT
G 500-20361	Proehl Farm	\$648.00	31890	BECHTOLD FARM PP 21-030
E 100-41910-300	Professional Srvs (GENERAL)	\$3,134.50	31890	NUISANCE ORDINANCE UPDATE 20-032
G 500-20216	Kariniemi Variance 20-046	\$35.50	31890	KARINIEMI ROEHLKE SKETCH
E 100-41910-300	Professional Srvs (GENERAL)	\$4,082.50	31890	CITY BUSINESS
E 100-41920-300	Professional Srvs (GENERAL)	\$5,390.00	31890	CODE ENFORCEMENT
E 100-41910-300	Professional Srvs (GENERAL)	\$200.00	31890	CITY MEETINGS
<b>Total LANDFORM</b>		\$31,177.25		
<hr/>				
Paid Chk#	031020	8/12/2021	<b>LANO EQUIPMENT</b>	
E 100-45200-210	Operating Supplies (GENERAL)	\$549.14	03-848442	ROTARY BRUSH AND RUBBER FINGER HOLDER
<b>Total LANO EQUIPMENT</b>		\$549.14		
<hr/>				
Paid Chk#	031021	8/12/2021	<b>MARIE RIDGEWAY LICSW, LLC</b>	
E 100-41941-300	Professional Srvs (GENERAL)	\$220.00	1385	MENTAL HEALTH CHECK IN
<b>Total MARIE RIDGEWAY LICSW, LLC</b>		\$220.00		
<hr/>				
Paid Chk#	031022	8/12/2021	<b>MARTIN-MCALLISTER</b>	
E 100-42100-300	Professional Srvs (GENERAL)	\$1,100.00	14039	PUBLIC SAFETY ASSESSMENT
<b>Total MARTIN-MCALLISTER</b>		\$1,100.00		
<hr/>				
Paid Chk#	031023	8/12/2021	<b>MCFOA</b>	
E 100-41400-208	Training and Instruction	\$45.00	070121	MCFOA MEMBERSHIP
<b>Total MCFOA</b>		\$45.00		

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<b>Paid Chk# 031024 8/12/2021 MEDINA, CITY OF</b>					
E 419-43100-300	Professional Svcs (GENERAL)		\$33,763.12	00007252	HACKAMORE ROAD ESCROW
E 100-43100-381	Street/Signal Lights		\$429.38	00007253	SHARED SIGNAL/LIGHTING
<b>Total MEDINA, CITY OF</b>			\$34,192.50		
<b>Paid Chk# 031025 8/12/2021 MENARDS BUFFALO</b>					
E 100-41941-210	Operating Supplies (GENERAL)		\$79.94	44282	TRASH CANS/BRUTE CANS
<b>Total MENARDS BUFFALO</b>			\$79.94		
<b>Paid Chk# 031026 8/12/2021 MENARDS MAPLE GROVE</b>					
E 100-43100-210	Operating Supplies (GENERAL)		\$358.80	83596	GLACIER MIST
E 100-45200-210	Operating Supplies (GENERAL)		\$11.36	85211	PARKS & REC SUPPLIES
E 100-45200-210	Operating Supplies (GENERAL)		\$4.60	85305	PARKS & REC SUPPLIES
E 100-42100-210	Operating Supplies (GENERAL)		\$44.82	85341	PD SUPPLIES
E 100-41941-210	Operating Supplies (GENERAL)		\$107.86	85580	CTIY HALL - STEEL END FRAME
E 100-41941-210	Operating Supplies (GENERAL)		\$35.83	85731	SUPPLIES
E 100-42100-210	Operating Supplies (GENERAL)		\$132.13	86084	PD SUPPLIES
E 100-45200-261	Recreation Programming		\$76.93	86087	PARKS & REC SUPPLIES
<b>Total MENARDS MAPLE GROVE</b>			\$772.33		
<b>Paid Chk# 031027 8/12/2021 METRO WEST INSPECTION SERVICES</b>					
E 100-42400-300	Professional Svcs (GENERAL)		\$36,149.92	2858	FINALED INSPECTIONS - MAY 2021
E 100-42400-300	Professional Svcs (GENERAL)		\$36,533.00	2924	FINALED INSPECTIONS - JULY 2021
<b>otal METRO WEST INSPECTION SERVICES</b>			\$72,682.92		
<b>Paid Chk# 031028 8/12/2021 METROPOLITAN COUNCIL ENVIRO</b>					
E 602-49450-312	MCES Sewage Treatment		\$6,213.01	0001127889	WASTE WATER SERVICES
<b>Total METROPOLITAN COUNCIL ENVIRO</b>			\$6,213.01		
<b>Paid Chk# 031029 8/12/2021 METROPOLITAN COUNCIL MCES</b>					
E 602-49450-310	Other Professional Services		\$101,885.00	060121	JUNE SAC
E 602-49450-310	Other Professional Services		\$46,941.65	070121	JULY SAC
<b>Total METROPOLITAN COUNCIL MCES</b>			\$148,826.65		
<b>Paid Chk# 031030 8/12/2021 MILLER CHEVROLET</b>					
E 100-43100-220	Repair/Maint Supply (GENERAL)		\$27.54	170484	FILTER
E 100-43100-220	Repair/Maint Supply (GENERAL)		\$77.98	665524	HVAC CONTROL
<b>Total MILLER CHEVROLET</b>			\$105.52		
<b>Paid Chk# 031031 8/12/2021 MINNETRISTA, CITY OF</b>					
E 100-42100-435	Toward Zero Deaths		\$270.40	2021-Q3	2021 Q3 TOWARD ZERO DEATH GRANT
<b>Total MINNETRISTA, CITY OF</b>			\$270.40		
<b>Paid Chk# 031032 8/12/2021 MN CHIEFS OF POLICE ASSOC</b>					
E 100-42100-210	Operating Supplies (GENERAL)		\$114.00	12080	PERMIT TO CARRY
<b>Total MN CHIEFS OF POLICE ASSOC</b>			\$114.00		
<b>Paid Chk# 031033 8/12/2021 OFFICE DEPOT</b>					
E 100-41941-210	Operating Supplies (GENERAL)		\$178.02	182577524001	OFFICE SUPPLIES

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E 100-41941-200	Office Supplies (GENERAL)		\$12.00	182577524002	OFFICE SUPPLIES
E 100-41941-210	Operating Supplies (GENERAL)		\$44.97	183174122001	WALL SIGN
E 100-41941-200	Office Supplies (GENERAL)		\$24.58	183174124001	ENVELOPES
E 100-41941-210	Operating Supplies (GENERAL)		\$17.18	183174125001	OFFICE SUPPLIES
E 100-41941-210	Operating Supplies (GENERAL)		\$1.59	183174126001	OFFICE SUPPLIES
E 100-41941-210	Operating Supplies (GENERAL)		\$114.54	184255228001	USB
E 100-41941-210	Operating Supplies (GENERAL)		\$59.26	184255839001	OFFICE SUPPLIES
E 100-41941-210	Operating Supplies (GENERAL)		\$55.00	184255840001	STANDING MAT
<b>Total OFFICE DEPOT</b>			\$507.14		
<hr/>					
Paid Chk# 031034	8/12/2021	<b>OPTUM</b>			
E 100-41941-300	Professional Srvs (GENERAL)		\$103.00	9414049	HSA APRIL-JUNE 2021
<b>Total OPTUM</b>			\$103.00		
<hr/>					
Paid Chk# 031035	8/12/2021	<b>ORONO POLICE DEPARTMENT</b>			
E 100-42100-435	Toward Zero Deaths		\$1,340.53	2021-Q3	2021 Q3 TOWARD ZERO DEATH GRANT
<b>Total ORONO POLICE DEPARTMENT</b>			\$1,340.53		
<hr/>					
Paid Chk# 031036	8/12/2021	<b>PIONEER MANUFACTURING COMPANY</b>			
E 100-45200-261	Recreation Programming		\$750.00	INV795045	BRITE STRIPE, LIFTGATE
<b>Total PIONEER MANUFACTURING COMPANY</b>			\$750.00		
<hr/>					
Paid Chk# 031037	8/12/2021	<b>PREVOLV</b>			
E 400-41941-520	Buildings and Structures		\$15,241.98	998729	WORKSTATION - PD
<b>Total PREVOLV</b>			\$15,241.98		
<hr/>					
Paid Chk# 031038	8/12/2021	<b>RANDYS ENVIRONMENTAL SERVICES</b>			
E 100-45200-210	Operating Supplies (GENERAL)		\$78.64	AUGUST2021	PARKS GARBAGE 13384952
E 100-41941-380	Utility & Services (GENERAL)		\$459.04	JULY2021	CITY HALL GARBAGE 1280351
E 100-42400-300	Professional Srvs (GENERAL)		\$459.05	JULY2021	CITY HALL GARBAGE 1280351
E 100-43100-210	Operating Supplies (GENERAL)		\$400.72	JULY2021	PW GARBAGE 12112149
E 100-45200-210	Operating Supplies (GENERAL)		\$275.99	JULY2021	PARKS GARBAGE 11039
<b>Total RANDYS ENVIRONMENTAL SERVICES</b>			\$1,673.44		
<hr/>					
Paid Chk# 031039	8/12/2021	<b>RAY ALLEN MANUFACTURING</b>			
E 202-42100-213	Police K9		\$344.86	RINV198606	PD CANINE TRAINING
<b>Total RAY ALLEN MANUFACTURING</b>			\$344.86		
<hr/>					
Paid Chk# 031040	8/12/2021	<b>READY WATT ELECTRIC</b>			
E 416-42100-210	Operating Supplies (GENERAL)		\$5,764.00	221476	ANTENNA INSTALLATION - PD
<b>Total READY WATT ELECTRIC</b>			\$5,764.00		
<hr/>					
Paid Chk# 031041	8/12/2021	<b>REINKING, MARK</b>			
E 100-43100-210	Operating Supplies (GENERAL)		\$32.25	07262021	WEED INSPECTION APP
<b>Total REINKING, MARK</b>			\$32.25		
<hr/>					
Paid Chk# 031042	8/12/2021	<b>RIGID HITCH</b>			
E 100-43100-220	Repair/Maint Supply (GENERAL)		\$258.91	1928581017	BALL MOUNT AND HITCH

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<b>Total RIGID HITCH</b>		\$258.91		
Paid Chk#	031043	8/12/2021	<b>RITEWAY BUSINESS FORMS</b>	
E 100-41941-210	Operating Supplies (GENERAL)	\$214.24	21-31928	AP LASER CHECKS
<b>Total RITEWAY BUSINESS FORMS</b>		\$214.24		
Paid Chk#	031044	8/12/2021	<b>ROGERS FIRE DEPARTMENT</b>	
E 100-42200-300	Professional Srvs (GENERAL)	\$138,774.03	0034282	2021 FIRE PROTECTION
<b>Total ROGERS FIRE DEPARTMENT</b>		\$138,774.03		
Paid Chk#	031045	8/12/2021	<b>ROGERS POLICE DEPARTMENT</b>	
E 100-42100-435	Toward Zero Deaths	\$1,398.70	2021-Q3	2021 Q3 TOWARD ZERO DEATH GRANT
<b>Total ROGERS POLICE DEPARTMENT</b>		\$1,398.70		
Paid Chk#	031046	8/12/2021	<b>RUPPERT APPRAISAL &amp; CONSULTATI</b>	
E 427-41900-300	Professional Srvs (GENERAL)	\$15,000.00	1680	APPRAISAL REPORTS
<b>Total RUPPERT APPRAISAL &amp; CONSULTATI</b>		\$15,000.00		
Paid Chk#	031047	8/12/2021	<b>SANDIS SCREEN PRINTING</b>	
E 100-42100-210	Operating Supplies (GENERAL)	\$123.00	072621	NIGHT TO UNITE SHIRTS
<b>Total SANDIS SCREEN PRINTING</b>		\$123.00		
Paid Chk#	031048	8/12/2021	<b>SOUTH LAKE MINNETONKA PD</b>	
E 100-42100-435	Toward Zero Deaths	\$2,286.18	2021-Q3	2021 Q3 TOWARD ZERO DEATH GRANT
<b>Total SOUTH LAKE MINNETONKA PD</b>		\$2,286.18		
Paid Chk#	031049	8/12/2021	<b>SPRINT</b>	
E 100-43100-321	Telephone	\$373.47	391283315-23	CELL SERVICE
<b>Total SPRINT</b>		\$373.47		
Paid Chk#	031050	8/12/2021	<b>STAR TRIBUNE</b>	
E 100-42100-300	Professional Srvs (GENERAL)	\$55.77	12696390 3Q	STAR TRIBUNE 7/9-10/8/21
<b>Total STAR TRIBUNE</b>		\$55.77		
Paid Chk#	031051	8/12/2021	<b>STEVE NEURURER BACKGROUND INV.</b>	
E 100-42100-300	Professional Srvs (GENERAL)	\$382.50	07.2021 C.B.	BACKGROUND INVESTIGATION
<b>Total STEVE NEURURER BACKGROUND INV.</b>		\$382.50		
Paid Chk#	031052	8/12/2021	<b>STREICHER S POLICE EQUIPMENT</b>	
E 202-42100-580	Other Equipment	\$1,056.00	I1512044	POLICE EQUIPMENT
<b>Total STREICHER S POLICE EQUIPMENT</b>		\$1,056.00		
Paid Chk#	031053	8/12/2021	<b>SUPERIOR FORD</b>	
E 100-42100-220	Repair/Maint Supply (GENERAL)	\$42.74	166386	COVER
<b>Total SUPERIOR FORD</b>		\$42.74		
Paid Chk#	031054	8/12/2021	<b>SWANSTON EQUIP CORP.</b>	
E 100-43100-220	Repair/Maint Supply (GENERAL)	\$39.60	P70035	AUTO REPAIRS
<b>Total SWANSTON EQUIP CORP.</b>		\$39.60		

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Paid Chk#	031055	8/12/2021	<b>TEAMSTER LOCAL 320</b>		
	G 100-21707	Union Dues	\$300.00	AUG21	2021 AUGUST UNION DUES
	G 100-21707	Union Dues	\$43.44	AUG21	2021 AUGUST LEGAL DEFENSE DUES
	<b>Total</b>	<b>TEAMSTER LOCAL 320</b>	\$343.44		
Paid Chk#	031056	8/12/2021	<b>TEGRETE</b>		
	E 100-41941-400	Repairs & Maint Cont (GENERAL)	\$450.00	96363	MONTHLY CITY HALL CLEANING
	E 100-41941-400	Repairs & Maint Cont (GENERAL)	\$103.85	96923	MONTHLY CITY HALL CLEANING
	<b>Total</b>	<b>TEGRETE</b>	\$553.85		
Paid Chk#	031057	8/12/2021	<b>TIDE CLEANERS MAPLE GROVE</b>		
	E 100-42100-417	Uniforms	\$145.58	JULY 2021	UNIFORM CLEANING
	<b>Total</b>	<b>TIDE CLEANERS MAPLE GROVE</b>	\$145.58		
Paid Chk#	031058	8/12/2021	<b>TOTAL COMPLIANCE SOLUTIONS</b>		
	E 100-41941-300	Professional Srvs (GENERAL)	\$100.00	68483	RANDOM DRUG TESTING
	<b>Total</b>	<b>TOTAL COMPLIANCE SOLUTIONS</b>	\$100.00		
Paid Chk#	031059	8/12/2021	<b>ULTIMATE CLEANERS LLC</b>		
	E 100-41941-400	Repairs & Maint Cont (GENERAL)	\$690.00	21080200	CARPET CLEANING
	<b>Total</b>	<b>ULTIMATE CLEANERS LLC</b>	\$690.00		
Paid Chk#	031060	8/12/2021	<b>US BANKCORP EQUIPMENT FINANCE</b>		
	E 100-41951-210	Operating Supplies (GENERAL)	\$998.83	448369553	COPIER LEASE
	<b>Total</b>	<b>US BANKCORP EQUIPMENT FINANCE</b>	\$998.83		
Paid Chk#	031061	8/12/2021	<b>VERIZON WIRELESS</b>		
	E 100-42100-323	Radio Units	\$320.09	9884963148	RADIO UNITS
	E 100-42100-321	Telephone	\$870.30	9884963148	CELL SERVICE
	E 100-41900-321	Telephone	\$248.91	9884963148	CELL SERVICE
	<b>Total</b>	<b>VERIZON WIRELESS</b>	\$1,439.30		
Paid Chk#	031062	8/12/2021	<b>WEST HENNEPIN PUBLIC SAFETY</b>		
	E 100-42100-435	Toward Zero Deaths	\$3,961.19	2021-Q3	2021 Q3 TOWARD ZERO DEATH GRANT
	<b>Total</b>	<b>WEST HENNEPIN PUBLIC SAFETY</b>	\$3,961.19		
Paid Chk#	031063	8/12/2021	<b>WESTRICH, STEVEN &amp; MICHELLE</b>		
	E 100-45200-261	Recreation Programming	\$25.00	07202021	REFEREE 7/20
	<b>Total</b>	<b>WESTRICH, STEVEN &amp; MICHELLE</b>	\$25.00		
Paid Chk#	031064	8/12/2021	<b>WESTSIDE WHOLESALE TIRE</b>		
	E 100-42100-220	Repair/Maint Supply (GENERAL)	\$30.00	886145	REPAIR TIRE
	<b>Total</b>	<b>WESTSIDE WHOLESALE TIRE</b>	\$30.00		
Paid Chk#	031065	8/12/2021	<b>WOCHNER, HALEY</b>		
	E 602-49450-810	Refunds/Reimbursements	\$13.81	072321	REFUND UTILITY PAYMENT
	<b>Total</b>	<b>WOCHNER, HALEY</b>	\$13.81		
Paid Chk#	031066	8/12/2021	<b>WRIGHT HENNEPIN COOP ELECT</b>		

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G 500-20390	Ravinia Street Lights	\$15.10	35028916508	Bridle/Gleason: 150-1690-5131
G 500-20390	Ravinia Street Lights	\$15.72	35028916508	Bridle/Paddock: 150-1690-5135
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	Paddock Ln 150-1690-5137
G 500-20390	Ravinia Street Lights	\$15.72	35028916508	Bridle Path: 150-1690-5146
G 500-20390	Ravinia Street Lights	\$15.72	35028916508	Paddock/Bridle: 150-1690-5158
G 500-20390	Ravinia Street Lights	\$15.72	35028916508	6471 Carriage: 150-1691-0155
G 500-20390	Ravinia Street Lights	\$15.72	35028916508	Bridle/Steeple: 150-1691-0158
G 500-20390	Ravinia Street Lights	\$15.72	35028916508	Bridle/Bluestem: 150-1691-0168
G 500-20390	Ravinia Street Lights	\$15.72	35028916508	Prairie/Bridle: 150-1691-0174
G 500-20390	Ravinia Street Lights	\$15.72	35028916508	Bridle Path: 150-1691-0177
G 500-20390	Ravinia Street Lights	\$15.72	35028916508	Elderberry Ct: 150-1691-0178
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	19301 Annabelle: 150-1691-8063
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	6675 Carriage: 150-1691-8064
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	6681 Bridle: 150-1691-8066
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	6657 Bridle: 150-1691-8079
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	19130 Galloway: 150-1691-8080
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	19065 Galloway: 150-1691-8082
G 500-20390	Ravinia Street Lights	\$30.82	35028916508	6485 Larkspur: 150-1692-0907
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	6398 Larkspur: 150-1692-0908
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	66TH/CEDAR: 150-1692-8373
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	Bridle/66th Ave: 150-1692-8374
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	19437 Lupine LN: 150-1693-0197
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	19389 Lupine LN: 150-1693-0199
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	19345 Golden TR: 150-1693-0200
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	6310 Steeple LN: 150-1693-0201
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	6370 Steeple LN: 150-1693-0202
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	19367 Annabelle: 150-1693-5724
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	19343 Annabelle: 150-1693-5726
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	19315 Primrose: 150-1693-5731
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	19399 Primrose: 150-1693-5732
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	Primrose/Wildfl: 150-1693-5733
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	Wildflo/Gleason: 150-1693-5734
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	Gleason/Wildflo: 150-1693-5986
G 500-20420	Bass Lake Cross MI Home 17-012	\$15.10	35028916508	FIR LN/75TH AVE: 150-1693-7072
G 500-20420	Bass Lake Cross MI Home 17-012	\$15.10	35028916508	FIR LN N: 150-1693-7074
G 500-20420	Bass Lake Cross MI Home 17-012	\$15.10	35028916508	FIR LN/74TH AVE: 150-1693-7075
G 500-20420	Bass Lake Cross MI Home 17-012	\$23.98	35028916508	FIR LN N/CR 10: 150-1693-7076
G 500-20420	Bass Lake Cross MI Home 17-012	\$15.10	35028916508	74TH AVE N: 150-1693-7077
G 500-20420	Bass Lake Cross MI Home 17-012	\$23.98	35028916508	FIR LN N/CR 10: 150-1694-0076
G 500-20420	Bass Lake Cross MI Home 17-012	\$15.10	35028916508	FIR LN N: 150-1694-0078
G 500-20420	Bass Lake Cross MI Home 17-012	\$15.10	35028916508	FIR LN N/LOT #8: 150-1694-0079
G 500-20420	Bass Lake Cross MI Home 17-012	\$15.10	35028916508	FIR LN N/72ND N: 150-1694-0080
G 500-20420	Bass Lake Cross MI Home 17-012	\$15.10	35028916508	72ND AVE N: 150-1694-0081
G 500-20420	Bass Lake Cross MI Home 17-012	\$15.10	35028916508	FIR LN N/LOT #5: 150-1694-0082
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	ANNABELLE LOT 5 150-1694-0821
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	PRIMROSE COURT 150-1694-4502
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	SUNFLOWER COURT 150-1694-4503
G 500-20390	Ravinia Street Lights	\$15.10	35028916508	WILDFLOWER TRL 150-1694-4505

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G 500-20390 Ravinia Street Lights	\$15.10	35028916508	WILDFLOWER TRL 150-1694-4506
G 500-20420 Bass Lake Cross MI Home 17-012	\$18.58	35028916508	74TH PL & MAPLE 150-1694-6889
G 500-20420 Bass Lake Cross MI Home 17-012	\$15.10	35028916508	JACK PINE LN N 150-1694-6891
G 500-20420 Bass Lake Cross MI Home 17-012	\$15.10	35028916508	74TH AVE N 150-1694-6892
G 500-20420 Bass Lake Cross MI Home 17-012	\$15.10	35028916508	75TH AVE N 150-1694-6893
G 500-20420 Bass Lake Cross MI Home 17-012	\$15.10	35028916508	HICKORY LN N 150-1694-6894
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	MEADOW RUE CT 150-1694-7911
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	STEEPLE CHASE LN 150-1694-7917
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	SNOWBERRY CT 150-1694-7918
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	MEADOW RUE CT 150-1694-7919
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	STEEPLE CHASE LN 150-1694-7920
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	LARKSPUR LN/63RD 150-1694-9986
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	63RD AVE N 150-1694-9987
G 500-20436 Pulte Encore - PUD Skch 17-029	\$15.10	35028916508	102ND PLACE/ 103RD AVENUE 150-1694-7926
G 500-20436 Pulte Encore - PUD Skch 17-029	\$15.10	35028916508	STIEG ROAD 150-1694-8543
G 500-20436 Pulte Encore - PUD Skch 17-029	\$15.10	35028916508	STIEG ROAD 150-1694-8544
G 500-20436 Pulte Encore - PUD Skch 17-029	\$15.10	35028916508	IRONWOOD LN 150-1695-5954
G 500-20436 Pulte Encore - PUD Skch 17-029	\$15.10	35028916508	IRONWOOD LN/10ND PLACE 150-1695-5955
G 500-20436 Pulte Encore - PUD Skch 17-029	\$15.10	35028916508	JACKPINE LN/IRONWOOD CT 150-1695-5957
G 500-20436 Pulte Encore - PUD Skch 17-029	\$15.10	35028916508	102ND AVE 150-1695-5961
G 500-20436 Pulte Encore - PUD Skch 17-029	\$15.10	35028916508	102ND AVE/JACKPINE LN 150-1695-5963
G 500-20436 Pulte Encore - PUD Skch 17-029	\$15.10	35028916508	102ND PL/JACK PINE LN 150-1695-5964
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	COACH HOUSE LN 150-1695-6350
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	COACH HOUSE LN/ANNABELLE 150-1695-6351
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	ANNABELLE LN/BLACK OAK LN 150-1695-6352
G 500-20390 Ravinia Street Lights	\$0.00	35028916508	ANNABELLE LN/ANNABELLE CT 150-1695-6353
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	ANNABELLE CT 150-1695-6359
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	COACH HOUSE LN LOT #1 150-1695-6365
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	BLACK OAK CT 150-1695-6367
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	BLACK OAK LN/BLACK OAK CT 150-1695-6371
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	BLACK OAK LN 150-1695-7149
G 500-20390 Ravinia Street Lights	\$0.00	35028916508	PRAIRIE SAGE/PRAIRIE SAGE LN 150-1695-8126
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	GLEASON PARKWAY/BRIDLE 150-1695-8428
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	BRIDLE PATH 150-1695-8431
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	PRAIRIE SAGE LN: 150-1695-8432
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	PRAIRIE SAGE LN: 150-1695-8435
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	PRAIRIE SAGE LN: 150-1695-8436
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	PRAIRIE SAGE LN/BRIDLE PATH 150-1695-8438
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	GLEASON PWKY: 150-1695-9395
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	GLEASON PKWY 150-1695-9396
G 500-20390 Ravinia Street Lights	\$15.10	35028916508	GLEASON PKWY 150-1695-9398
E 100-43100-381 Street/Signal Lights	\$43.58	35028916509	CTY RD10/116 000-0100-1469
E 100-45200-380 Utility & Services (GENERAL)	(\$205.89)	35028916509	Ballpark: 120-1246-7200
E 100-42100-380 Utility & Services (GENERAL)	\$19.90	35028916509	CIVIL DEFENSE: 120-1246-8000
E 100-42100-380 Utility & Services (GENERAL)	\$20.14	35028916509	Maple Hill Est: 120-1246-8100
E 100-41941-380 Utility & Services (GENERAL)	\$31.11	35028916509	School Property: 120-1247-9600
E 100-41941-380 Utility & Services (GENERAL)	\$1,419.22	35028916509	8200 Cty Rd 116: 120-1255-6300
E 601-49400-380 Utility & Services (GENERAL)	\$20.63	35028916509	19090 Bass Lk Rd:150-1687-7510

CITY OF CORCORAN

**\*Check Detail Register©**

August 2021

		Check Amt	Invoice	Comment
E 100-43100-380	Utility & Services (GENERAL)	\$31.41	35028916509	9525 Cain Rd: 150-1689-5230
E 602-49450-380	Utility & Services (GENERAL)	\$154.73	35028916509	Brockton Ln: 150-1689-6871
E 602-49450-380	Utility & Services (GENERAL)	\$56.24	35028916509	20120 CTY 10 LIF:150-1691-6661
E 100-41941-380	Utility & Services (GENERAL)	\$75.75	35028916509	8200 CR116/SIGN: 150-1693-6612
E 100-45200-380	Utility & Services (GENERAL)	\$46.92	35028916509	BASEBALL FIELD: 150-1693-6855
G 500-20390	Ravinia Street Lights	\$20.63	35028916509	WILDFLOWER: 150-1694-4774
E 100-43100-381	Street/Signal Lights	(\$0.27)	35028916509	Cty 10/Maple Hi: 120-1246-7300
E 100-43100-381	Street/Signal Lights	\$18.58	35028916509	CTY 10/Treptaus: 120-1246-7400
E 100-43100-381	Street/Signal Lights	\$18.58	35028916509	CTY 10/St Thomas:120-1246-7500
E 100-43100-381	Street/Signal Lights	\$20.81	35028916509	Cty 10/Stanchion:120-1246-7600
E 100-43100-381	Street/Signal Lights	\$20.81	35028916509	Co Rd 10 & 50: 120-1246-7700
E 100-45200-380	Utility & Services (GENERAL)	\$4.43	35028916509	8200 Cty Rd 116: 120-1246-7800
E 100-45200-380	Utility & Services (GENERAL)	(\$0.27)	35028916509	75th Ave/Hwy 116:120-1246-7900
E 100-41941-380	Utility & Services (GENERAL)	\$0.00	35028916509	8200 Cty Rd 116: 150-1684-2033
E 100-43100-380	Utility & Services (GENERAL)	\$0.00	35028916509	9100 Cty Rd 19: 150-1688-8463
E 100-42100-380	Utility & Services (GENERAL)	\$0.00	35028916509	6510 Cty Rd 116: 150-1680-4662
G 500-20390	Ravinia Street Lights	\$0.00	35028916509	6629 CTY 101: 150-1691-8062
<b>Total WRIGHT HENNEPIN COOP ELECT</b>		<b>\$3,173.28</b>		
<hr/>				
Paid Chk# 031067	8/12/2021	<b>WRIGHT HENNEPIN SECURITY</b>		
E 100-41941-380	Utility & Services (GENERAL)	\$350.00	1170640	8200 COUNTY RD 116 SECURITY
<b>Total WRIGHT HENNEPIN SECURITY</b>		<b>\$350.00</b>		
<hr/>				
Paid Chk# 031068	8/12/2021	<b>XCEL ENERGY</b>		
E 100-43100-380	Utility & Services (GENERAL)	\$1,046.90	740884938	WATER METER
<b>Total XCEL ENERGY</b>		<b>\$1,046.90</b>		
<hr/>				
Paid Chk# 031069	8/12/2021	<b>ZOLL MEDICAL CORPORATION</b>		
E 100-42100-210	Operating Supplies (GENERAL)	\$244.80	3328157	ELECTRODES, DEFIBRILLATION AED
<b>Total ZOLL MEDICAL CORPORATION</b>		<b>\$244.80</b>		
<b>10100 Farmers State Bank</b>		<b>\$647,486.55</b>		



CITY OF CORCORAN

**\*Check Detail Register©**

August 2021

Check Amt Invoice Comment

Fund Summary

**10100 Farmers State Bank**

100 GENERAL FUND	\$306,674.08		
201 RESERVES DONATION FUND	\$27.99		
202 POLICE DONATION FUND	\$1,400.86		
205 DWI FORFEITURE FUND	\$16.25		
400 CITY HALL REMODEL 2020-2021	\$15,241.98		
416 CAPITAL-EQUIPMENT CERTS	\$37,204.00		
419 HACKAMORE UPGRADE (LENNAR)	\$33,763.12		
427 GLEASON/66TH PARKWAY EXTENSION	\$15,035.63		
500 ESCROW HOLDING FUND	\$18,313.93		
601 WATER	\$63,100.02		
602 SEWER	\$156,708.69		
	<hr/>		
	\$647,486.55		



**TO:** Corcoran City Council

**FROM:** Kendra Lindahl, Landform

**DATE:** July 14, 2021 for the July 22, 2021 City Council Meeting

**RE:** Land Use Map Amendments and Amendments to the Southeast District Plan and Design Guidelines (city file no. 21-020)

**REVIEW DEADLINE:** N/A

## 1. Description of Request

Staff is recommending some amendments to both the land use map and the maps in the Southeast District plan. Staff has been aware of the issues, but there has been recent interest in development in the Southeast District and we believe the changes must be made for consistency.

## 2. Planning Commission Review

The Planning Commission reviewed this item at a public hearing on July 1<sup>st</sup>. There was no one present to speak on this item.

The Planning Commission voted 5-0 to recommend approval of the request.

## 3. Analysis

### A. Level of City Discretion in Decision-Making

The City has a relatively high level of discretion in approving or denying a comprehensive plan amendment. The comprehensive use plan is the city's long-range planning tool that indicates what type of development should occur on all land within the City. In other words, it is the City's plan for how it wants to direct future development and growth. The City Council may guide property as it deems necessary to protect and promote the general health, safety and welfare of the community. Approval of a Comprehensive Plan amendment requires a 4/5 vote of the City Council.

The City has a relatively high level of discretion in approving or denying a Zoning Ordinance Amendment application. The proposed zoning for a property must be consistent with the City's Comprehensive Plan. If the proposed zoning is not consistent with the Comprehensive Plan, the City must deny the rezoning application. The Zoning Ordinance and Map are the enforcement tools used to implement the goals and standards set in the Comprehensive Plan.



B. Consistency with Ordinance Standards

*Land Use Guide Plan Amendment*

The 2040 Comprehensive Plan was adopted on November 25, 2019. After adoption of the comprehensive plan, staff noted that four parcels were guided with the wrong land use designation and were not consistent with the intent of the plan. Specifically:

- i. **21000 Larkin Road** (PID 2711923130003) was designated as Rural/Ag Residential; however, the property is located in the Metropolitan Urban Service Area (MUSA) and should be designated Existing Residential. The property was erroneously guided Rural/Ag Residential in the 2030 Plan and the error was only recently identified. The 2040 Comprehensive Plan states “The Rural/Ag Residential area is the community’s largest land area and is intended to remain rural. The Metropolitan Council categorizes this area, existing outside the 2040 MUSA boundaries, as Diversified Rural. Diversified Rural areas are not within the Metropolitan Council’s Long-Term Sewer Service area.” The change will make the Zoning Map and Land Use Map consistent.
- ii. **7631 Commerce Street** (PID 2611923110019) is shown as Commercial on the 2040 Land Use Plan but should be Industrial. The property is zoned I-1 (Light Industrial) and the existing uses are consistent with the I-1 district standards. The change will make the Zoning Map and Land Use Map consistent.
- iii. **20100 Meister Road** (PID 1411923440001) and **20220 Meister Road** (PID 1411923430001) are shown as Low Density Residential, but should be reclassified as Rural/Ag Residential because it is located outside the MUSA. The property was erroneously guided Low Density Residential in the 2030 Plan and the error was only recently identified. The Comprehensive Plan states “This land use category identifies areas for single-family detached residential development at an average density of 3 to 5 units per acre. This land use category will be Corcoran’s predominant land use inside the 2040 MUSA boundary.” The change will make the Zoning Map and Land Use Map consistent.

The Comprehensive Plan is a living document and when the City finds evidence to support a change to the plan, the City Council has the discretion to make a change. The City should consider the following issues when reviewing a comprehensive plan amendment request:

- Evidence submitted by the applicant demonstrating the reason(s) that the plan should be changed, including, but not limited to, whether new information has become available since the Comprehensive Plan was adopted that supports re-examination of the plan, or that existing or proposed development offers new opportunities or constraints that were not previously considered by the plan.
- Whether or not the change is needed to allow reasonable development of the site.
- The relationship of the proposed amendment to the supply and demand for particular land uses within the city and the immediate vicinity of the site.



- Consideration of the impact of the proposed amendment upon current and future special assessments and utility area charges, future property tax assessments or other fiscal impacts upon the City.

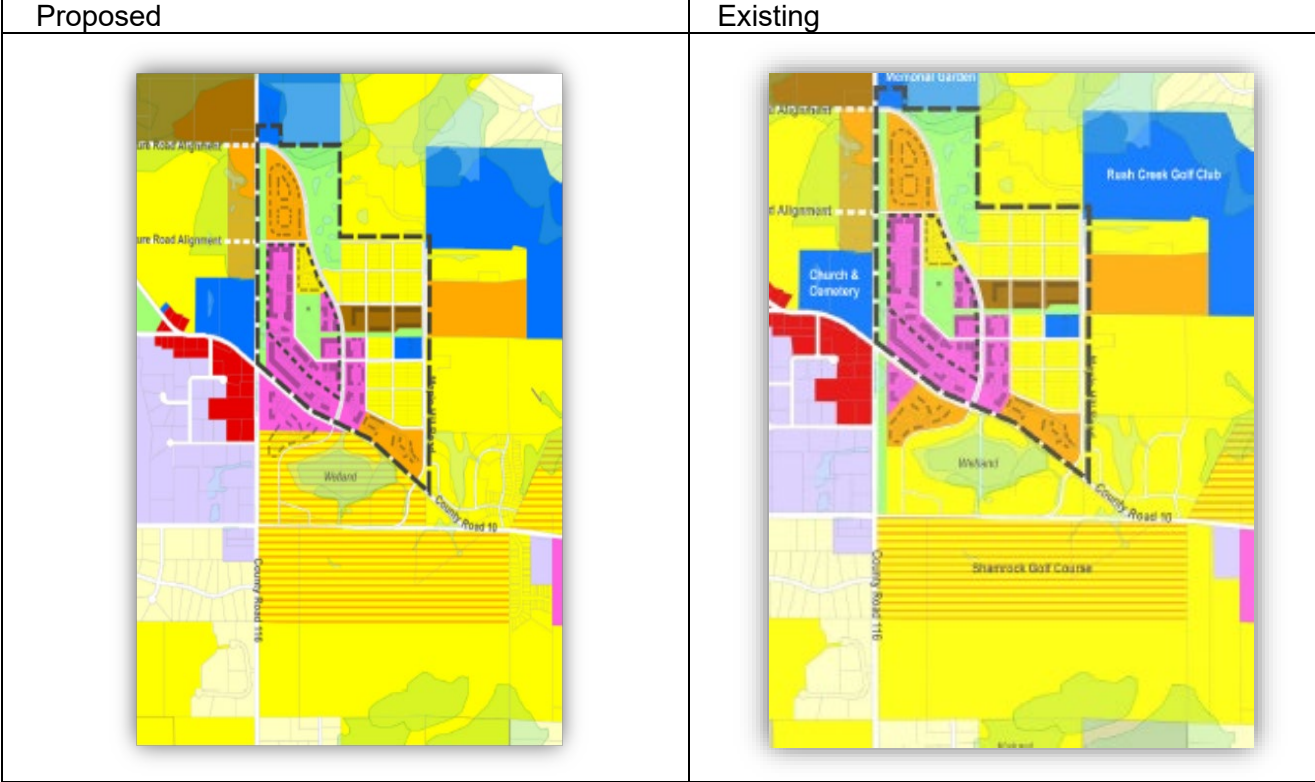
In this case, the changes are proposed for three of the four properties because they were erroneously designed in a manner inconsistent with the MUSA boundary and the planned extension of municipal sewer and water and should be corrected to allow continued use of the property in the manner it is used today. The final property appears to be an error that carried over from the 2030 Plan and should be corrected to be consistent with the Zoning Map.

This is a policy decision for the City Council. The City should evaluate all of these issues when considering the decision. Staff recommends approval of the changes.

### *Zoning Ordinance Amendment*

The Corcoran Southeast District Plan and Design Guidelines were adopted as Appendix B to the Zoning Ordinance and provide goals for new development in the City. The Southeast District Plan was adopted before the 2040 Comprehensive Plan update and has some conflicting land use in Larkin Road area. As we have begun to see interest in the Southeast District, we think it is important to make the Southeast District land uses consistent with the adopted plan and make a few other cleanup edits:

- a. Correct a typo in the table of comments (page 3)
- b. Update the Southeast District Plan for the property near Larkin Road east of County Road 116 to a Mixed Residential designation consistent with the land use and zoning maps
- c. Update the background parcel data for all maps
- d. Add the planned width of the linear park on the streetscape graphics (page 14)



**4. Recommendation**

Move to adopt the following as recommended by the Planning Commission:

- a. Resolution 2021-76 Approving Land Use Amendment
- b. Ordinance 2021-421 Approving Zoning Ordinance Amendment
- c. Resolution 2021-77 Approving Findings of Fact for Ordinance Amendment
- d. Summary Ordinance 2021-422 for Publication

Approval of the Zoning Amendment Ordinance requires a 3/5 vote of the City Council.  
Approval of the Findings of Fact Resolution requires a simple majority vote.  
Approval of the Resolution for the Land Use Amendment and Summary Publication Ordinance require a 4/5 vote of the Council.



### **Attachments**

1. Resolution 2021-76 Approving Land Use Amendment
2. Ordinance 2021-421 Approving Zoning Ordinance Amendment
3. Resolution 2021-77 Approving Findings of Fact for Ordinance Amendment
4. Summary Ordinance 2021-422 for Publication
5. 2040 Land Use Plan
6. Zoning Map dated September 2020
7. 21000 Larkin Road Exhibit
8. 7631 Commerce Street Exhibit
9. 20100 Meister Road and 20220 Meister Road Exhibit

**RESOLUTION NO. 2021-76**

**Motion By:**  
**Seconded By:**

**APPROVING A COMPREHENSIVE PLAN AMENDMENT TO AMENDMENT LAND USE  
MAP FOR FOUR PARCELS (PID 27-119-23-13-0003, 26-119-23-11-0019, 14-119-23-44-  
0001 AND 14-119-23-43-0001) (CITY FILE 20-017)**

WHEREAS, the City of Corcoran has identified four parcels of land with designations inconsistent with the adopted 2040 Comprehensive Plan policies;

WHEREAS, the land use designations were part of the 2030 Comprehensive Plan, but were inconsistent with the land use criteria related to the Metropolitan Urban Service Area (MUSA) boundary or the existing land use;

WHEREAS, the property at 21000 Larkin Road (PID 2711923130003) should be reclassified from Rural/Ag Residential to Existing Residential because the property is in the MUSA;

WHEREAS, the property at 7631 Commerce Street (PID 2611923110019) should be reclassified from Commercial to Industrial on the 2040 Land Use Plan to be consistent with the existing land uses and the zoning map;

WHEREAS, the properties at 20100 Meister Road (PID 1411923440001) and 20220 Meister Road (PID 1411923430001) should be reclassified from Low Density Residential to Rural/Ag Residential because the property is outside the MUSA;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORCORAN, MINNESOTA, that it should and hereby does approve the request for a comprehensive plan amendment for the above referenced parcels, based on the following findings:

1. The change ensures that land located in an area where municipal sewer and water can be made available is designated with a compatible land use and land located outside of the MUSA is designated with a compatible land use.
2. Reclassifying this site is needed to ensure consistency with the land use policies in the 2040 Comprehensive Plan.
3. The amendment will correct mapping errors that were adopted with the 2030 Comprehensive Plan and carried over with the 2040 Comprehensive Plan.
4. The land use changes will be consistent with the adopted zoning map.

**RESOLUTION NO. 2021-76**

**VOTING AYE**

- McKee, Tom
- Bottema, Jon
- Thomas, Manoj
- Nichols, Jeremy
- Schultz, Alan

**VOTING NAY**

- McKee, Tom
- Bottema, Jon
- Thomas, Manoj
- Nichols, Jeremy
- Schultz, Alan

Whereupon, said Resolution is hereby declared adopted on this 22<sup>th</sup> day of July 2021.

\_\_\_\_\_  
Tom McKee - Mayor

**ATTEST:**

\_\_\_\_\_  
Jessica Beise – Administrative Services Director

*City Seal*



**ORDINANCE NO. 2021-421**

**Motion By:**  
**Seconded By:**

**AN ORDINANCE AMENDING THE TEXT OF CHAPTER 10 (THE ZONING ORDINANCE) OF  
THE CORCORAN CITY CODE (CITY FILE 21-020)**

**THE CITY OF CORCORAN ORDAINS:**

**SECTION 1. Amendment of the City Code.** The text of Title 10 (Zoning Ordinance) of the Corcoran City Code is hereby amended by repealing Appendix B (Corcoran Southeast District Plan and Design Guidelines) in its entirety and replacing with the following:

See Attachment A

**SECTION 2. Effective Date.** This Ordinance shall be in full force and effect upon its passage.

**ADOPTED** by the City Council on the 22<sup>nd</sup> day of July 2021.

**VOTING AYE**

- McKee, Tom
- Bottema, Jon
- Thomas, Manoj
- Nichols, Jeremy
- Schultz, Alan

**VOTING NAY**

- McKee, Tom
- Bottema, Jon
- Thomas, Manoj
- Nichols, Jeremy
- Schultz, Alan

---

**Tom McKee - Mayor**

**ATTEST:**

---

**Jessica Beise – Administrative Services Director**

***City Seal***

**ORDINANCE NO. 2021-421**

**ATTACHMENT A**

**(Appendix B - Corcoran Southeast District Plan and Design Guidelines)**

**RESOLUTION NO. 2021-77**

**Motion By:**  
**Seconded By:**

**A RESOLUTION APPROVING FINDINGS OF FACT FOR AN ORDINANCE AMENDING THE  
TEXT OF CHAPTER 10 (THE ZONING ORDINANCE) OF THE CORCORAN CITY CODE  
(CITY FILE 21-020)**

WHEREAS, the City staff prepared an ordinance amendment to update Appendix B of the Zoning Ordinance (Corcoran Southeast District Plan and Design Guidelines); and

WHEREAS, the amendment would be consistent with the 2040 Comprehensive Plan; and

WHEREAS, the amendment would be consistent with other City Code standards and City policies; and

WHEREAS, the amendments make edits to reflect the Council's vision for development of this area and provide guidance to landowners and developers; and

WHEREAS, the Planning Commission has reviewed the proposed text amendments at a duly called Public Hearing and recommends approval;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORCORAN, MINNESOTA, that it should and hereby does approve the amendment based upon the finding that the proposed amendments would be consistent with State law and the City's Comprehensive Plan, and compatible with other provisions of the City Code.

**VOTING AYE**

- McKee, Tom
- Bottema, Jon
- Thomas, Manoj
- Nichols, Jeremy
- Schultz, Alan

**VOTING NAY**

- McKee, Tom
- Bottema, Jon
- Thomas, Manoj
- Nichols, Jeremy
- Schultz, Alan

Whereupon, said Resolution is hereby declared adopted on this 22<sup>th</sup> day of July 2021.

\_\_\_\_\_  
Tom McKee - Mayor

**ATTEST:**

\_\_\_\_\_  
Jessica Beise – Administrative Services Director

*City Seal*

**ORDINANCE NO. 2021-422**

**Motion By:  
Seconded By:**

**CITY OF CORCORAN**

**SUMMARY OF ORDINANCE NO. 2021-417**

**AN ORDINANCE AMENDING THE TEXT OF TITLE X OF THE CORCORAN CITY CODE  
RELATED TO I-1 DISTRICT STANDARDS (CITY FILE 20-015)**

Title X of the City Code of the City of Corcoran, Minnesota, is hereby amended by repealing and replacing Appendix B of the Zoning Ordinance of the Corcoran City Code.

A printed copy of the entire amendment is available for inspection by any person at City Hall during the City Clerk's regular office hours.

**VOTING AYE**

- McKee, Tom
- Bottema, Jon
- Thomas, Manoj
- Nichols, Jeremy
- Schultz, Alan

**VOTING NAY**

- McKee, Tom
- Bottema, Jon
- Thomas, Manoj
- Nichols, Jeremy
- Schultz, Alan

Whereupon, said Resolution is hereby declared adopted on this 22<sup>nd</sup> day of July 2021.

\_\_\_\_\_  
Tom McKee - Mayor

**ATTEST:**

\_\_\_\_\_  
Jessica Beise – Administrative Services Director

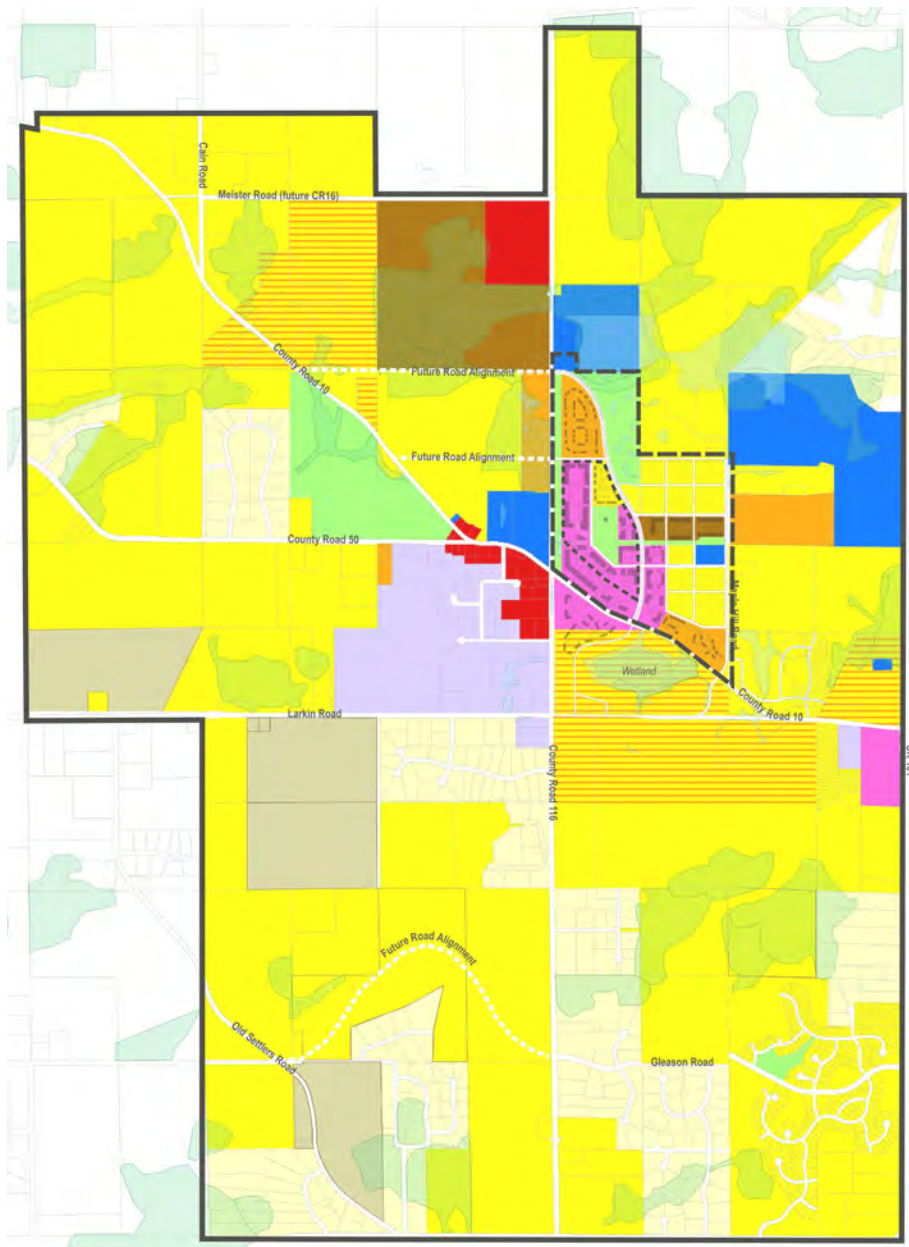
*City Seal*

# Appendix B

Corcoran Southeast District Plan and Design Guidelines

Adopted April 25, 2019

Updated July 22, 2021





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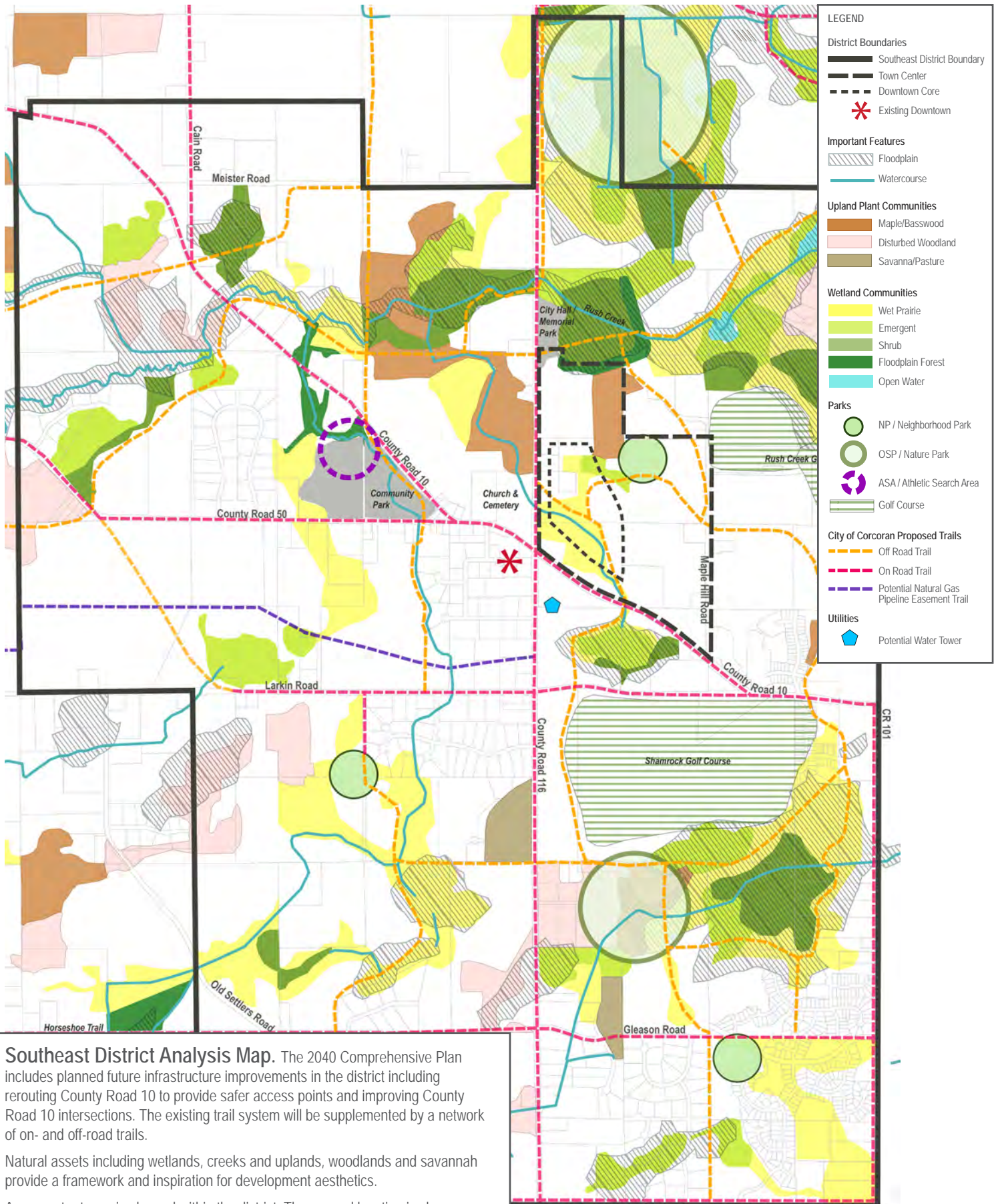
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**Southeast District Analysis Map.** The 2040 Comprehensive Plan includes planned future infrastructure improvements in the district including rerouting County Road 10 to provide safer access points and improving County Road 10 intersections. The existing trail system will be supplemented by a network of on- and off-road trails.

Natural assets including wetlands, creeks and uplands, woodlands and savannah provide a framework and inspiration for development aesthetics.

A new water tower is planned within the district. The general location is shown on the map, but the final location will be determined as development occurs. Municipal sanitary sewer and water are also in place to serve the future Town Center.



# Southeast District Overview

## Southeast District Objectives

1. The Southeast District has key transportation corridors within the City of Corcoran which provide vehicle, bicycle and pedestrian connections to adjacent communities.
2. The Southeast District is home to Corcoran Community Park.
3. The Southeast District includes a variety of businesses that provide retail and services that support the daily needs of residents.
4. The Southeast District includes a **Town Center** with retail, office, housing, public spaces, and employment opportunities.
5. The Southeast District provides life-cycle housing opportunities that are within walking and biking distance of Downtown.
6. The Southeast District provides a concentration of urban housing options, so that the majority of the City can remain rural.

In 2015, the City of Corcoran, in partnership with Hennepin County, began work to update the existing design guidelines and master plan for the Southeast District. The Corcoran Southeast District Plan and Design Guidelines were modified to reflect the 2030 Future Land Use Plan and other changes needed to implement the City's Vision. This update was developed to reflect the 2040 Comprehensive Plan, which no longer includes the realignment of County Roads 10 and 50, but does continue to show a partial realignment of County Road 10 onto Meister Road at a future date.

The Southeast District is the historic heart of the City. The intersection of County Road 10 and County Road 116 is a historic crossroads and this area is home to the existing city hall, St. Thomas Catholic Church and the existing business park. The Southeast District is also beginning to see the residential development that has long been anticipated with the development of Lennar's "Ravinia" neighborhood and M/I Homes "Bass Lake Crossing" and "Bass Lake Crossing South." The **Town Center** (including the **Downtown Core**) within the Southeast District is a mixed-use district combining retail, office and service commercial with a mix of low, medium and higher density residential. The planned development is balanced by extensive open space and natural resources, including two golf courses (Rush Creek & Shamrock), Lions Park, Corcoran Community Park, the City Hall park and the Rush Creek corridor.

## Purpose

The primary purpose of Corcoran Southeast District Plan and Design Guidelines is to set basic parameters, describe preferences and illustrate design intent. These guidelines serve as principles within which creative design can and should occur – there is no one solution, but many options that meet the basic requirements of this document.

## Application

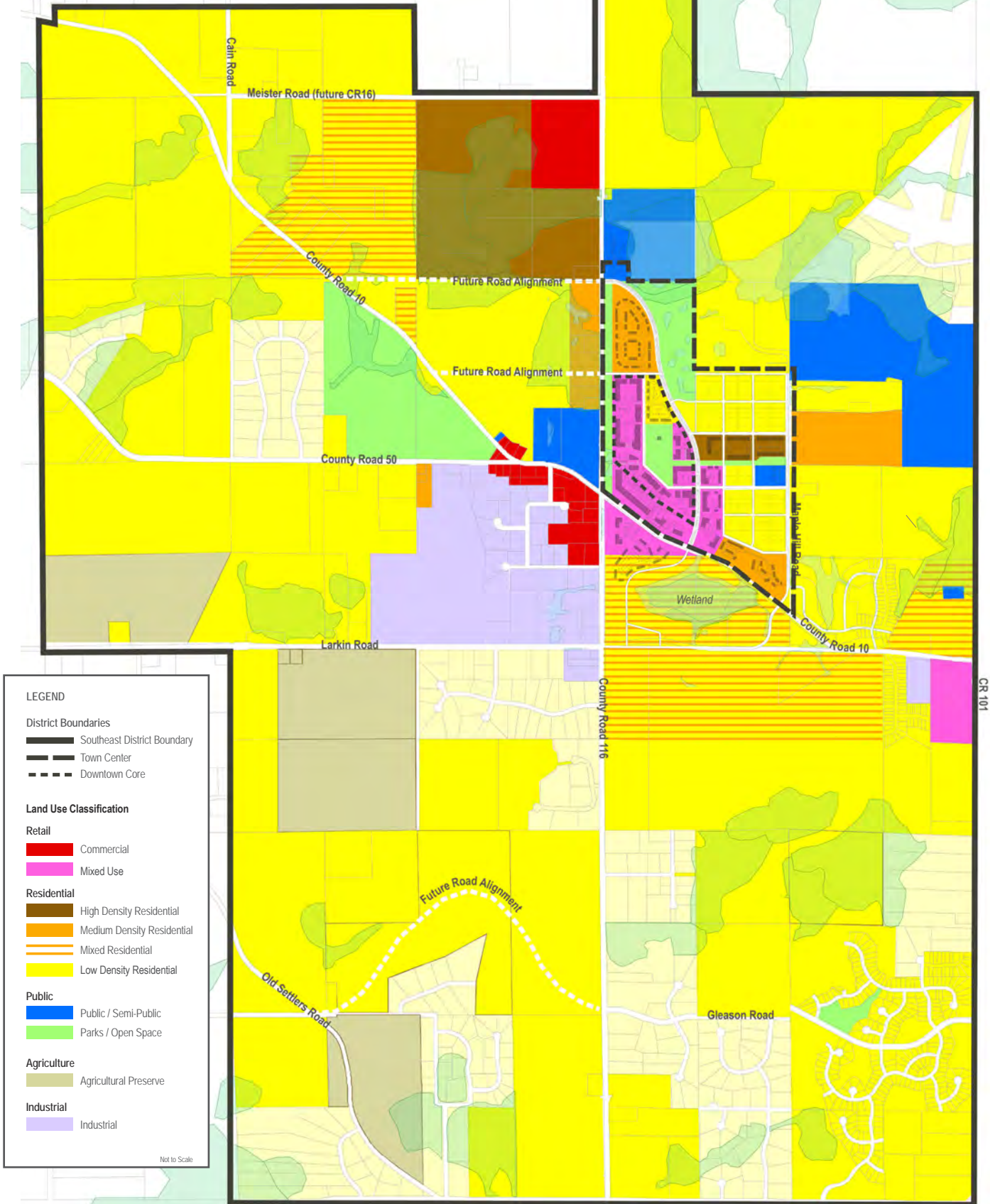
The format and content are specifically tailored for use as a supplement to the Zoning Ordinance. This master plan provides illustrative guidance for building locations and orientation. Any changes to this approved master plan must be reviewed and approved by the City Council as part of the development application.

## Southeast District Vision

Create a complete transportation network that balances pedestrian, bicycle and vehicular use with mix of residential housing types, retail and an expanded employment base, while maintaining access to the natural resources that define Corcoran's quality of life.



**Southeast District Concept Plan.** The Southeast District is the spatial framework for these design standards. The Town Center and Downtown Core are nested within the district each with additional guidance to create the neighborhoods and places envisioned by the community.





# Southeast District Principles

## Sites and Structures

The Southeast District should continue to provide a mix of residential, commercial, office and industrial uses as described in the Comprehensive Plan and Zoning Ordinance. The Design Guidelines for the district shall be the same as those described in the Zoning Ordinance for the zoning district in which the development is located and these Design Standards will provide an additional layer of standards.

New residential development should provide for the full range of life cycle housing, offering choices of housing types at low, medium and higher densities.

Within the Southeast District, the combination of site and building design should provide a visual cue that this is a unique place. For single family, twin and townhome structures, architecture styles including: Agrarian Contemporary, Farmhouse, and Arts & Crafts - Prairie are encouraged, as is the use of regional building materials and native plants. Development in this district should be thoughtfully designed to reflect Corcoran's rural character.





## Agrarian Contemporary

Agrarian Contemporary style homes rely on simple forms with strong roof lines and inviting front porches. This style is a clean, crisp, more contemporary version of the Agrarian Rural style.

Typical style elements include:

- Form and Roof
  - Simple roof design, front to back gable or side to side
  - 5:12 to 12:12 roof pitches
  - Overhang eaves
- Walls and Windows:
  - Horizontal or board and batten siding, stucco or a combination
  - Symmetrical placement and distinct fenestration rhythms
  - Square, circular or 2:1 proportioned vertical rectangular windows with grid patterns
- Details
  - Porches with simple columns, trim and railings
  - Minimal door and window trim detailing
  - Dormers, cupolas, shutters, exposed rafter tails





## Farmhouse

Farmhouse style is comfortable and practical. It is a hybrid of elements brought together by regional craftsmen and traditions of the early 20th century. Typical style elements include:

- Form and Roof
  - Two story
  - Asymmetrical, angular design with tall proportions.
  - Gable roof
  - 8:12 or greater roof pitch
  - Overhang eaves
  - Wood or asphalt shingled roof
- Walls and Windows:
  - Wood cladding with horizontal, diagonal or vertical layout
  - Tall rectangular windows with large panes
- Details
  - Decorative braces and brackets
  - Plain trim boards and soffits
  - Corbels and gable trusses
  - Wrap porches
  - Geometric patterns
  - Embellished porch railings

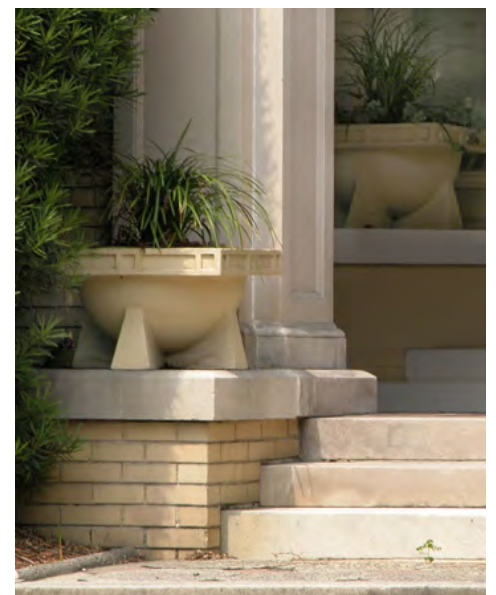




## Arts & Crafts - Prairie

Prairie Style is truly American, derived by Frank Lloyd Wright and Louis Sullivan. Typical style elements include:

- Form and Roof
  - Low pitched roof with wide overhanging eaves
  - Massive square porch supports
  - Two stories with one story porches or wings
  - Gable roof edges flattened
  - 3-1/2:12 or greater roof pitch
  - Hipped roof
- Walls and Windows:
  - Horizontal windows, sometimes wrapping around corners
  - Tall casement windows
  - Geometric patterns of small-pane windows
- Details
  - Detail emphasizing horizontal lines
  - Contrasting wood trim
  - Horizontal patterns in wall materials
  - Window boxes
  - Ornamentation at the door or cornice line
  - Flattened pedestal urns



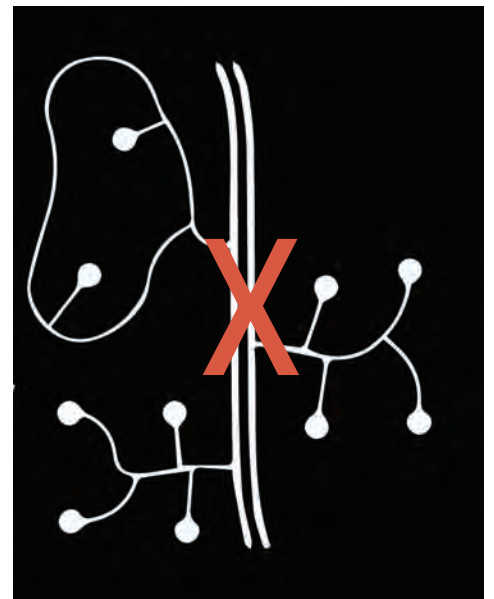
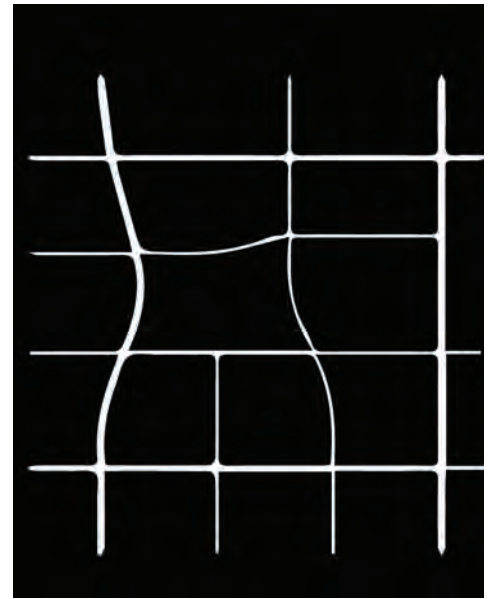
## Street Hierarchy

One significant development consideration in this district is increasing the intensity of use without overloading the existing transportation network. Current plans will create safer, better managed traffic flow and correct several difficult intersections. County Road 116 will continue to be the central route through the Southeast District, but improvements are planned for where County Road 116 passes through the Town Center. As improvements are made to this road, emphasis should be placed on creating a pedestrian-friendly environment. Enhancements to traffic controls, pedestrian connections, lighting, gateway elements and landscaping at key intersections will serve that purpose. The County Road 116 corridor should be designed with green boulevards on both sides, with particular attention given to the east side of the road where a linear park with off-road trail is planned.

Where County Road 116 passes through the Town Center, this road should shift to the east to allow for a center landscaped boulevard and other enhancements that will express a sense of Town Center identity. The intersections of County Road 116 and Larkin Road and County Road 116 and City Hall Drive (proposed new road just south of City Hall) mark the entry points into this area, and the start of the proposed boulevard. The design of these intersections should balance the needs of traffic and pedestrians. The City will continue to work with Hennepin County to ensure future improvements are consistent with City's vision as well as the County policy related to Complete Streets. As part of this vision, the City will look for opportunities to provide grade-separated pedestrian crossings in addition to the at-grade crossings.

The existing road network should be maintained as a continuous network, with new connections where needed. Cul-de-sacs are strongly discouraged in the Town Center. Cul-de-sacs should be avoided throughout the Southeast District in favor of connecting streets that will facilitate resilient multi-modal routes within the district.

The Southeast District has six main types of streets which are described and illustrated on the following pages. Each serves a specific function toward the creation of a well connected and economically viable Southeast District.



**Street Connectivity.** A connected network of streets provides system resiliency and greater capacity with the same lane miles. Top: Connected Network is preferred. Bottom: Sparse Hierarchy with cul-de-sacs is not desirable.

Street typology in this appendix does not take the place of the standards found in the Corcoran Comprehensive Plan and Subdivision Ordinance, but is intended to supplement that information with a more detailed description of the street design in this district. These standards will be applied for development in the Town Center, but the City may require developments in other areas of the Southeast District to follow the standards in the Engineering Design Standards.

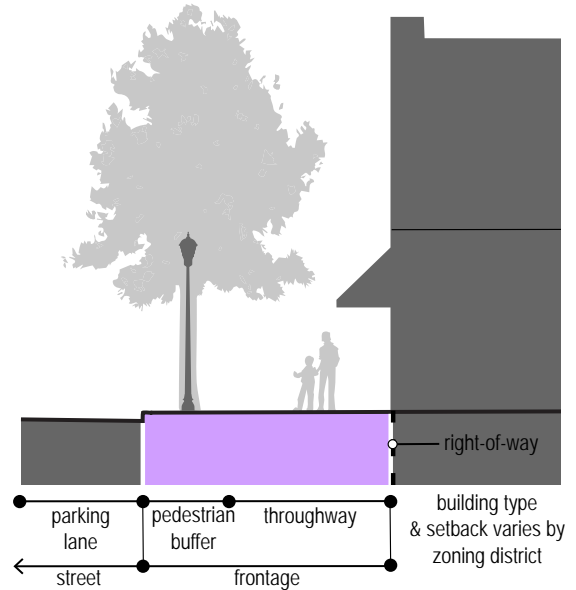
The developer shall be responsible for construction of all streetscape improvements along adjacent streets. These improvements include all hardscape, landscape and site amenities, such as trails, sidewalks, benches, bike racks, street trees and plantings.

**Frontage** (space between the back of curb and the right-of-way line) can be divided into two zones: the throughway and pedestrian buffer.

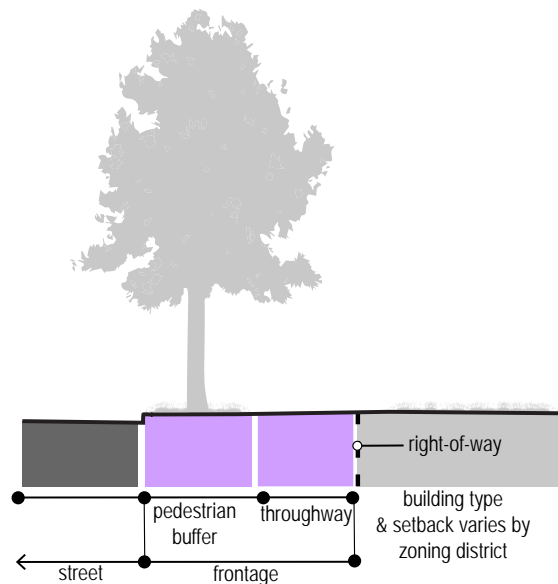
**Throughway** is foremost the accessible route for pedestrians. Once the needs for ADA accessibility are met, the remaining width is based on the needs of the frontage. An urban frontage with shopping and many pedestrians requires a wider throughway to allow for window shopping, couples walking side-by-side, strollers and the like.

**Pedestrian Buffer** is the space between the throughway and the back of curb. It will also vary in width depending on the needs of the adjacent land uses. In active urban areas, the pedestrian buffer includes patio tables, pedestrian lighting, street trees, planters and all the amenities that support the streetscape character. In single family residential neighborhoods, the pedestrian buffer is generally tree lined with turf or plantings tended by residents.

**Frontage Prototype.** The frontage is a subset of each street section. In high traffic areas, like Main Street, the frontage is wide, fully paved and programmed to support the wide range of retail, service and residential activities occurring on adjacent properties.

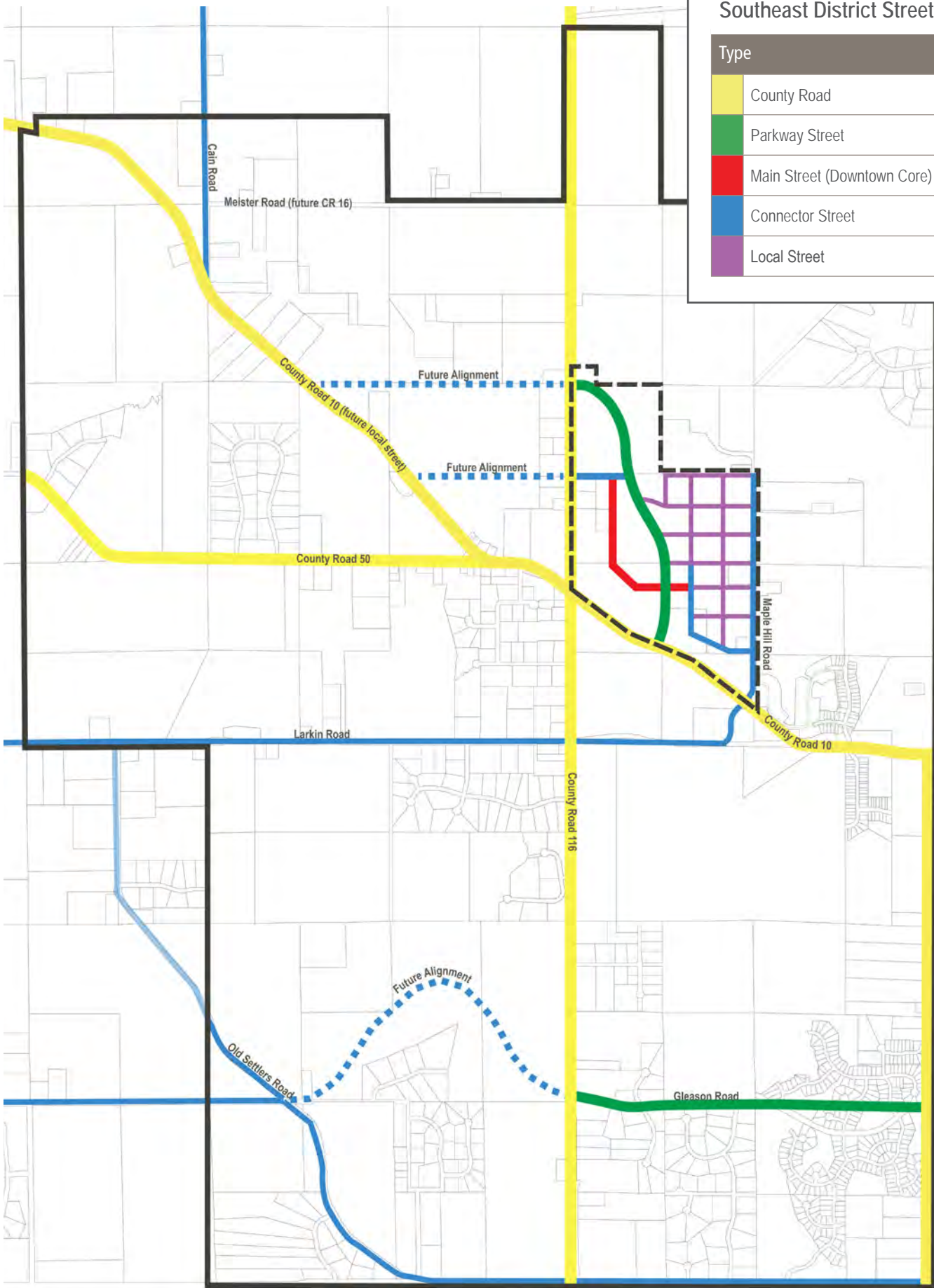


In low density residential areas, the frontage is narrow and supports the needs of a quiet neighborhood. A sidewalk and turf boulevard with regularly spaced overstory and tall ornamental trees is sufficient.



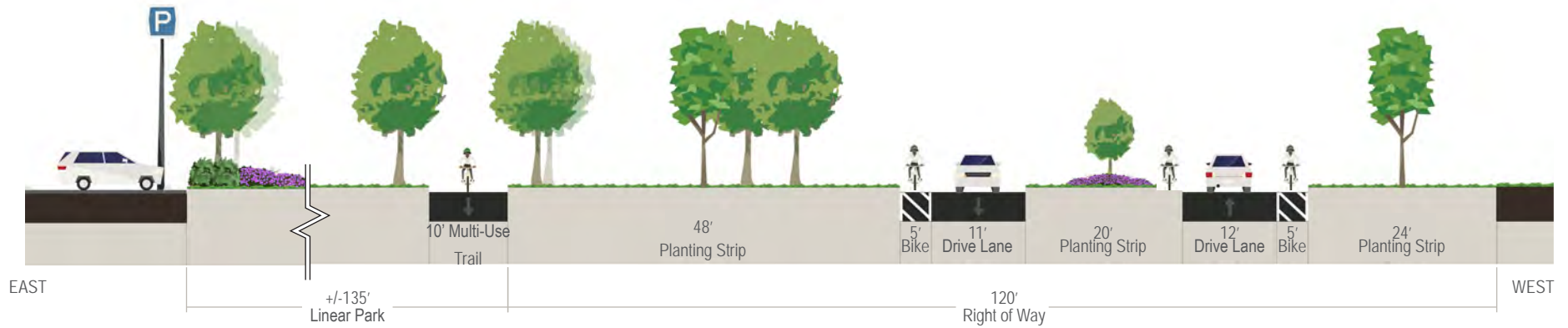
### Southeast District Street Types Map.

Type	ROW Width
County Road	120 feet
Parkway Street	72 feet
Main Street (Downtown Core)	70 feet
Connector Street	60 feet
Local Street	50 feet



Not To Scale

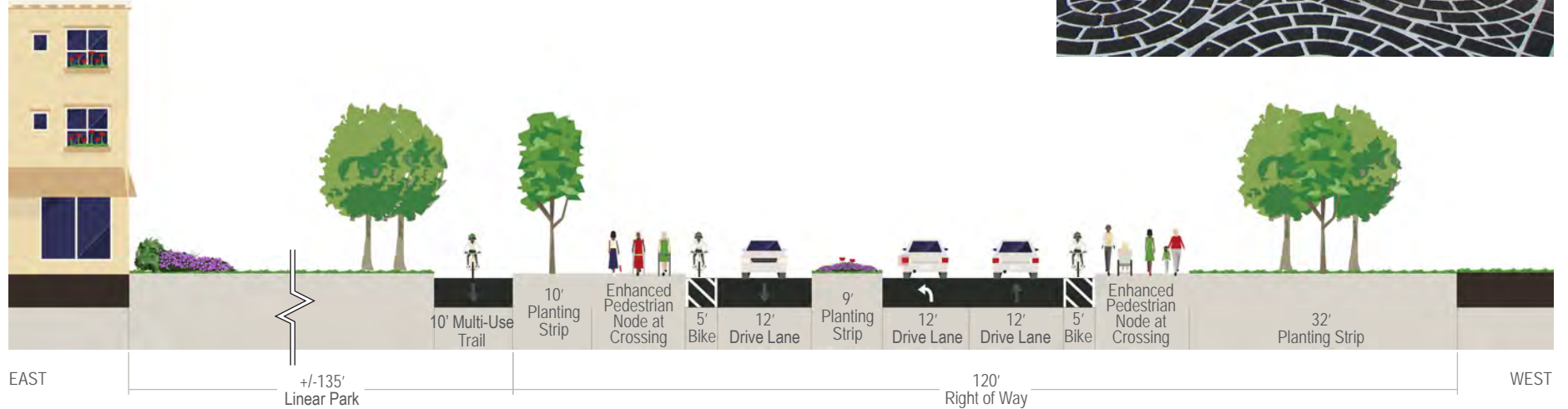


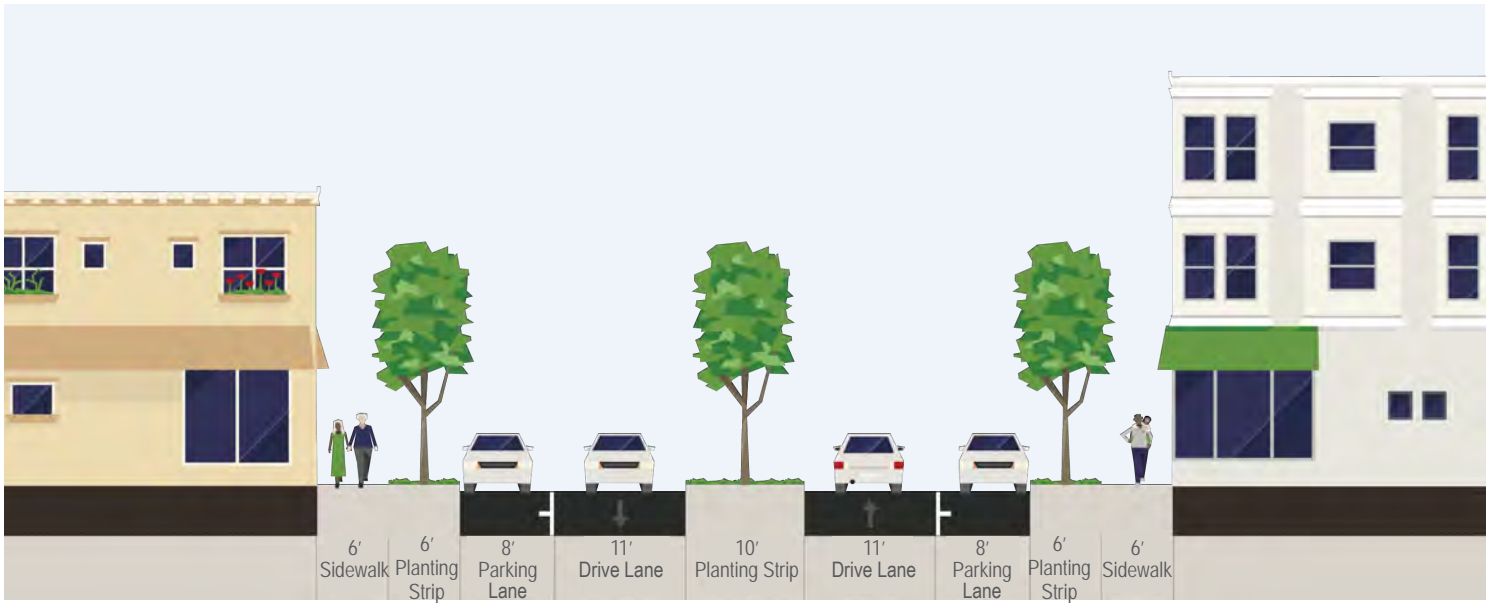


**County Road, Mid-Block (top), Corner/ Intersection (bottom).**

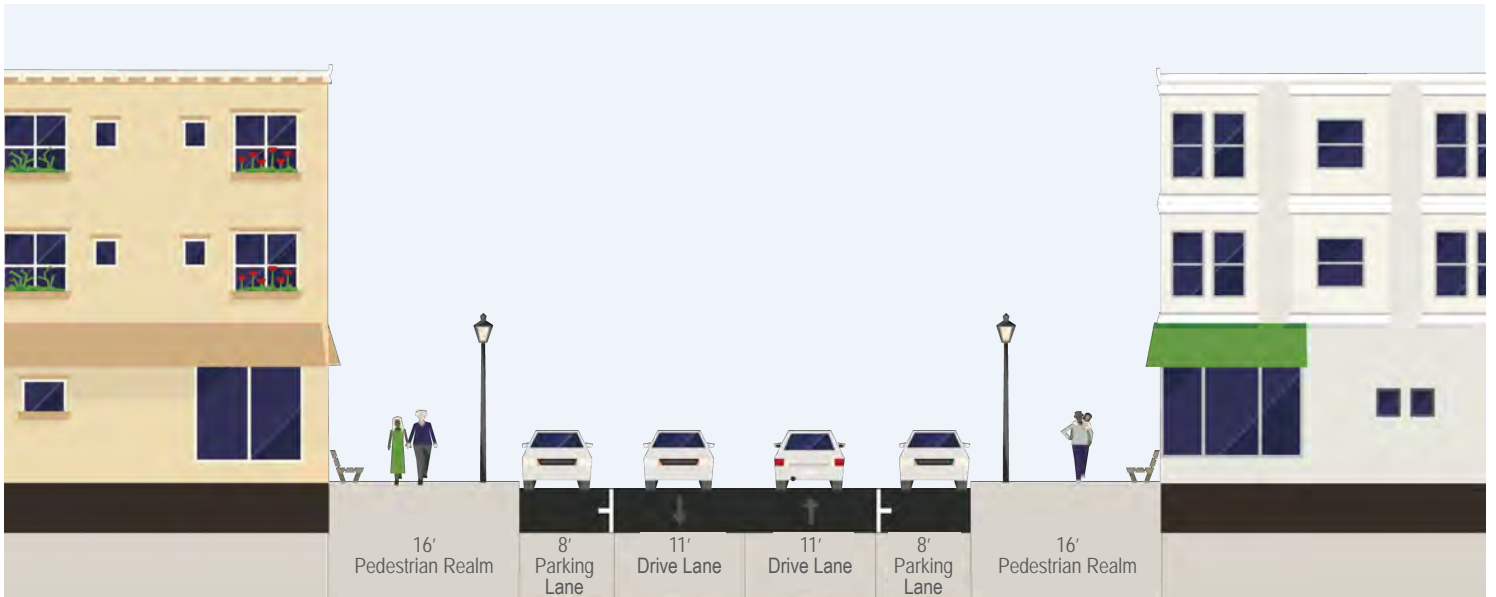
The County Road street type has a 120-foot wide standard right-of-way. County Engineering standards apply and through current traffic and future demand analysis, the roadway section may include turn lanes, two-lane or four lane sections and required clear zones for safety. On CR 116 within the Town Center, gateway intersections and planted medians reinforce the road's role to support the Downtown Core. At gateway corners along CR 116, pedestrian amenities should reinforce the gateway character and include high visibility safety features including crosswalks with crossing countdowns lights, center refuge medians, wide pedestrian level pavements and enhanced lighting. On road bike lanes exist on CR 116 today and fit within the future section. Not all county roads are planned to include on-road bike lanes

**Enhanced Pedestrian Node.** (Right) Major crossings of County Roads should have enhanced pedestrian nodes including extra wide concrete landings upon which to wait safely, detectable warnings, and clear crosswalk markings. This example connects a City sidewalk to a Three Rivers Park System trail and so is further enhanced with benches, litter receptacles, wayfinding, decorative fencing, and stone pedestals for future art installation.



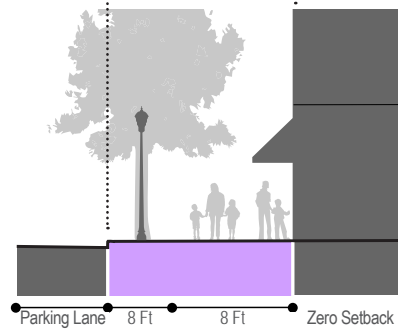


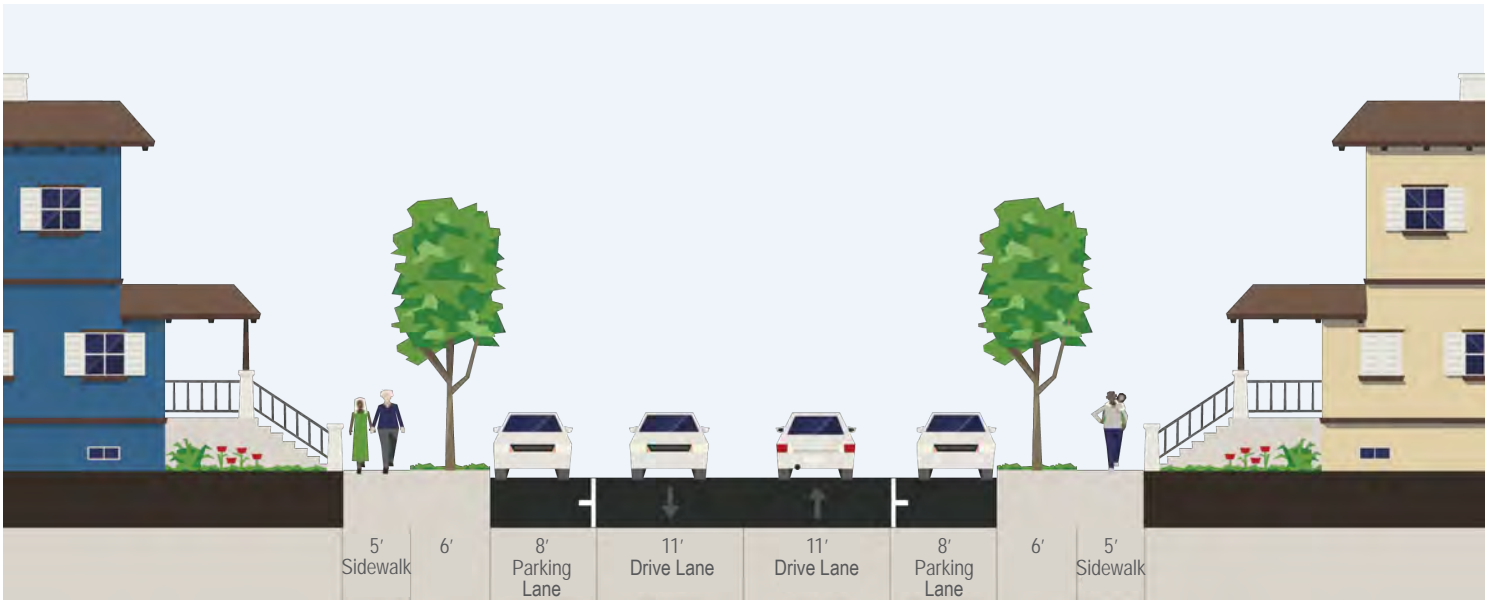
**Parkway Street.** This tree lined street has a 72-foot wide right-of-way and a center median with trees. The median may have turf or perennials and shrubs depending on the surrounding context. Parkways at the entrance to a neighborhood or district are logical places for upgrading the median plantings to perennials and shrubs with trees. In special cases, the median may be depressed and function as a stormwater amenity. In this case, upgraded plantings are advised. The City Engineer may reduce or eliminate on-street parking for this street type outside the Town Center depending on the surrounding context.



**Main Street** is characterized by a 70-foot right-of-way width. Buildings should have a zero setback. The pedestrian realm is an urban streetscape with space for window shopping, furnishings, pedestrian level lighting, overstory trees and planters.

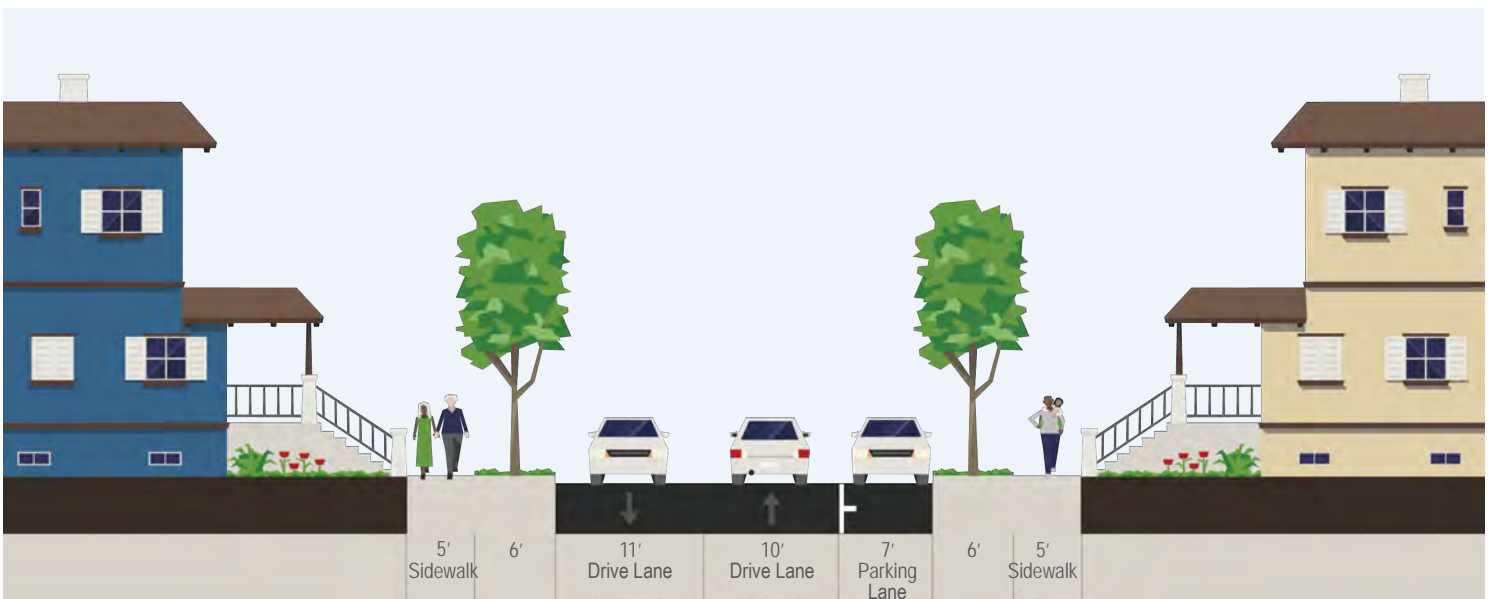
**Main Street Pedestrian Realm.** The pedestrian realm on Main Street is 16-feet wide from back of curb to building face. Amenities supportive of the building uses are encouraged including: patio seating, benches, bicycle racks, litter receptacles, and planter pots with seasonal displays. Infrastructure like pedestrian level lighting, street trees in landscaped boulevards are also appropriate.





**Connector Street.** The Connector Street has a 60-foot right-of-way and prioritizes movement across the community. Setbacks vary by district, but the frontage is consistently a sidewalk in the throughway and a turf boulevard with regularly spaced overstory and tall ornamental trees.

**Local Street.** The Local Street has a 50-foot right-of-way with parking on one side and serves the movement needs of neighborhood residents. Setbacks vary by district, but the frontage is consistently a sidewalk in the throughway and a turf boulevard with regularly spaced overstory and tall ornamental trees. The drive lane near the curb is slightly wider to accommodate vehicular buffer space.



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## Landscaping and Screening

Site design and landscaping should be designed to work with the existing topography of the area, preserving the rolling hills, Rush Creek natural resources corridor, woods and wetlands, and natural viewsheds and corridors.

Landscape screens with berms, hedgerows, and a variety of deciduous and coniferous native trees and shrubs should be incorporated to minimize undesirable views from the public realm.

## Signage and Gateways

Signage should be designed as an integral part of the building and site design and shall comply with the requirements of Chapter 84 of the City Code.

The City will work with developers to:

- Include gateway signage at key intersections along County Road 116 and the Town Center.
- Incorporate landscaping, lighting and hardscape to anchor the gateway's visual presence.

**Gateways.** City Center Drive, Main Street and Larkin Road, primary and secondary entrances to the Town Center, should have gateway amenities, landscaping, monument signage and lighting.

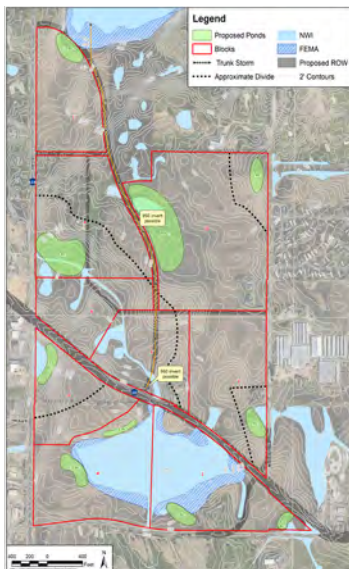




## Stormwater Management

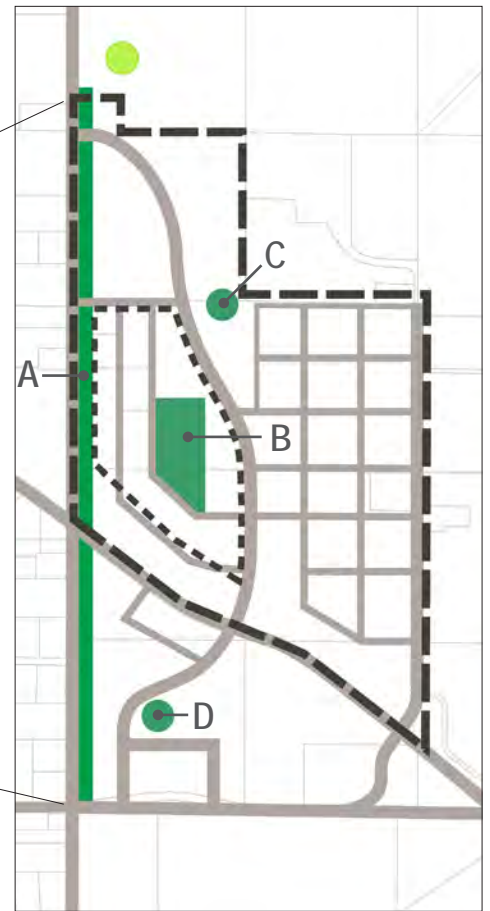
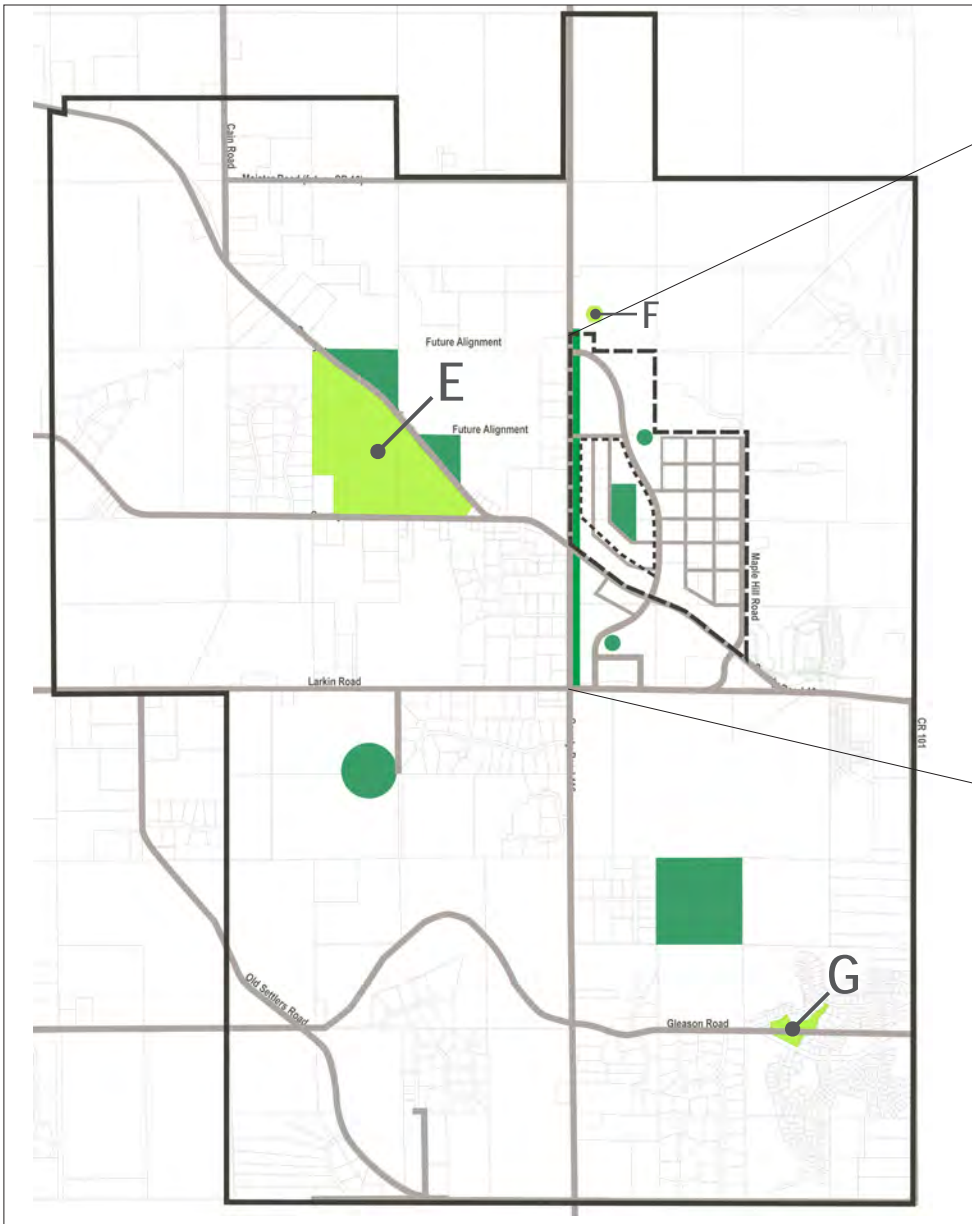
Water features and drainage systems are essential components of development in the Southeast District. A mix of ponds, fountains and other water elements provide focal amenities and year round activities within the framework of an environmentally responsible, visually pleasing strategy to manage stormwater. A series of regional stormwater ponds is envisioned, but each site has a responsibility to utilize best management practices (BMP) to pretreat run-off, reduce erosion and encourage infiltration in compliance with City and Elm Creek Watershed Management Commission standards. Water and landscape should be utilized within multipurpose areas that accommodate both active and passive recreational use – the following examples illustrate only a few of many possibilities:

1. Pervious pavements, underground storage and other creative techniques should be used to BMP standards, particularly in the Town Center where more density is expected.
2. Green architecture, expressed through green roofs, gray water recycling and other techniques should be included to reduce the impact of new development on stormwater systems
3. Water feature design should include both formal elements (such as reflecting pools or fountains) and natural/informal forms (such as ponds or fountains) and should explore creative ways to integrate wet landscapes with active, urban spaces.



**Stormwater Management.** Stormwater management infrastructure can take a variety of forms. Master planning regional stormwater is the most efficient use of land. Other options include a hard working below ground system that is topped by a parking lot, streetscape or even a planted swale. These examples of stormwater infrastructure are from various locations around the Twin Cities metro area (top left to bottom right) planted swale within a parking lot, infiltration system under a parking lot, structural cell streetscape system, infiltration trench within a county road median.





- Existing Parks
- Proposed Parks

### Southeast District Parks

Within the Town Center, the linear park along County Road 116, the Town Square, and two small neighborhood playgrounds serve residents and visitors.

- A. Linear Park
- B. Town Square
- C. Neighborhood Park
- D. Neighborhood Park
- E. Corcoran Community Park
- F. City Park near City Hall
- G. Wildflower Park

## Parks, Trails and Public Space

The linear park (A) should continue north and south through the town center on the East side of County Road 116, with trail connections to new civic and community spaces and uses. Safe, convenient pedestrian crossings are a priority within the entire Southeast District.

New public spaces, parks, and common greens or open space should be linked to other community parks and open space with trail connections to the existing and proposed City parks and trail system.

The only active park currently in the Southeast District is Corcoran Community Park (E). The park will likely change over time as the former Rockford school property is developed and road connections in this area are modified, but this will continue to be an important park in the City system and priority should be given to ensuring strong bike and pedestrian connections to this park and other planned parks in the district. A second City park is being developed on the City Hall property (F) and could be expanded to take advantage of the woodland area on the east side of the City Hall property.

A new Town Square (B) is planned in the Downtown Core. The Town Square will serve as a social center for the community, suitable for concerts and celebrations, but also as a place to enjoy the scenes of downtown. Picnic tables for lunch, benches for people watching, the Town Square will be a public space to support a bustling downtown.

Two small neighborhood parks (C & D) are also planned in and near the Town Center, one each to the north and south of the Downtown Core. These parks will include walking trails and playgrounds. The neighborhood park on the north is nestled in an existing woodland, and will provide interesting walking trails, connecting to City Hall, ample shade, and an opportunity for an exercise circuit (Par Course) for the adjacent senior housing development. The southern neighborhood park is perched on a terrace above the wetland and offers great views across the landscape. A playground and trails through the wetland prairie will offer birdwatching and contemplation.

All three parks will be developed when the adjacent property is platted. Another park is proposed in the Southeast District near Blue Bonnet Drive and in the Northwest corner of the Ravinia development. Wildflower Park (G) was recently developed in the Ravinia development.



Par Course Station



Woodland Playground



Wetland Overlook





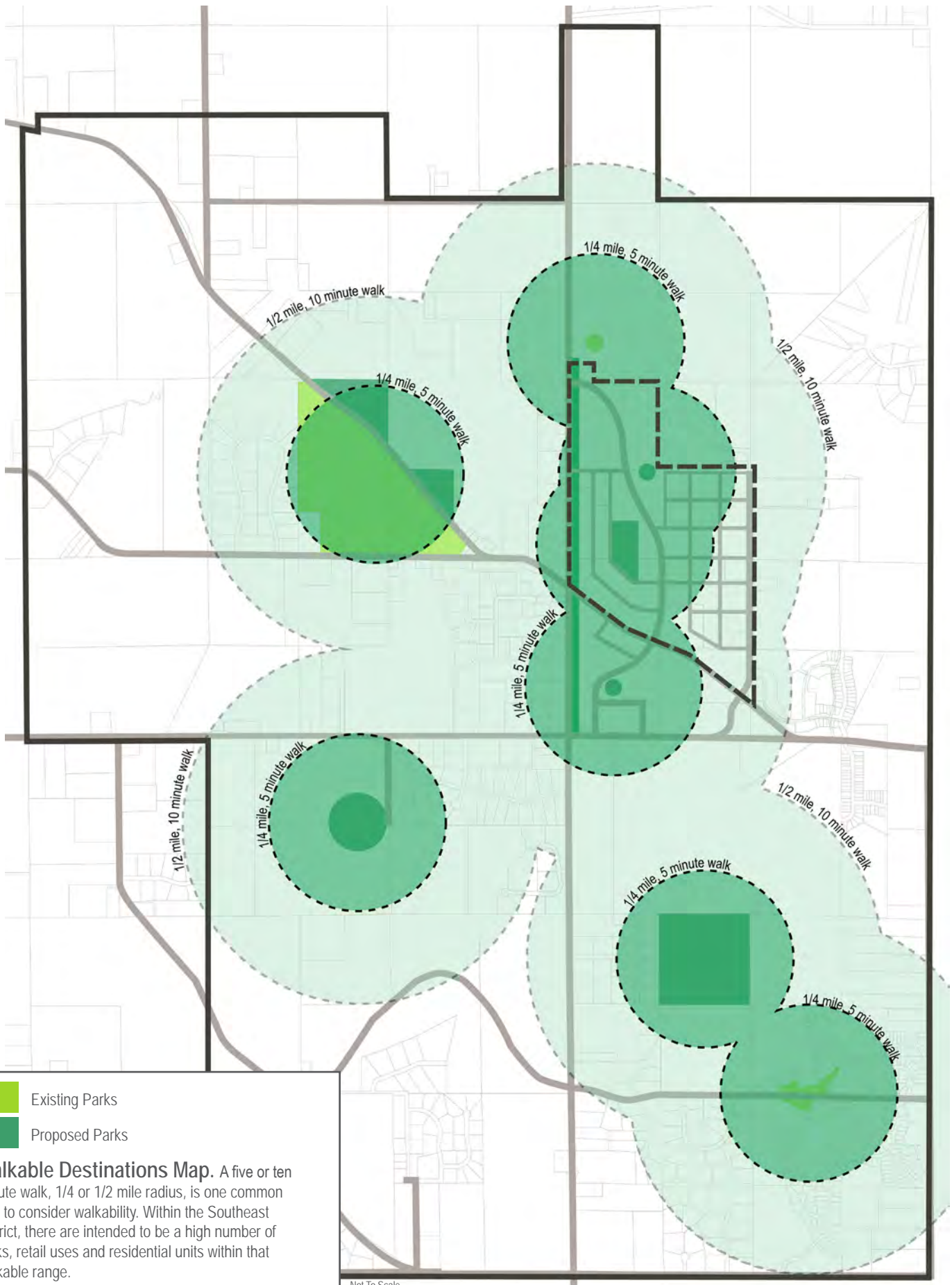
Public green space, within close proximity to homes and businesses, is a vital part of a healthy community. A Town Square is meant to serve as a community gathering place for celebrations throughout the seasons. This example from Burnsville is a modern destination surrounded by civic, retail and residential uses.



Temporary winter uses like a small ice rink could double the value of a bandshell or picnic pavilion when considered as a warming house in the cold season. Olympic Plaza in Whistler below creates an irregular shaped rink for casual and family use.



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- Existing Parks
- Proposed Parks

**Walkable Destinations Map.** A five or ten minute walk, 1/4 or 1/2 mile radius, is one common way to consider walkability. Within the Southeast District, there are intended to be a high number of parks, retail uses and residential units within that walkable range.

Not To Scale



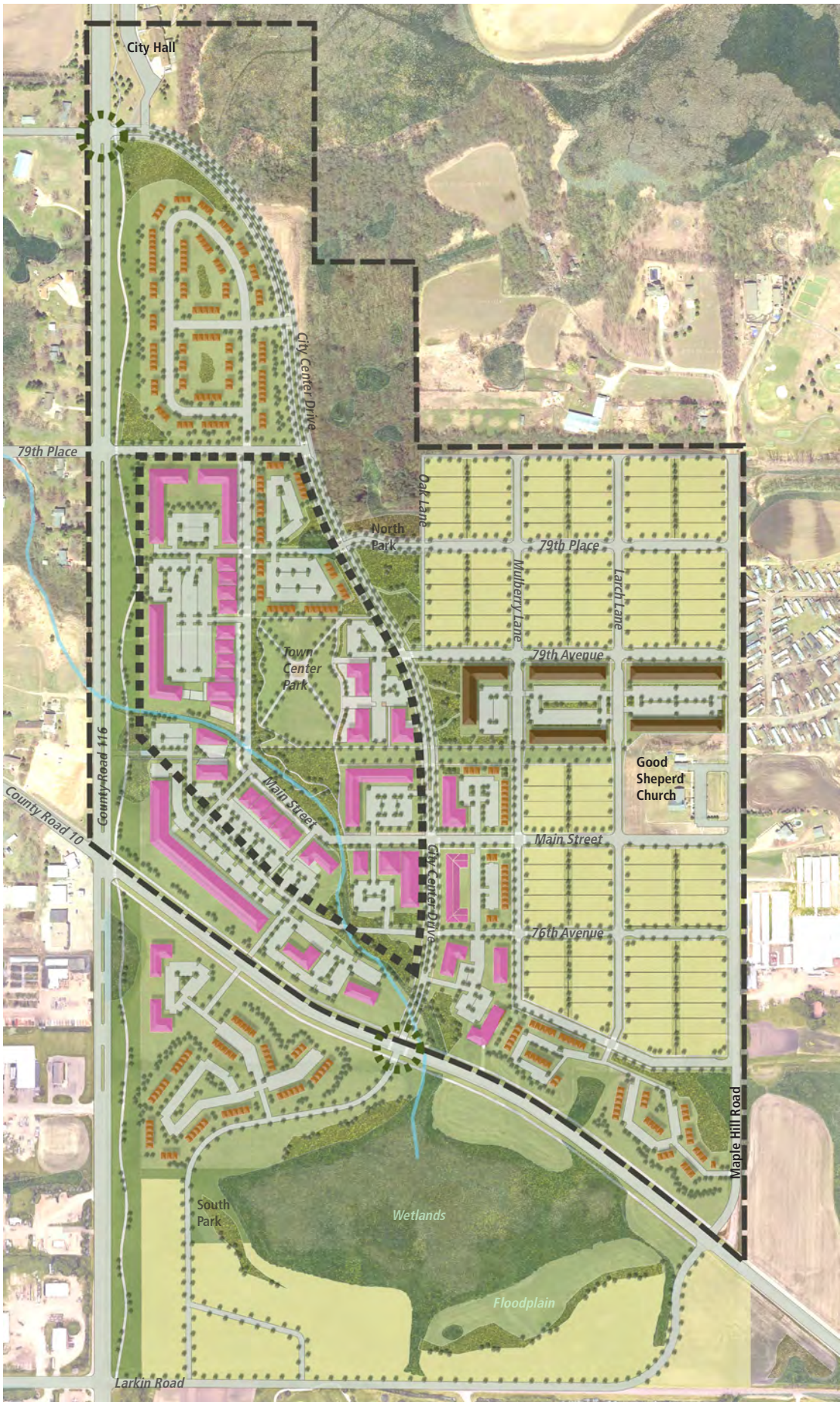
# Healthy Communities



While developing these guidelines, the City of Corcoran was mindful of how community design impacts the health of the people who live, work, play, learn and worship in the city. Communities around the country are increasingly aware of the impact that land-use and transportation have on people's ability to be active and access healthy food. We also know that a lack of physical activity, combined with diet, is one of the leading factors behind the increase in chronic diseases, such as heart disease and type II diabetes.

Sidewalks, trails, bike lanes and parks all provide opportunities for people to be physically active, both recreationally and by incorporating activity into their daily routines. Mixed-use and higher density developments also encourage people to be active by making it easier to bike and walk to destinations rather than driving. When developing the plan and design guidelines for the Southeast District (including the Town Center and the Downtown Core), we looked at the following considerations:

- **An integrated transportation network:** Streets connecting residential areas to the Downtown Core are safe, appealing and accessible to people walking and biking, as well as people driving motor vehicles. A combination of off-road and on-street bike and pedestrian facilities are included to give people safe and convenient options for active transportation.
- **Accessible destinations and inviting design:** Housing, retail and other destinations are located in or near the downtown to invite walking by creating pleasant and safe routes.
- **Green space:** A new Town Square and neighborhood park create additional opportunities for physical activity and promotes social connectedness.



### Town Center Concept Plan

#### Legend

- Mixed Use
- Town Homes
- Apartments
- Single Family
- Town Center
- Downtown Core
- Gateway Nodes

Not To Scale



# Town Center

## Overview

The Town Center is the walkable traditional neighborhood supporting the Downtown Core. The Town Center is bound by City Hall on the north, County Road 10 on the south, County Road 116 on the west and Maple Hill Road on the east. The Town Center is intended to support the Downtown Core through walkable blocks, a variety of housing types and densities, and a unified public realm aesthetic. The Downtown Core is a subset of the Town Center and shall have additional design guidelines.

All development within the Southeast District will be based on an integrated transportation network that connects residential neighborhoods with the existing business park on the west side of County Road 116 and the Downtown Core on the east side of County Road 116. A combination of off-road and on-street bike and pedestrian facilities are included to give residents and visitors safe and convenient options for active transportation as an option to driving.

Special emphasis will be placed on providing accessible destinations and inviting design. Housing, retail and other destinations are located in or near the Downtown Core to invite walking by creating pleasant and safe routes within the Town Center. A Town Square, City Hall Park and two small Neighborhood Parks create additional opportunities for physical activity and social connectedness.

Uses within the Town Center include: mixed use, public/semi-public, and mixed residential. The Town Center shall be developed in compliance with the standards in the Zoning Ordinance and these guidelines. The entire Town Center is guided Mixed Use in the 2040 Comprehensive Plan. This land use category would allow development in this area by Planned Unit Development (PUD). This district provides a variety of anticipated uses and the City developed the Town Center master plan as their preferred vision for the area; however, the City is willing to evaluate other uses provided that the spirit and intent of the Town Center master plan is preserved.

Town Center Development Potential: The concept developed for the new Town Center includes the following development potential:

Concept Areas	
Town Center	200 acres
Downtown Core	40 acres
Use	Size (estimated)
Mixed Use	440,000 sq. ft.
Single Family Residential	150 units
Townhomes	170 units
Apartment/Condo	500 units
Town Square Park	7 acres
South Neighborhood Park	1.1 acres
North Neighborhood Park	3.0 acres
Linear Park	9.0 acres



Reinforcement of the street edge with low walls and landscaping.



Diagram of building frontage requirements for primary street and corner lot frontage.

## Buildings - Placement, Massing and Height

The area and setback requirements shall be as noted in the Zoning Ordinance for the district in which the property is located, except that additional standards shall be required for the Downtown Core as noted elsewhere in this document. Placement of non-residential and multi-family residential structures should support a higher level of consideration as described in this section.

**Street Edge Requirement.** A consistent street edge must be maintained at the right-of-way line along all street frontages. Street edge elements may consist of the primary building, low masonry walls, fences, landscaping or a combination of all of these elements.

**Zero Lot Line Buildings** are encouraged within the Town Center and particularly in the Downtown Core.

**Building Frontage.** At least 60% of the primary street linear frontage of each lot shall be occupied by a building at the required build-to line. Other portions of a building beyond the 60% may be set back farther than required by the build-to line. In addition, on corner lots, a minimum of the first 50 feet of the lot frontage on either side of a street intersection must be occupied by buildings set at the build to line. Parking or other space open to the sky is not allowed within this first 50 feet.

The build-to line may be met either with an enclosed building or an arcade constructed with a permanent roof of the same materials as the remainder of the building.

**Height.** Multi-story buildings (greater than two stories) built to the maximum heights permitted by zoning are encouraged.

Stepping portions of upper stories back from the line of the front façade to provide areas for outdoor terraces and rooftop patios is encouraged.

New single story commercial building types with flat roofs shall have a minimum cornice height of 20 feet to better define the street.



Architectural screening and plantings minimize the visual impact of necessary but unappealing portions of this apartment building.

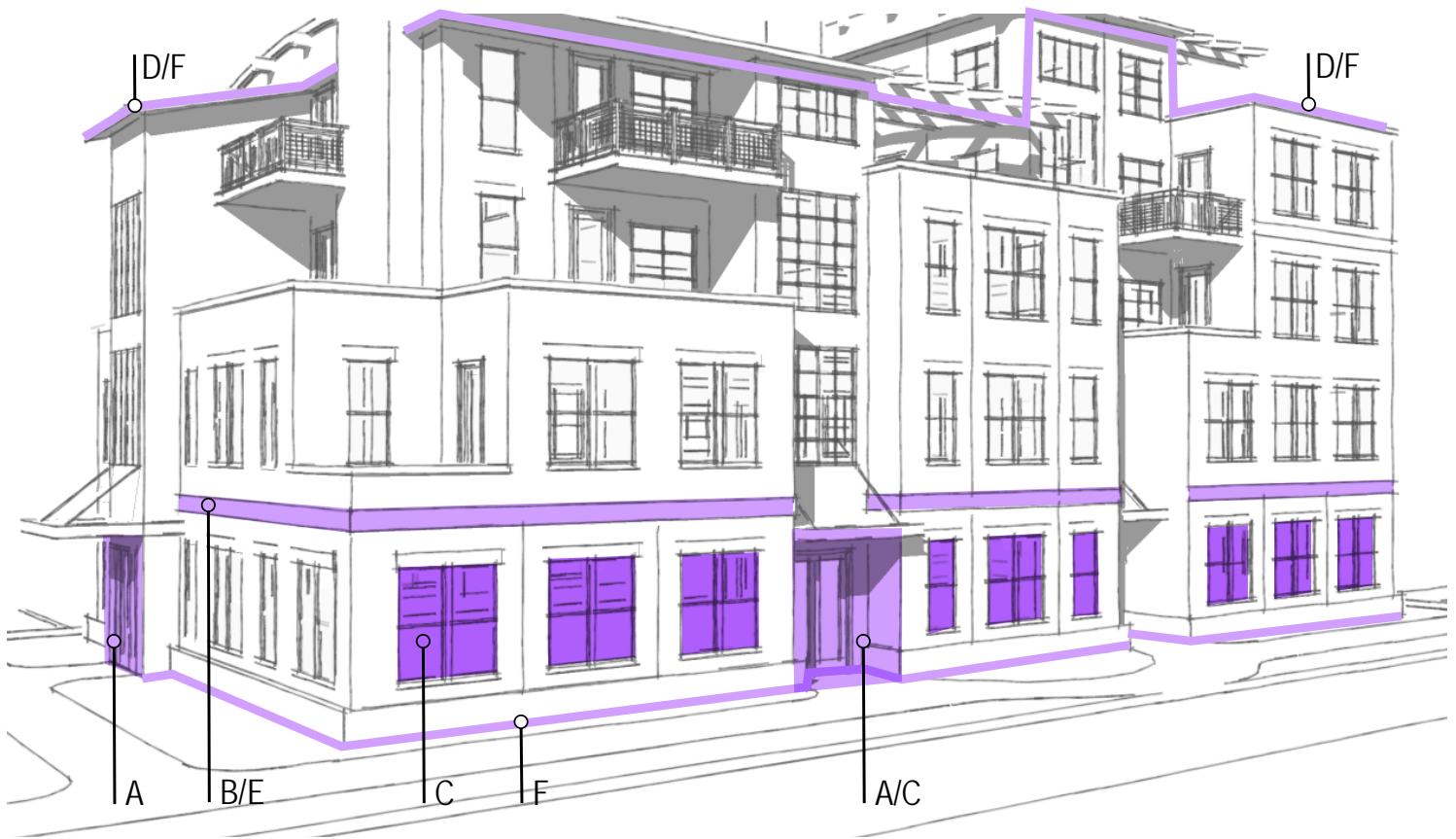
## Screening and Loading

**Ground Mounted Mechanical Equipment** shall be fully screened and properly maintained with material similar to or compatible with material used on the main structure. Screened mechanical equipment shall not be located in the front side yard, but may be located at the side or rear yard.

**Trash and Recycling Storage** areas shall be designed internal to the principal building and shall not be allowed in an external fenced structure. Trash and recycling storage area doors shall not be located on the primary front elevation of building, but may be located in the side or rear yard.

**Loading Areas and Docks** shall be limited to the rear of the principal building and shall not be visible from the street. These areas shall be screened from adjacent residential areas by fencing, walls, or landscaping. Screening shall block views from public right-of-way or adjacent uses and shall be equally effective in winter and summer.





## Facades

Facades for non-residential and multi-family residential structures should support a higher level of design as described in this section.

**Architectural Style** shall not be restricted. However, Architectural Styles as described in Section Two are encouraged. Evaluation of a project shall be based on the quality of its design and on its relationship to its surroundings, guided by the provisions in these guidelines and the Zoning Ordinance.

The architectural appearance, including building character, permanence, massing, composition, and scale of all principal buildings shall comply with the Master Plan.

**Franchise architecture** (building design that is trademarked or identified with a particular chain or corporation and is generic in nature) is prohibited unless it employs a traditional storefront commercial style. Franchises or national chains shall follow these guidelines to create context-sensitive buildings that are sustainable in that they can be reused by other types of business.

**A - Entrances.** The main entrance shall face the primary street with secondary entrances to the side or rear. In the case of a corner building or a building abutting more than one street, the City will determine which street should be considered primary.

**B - Appearance.** All sides of buildings shall have an equal appearance in terms of materials and general design.

**C - Windows.** At least 40% of the wall surface at the street side of the first story, non-residential, shall consist of clear windows and doors that allow a view into the working areas, lobbies or display areas.

**D - Roofs.** Building facades that exceed 100 feet in length measured along the street frontage shall have variations in roofline or rooftop parapet. Rooftop equipment shall be concealed behind parapets or screened from the view of pedestrians.

**E - Elements.** All buildings shall include the following elements:

- Accent materials shall be wrapped around all walls;
- Complementary major material colors.

**F - Articulation.** Any exterior building wall adjacent to or visible from a public street, public open space, or abutting property may not exceed 40 feet in length without visual relief consisting of one or more of the following:

- The facade shall be divided architecturally by means of significantly different materials or textures, or
- Horizontal offsets of at least four feet in depth, or
- Vertical offsets in the roofline of at least four feet, or
- Fenestration at the first floor level which is recessed horizontally at least one foot into the facade.



**G - Materials.** Exterior building materials shall be classified either primary, secondary, or accent materials. Primary materials shall cover at least 60% of the facade of a building. Secondary materials may cover no more than 30% of the facade. Accent materials may include door and window frames, lintels, cornices, and other minor elements, and may cover no more than 10% of the facade. Allowable materials are as follows:

- Primary exterior building materials may be brick, stone (natural or cultured) EIFS, stucco, architectural precast concrete or glass. Bronze tinted or mirror glass are prohibited as exterior materials.
- Secondary exterior building materials may be any of the primary building materials above or decorative block, integrally colored stucco, or fiber cement siding (color impregnated or painted) in vertical panel design only with hidden seams.
- Accent materials may be wood, metal or fiber cement when used in trim, fascia or soffit if appropriately integrated into the overall building design and not situated in areas which will be subject to physical or environmental damage.
- All primary and secondary materials shall be integrally colored, except where otherwise stated.
- Decorative block shall be colored only by means of a pigment integral to the block material, not applied to the surface.
- Sheet metal, corrugated metal, iron, shakes, plain flat concrete block are not acceptable as exterior wall materials.



## Streets

Walkability is a priority in the Town Center. All streets and crossings should be safe and accessible for pedestrians with enhancements to support low speed vehicular travel, on street parking, and adequate right-of-way for healthy tree canopy. Design components should include paving or striping of crosswalks, curb extensions, pedestrian level and roadway level lighting, tree lined boulevards.

**Bike lanes** can be strategically incorporated on major east/west connectors via the, Bikeway Street type, to provide thoughtful bicycle routes between the County Road 116 linear park into the Town Center district neighborhoods and beyond.

**Sidewalks** are required along all streets within the Town Center. The location and alignment of new sidewalks shall connect directly with adjacent existing networks. The width of the sidewalk shall be consistent with City policy and the design guidelines.

Where the sidewalk along the public street is interrupted by a curb cut, the walkway across the driveway shall be delineated by elevated pavement or by use of contrasting pavement materials that meet ADA accessibility standards.

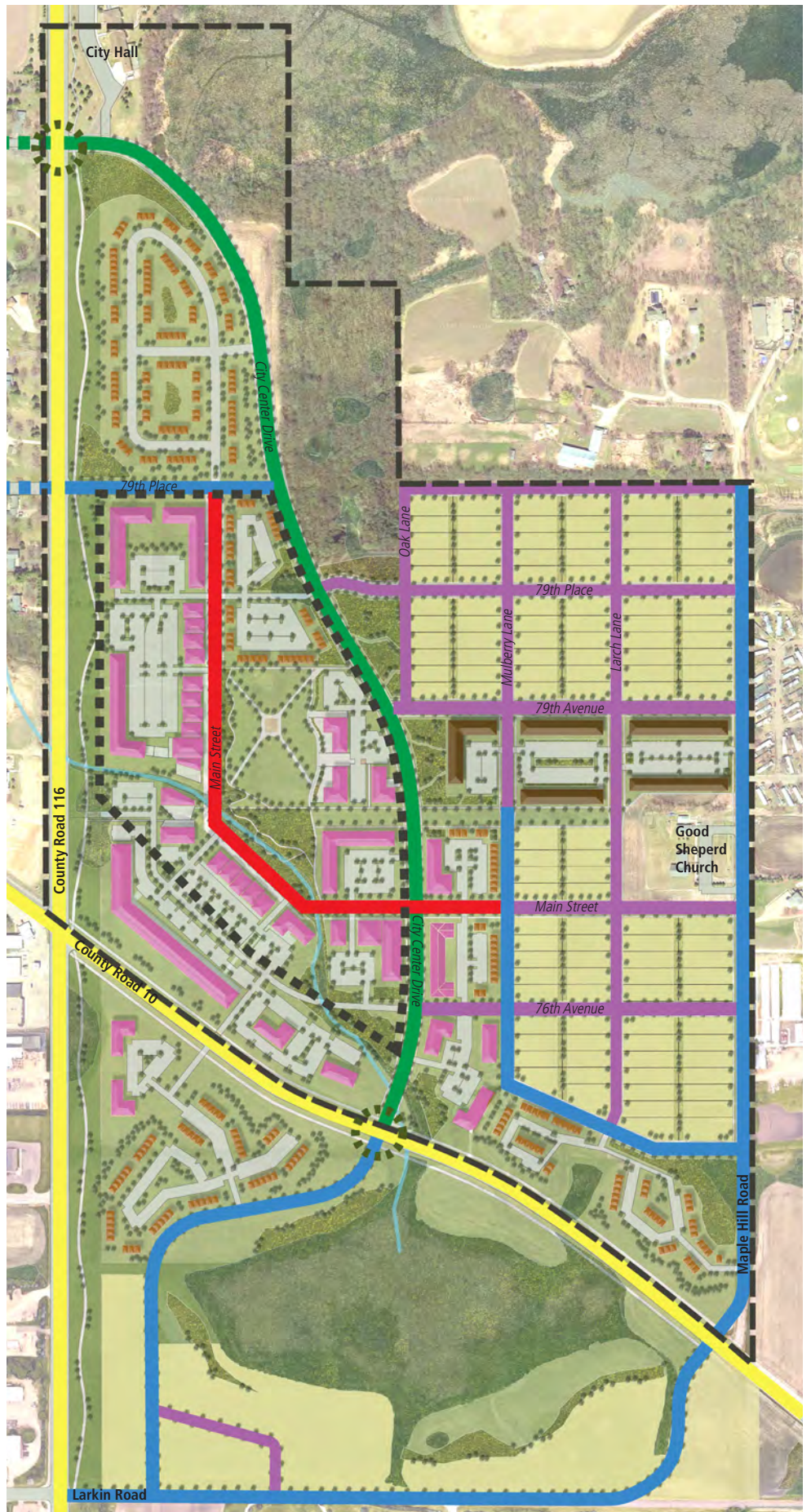
**Parking.** On-street parking shall be incorporated with the street design within the Town Center. Parking zones shall be defined either by curbing or with a change in paving materials.

**Curb Cuts.** The number and width of curb cuts shall be limited in conformance with City policy. Sites with multiple buildings shall have unified/joint access.

**Utility Installation.** New utilities shall be placed underground. Compatible lines (e.g., electric, phone, cable) shall be placed in a common trench.

### Southeast District Street Types

Type	ROW Width
County Road	120 feet
Parkway Street	72 feet
Main Street (Downtown Core)	70 feet
Connector Street	60 feet
Local Street	50 feet





## Parking and Access

No parking spaces shall be located on corner lots at the point of street intersections. In the Downtown Core, parking is desired to be located behind the buildings.

**Reductions.** Per Section 1060.060 of the Zoning Ordinance parking may be reduced by:

- Up to 20% of required off-street parking spaces in the case of shared parking between abutting uses or use of public parking.
- One parking space for each on-street parking space provided at the lot frontage on a public street adjacent to the lot.

**Pedestrian Circulation.** Clearly defined, safe pedestrian access shall be provided from parking areas, adjacent public rights-of-way, and public and private open space to building entrances. Pedestrian walkways traversing parking lots with more than 60 parking spaces shall meet the following guidelines:

- Walkways adjacent to parking spaces shall be at least five feet wide and shall be separated from vehicles by curbing or landscaping.
- Walkways that cross parking lot drive aisles shall be delineated by stripes, contrasting pavement materials, elevated pavement, or a combination of these measures.

**Bicycle Parking.** Non-residential developments shall strive to provide bicycle parking spaces in a convenient, visible, preferably sheltered location.



## Landscaping and Screening

Parking bays shall have landscape islands at each end, and bays in excess of 15 spaces in length shall be divided by intermediate islands. Landscape islands shall provide at least 360 square feet of area for planting trees, shrubs and/or groundcovers. Intermediate landscape islands shall provide at least 180 square feet of planting area.

A landscape buffer of a minimum five feet in width shall be provided between all parking areas and the public sidewalk. The buffer shall consist of shade trees, low shrubs or perennial flowers and a decorative fence or masonry wall. Plantings and parking lot screen walls or fences shall be no less than three feet and no more than four feet in height to allow views into and out of parking areas

All land area not occupied by buildings, parking, driveways, sidewalks or other hard surfaces shall be sodded or mulched and landscaped with approved ground cover, flowers, shrubbery and trees.

Landscaping shall include a full complement of overstory, ornamental and evergreen trees, shrubbery and ground covers which are hardy and appropriate for the locations in which they are planted and provide year-long color and interest.

## Suggested Trees for the Town Center

Valley Forge Elm, *Ulmus americana* 'Valley Forge'

Bitternut Hickory, *Carya cordiformis*

Sienna Glen Maple, *Acer x freemanii* 'Sienna'

Boulevard Linden, *Tilia americana* 'Boulevard'

Ohio Buckeye, *Aesculus glabra*

Ginkgo (male), *Ginkgo biloba*

Bicolor Oak, *Quercus bicolor*

Northern Red Oak, *Quercus rubra*

Princeton Elm, *Ulmus americana* 'Princeton'

Accolade Elm, *Ulmus x 'Accolade'*

River Birch (single stem), *Betula nigra*

Korean Mountain Ash, *Sorbus alnifolia*

Crabapple species (persistent fruit)

Japanese Tree Lilac, *Syringa reticulata*

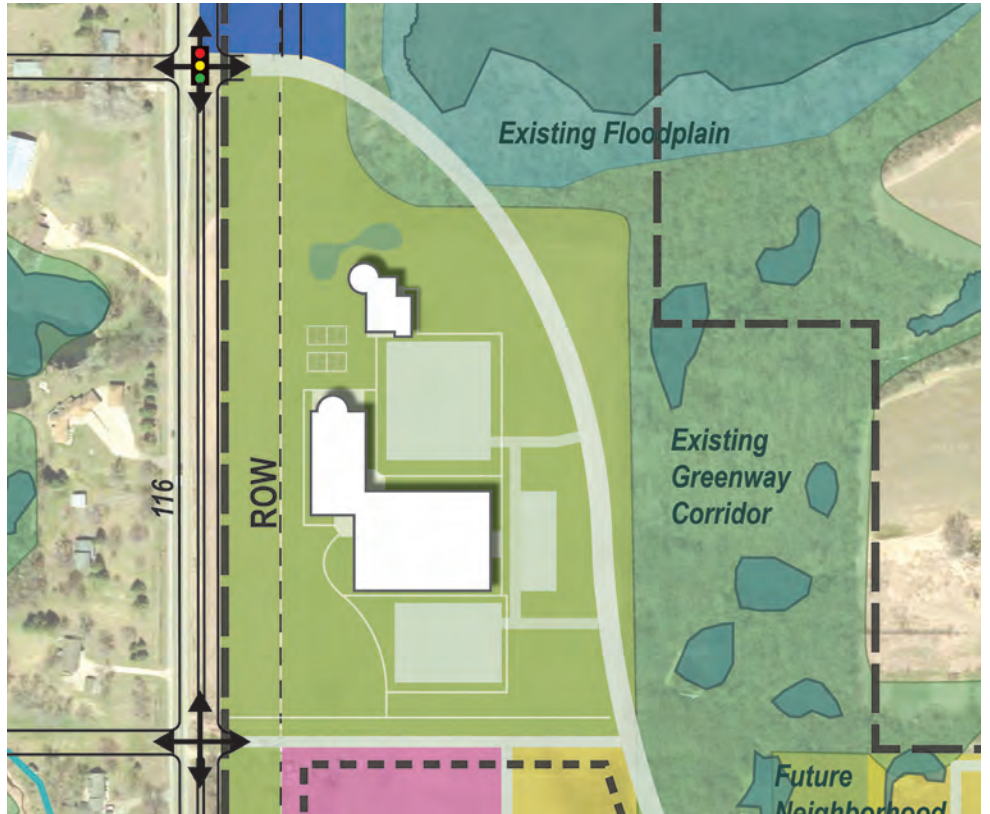


## Community Center

The Town Center is intended to be a community gathering space. As such, the City may wish to allow space within the Town Center for a community center that could include recreational space, meeting space and similar uses. This would likely be a public/private partnership if it were to develop. This exhibit is intended to identify the two preferred locations for this type of facility and provide a concept for the size of facility that could be accommodated on either site. This is intended to serve as an alternative to the land use concepts envisioned in the Town Center plan.

**Community Center Option A**

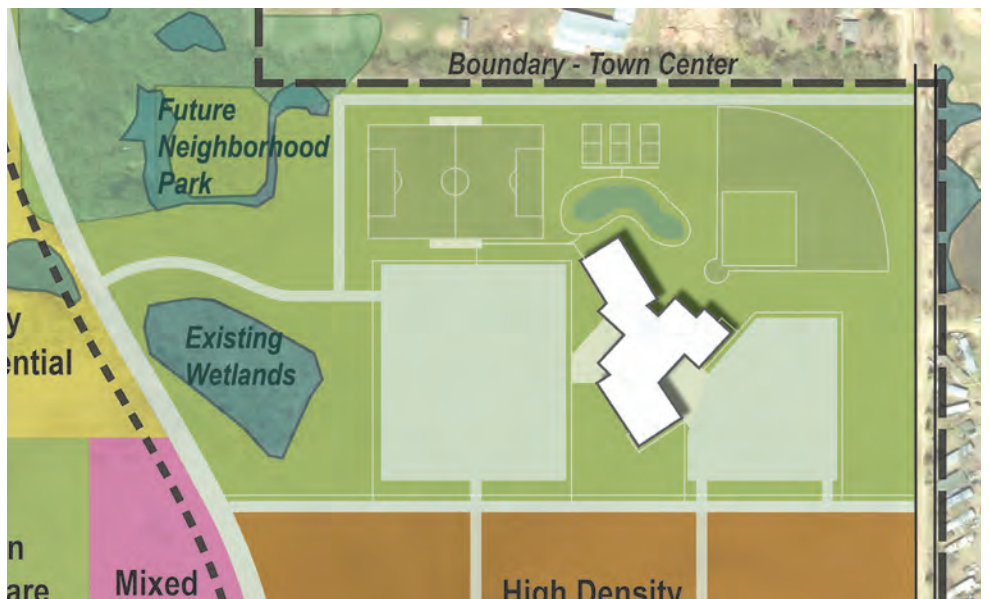
Site Area (Acres)	14.1
Building Footprint (SF)	80,500



Community Center Option A

**Community Center Option B**

Site Area (Acres)	23.0
Building Footprint (SF)	1,001,408



Community Center Option B



### Downtown Core Map:

The Downtown Core is focused along Main Street and around a Town Square. Commercial mixed-use (which may include first floor commercial with residential above) is intended for a majority of the Downtown Core with medium and high-density residential uses supporting at the periphery.





# Downtown Core

## Downtown Core Objectives:

1. Downtown Core maintains the unique heritage and history of Corcoran.
2. Downtown Core is where the community gathers.
3. Downtown Core provides safe, convenient access for pedestrians, bicycles and vehicles.
4. Downtown Core provides the daily retail and service needs for the community.
5. Downtown Core is a mix of businesses, public spaces and residential neighborhoods that are connected by complementary design elements and streetscapes.
6. Downtown Core is a destination for the region.

## Overview

The Downtown Core is the commercial and civic heart of Corcoran. It is bound by 79th Avenue on the north, County Road 10 on the south, County Road 116 on the west and City Center Drive on the east. This district is the six block Main Street area as shown on the Downtown Core master plan. It is intended to offer residents and visitors a central community place to serve their daily commercial and personal service needs, and to gather with their neighbors for civic celebrations and social events.

Through these guidelines, the Downtown Core will focus public and private investments in a smaller geographic area to support a critical mass of high quality development and public realm amenities.

Design requirements in this section are in addition to criteria set in the Downtown Mixed Use Zoning District and in these Guidelines. Where conflicts arise, this section shall prevail.

## Vision

Downtown Corcoran is a walkable, identifiable place that reflects the unique character of the community. A mix of restaurants, shops, and services will make it possible to meet daily needs all within a walkable area of the city. This pedestrian scale, with a cohesive building and landscape appearance, will identify this area as uniquely Corcoran.

## Site Development

Destination retail, restaurant and entertainment uses, particularly mixed with other synergistic uses, are encouraged. Development should be appropriate for a traditional downtown area, with mixed-use buildings combining retail, commercial, and multi-family residential uses.

## Buildings - Placement, Massing and Height

The area and setback requirements shall be as noted in the Zoning Ordinance for the district in which the property is located, except that additional standards shall be required for the Downtown Core as noted elsewhere in this document.

**Height.** Buildings are required to be a minimum of two stories in the Downtown Core. Stepping portions of upper stories back from the line of the front façade to provide areas for outdoor terraces and rooftop patios is encouraged.



## Suggested Trees for the Downtown Core

Princeton Elm, *Ulmus americana* 'Princeton'

Accolade Elm, *Ulmus x* 'Accolade'

Skyline Honeylocust, *Gleditsia triacanthos* var. *inermis* 'Skyline'

Valley Forge Elm, *Ulmus americana* 'Valley Forge'

Boulevard Linden, *Tilia americana* 'Boulevard'

Ohio Buckeye, *Aesculus glabra*

Ginkgo (male), *Ginkgo biloba*

Kentucky Coffeetree (male), *Gymnocladus dioicus*

Japanese Tree Lilac, *Syringa reticulata*

Thornless Cockspur Hawthorne, *Crataegus crus-galli* var. *inermis*

## Streetscape

### Trees and plantings

Overstory trees should be placed with regularity along street frontages in order to create dapple shade within 10-15 years. Space and placement of trees, lighting and signage should be thoughtfully considered to create a unified whole supportive of Downtown Core goals.

### Furnishings

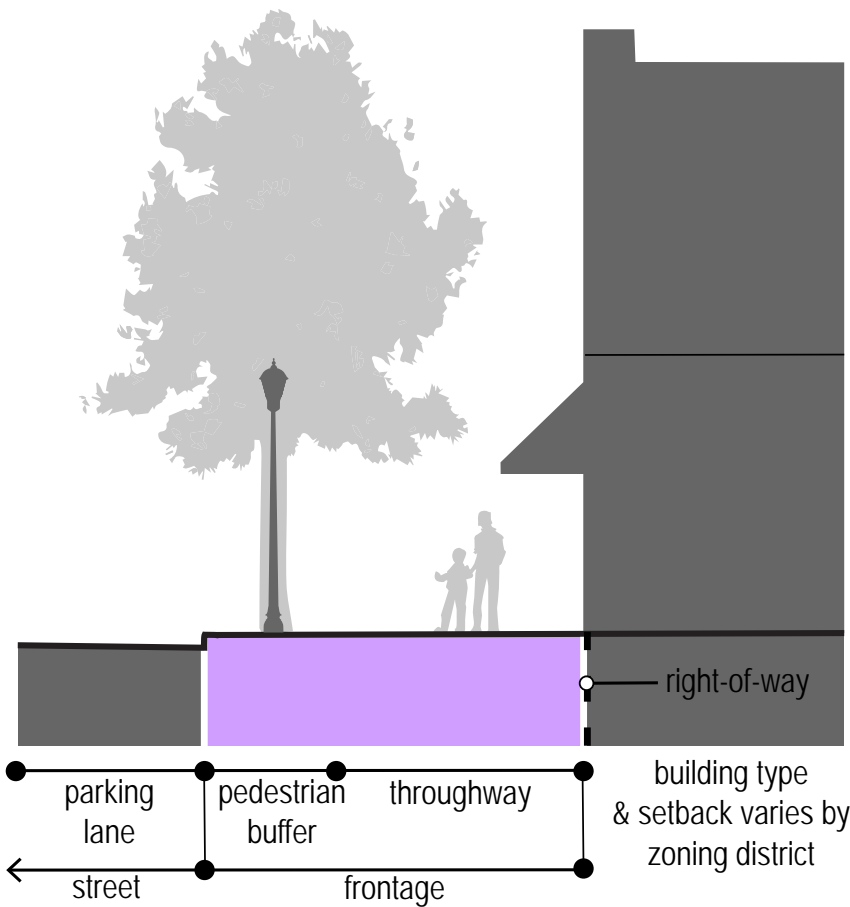
Main Street is designed as a traditional downtown main street, lined with street trees and planters, pedestrian level lighting, and furnishings including benches and trash receptacles. These elements shall also occur within the Town Center, to a lesser extent.

### Outdoor Dining

Pavement widths are wider in the Downtown Core than in other areas of the City in order to support the widest variety of streetscape amenities. Outdoor dining shall be permitted through the Downtown Core and shall be placed in the pedestrian buffer area of the sidewalk section.

### Awnings

Where awnings are used, canvas, fabric or vinyl awnings are preferable. If glass or metal awnings are employed, they shall closely complement the building's architectural character and aesthetic. The bottom of a window awning shall be set at least seven feet above the public sidewalk. Back lighted vinyl awnings and canopy signs shall not be used.



### Sidewalks and Boulevards

County Road 116 and Main Street in the Downtown Core warrants a unique design treatment. This intersection will be developed as the entry into the Downtown Core with appropriate identity elements. The County Road 116 linear park will offer trails through a landscaped open space, which extends into the Downtown Core and greater Town Center. The City will continue to work with Hennepin County to ensure that the ultimate design of County Road 116 respects the City's intention to develop a district that is safe and accessible for all modes of transportation, including walking and biking.

### Parking

1. No parking spaces shall be located on corner lots at the point of street intersections.
2. No parking spaces shall be located between the immediate front of the principal structure and the abutting front lot line.



### Public Art

Public art is encouraged in the Downtown Core. Durable, safe, artful enhancements to furnishings, paving, signage and building facades are also encouraged.

All locations and works of art, regardless of ownership, placed within the public rights of-way or public areas shall be approved by the City Council prior to installation.





## Signage

Signage shall comply with Chapter 84 of the City Code. However, in the Downtown Core the City is open to considering more creative signage to reflect the energetic commercial/entertainment uses that may be developed in the subdistrict. Decorative neon, moving or other decorative sign types are desirable when displayed within interior storefront windows.



## Plazas

All properties with principal buildings in excess of 30,000 square feet shall be required to have a public plaza space.

The public plaza space shall include benches, bike racks trash receptacles, lighting fixtures and other amenities to create a welcoming space for tenants of the building and members of the public.

These plaza spaces should be visible from the public street.





# Implementation

## Introduction

The design guidelines provide distinct strategies for guiding form and appearance. This vision will take several years to implement. Successful implementation will require consistent application of the Design Guidelines by City staff and City Council. Zoning enforcement and design guidelines will not succeed without the cooperation and commitment of landowners, development interests and the rest of the community.

## Changes to the Comprehensive Plan and Zoning Map

The Corcoran Southeast District Plan and Design Guidelines are consistent with the 2040 Comprehensive Plan. The proposed changes to the Zoning Ordinance and Zoning Map will be undertaken as a separate action following adoption of these guidelines.

## Design Review

The design guidelines will be administered by staff as part of the development review process. Staff will incorporate design review to ensure compliance with the design guidelines as a standard step in the development review process.





# CITY OF CORCORAN

## 2040 COMPREHENSIVE PLAN

### Map 2-1 2040 Future Land Use

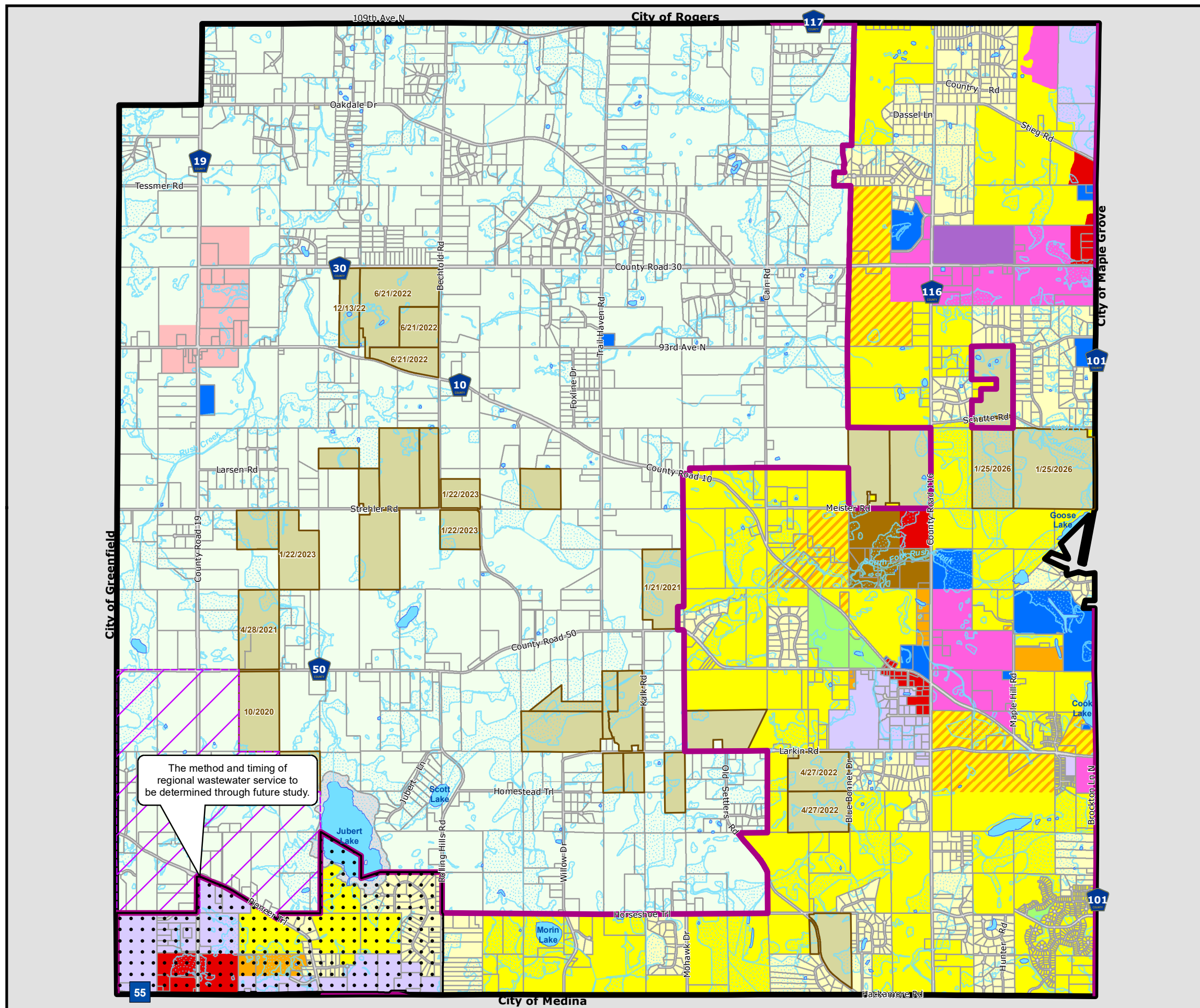
- Rural/Ag Residential
- Existing Residential
- Low Density Residential
- Medium Density Residential
- Mixed Residential
- High Density Residential
- Rural Service/Commercial
- Commercial
- Mixed Use
- Business Park
- Light Industrial
- Public/Semi-Public
- Parks/Open Space
- Agricultural Preserve (Date of Expiration)
- Open Water
- Municipal Boundary
- 2040 MUSA
- Future MUSA Expansion Area
- Future Study Area
- Parcel Boundaries
- Streams
- Lake/Open Water
- Wetlands

Source:  
Revised National Wetland Inventory (MN DNR, 2009-2014)

3,000 1,500 0 3,000



Feet































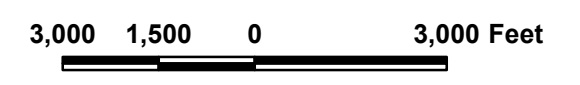


# CITY OF CORCORAN

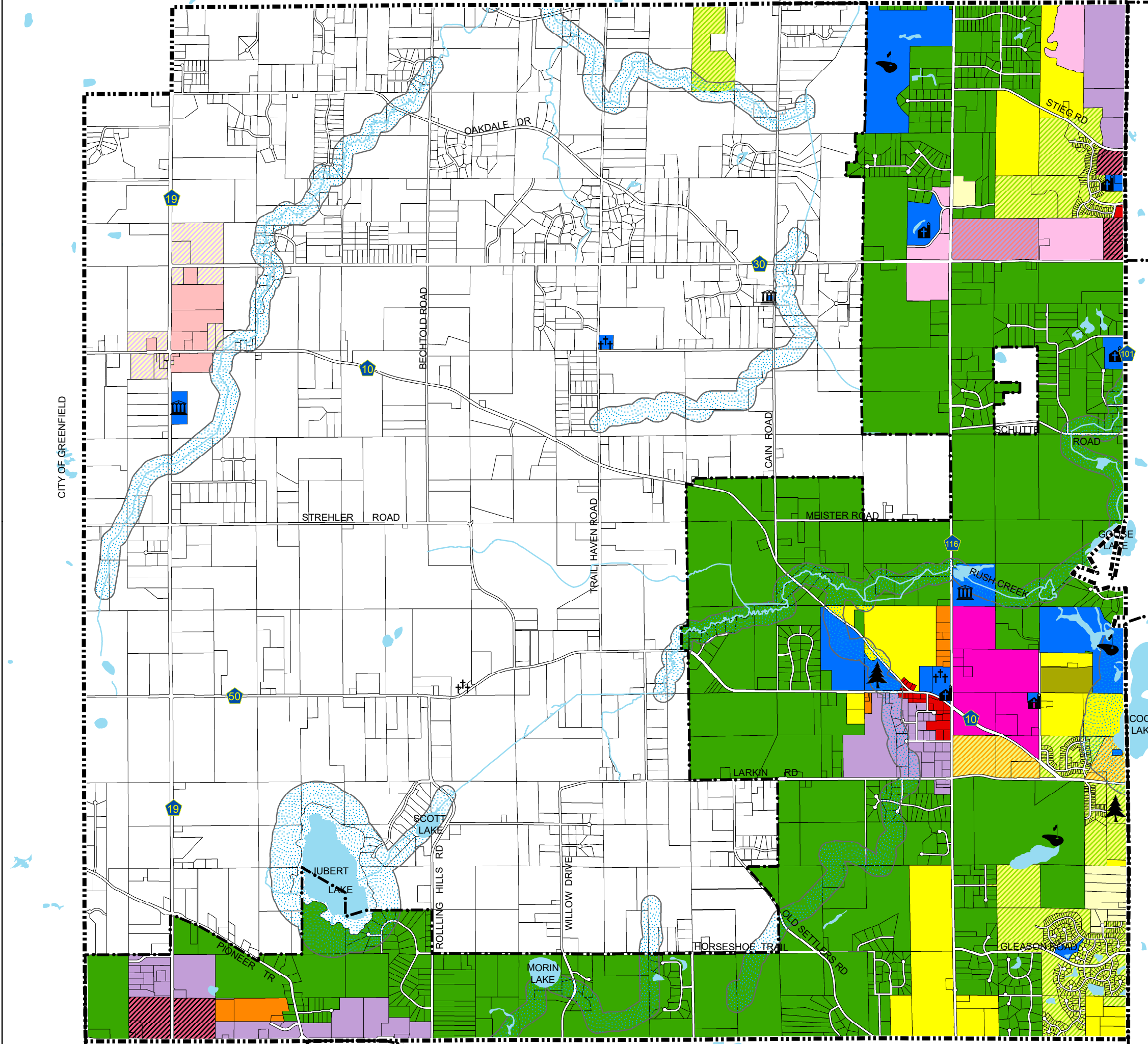
## Official Zoning Map

### Zoning Districts:

-  UR Urban Reserve
-  RR Rural Residential
-  RSF-1 Single Family Residential 1
-  RSF-2 Single Family Residential 2
-  RSF-3 Single and Two Family Residential 3
-  RMF-1 Medium Density Residential
-  RMF-2 Mixed Residential
-  RMF-3 High Density Residential
-  MP Manufactured Home Park
-  P-1 Public / Institutional
-  TCR Transitional Rural Commercial
-  CR Rural Commercial
-  C-1 Neighborhood Commercial
-  C-2 Community Commercial
-  DMU Downtown Mixed Use
-  GMU General Mixed Use
-  BP Business District
-  I-1 Light Industrial
-  PUD Planned Unit Development
-  Cemetery
-  Church
-  Golf Course
-  Government Building
-  Public Park
-  2040 Metropolitan Urban Service Area
-  City Limit
-  Open Water
-  Shoreland Overlay District

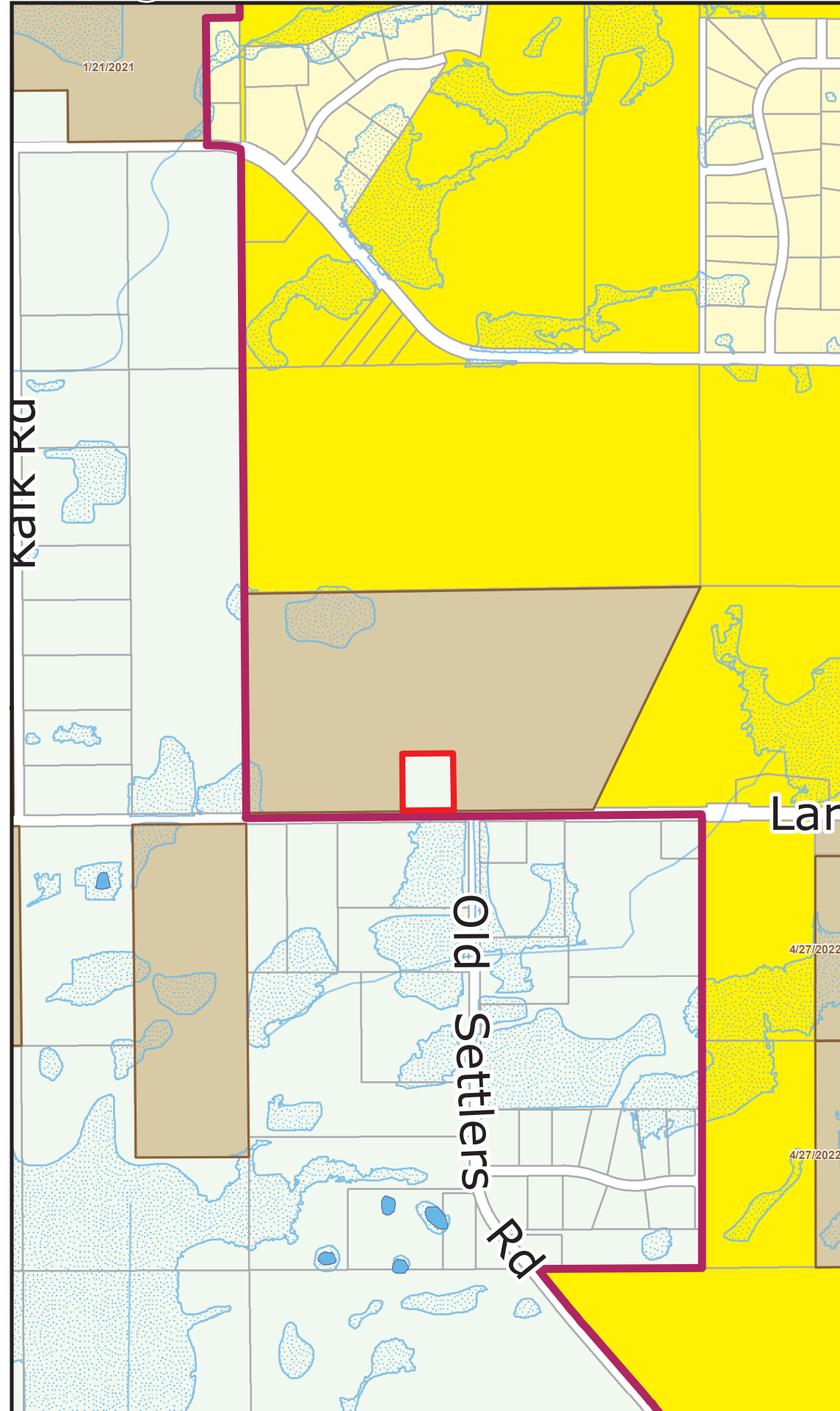


Updated September 2020  
Adopted June 2011

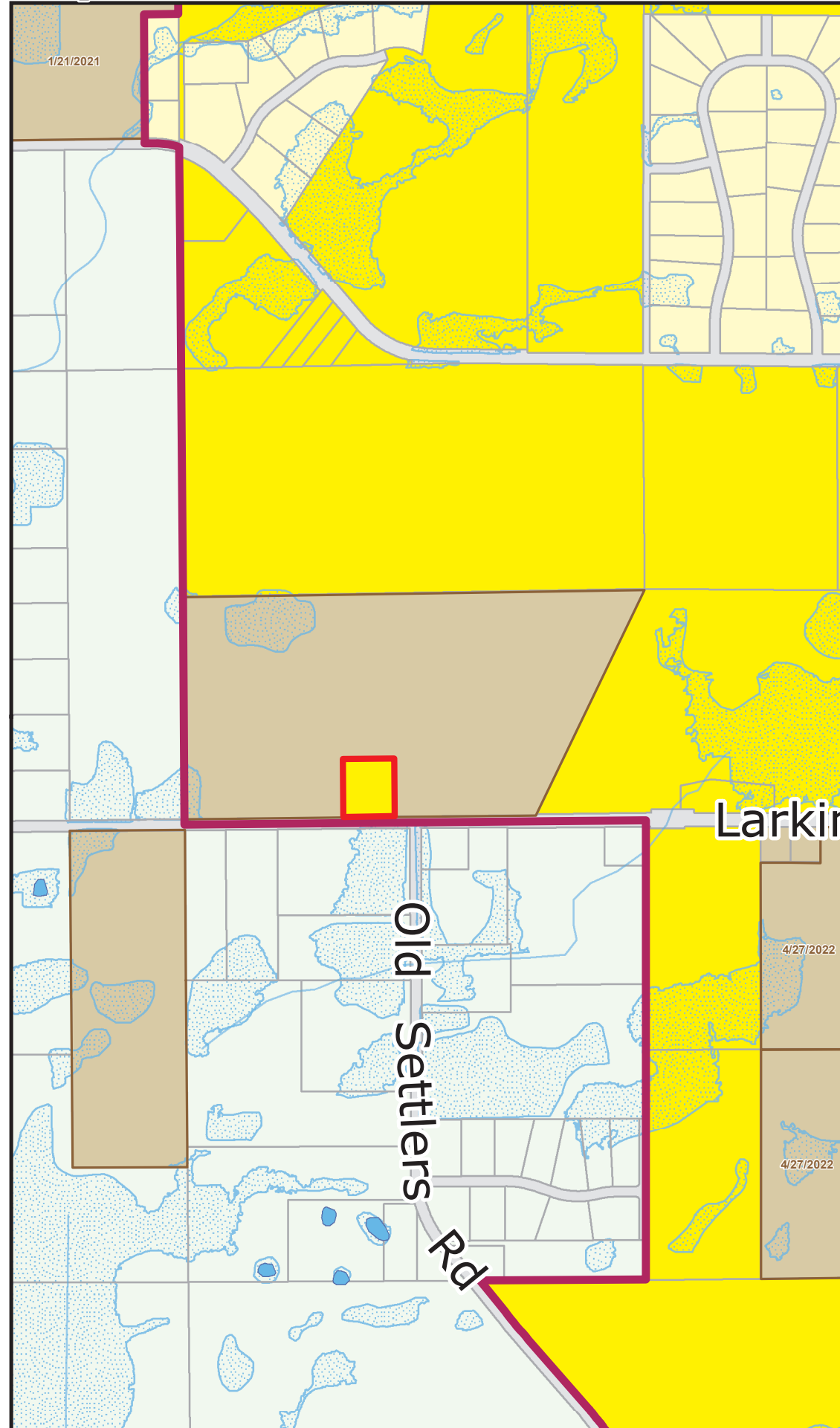


CITY OF GREENFIELD

# Existing



# Proposed

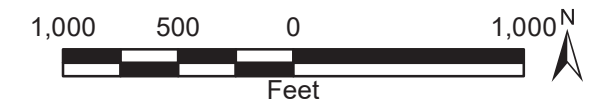


## CITY OF CORCORAN

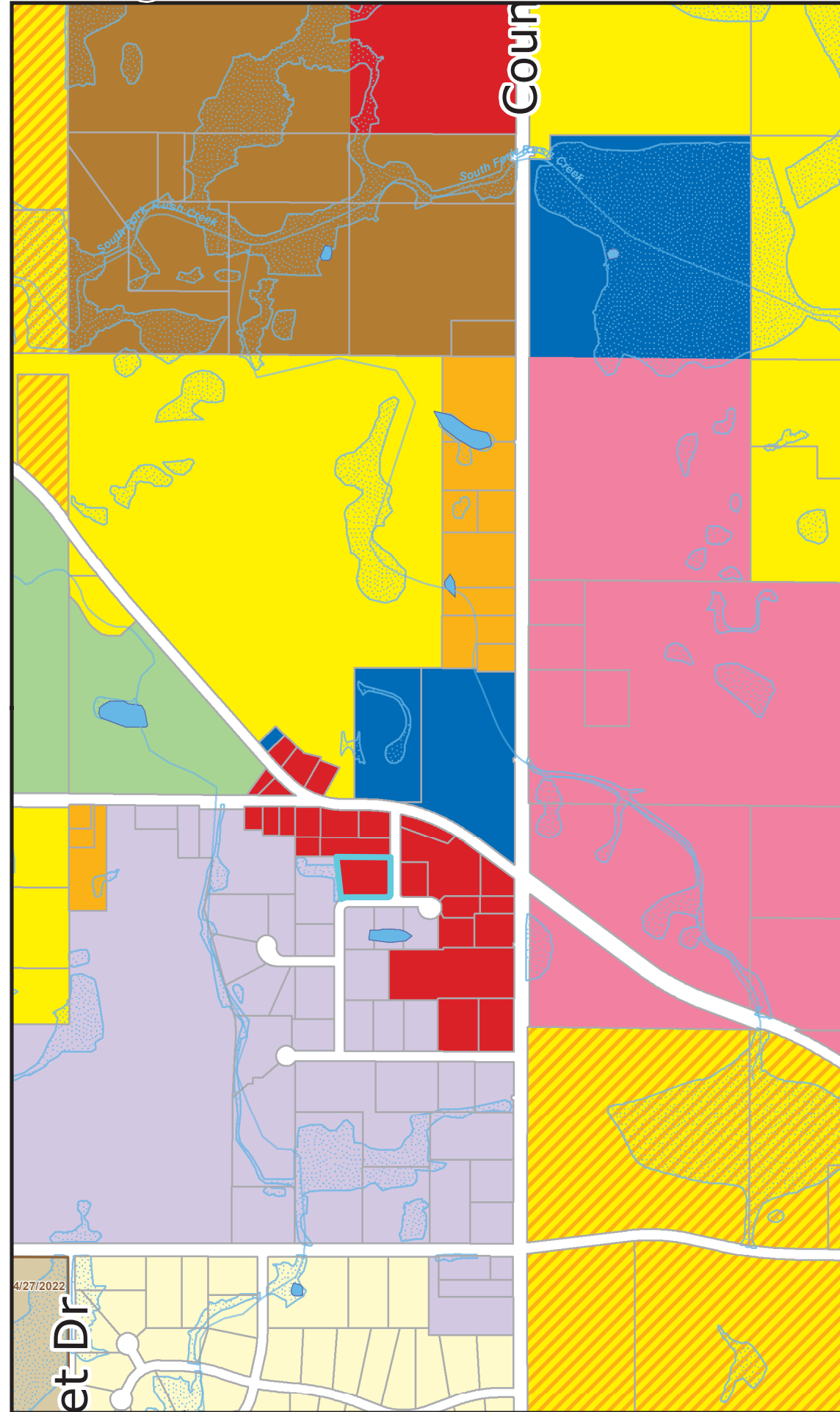
### 21000 LARKIN ROAD

- Future Study Area
  - 2040 MUSA
  - Future MUSA Expansion Area
  - Municipal Boundary
  - Streams
  - Lake/Open Water
  - Parcel Boundaries
  - Wetlands
- FLU2040**
- Rural/Ag Residential
  - Existing Residential
  - Low Density Residential
  - Medium Density Residential
  - Mixed Residential
  - High Density Residential
  - Rural Service/Commercial
  - Commercial
  - Mixed Use
  - Business Park
  - Light Industrial
  - Public/Semi-Public
  - Parks/Open Space
  - Agricultural Preserve (Date of Expiration)
  - Open Water

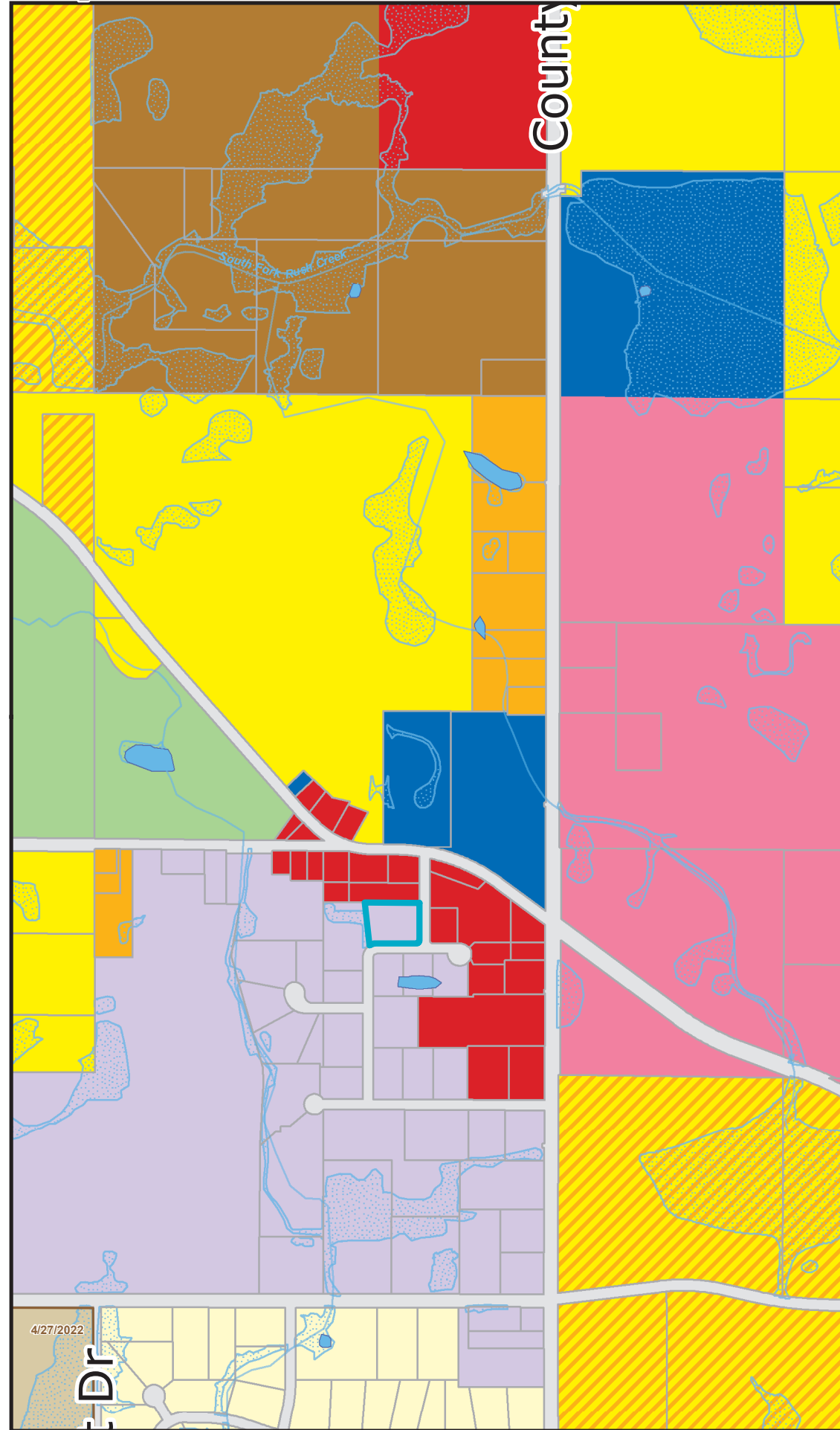
Source:  
Revised National Wetland Inventory (MN DNR, 2009-2014)



# Existing


























# Proposed

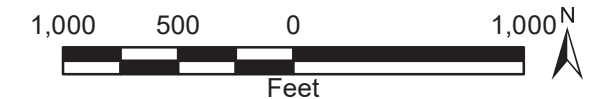


## CITY OF CORCORAN

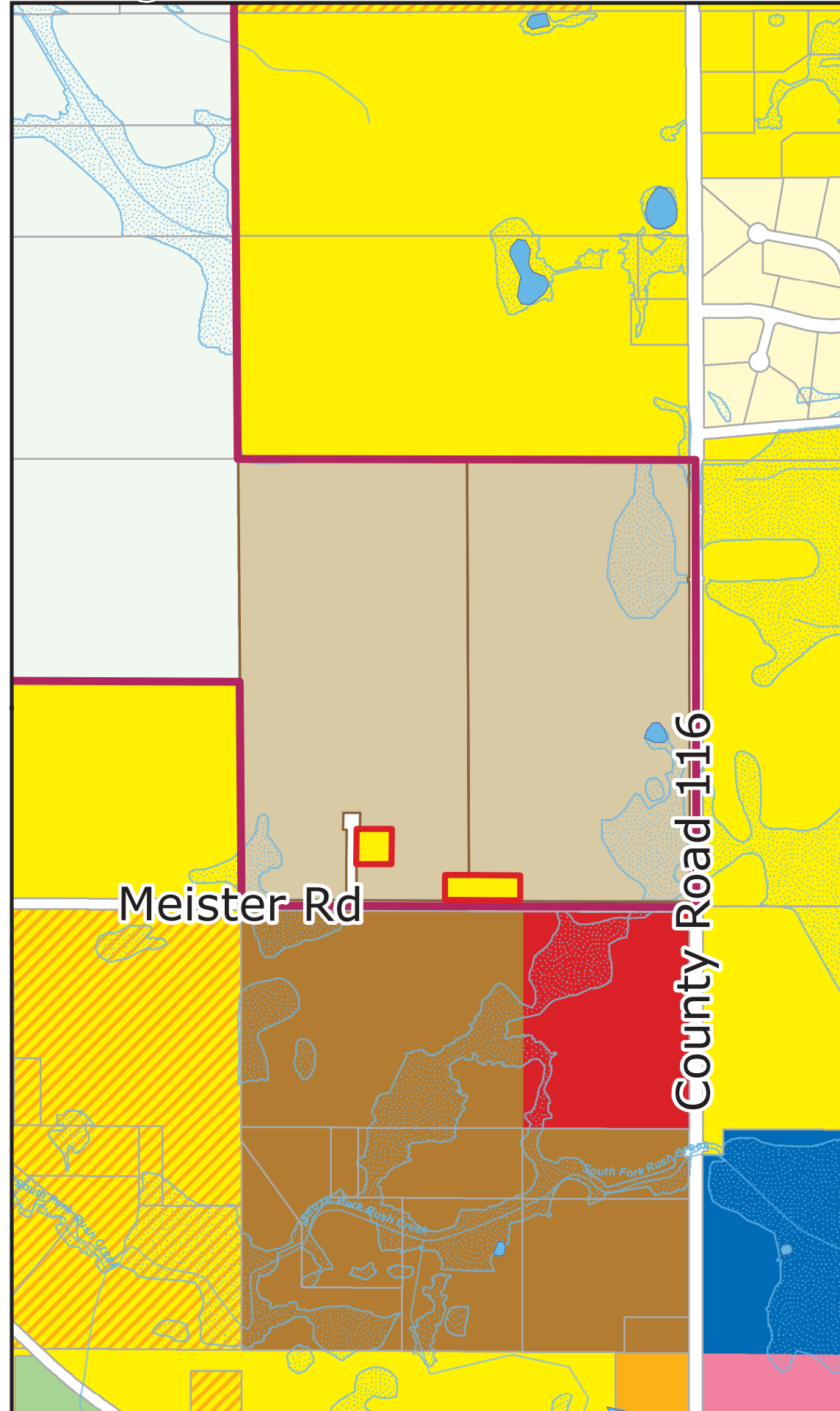
7631 COMMERCE STREET

-  Future Study Area
  -  2040 MUSA
  -  Future MUSA Expansion Area
  -  Municipal Boundary
  -  Streams
  -  Lake/Open Water
  -  Parcel Boundaries
  -  Wetlands
- FLU2040**
-  Rural/Ag Residential
  -  Existing Residential
  -  Low Density Residential
  -  Medium Density Residential
  -  Mixed Residential
  -  High Density Residential
  -  Rural Service/Commercial
  -  Commercial
  -  Mixed Use
  -  Business Park
  -  Light Industrial
  -  Public/Semi-Public
  -  Parks/Open Space
  -  Agricultural Preserve (Date of Expiration)
  -  Open Water

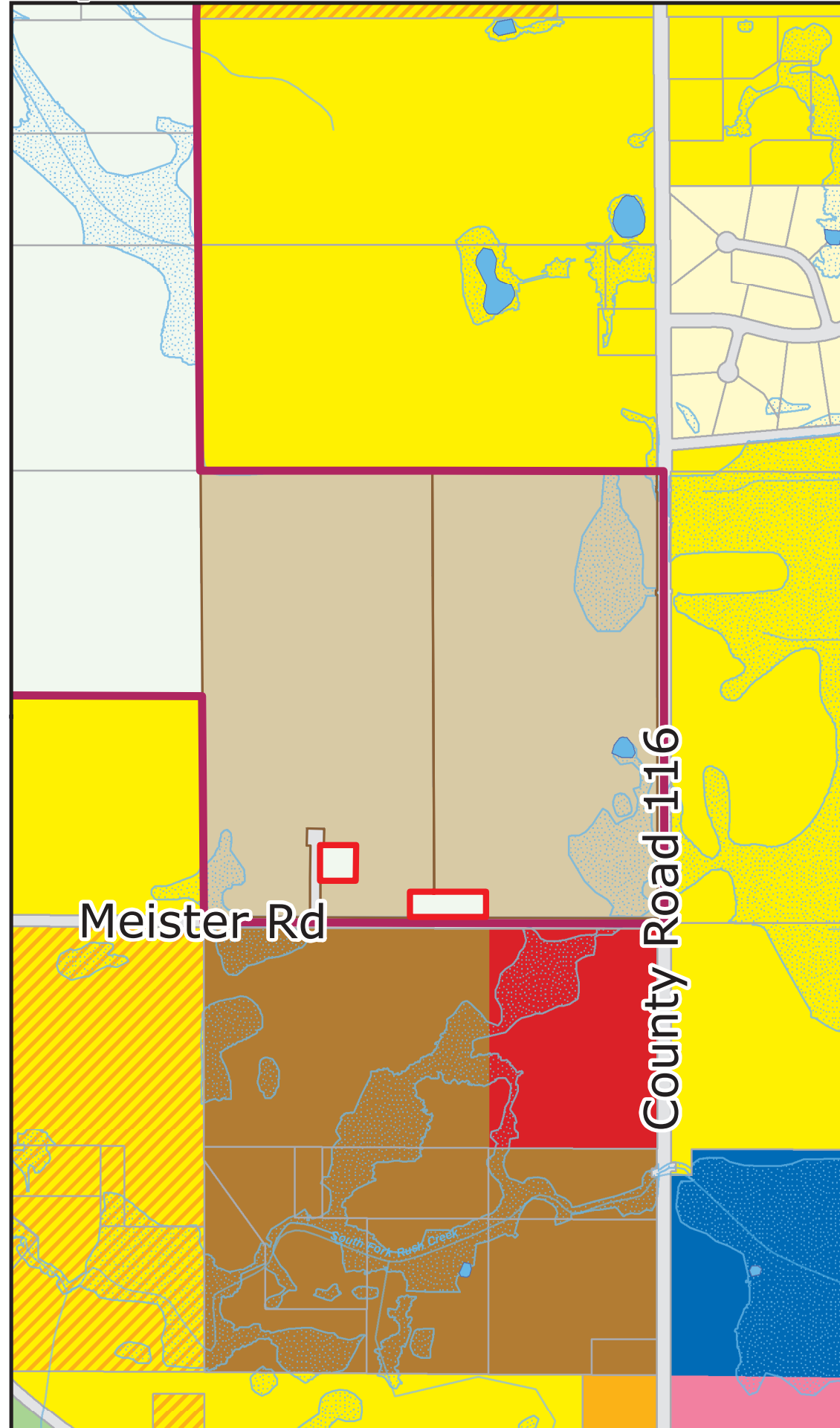
Source:  
Revised National Wetland Inventory (MN DNR, 2009-2014)



# Existing



# Proposed



## CITY OF CORCORAN

### 20100 AND 20220 MEISTER ROAD

- Future Study Area
  - 2040 MUSA
  - Future MUSA Expansion Area
  - Municipal Boundary
  - Streams
  - Lake/Open Water
  - Parcel Boundaries
  - Wetlands
- FLU2040**
- Rural/Ag Residential
  - Existing Residential
  - Low Density Residential
  - Medium Density Residential
  - Mixed Residential
  - High Density Residential
  - Rural Service/Commercial
  - Commercial
  - Mixed Use
  - Business Park
  - Light Industrial
  - Public/Semi-Public
  - Parks/Open Space
  - Agricultural Preserve (Date of Expiration)
  - Open Water

Source:  
Revised National Wetland Inventory (MN DNR, 2009-2014)





To: Kevin Mattson, City of Corcoran      From: Kent Torve, PE City Engineer  
Nick Wyers, PE

File: 227701174      Date: August 5, 2021

Subject: SE Corcoran 2020 Trunk Watermain Improvements – Pay Request #3 & Final

---

**Reference: SE Corcoran 2020 Trunk Watermain Improvements – Pay Request #3 & Final**

**Council Action Requested**

We recommend approval of the Third and Final Payment Request to C & L Excavating in the amount of \$31,055.48 on the SE Corcoran 2020 Trunk Watermain Improvements Project.

**Background**

The SE Corcoran 2020 Trunk Watermain Improvements Project was a City led project to install watermain along 66<sup>th</sup> Avenue and County Road 116, completing a watermain loop from the Ravinia Development to Downtown Corcoran.

Work on the project was substantially completed on December 11, 2020 when the watermain became operational. C & L Excavating has completed all punch list work on the project, provided the necessary project closeout documentation and no work is remaining on the project.

The total constructed project cost came in under the contract amount related to reductions due to the minimal site impacts, which required less erosion control and seeding.

**Financing**

The total project cost is \$1,024,064.00 as compared to the contract amount of the project of \$1,040,220.00. Currently the City has withheld 2% retainage for final closeout of the project. Now that all closeout work has been completed, we are recommending making the third and final payment in the amount of \$31,055.48. Attached to this memo is the final pay application, as well as the IC-134's (lien releases) from the subcontractors on the project which certify they were paid for their work.

**Attachments**

Pay Request #3 & Final  
IC-134 documents  
Surety Bond


**SECTION 00 62 76**  
**APPLICATION FOR PAYMENT FORM**

OWNER: City of Corcoran  
PROJECT: SE Corcoran 2020 Trunk Watermain Improvements  
CONTRACTOR: C & L Excavating, Inc.

PAY ESTIMATE NO. 3 AND FINAL

Original Contract Amount:	<u>\$ 1,021,320.00</u>
Contract Changes approved to Date (List Change Order Numbers): CO 1	<u>\$ 18,900.00</u>
Revised Contract Price :	<u>\$ 1,040,220.00</u>
Work Completed to Date (attached):	<u>\$ 1,024,064.00</u>
Retainage to Date, 0%:	<u>\$ -</u>
Work Completed to Date Less Retainage to Date:	<u>\$ 1,024,064.00</u>
Total Amount Previously Certified:	<u>\$ 993,008.52</u>
Payment Request This Estimate:	<u>\$ 31,055.48</u>

I declare under penalty of perjury that this account, claim, or demand is just and correct and that no part of it has been paid.

 7-21-2021  
CONTRACTOR

**CERTIFICATE OF CONTRACTOR**

I hereby certify that the work and the materials supplied to date, as shown on the request for payment, represents the actual value of accomplishment under the terms of the contract dated 8/31/2020 between between the City of Corcoran (OWNER)

and C & L Excavating, Inc. (CONTRACTOR) and all authorized changes therto:

By C & L Excavating, Inc.  
Jasa Hoffman  
Title PM / Estimator

Approval:

(CONTRACTOR)	<u>Jasa Hoffman</u>	Date	<u>7-21-21</u>
(ENGINEER)	<u>Kent Torve</u> Kent Torve, P.E.	Date	<u>08-04-2021</u>
CITY OF CORCORAN	_____	Date	_____

END OF SECTION



PAY REQUEST #3 AND FINAL  
 CITY OF CORCORAN  
 SE Corcoran 2020 Trunk Watermain Improvements  
 Project Number: 2294-17-040  
 7/20/2021

LINE NO.	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	PAY REQUEST #3 AND FINAL AUGUST 2021		COMPLETED TO DATE	
						QUANTITY	COST	QUANTITY	COST
BASE BID: SE Corcoran 2020 Trunk Watermain Improvements									
1	MOBILIZATION & DEMOBILIZATION	LUMP SUM	1	\$ 23,000.00	\$ 23,000.00	0.00	\$ -	1.00	\$ 23,000.00
2	TRAFFIC CONTROL	LUMP SUM	1	\$ 4,000.00	\$ 4,000.00	0.00	\$ -	1.0	\$ 4,000.00
3	SALVAGE AND REINSTALL FENCE	LIN FT	100	\$ 15.00	\$ 1,500.00	0.00	\$ -	37.0	\$ 555.00
4	POTHOLING PRIVATE UTILITIES	LUMP SUM	1	\$ 5,000.00	\$ 5,000.00	0.00	\$ -	1.0	\$ 5,000.00
5	SALVAGE & RESPREAD EXISTING TOPSOIL (MIN. 1 FT)	LUMP SUM	1	\$ 5,000.00	\$ 5,000.00	0.00	\$ -	1.0	\$ 5,000.00
6	SALVAGE & RESPREAD EXISTING AGGREGATE	LUMP SUM	1	\$ 3,000.00	\$ 3,000.00	0.00	\$ -	1.0	\$ 3,000.00
7	PROVIDE DRIVEWAY ACCESS & MAINTENANCE	LUMP SUM	1	\$ 3,500.00	\$ 3,500.00	0.00	\$ -	1.0	\$ 3,500.00
8	STREET SWEEPER WITH PICKUP BROOM	HOURL	10	\$ 150.00	\$ 1,500.00	0.00	\$ -	2.5	\$ 375.00
9	AGGREGATE BASE CLASS 5, 100% CRUSHED	TON	100	\$ 50.00	\$ 5,000.00	17.80	\$ 890.00	215.0	\$ 10,750.00
10	CONNECT TO EXISTING WATERMAIN	EACH	2	\$ 5,000.00	\$ 10,000.00	0.00	\$ -	2.0	\$ 10,000.00
11	INSTALL HYDRANT	EACH	12	\$ 7,775.00	\$ 93,300.00	0.00	\$ -	10.0	\$ 77,750.00
12	6" GATE VALVE AND BOX	EACH	10	\$ 2,450.00	\$ 24,500.00	0.00	\$ -	9.0	\$ 22,050.00
13	HYDRANT EXTENSION	EACH	12	\$ 1,000.00	\$ 12,000.00	0.00	\$ -	9.0	\$ 9,000.00
14	IMPROVED PIPE FOUNDATION - 24" THICK	LIN FT	50	\$ 70.00	\$ 3,500.00	0.00	\$ -	0.0	\$ -
15	16" BUTTERFLY VALVE & BOX	EACH	1	\$ 6,000.00	\$ 6,000.00	0.00	\$ -	1.0	\$ 6,000.00
16	12" BUTTERFLY VALVE & BOX	EACH	4	\$ 4,000.00	\$ 16,000.00	0.00	\$ -	5.0	\$ 20,000.00
17	8" GATE VALVE & BOX	EACH	2	\$ 3,850.00	\$ 7,700.00	0.00	\$ -	2.0	\$ 7,700.00
18	6" DIP CL 52 WATERMAIN	LIN FT	130	\$ 60.00	\$ 7,800.00	0.00	\$ -	104.0	\$ 6,240.00
19	16" PVC C-905 DR 18 WATERMAIN (TRENCHLESS INSTALLATION)	LIN FT	1230	\$ 120.00	\$ 147,600.00	0.00	\$ -	1,228.0	\$ 147,360.00
20	16" PVC C-905 DR 18 WATERMAIN (OPEN CUT)	LIN FT	20	\$ 75.00	\$ 1,500.00	0.00	\$ -	5.0	\$ 375.00
21	12" PVC C900 DR 18 WATERMAIN (TRENCHLESS INSTALLATION)	LIN FT	6540	\$ 84.00	\$ 549,360.00	0.00	\$ -	6,325.0	\$ 531,300.00
22	12" PVC C900 DR 18 WATERMAIN (OPEN CUT)	LIN FT	140	\$ 90.00	\$ 12,600.00	0.00	\$ -	400.0	\$ 36,000.00
23	8" PVC C900 DR 18 WATERMAIN	LIN FT	125	\$ 50.00	\$ 6,250.00	0.00	\$ -	142.0	\$ 7,100.00
24	DUCTILE IRON FITTINGS	LB	2910	\$ 11.00	\$ 32,010.00	0.00	\$ -	3,479.0	\$ 38,269.00
25	STRUCTURE SIGN POST AND MARKER	EACH	20	\$ 100.00	\$ 2,000.00	0.00	\$ -	14.0	\$ 1,400.00
26	TEMPORARY CONSTRUCTION ENTRANCE	LUMP SUM	1	\$ 2,500.00	\$ 2,500.00	0.00	\$ -	1.0	\$ 2,500.00
27	HYDROMULCH SEED MIXTURE 21-111	ACRE	0.6	\$ 1,200.00	\$ 720.00	0.00	\$ -	4.0	\$ 4,800.00
28	HYDROMULCH SEED MIXTURE 25-141	ACRE	3.1	\$ 4,500.00	\$ 13,950.00	2.20	\$ 9,900.00	2.2	\$ 9,900.00
29	HYDROMULCH SEED MIXTURE 34-171	ACRE	0.2	\$ 7,500.00	\$ 1,500.00	0.00	\$ -	0.0	\$ -
30	SEDIMENT CONTROL LOG TYPE STRAW (OR BIOROLL) - MAINTAINED	LIN FT	1060	\$ 3.50	\$ 3,710.00	0.00	\$ -	220.0	\$ 770.00
31	CULVERT PROTECTION - MAINTAINED	EACH	4	\$ 200.00	\$ 800.00	0.00	\$ -	4.0	\$ 800.00
32	BALE BARRIERS - MAINTAINED	LIN FT	760	\$ 7.00	\$ 5,320.00	0.00	\$ -	834.0	\$ 5,838.00
33	SILT FENCE, MACHINE SLICED - MAINTAINED	LIN FT	4600	\$ 2.00	\$ 9,200.00	0.00	\$ -	2,416.0	\$ 4,832.00

TOTAL BASE BID: \$ 1,021,320.00 \$ 10,790.00 \$ 1,005,164.00

TOTAL ORIGINAL CONTRACT: \$ 1,021,320.00 \$ 10,790.00 \$ 1,005,164.00

LINE NO.	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	PAY REQUEST #3 AND FINAL AUGUST 2021		COMPLETED TO DATE	
						QUANTITY	COST	QUANTITY	COST
CHANGE ORDER #1:									
CO 1.1	COLD WEATHER FUSING	LUMP SUM	1	\$ 13,050.00	\$ 13,050.00	0.0	\$ -	1.00	\$ 13,050.00
CO 1.2	IRRIGATION SERVICE	LUMP SUM	1	\$ 5,850.00	\$ 5,850.00	0.0	\$ -	1.0	\$ 5,850.00

TOTAL CHANGE ORDER #1 \$ 18,900.00 \$ - \$ 18,900.00

TOTAL REVISED CONTRACT \$ 1,040,220.00 \$ - \$ 1,024,064.00

CONTRACT SUMMARY				THIS PAY REQUEST	COMPLETE TO DATE
ORIGINAL CONTRACT AWARD AMOUNT	\$	1,021,320.00		TOTAL ORIGINAL CONTRACT	\$ 10,790.00 \$ 1,024,064.00
CHANGE ORDER #1	\$	18,900.00		CURRENT RETAINAGE (0%)	\$ - \$ -
TOTAL REVISED CONTRACT AMOUNT	\$	1,040,220.00		TOTAL CURRENT PAY REQUEST	\$ 10,790.00 \$ 1,024,064.00

## RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHT

1. This is a LEGAL INSTRUMENT and must be executed accordingly by officers of corporations and by partners in co-partnerships.
2. It is important that ALL the blanks be completed, and the AMOUNT PAID BE SHOWN.
3. A receipt similar to this or legal waiver of lien rights will be required for all plumbing, heating, plastering materials, ect.
4. NO ERASURES OR ALTERATIONS MUST BE MADE

- 1) \_\_\_ As partial payment for labor, skill, and material furnished or to be furnished.
- 2) X As payment for all labor, skill, and material furnished or to be furnished.

(Except the sum \$31055.48retention)

- 3) \_\_\_ As full payment for all labor, skill, and material furnished or to be furnished to the following described real property: (legal description, street address, or project name

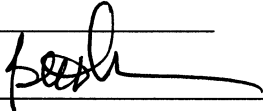
2020.2014

CORCORAN MN

And for the value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real Document 1 property (only for the amount paid in box 1 is checked, and except for retain age shown in Box 2 is checked) The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full.

Company: C&L Excavating, Inc.

Date: 6/15/20

Officer/Owner Signature 

PRINT NAME Beth Lehr



Your Contractor Affidavit request is Approved. A copy of this page MUST be provided to the contractor or government agency that hired you.

Submitted Date and Time: 29-Jul-2021 1:02:57 PM  
 Confirmation Number: 1-562-379-424  
 Name: C & L EXCAVATING INC  
 ID: 3881660  
**Affidavit Number: 864096256**  
 Project Owner: CITY OF CORCORAN  
 Project Number: 294-17-040  
 Project Begin Date: 4/1/2020  
 Project End Date: 6/1/2021  
 Project Location: CORCORAN MN  
 Project Amount: \$1,024,064.00  
 Subcontractors:

Name	ID	Affidavit Number
NORTH STAR LANDSCAPING	1521232	1707479040
EBI DRILLING	6383131	940957696

Please [print this page](#) for your records using the print or save functionality built into your browser.

### RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHT

1. This is a LEGAL INSTRUMENT and must be executed accordingly by officers of corporations and by partners in co-partnerships.
2. It is important that ALL the blanks be completed, and the AMOUNT PAID BE SHOWN.
3. A receipt similar to this or legal waiver of lien rights will be required for all plumbing, heating, plastering materials, ect.
4. NO ERASURES OR ALTERATIONS MUST BE MADE

- 1) \_\_\_ As partial payment for labor, skill, and material furnished or to be furnished.
- 2) X As payment for all labor, skill, and material furnished or to be furnished.

(Except the sum \$ 12,242.64 retention)

- 3) \_\_\_ As full payment for all labor, skill, and material furnished or to be furnished to the following described real property: (legal description, street address, or project name

2020.2014

Wenck Project # 2294-17-040

SE Corcoran 2020 Trunk Watermain Improvements

And for the value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real Document 1 property (only for the amount paid in box 1 is checked, and except for retain age shown in Box 2 is checked) The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full.

Company: EBI Drilling Services, Inc.

Date: 3/1/21

Officer/Owner Signature *Terry Anderson*

PRINT NAME Terry Anderson



Your Contractor Affidavit request is Approved. A copy of this page MUST be provided to the contractor or government agency that hired you.

Submitted Date and Time: 17-Dec-2020 1:44:15 PM  
 Confirmation Number: 0-459-490-080  
 Name: EBI DRILLING SERVICES INC  
 iD: 6383131  
**Affidavit Number: 940957696**  
 Project Owner: CITY OF CORCORAN  
 Project Number: 2294-0040  
 Project Begin Date: 11/16/2020  
 Project End Date: 11/25/2020  
 Project Location: CORCORAN, MN  
 Project Amount: \$286,326.00  
 Subcontractors:

Name	ID	Affidavit Number
GROUND EFFECTS EXCAVATING INC	5139022	1297932288

Please print this page for your records using the print or save functionality built into your browser.

## RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHT

1. This is a LEGAL INSTRUMENT and must be executed accordingly by officers of corporations and by partners in co-partnerships.
2. It is important that ALL the blanks be completed, and the AMOUNT PAID BE SHOWN.
3. A receipt similar to this or legal waiver of lien rights will be required for all plumbing, heating, plastering materials, ect.
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- 1) \_\_\_ As partial payment for labor, skill, and material furnished or to be furnished.
- 2) \_\_\_ As payment for all labor, skill, and material furnished or to be furnished.

(Except the sum retention)

- 3)  As full payment for all labor, skill, and material furnished or to be furnished to the following described real property: (legal description, street address, or project name

2020.2014

CORCORAN MN

And for the value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill or material furnished to said real Document 1 property (only for the amount paid in box 1 is checked, and except for retain age shown in Box 2 is checked) The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full.

Company: NORTH STAR SAFETY

Date: 7-28-21

Officer/Owner Signature

PRINT NAME

Sean Orde

# **m** DEPARTMENT OF REVENUE

Your Contractor Affidavit request is Approved. A copy of this page **MUST** be provided to the contractor or government agency that hired you.

Submitted Date and Time: 26-Jul-2021 6:23:40 AM

Confirmation Number: 0-679-786-656

Name: NORTH STAR LANDSCAPING INC

ID: 1521232

**Affidavit Number: 1707479040**

Project Owner: CITY OF CORCORAN

Project Number: NONE

Project Begin Date: 10/3/2020

Project End Date: 6/1/2021

Project Location: CORCORAN

Project Amount: \$25,955.18

Subcontractors: No Subcontractors

Please print this page for your records using the print or save functionality built into your browser.



Your Contractor Affidavit request is Approved. A copy of this page MUST be provided to the contractor or government agency that hired you.

Submitted Date and Time: 1-Dec-2020 3:06:27 PM  
Confirmation Number: 0-085-000-992  
Name: GROUND EFFECTS EXCAVATING INC  
ID: 5139022  
Affidavit Number: 1297932288  
Project Owner: C & L EXCAVATING  
Project Number: NA  
Project Begin Date: 11/9/2020  
Project End Date: 11/23/2020  
Project Location: CORCORAN MN  
Project Amount: \$89,462.50  
Subcontractors: No Subcontractors

Please print this page for your records using the print or save functionality built into your browser.



# CONSENT OF SURETY TO FINAL PAYMENT

AIA Document G707

(Instructions on reverse side)

- OWNER
- ARCHITECT
- CONTRACTOR
- SURETY
- OTHER

TO OWNER:

*(Name and address)*

City of Corcoran  
8200 County Road 116  
Corcoran, MN 55340

ARCHITECT'S PROJECT NO.:

CONTRACT FOR:

PROJECT:

*(Name and address)*

SE Corcoran 2020 Trunk Watermain Improvements

CONTRACT DATED: August 31, 2020

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the  
*(Insert name and address of Surety)*

Western Surety Company  
151 N. Franklin St.  
Chicago, IL 60606

, SURETY,

on bond of

*(Insert name and address of Contractor)*

C & L Excavating, Inc.  
PO Box 99  
St. Joseph, MN 56374

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of any of its obligations to

*(Insert name and address of Owner)*

City of Corcoran  
8200 County Road 116  
Corcoran, MN 55340

, OWNER,

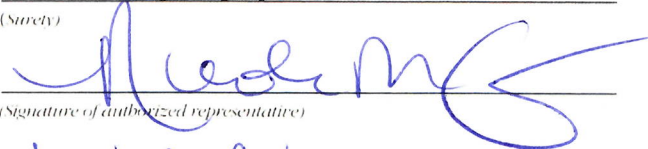
as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: July 29, 2021

*(Insert in writing the month followed by the numeric date and year)*

Western Surety Company

*(Surety)*



*(Signature of authorized representative)*

Nicole M. Coty Attorney-in-fact  
*(Printed name and title)*

Attest:  
(Seal)





**CAUTION: You should sign an original AIA document that has this caution printed in red. An original assures that changes will not be obscured as may occur when documents are reproduced. See Instruction Sheet for Limited License for Reproduction of this document.**



# INSTRUCTION SHEET

## FOR AIA DOCUMENT G707, CONSENT OF SURETY TO FINAL PAYMENT

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### A. GENERAL INFORMATION

#### 1. Purpose

This document is intended for use as a companion to AIA Document G706, Contractor's Affidavit of Payment of Debts and Claims, on construction projects where the Contractor is required to furnish a bond. By obtaining the Surety's approval of final payment to the Contractor and its agreement that final payment will not relieve the Surety of any of its obligations, the Owner may preserve its rights under the bond.

#### 2. Related Documents

This document may be used with most of the AIA's Owner-Contractor agreements and general conditions, such as A201, and its related family of documents. As noted above, this is a companion document to AIA Document G706.

#### 3. Use of Current Documents

Prior to using any AIA document, the user should consult the AIA, an AIA component chapter or a current AIA Documents List to determine the current edition of each document.

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### B. CHANGES FROM THE PREVIOUS EDITION

Changes in the location of various items of information were made, without revision to the substance of the document.

### C. COMPLETING THE G707 FORM

**GENERAL.** The bond form is the usual source of required information such as the contract date and the names and addresses of the Surety, Owner, Contractor and Project.

**ARCHITECT'S PROJECT NO.** This information is typically supplied by the Architect and entered on the form by the Contractor.

**CONTRACT FOR.** This refers to the scope of the contract, such as "General Construction" or "Mechanical Work."

### D. EXECUTION OF THE DOCUMENT

The G707 form requires both the Surety's seal and the signature of the Surety's authorized representative.

# Western Surety Company

## POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

**Litton E S Field Jr, Nicole M Coty, Jonathan N Vagle, Mark Alan Thune, Mutya Alvaran Enoksen, Gayle L Thorson, Jeffrey R Skaar, Nicole Saji, Jessica A Olson, Individually, of Mendota Heights, MN  
Kevin Paulson, Tom Corneil, Chad Christianson, De Ette J Wurm, Debra M Bledsoe, Brenda S Klimstra, Erin Pohlman, Deb Geislinger, Jacqueline Riley, Dana Kerfeld, Brittany Bauer, Laurie Litke, Amanda Plantenberg, Dena Grunhovd, Leslie Seehusen, Brianna Monroe, Individually, of Saint Cloud, MN**

its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

### - In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 24th day of July, 2021.



WESTERN SURETY COMPANY

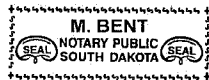
Paul T. Bruflat, Vice President

State of South Dakota }  
County of Minnehaha } ss

On this 24th day of July, 2021, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

March 2, 2026



M. Bent, Notary Public

### CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 29th day of July, 2021.



WESTERN SURETY COMPANY

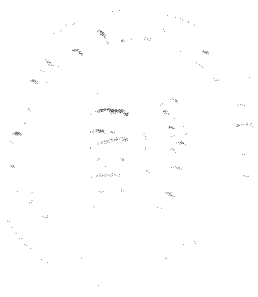
L. Nelson, Assistant Secretary

**Authorizing By-Law**

**ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY**

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.





# CITY OF CORCORAN

8200 County Road 116, Corcoran, MN 55340 763-420-2288 www.corcoranmn.gov

Date: 8 / 12 / 21 Open Forum: Yes or No  Yes  No  
If you are not speaking on an agenda item, you will speak at Open Forum

Name of Speaker: Lloyd C Nelson  
(PLEASE PRINT CLEARLY)

Related to Agenda Item: Yes or No  Yes  No Agenda Item Number: \_\_\_\_\_

Representing: Self

Address: 19755 Schutte Farm Road, Corcoran Telephone (optional): 612-250-6181

**Please note your public comment card will become part of the permanent record.**

### Meeting Rules of Conduct:

- Fill out and turn in white comment card to a staff member.
- When called upon, approach podium and state name and address.
- Indicate if representing a group.
- Limit remarks to 5 minutes.

Comments: Re BA I AM IN FAVOR OF THE PROPOSED TRIEK  
DEVELOPMENT CASK LAKE PROPOSAL,



# CITY OF CORCORAN

8200 County Road 116, Corcoran, MN 55340 763-420-2288 www.corcoranmn.gov

Date: 8 / 12 / 21 Open Forum: Yes or No  Yes  No  
If you are not speaking on an agenda item, you will speak at Open Forum

Name of Speaker: Mary Tucker  
(PLEASE PRINT CLEARLY)

Related to Agenda Item: Yes or No  Yes  No Agenda Item Number: Ba

Representing: \_\_\_\_\_

Address: 7402 Fir Lane Telephone (optional): \_\_\_\_\_

**Please note your public comment card will become part of the permanent record.**  
**Please approach the podium to speak when called upon.**

### Meeting Rules of Conduct:

- Fill out and turn in white comment card to a staff member.
- When called upon, approach podium and state name and address.
- Indicate if representing a group.
- Limit remarks to 5 minutes.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



# CITY OF CORCORAN

8200 County Road 116, Corcoran, MN 55340 763-420-2288 www.corcoranmn.gov

Date: 8 / 12 / 21 Open Forum: Yes or No  
If you are not speaking on an agenda item, you will speak at Open Forum

Name of Speaker: STEVE MUELLER  
(PLEASE PRINT CLEARLY)

Related to Agenda Item:  Yes or No Agenda Item Number: 8A  
COOK LAKE HIGHLANDS

Representing: BASS LAKE CROSSING

Address: 7474 FIR LN N Telephone (optional): \_\_\_\_\_

**Please note your public comment card will become part of the permanent record.**

### Meeting Rules of Conduct:

- Fill out and turn in white comment card to a staff member.
- When called upon, approach podium and state name and address.
- Indicate if representing a group.
- Limit remarks to 5 minutes.

Comments: SPEAK LAST



# CITY OF CORCORAN

8200 County Road 116, Corcoran, MN 55340 763-420-2288 www.corcoranmn.gov

Date: 8 / 12 / 21 Open Forum: Yes or No  
If you are not speaking on an agenda item, you will speak at Open Forum

Name of Speaker: Lynn ALBERTS  
(PLEASE PRINT CLEARLY)

Related to Agenda Item:  Yes or No Agenda Item Number: 8A

Representing: \_\_\_\_\_

Address: 7490 Fiv hAve Telephone (optional): \_\_\_\_\_

**Please note your public comment card will become part of the permanent record.**

### Meeting Rules of Conduct:

- Fill out and turn in white comment card to a staff member.
- When called upon, approach podium and state name and address.
- Indicate if representing a group.
- Limit remarks to 5 minutes.

Comments: 2ND TO LAST



**TO:** Corcoran City Council

**FROM:** Kevin Shay through Kendra Lindahl, Landform

**DATE:** August 4, 2021 for the August 12, 2021 City Council Meeting

**RE:** Rezoning, Preliminary Plat and Preliminary PUD Development Plan for “Cook Lake Highlands” at 19220 County Road 10 (PID 25-119-23-14-0003) (City File 21-028)

**120-DAY REVIEW DEADLINE:** October 6, 2021

### 1. Description of Request

The applicant is requesting approval of “Cook Lake Highlands” which contains a 102-unit senior living cooperative, 20 single family residential villa lots, a 12,987 square foot child care and early education facility and a 20,781 square foot assisted living and memory care facility (32 units). The site is located on the northwest corner of County Road 10 and Brockton Lane. The development plan shows development of the project in a single phase.

### 2. Planning Commission Review

The Planning Commission held a public hearing on the current application on July 1, 2021. There were several people who wrote letters or spoke on the application. The Planning Commission voted 5-0 to recommend denial of the request.

### 3. Parks and Trails Commission Review

The Parks and Trails Commission reviewed the item on July 15, 2021. The Parks and Trails Commission recommended acceptance of Outlot C as parkland dedicated to the City and did not recommend approval of the trail connection to the cul-de-sac.

### 4. Application History

The Planning Commission reviewed the item on April 1, 2021 and voted 4-0 to recommend denial of the project.

Following the Planning Commission review, the developer submitted revised plans which removed the apartment building, added 8 single-family villas, moves the large stormwater to the previous apartment location and retained the trail near Bass Lake Crossing in the northwest corner of the site.

The Parks and Trails Commission reviewed the item on April 15, 2021. The Parks Commission recommended not taking Outlot C, taking cash-in-lieu of land for the park dedication and no cul-de-sac connection for the trail.





The City Council reviewed the item on April 22, 2021. The City Council voted 5-0 to deny the project, as recommended by the Planning Commission.

## **5. New Application**

Section 1070.010 of the Zoning Ordinance says “Whenever an application for an amendment has been considered and denied. City Council shall not consider a similar application for an amendment affecting substantially the same property again for at least 6 months from the date of its denial. A subsequent application affecting substantially the same property shall likewise not be considered again by the Planning Commission or City Council for an additional 6 months from the date of the second denial unless a decision to reconsider such matter is made by not less than a majority of the full City Council.”

Following denial of the application at the April 22<sup>nd</sup> City Council meeting, the applicant met with neighboring residents and believes she now has the support of neighbors. At the May 27<sup>th</sup>, the applicant requested City Council approval to submit a substantially similar application to the one that was previously denied. The Council voted 4-0 to allow her to submit a new, but substantially similar application for review.

The following changes have been made since the April 22<sup>nd</sup> City Council meeting:

- Two additional coniferous trees and one river birch or similar species have been added to the single-family villa lots 1-12 to buffer from the existing “Bass Lake Crossing” homes.
- Lots 1-12 will be restricted to single story villa homes.
- The Applewood Pointe building has been converted to a flat roof which reduces the building height from 55 feet to 49 feet.
- The memory care facility has a full kitchen and bathroom in each unit and are now considered housing units for the density calculation.

While there were several written comments received in response to the prior application, staff has only received one public comments on this new application.

## **6. Context**

### *Zoning and Land Use*

The property is guided Mixed Residential and zoned RMF-2 Mixed Residential. The property is in the 2020-2025 phase of the 2040 Staging Plan and municipal services are available.

### *Surrounding Properties*

There is an exception parcel in the northern portion of the site that is owned by the Metropolitan Council for a lift station with an easement access over the eastern portion of the site. This property is guided Public/Semi-Public and zoned P-I Public/Institutional.





The property to the north is guided Low Density Residential and zoned RSF-2 Single Family Residential. The property to the west is developed as a single-family residential subdivision “Bass Lake Crossing”. The property to the east is located in Maple Grove and is currently going through the review process to be developed as a single-family residential subdivision. The property to the south is guided Mixed Use and zoned PUD Planned Unit Development. It is currently Lions Park.

### *Natural Characteristics of the Site*

There is a large wetland on the northern portion of the site. Cook Lake is located northeast of the site and imposes Shoreland restrictions on this site. The Natural Resource Inventory map identifies a high-quality maple/basswood natural community and a rare species occurrence on the site. There are areas of FEMA floodplain in the northern portion of the site.

## **7. Analysis of Request**

### **A. Level of Discretion in Decision Making**

The City has a relatively high level of discretion in approving or denying a rezoning application. The proposed zoning for a property must be consistent with the City’s Comprehensive Plan. If the proposed zoning is not consistent with the Comprehensive Plan, the City must deny the rezoning application. The Zoning Ordinance and Map are the enforcement tools used to implement the goals and standards set in the Comprehensive Plan.

The City has a relatively high level of discretion in approving PUDs. A PUD must be consistent with the City’s Comprehensive Plan. The City may impose reasonable requirements in a PUD not otherwise required if the City deems it necessary to promote the general health, safety and welfare of the community and surrounding area.

The City’s discretion in approving a preliminary plat is limited to whether the proposed plat meets the standards outlined in the City’s subdivision and zoning ordinance and the conditions of preliminary plat approval. If it meets these standards, the City must approve the plat.

### **B. Consistency with Ordinance Standards**

Staff has reviewed the application for consistency with Comprehensive Plan, Zoning Ordinance, Subdivision Ordinance and City Code requirements, as well as City policies. The City Engineer’s comments are incorporated into this staff report, the detailed comments are included in the attached engineering memo and the approval conditions require compliance with the memo.

### Rezoning

The property in this proposed development is zoned Mixed Residential (RMF-2). The applicant is requesting that the properties be rezoned to Planned Unit Development (PUD). The rezoning would be consistent with the current mixed-use land use designation, which requires development at 8-10 units per net acre.



The project includes a mix of single-family villa, a senior co-op, a memory care facility and a daycare/young education facility. All of these uses are permitted in the RMF-2 zoning district, except the memory care facility which is considered a nursing home in the current ordinance and only permitted in commercial districts. However, since it is a facility where people will live and meets the definition of housing by HUD, staff finds that it could be considered an appropriate use in a residential PUD.

The Zoning Ordinance has established a PUD zoning district with the purpose of promoting a creative and efficient use of land by providing design flexibility in the development of residential neighborhoods and/or nonresidential areas that would not be possible under a conventional zoning district. In this case, the developer is requesting PUD flexibility as outlined below.

The project is requesting PUD flexibility for:

1. Flexibility from the shoreland standards to reduce the minimum lot size and width for the villa home lots.
2. Flexibility from the shoreland and RMF-2 district standards to reduce the side yard setback for the villa home lots.
3. Flexibility from the shoreland and RMF-2 district standards to increase the maximum building height for the senior co-op.
4. Flexibility from the shoreland standards to increase the maximum impervious coverage for the site.
5. Flexibility from the parking standards to reduce the parking stall length for the site.
6. Flexibility from the fence standards to have a taller fence than the 4-foot allowed within the required front yard setback.

In exchange for this flexibility, the applicant will:

- a. Provide additional landscaping beyond the ordinance requirements
  - a. The plans show 234 trees and 598 shrubs where 188 trees and 112 shrubs are required
- b. Provide additional right-of-way (ROW) for County Road 10 future improvements
  - a. Additional 20 feet is being dedicated as ROW.
- c. Dedicate a lot in the development for a City booster station.
- d. Provide easements for City and Metropolitan Council utilities and access.
- e. Provides a mix of uses that would not otherwise be possible under standard zoning.
- f. Dedication of 8.36 gross acres of park. However, staff notes that when the applicant proposed this to the Parks and Trails Commission in April, they recommended against acceptance of this park.

The PUD flexibility and the detailed development plan is discussed in the PUD Development Plan section of this report.

The City must review this request for compliance with the PUD standards as follows:

1. *The planned development is not in conflict with the Comprehensive Plan.*

The planned unit development uses are not in conflict with the Comprehensive Plan.



However, the proposed pre-development net density is 7.2 units per acre. The Comprehensive Plan notes that the City calculates net density (gross land area - wetlands and land below the 100-year OHWL) to ensure compliance with the Comprehensive Plan goals. This is the calculation that the City has used for other development reviews in Corcoran. The net density is not consistent with the 8-10 units per acre that is expected in the Mixed Residential land use classification. These density calculations are based on the entire site. While only the units in the villas, memory care and co-op are considered dwelling units for the purpose of calculating density, the entire site is calculated for net land area. Staff believes that the applicant accurately calculated density based on the definition in the Zoning Ordinance:

*DENSITY, NET (PRE-DEVELOPMENT): The number of housing units divided by the net residential acreage (gross land area minus wetlands and areas below the 100-year ordinary high water elevation). For proposed developments, net acreage is based on the predevelopment conditions of the site. Existing public streets are deducted from the predevelopment land area.*

However, staff notes that this development results in an estimated post-development net density of 9.2 units per acre. It is not possible to calculate the post development net density until the final plans are approved because this formula also deducts wetland buffers, stormwater ponds and other areas protected by easements; therefore, this is not the number cities use to calculate density at this stage. However, that is the number that will be provided to the Metropolitan Council as part of the plat monitoring program which is a tool to ensure that cities are meeting their density goals.

The plan incorporates the trail and street connections anticipated within the site and preserves significant portions of the existing natural resources on site.

*2. The planned development is not in conflict with the intent of the underlying zoning district.*

The planned development of a 102-unit senior living cooperative, 20 single family residential villa lots, a 12,987 square foot child care and early education facility and a 20,781 square foot/32-unit assisted living and memory care facility is consistent with the intent of the RMF-2 district and the Comprehensive Plan goals to provide a variety of housing options. The applicant is requesting approval of PUD zoning for design flexibility to allow for modification to the building height, provide a mix of lot sizes and reduced setbacks for this development at a density consistent with the Comprehensive Plan.

*3. The planned development is not in conflict with other applicable provisions of the City's Zoning Ordinance.*

The development is not in conflict with other applicable provisions of the zoning ordinance, except that PUD flexibility is requested as noted in the staff report. In exchange for this flexibility, the developer will provide additional landscaping, an increased ROW for County Road 10, land for a future booster station, public easements beyond what would typically be required, a mix of land uses that might not otherwise be possible.



The PUD allows the developer to request flexibility from the performance standards in the ordinance in exchange for a better development than might otherwise be expected.

The City Council could find that the PUD flexibility requested by the developer results in deviations from the applicable provisions of the Zoning Ordinance that are not off-set by the PUD benefits proposed by the applicant and, therefore, are in conflict with the applicable provisions of the ordinance.

- 4. The planned development or unit thereof is of sufficient size, composition, and arrangement that its construction, marketing, and/or operation is feasible as a complete unit without dependence upon any other subsequent unit or phase.*

The planned development is feasible without dependence upon any other subsequent phase. The project will be completed in a single phase.

- 5. The planned development will not create an excessive burden on parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the planned development.*

The planned development will not create an excessive burden on parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the planned development. The developer is providing public trails and sidewalks along with some private trails. The development includes the construction of all public infrastructure needed to serve this site at the developer's expense.

- 6. The planned development will not have an undue and adverse impact on the reasonable enjoyment of the neighborhood property.*

The planned development is a mixed residential development which transitions from single family to a multi-story residential structure located on the furthest portion of the site and, therefore, will not have an undue and adverse impact on the reasonable enjoyment of the neighborhood property.

However, the City Council could find that the height of the building, the density of the project and the overall massing is out of character with the surrounding land uses and would have an undue impact on the reasonable enjoyment of the neighborhood.

- 7. The quality of the building and site design proposed by the PUD plan shall substantially enhance the aesthetics of the site, shall demonstrate higher standards, more efficient and effective uses of streets, utilities and public facilities, it shall maintain and enhance any natural resources within the development, and create a public benefit that is greater than what would be achieved through the strict application of the primary zoning regulations*

The PUD would provide quality building design, install and provide streets, utilities and public facilities that may not otherwise be installed. The development will meet the City's density goals while preserving high quality natural resources, providing trails, a park and quality architecture.



The Zoning Ordinance states that “the rezoning of the property defined in the development plan shall not become effective until such time as the City Council approves an ordinance reflecting said amendment, which shall take place at the time that the City Council approves the final development plan.”

### Preliminary PUD Development Plan

The entire project will be built in a single phase includes:

- 20 single family homes
- 102 senior co-op units
- Daycare
- Assisted living and memory care facility with 32 units

The market rate apartment that was included in the previous version of this plan has been eliminated.

### *Shoreland Overlay District*

The property includes a shoreland overlay district from Cook Lake located to the northeast of the property. Cook Lake is a Natural Environment Lake and the standards that apply for this lake classification are in Section 1050.020 of the City Code. The lot area, lot width and building height standards have been included in the table shown below. The shoreland overlay district extends 1,000 feet from the ordinary high water level (OHWL) of the lake and encompasses most of this site.

Natural Environment Lakes have additional setback standards which are measured from the OHWL. A Natural Environment Lake requires a 150-foot setback for all structures. The proposed location of all structures meets this standard.

Lots within the shoreland overlay district is limited to a maximum impervious surface coverage limit of 25%. The applicant is requesting flexibility to calculate the impervious surface area of the entire site rather than individuals and to exceed the maximum impervious surface limit with a total of 39.2% impervious surface for the entire site. Individual sites range from 25.29% to 58.78% impervious surface coverage. The underlying zoning district does not have an impervious surface limit. It is worth noting that any development on this site will require flexibility from the impervious surface limit from the shoreland standards.

The shoreland overlay district also includes standards for buffers to be established adjacent to the OHWL of the lake. In this case, there is a wetland located adjacent to the lake that extends towards the property and will establish its own buffers. These wetland buffers are discussed further in a later section of the report.

### *Lot Dimensions and Setbacks*

The development is being reviewed against the RMF-2 district standards and the Shoreland Overlay district standards. The applicant is requesting some flexibility from the lot size, lot width and side



yard setbacks standards for the single-family villas and the building height for both multi-family buildings as follows (shown in *red*):

	RMF-2 District Standards		Shoreland Overlay Standards	Proposed PUD Standards			
	Single Family	Apartment	All uses	Single Family Villas	Senior Co-op	Daycare	Memory Care
<b>Minimum Lot Area</b>	6,000 sq. ft.	1 acre	20,000 sq. ft.	<i>6,750 sq. ft.</i>	4.47 acres	1.88 acres	2.14 acres
<b>Minimum lot width</b>	60 feet	100 feet	125 feet	<i>50 feet</i>	<125 feet	<125 feet	<125 feet
<b>Front, From Major Roadways*</b>	100 feet	100 feet	N/A	N/A	N/A	100 feet (60 feet with landscaping)	100 feet (60 feet with landscaping)
<b>Front, From all other streets</b>	25 feet	25 feet	N/A	25 feet	25 feet	25 feet	25 feet
<b>Side</b>	10 feet	30 feet	N/A	<i>5 feet</i>	30 feet	30 feet	30 feet
<b>Rear</b>	25 feet	25 feet	N/A	30 feet	25 feet	25 feet	25 feet
<b>Maximum Principal Building Height</b>	35 feet	35 feet	25 feet	35 feet	<i>49 feet</i>	22 feet	~23 feet

\*Major Roadways are Principal Arterial, A Minor Reliever, A Minor Expander and A Minor Connector Roadways as shown on the 2030 Roadway Functional Classification map in the 2030 Comprehensive Plan.

\*\*Internal: 20 feet between attached or multi-family principal structures separated by common area.

Staff notes that the smaller lots are consistent with the lot area/width for other developments in the City. The City did approve a similar lot area/width in the Ravinia and Bass Lake Crossing developments. However, Lots 10-12 do not meet the minimum 50-foot lot width. The 50-foot minimum has been measured in similar PUDs at the front setback line. Meeting the 50-foot minimum lot width will result in at least one lot being removed.

- Staff recommends removal of one of the lots in order to meet the 50-foot minimum lot width standard.

The applicant is requesting that the maximum building height be increased to allow a 49-foot 4-story senior co-op. The building height for this structure exceeds the allowed building height for the zoning district and the shoreland overlay. The City has approved building height flexibility from the shoreland standards for Rush Creek Reserve.

The developer is requesting side yard setback flexibility to allow a minimum of 10 feet between buildings. The previous Council has discussed the single-family district standards at a July 25, 2019 work session and the consensus was to maintain a minimum of 15 feet between buildings.



However, staff notes that the Bass Lake Crossing development does have the smaller setbacks requested by the applicant.

- Staff recommends that the 15 feet separation be maintained, but the City Council could find that a smaller setback similar to the adjacent neighborhood is appropriate and modify the approving resolution.

### *Fences*

The applicant is proposing a fence on the daycare lot to the east of the principal structure. The fence is proposed to be six-foot-tall ornamental fence which will enclose a recreation area for the daycare. The northeast corner of the fence and the south portion of the fence are located within the required front yard setback for the principal structure. The ordinance requires all fences over four feet high to meet the front yard setback requirements. Staff does not support the request for PUD flexibility in the front yard on the northeast corner where traffic visibility would be reduced by the fence and recommends that the fence be reconfigured to comply with the setback requirements in this area. The applicant noted with the previous submittal that the plans would be revised to comply, but the plans have not yet been updated.

### *Retaining Walls*

The applicant is proposing a number of retaining walls to achieve the desired grading on the site. Several retaining walls have been removed from the previous version, but there are still a number of retaining walls on site with the largest at a height of 9 feet. Engineering will need to review certified designs for all the walls that exceed four feet in height.

### *Utilities*

The City Engineer's memo provides detailed utility comments. This project will extend municipal sewer and water through the site.

The City ordinance requires developers to stub sanitary sewer, water and streets to the property line, which means development of this infrastructure makes development possible for adjacent properties.

The developer is proposing to dedicate a 0.30-acre parcel, shown as Lot 3, Block 2 on the eastern boundary of the plat, to allow for construction of a City owned, operated and maintained booster station. The booster station is needed for continued and expanding water service to the residents of the City. Staff views the dedication of this land for a booster station as a PUD benefit.

### *Transportation*

The plan shows a 60-foot right-of-way with a 30-foot street section for 74<sup>th</sup> Avenue and the new cul-de-sac street. A 26-foot private drive is proposed to serve the senior co-op. Improvements are proposed to the intersection of 74<sup>th</sup> Avenue and County Road 10 including a dedicated eastbound left turn lane and westbound right turn lane on County Road 10.



Additionally, a 20-foot fire lane is proposed which wraps around the north and east sides of the senior co-op building. The eastern portion of the fire lane is located within an existing Metropolitan Council access easement. The applicant has been working with the Metropolitan Council to revise the existing easement to include new language allowing joint access through the area. A condition has been included in the draft resolution that the City will require a letter from the Metropolitan Council agreeing to the easement changes.

The access provided for the daycare and memory care uses is proposed to be a shared access on the daycare lot. A shared access and maintenance easement agreement will be required with a final plat application and has been included as a condition of approval.

Additionally, the private drive and shared access are not aligned to create a safer intersection. Staff encourages aligning the access points for shared access and the private drive to provide a safer intersection for both entrances. The offset access points increase the potential for conflicts for vehicles and pedestrians. However, with the apartment building removed and the reduced traffic from the northern access, if the developer cannot accommodate the aligned accesses then they will need to work with city staff to include a safe pedestrian crossing as an alternative.

The City Engineer's memo provides more detailed transportation comments. The draft resolutions require compliance with the engineer's memo.

### *Parking*

The parking standards in Section 1060.060, Subd. 4 of the Zoning Ordinance require parking areas to be setback 10 feet from all side and rear lot lines and to be setback equal to the principal structure for the front lot line. The parking areas comply with this standard with the exception of the parking area located south of the building on the daycare lot. The parking area is required to be setback 100 feet or 25 feet with additional landscaping provided as outlined in Section 1060.070, Subd. L. The applicant is proposing to have the parking area setback 50 feet from the southern lot line. Staff supports a reduction in the required parking setback with the condition that additional landscaping is provided to meet the requirement.

All the lots are shown with 90-degree parking stalls. The dimensional requirements require a minimum stall depth of 18 feet 6 inches. The applicant is seeking flexibility to provide all parking stalls with a minimum depth of 18 feet.

The Zoning Ordinance requires two parking spaces per residential unit for single family. The single-family villa homes can meet their parking requirements with the attached garage and driveway. All driveways in front of garages must be a minimum of 22 feet long to allow a vehicle to park in front of the garage without conflicting with sidewalks and streets. Additionally, on-street parking will be allowed on one side of the 28-foot wide public street.

The Zoning Ordinance requires 1.5 parking stalls per residential unit for senior housing. The senior co-op building contains 102 units and will be required to have 153 parking stalls. The senior co-op is proposing to provide 121 garage parking stalls and 75 surface parking stalls, with a total of 196 parking stalls being provided. This complies.





The Zoning Ordinance does not specify the number of parking spaces required for a daycare use. As such, planning staff is directed to use the most similar use from the parking requirements or to consult reference materials to determine an appropriate parking requirement for the use. Based on staff's research we recommend that the daycare provide one space for each employee plus one space for every six individuals of licensed capacity. The daycare is proposing to provide 43 surface parking stalls. The number of employees and the licensed capacity for the building has not been provided so it unclear at this time if the parking requirements have been met. The applicant did provide a parking analysis for the use showing a peak parking of 42 spaces.

The Zoning Ordinance does not specify the number of parking spaces required for a memory care/assisted living use. As such, planning staff is directed to use the most similar use from the parking requirements or to consult reference materials to determine an appropriate parking requirement for the use. Staff recommends that the memory care/assisted living provide four spaces plus one for each 3 beds offered. The memory care/assisted living is proposing to provide 19 surface parking stalls. 32 beds are being offered at the memory care facility which requires 15 parking spaces.

Use	Parking Requirement	Required Parking	Surface Parking	Underground Parking	Total Parking
Single-Family Villa	2 per unit	40	40	N/A	40
Senior Co-op	1.5 per unit	153	75	121	196
Daycare	1 per employee plus 1 per six individuals of capacity	Unknown	43	N/A	43
Assisted Living/Memory Care	4 plus 1 per 3 beds	15	19	N/A	19

The number of parking stalls complies with ordinance requirements.

### *Public Safety*

The public safety committee reviewed this request and provided comments related to public safety access. The memo is attached to this report and compliance is included as a condition of approval in the draft resolution.

### *Stormwater*

The plans show a number of stormwater ponds on site to comply with City, Watershed and State requirements. Additional details are needed from the applicant to ensure compliance with regulations and manage drainage near adjacent properties during construction.

### *Wetlands*

The wetland delineation was approved in 2020 and shows a large wetland in the northeastern section of the site and a smaller wetland in the southeast corner of the site. The applicant is



proposing wetland impacts to the wetlands identified in the delineation. The wetland mitigation plan must be approved prior to submittal of the final PUD. This has been included as a condition of approval.

Section 1050.010 of the Zoning Ordinance establishes standards for the wetland overlay district. This includes establishment of wetland buffer strips with an average buffer width of 25 feet plus a 15-foot structure setback from the buffer. Wetland buffer signs are required to be installed at each lot line where it crosses a wetland buffer, and where needed to indicate the contour of the buffer, with a maximum spacing of 200 feet of wetland edge. The plans need to be revised to show the 15-foot structure setback from the buffer and to show wetland buffer monuments consistent with the ordinance standards. A wetland buffer planting and maintenance plan must be submitted for review and approval by the City.

The 15-foot structure setback is reduced to 5 feet for roads and parking lots. Trails that serve an interpretive function are exempt from the setback requirement but must be located outside of the buffer. It appears that there is a conflict with the northwest corner of the road surrounding the senior co-op where it appears to encroach within the structure setback. The applicant should use wetland buffer averaging to provide the minimum width in this location and to provide additional width in areas with no conflicts. This will allow the fire lane to remain in the same location.

### *Floodplain*

Section 1050.030 of the City Code establishes the floodplain standards and the Comprehensive Plan shows a floodplain area in the northeastern portion of the site generally in the area of Cook Lake and the large wetland. The FEMA floodplain boundary is shown on the preliminary plat. No impacts are proposed.

### *Natural Resources*

The Comprehensive Plan includes a Natural Resource Inventory Areas map (Map 1-7) that shows a high-quality maple/basswood forest and a rare species occurrence and an Ecologically Significant Natural Areas map (Map 1-12) that shows a small mixed emergent marsh.

The City does not have a tree preservation ordinance. However, the applicant did provide a tree preservation plan which shows 30% of the woodland areas on site being preserved. These trees are located within the high-quality maple/basswood forest identified on the Natural Resource Inventory Areas map.

### *Landscaping*

The applicant is required to provide one overstory tree for each dwelling unit for the single-family villas and senior co-op. For the non-residential uses including the daycare and memory care the applicant is required to provide one overstory tree per 1,000 square feet of gross building floor area or one tree per 50 lineal feet of site perimeter, whichever is greater and One understory shrub for each 300 square feet of building or one tree per 30 lineal feet of site perimeter, whichever is greater. The overstory trees may be substituted with understory or ornamental trees at a ratio of 3 to 1. The table below indicates the landscaping required for each site and the landscaping provided.



Use	Trees Required	Trees Provided	Shrubs Required	Shrubs Provided
Single Family Villas	40	85	0	0
Senior Co-op	102	100	0	485
Daycare	22	26	43	48
Memory Care	24	29	69	65
Total	188	234	112	598

The applicant has indicated that an additional two coniferous trees and one river birch or similar tree will be provided in the rear yard of Lots 1 through 12, Block 3 adjacent to the Bass Lake Crossing development.

The applicant should revise the landscape plan to indicate the correct number of plantings required and the correct number of plantings provided for each individual site and the overall landscape plan as the numbers are inconsistent and do not match.

A setback reduction from 100 feet to 50 feet is requested as allowed by Section 1060 of the Zoning Ordinance along the south lot line of the daycare and memory care, which allows the reduction by right if additional landscaping is provided. The ordinance requires 1 overstory deciduous tree, 1 overstory coniferous tree, 2 ornamental trees, and 10 understory shrubs per 100 ft. of the project site where the reduction is requested. This is in addition to the site landscaping required as shown above. This would require an additional 3 overstory deciduous trees, 3 overstory coniferous trees, 6 ornamental trees and 30 shrubs each for the daycare site and the memory care site. The plans need to be revised to show these additional buffer plantings.

*Building Design Standards*

The applicant has provided building renderings and elevations for the proposed structures. The City has adopted design standards as part of the Zoning Ordinance and guidelines as part of the *Southeast District Plan and Design Guidelines*. The developer will be required to show compliance with these standards or request PUD flexibility. The Southeast District guidelines are not included in this report as staff does not have enough information regarding the buildings to accurately evaluate the consistency of the structures with the guidelines; however, the buildings should fit with the agrarian contemporary, farmhouse and arts and crafts prairie styles identified in the Southeast District Guidelines. This will be evaluated with the final PUD.

The single-family villa renderings are sample products from M/I Homes and vary from 1,734 – 1,935 square feet and all include 2-car garages. All the single-family villas are subject to the following standards listed in Section 1040.040, Subd 8:

- A. *Front Elevation:*
  - 1. *Definition:*
    - i. *For the purpose of this Section, front elevation shall be the elevation facing the front lot line on the street of the mailing address for the property when the property has more than one front lot line.*
  - 2. *Materials used:*



*i. The front elevation shall have material consisting of brick, stone, stucco, fiber cement board, redwood, cedar or other similar materials. A minimum of two different materials is required, except that brick may be used on the entire elevation.*

*ii. Vinyl siding is permitted when combined with the materials listed in Subd. 8.A.2.i of this Section. A minimum of 3 different variations in color, style and/or material is required. For example, if vinyl siding is used, the home shall have combination of each lap, shake or board and batten plus brick or stone. The percentage of each used material/style of materials used shall be shown on the plans.*

*iii. Except for brick, stucco and/or natural or artificial stone, the front elevation shall have no more than 75% of one type of exterior finish. The percentage of materials used shall be shown on the plans.*

**3. Architectural Elements:**

*i. The front elevation façade shall consist of doors, windows and variations of the wall face with the use of pilasters or columns, wainscots, canopies or other architectural elements.*

**4. Design:**

*i. Front elevations shall be varied with a minimum of five different styles provided in the development.*

*ii. Homes in proximity to each other shall not look alike in terms of the combination of color of siding, accent and roofing materials. The home under consideration will be compared to the two homes on each side and to the three homes directly facing it.*

**B. Garages:**

*1. The garage shall not comprise more than 55 percent of the viewable ground floor street-facing linear building frontage. This standard is based on the measurement of the entire garage structure and not on a measurement of the garage door or doors only. Corner lots are exempt from this requirement on one street elevation.*

*2. Garage doors shall be architecturally styled (this includes details such as raised panels, accent color, windows, etc.) to match the exterior design of the home.*

**C. Roof:**

*1. Roofing materials including asphalt shingles, wood shingles (including shake), concrete, clay, ceramic tile roofs or residential steel roofing material (with hidden fasteners) are required on all roofs.*

*2. Overhangs must be a minimum of 12 inches.*

**D. Other Elevations:**

*1. Equal architectural treatment on all sides of the building (materials, articulation, etc.) shall be used for all new residential construction when located on or visible from a street or public park. Each elevation facing a street or public park should use a minimum of 2 different materials and/or styles compatible with the front elevation as described in this Section. All other elevations shall make a good faith effort to demonstrate that elements of the front elevation have been considered for incorporation on these elevations.*

*2. Each side elevation shall have at least one window or door opening. 3. A maximum of 18 inches of the foundation wall may be exposed on any elevation.*



The applicant provided renderings but did not provide elevations with materials percentages indicated and staff is unable to determine compliance with a majority of the ordinance standards. The applicant indicated that they are only requesting flexibility from the side yard setbacks, do not require flexibility from the requirements in Section 1040.040, Subd 8 (B) and will comply with all other design standards. Staff has included a condition in the draft resolution that elevations with material percentages will be required with the Final PUD to ensure compliance with the code standards.

The Applewood Pointe senior co-op building is 4-stories and has a building footprint of 49,846 square feet and is subject to the standards for apartments listed in Section 1040.070, Subd. 8 as follows:

*A. Unit Size: Floor Area: Five hundred (500) square foot minimum floor area for efficiency apartment units. Minimum eight hundred (800) square feet for a one-bedroom unit plus one hundred (100) square feet for each additional bedroom. Seven hundred (700) square foot minimum floor area for one-bedroom apartment dwelling units in retirement housing developments, plus one hundred (100) square feet for each additional bedroom. Garages, breezeways and porch floor spaces shall not be credited in determining the required floor area of units*

*B. Parking: The design and maintenance of off street parking areas and the required number of parking spaces shall be in accordance with Section 1060.060 of this title. Private driveways for garages in townhouse developments shall be a minimum of twenty feet (20') in length to allow vehicle parking on the driveway.*

*C. Trash Handling and Recycling: All trash, recyclable materials, and trash and recyclable materials handling equipment shall be stored within the principal structure, totally screened from public view by the principal building, or stored within an accessory structure constructed of building materials compatible with the principal structure, enclosed by a roof, and readily served through swinging doors.*

*D. On Site Screening: All mechanical equipment, utility meters, storage and service areas and similar features shall be completely screened from the eye level view from adjacent properties and public streets, or designed to be compatible with the architectural treatment of the principal structure.*

*E. Building Design and Materials-Multi-family (stacked): All buildings shall be designed to accomplish the goals and policies of the comprehensive plan. Building materials shall be attractive in appearance, durable, and of a quality which is both compatible with adjacent structures and consistent with the City's standards for the district in which it is located. All buildings shall be of good aesthetic and architectural quality, as demonstrated by the inclusion of elements such as accent materials, entrance and window treatments, contrasting colors, irregular building shapes and rooflines, or other architectural features in the overall architectural concept.*

*a. Major exterior surfaces on all walls facing a public street, park or open space shall include a minimum of fifty percent (50%) of the combined area of all building facades*



*of a structure shall contain following permitted major exterior materials: face brick (glazed or unglazed), clay faced tile, stone masonry (granite, limestone, marble, slate, sandstone, or quartzite).*

*2. Accent materials may include: finished texture stucco (cement or synthetic), natural or cultured stone, exterior finished wood siding (painted, stained, or weather sealed), exterior finished metal siding (factory finished), exterior finished vinyl siding or fiber cement siding in lap or panel design (color impregnated or painted). Panel seam lines shall be architecturally integrated into the building design so that they are not visible. Seam lines can either be filled, covered with accent material or some other method to make seam lines invisible. Accenting materials and design shall be included on all facades.*

*3. All building and roofing materials shall meet current accepted industry standards, and tolerances, and shall be subject to review and approval by the City for quality, durability, and aesthetic appeal. The applicant shall submit to the City product samples, color building elevations, and associated drawings which illustrate the construction techniques to be used in the installation of such materials.*

*4. If complementary building styles, materials, and color schemes are proposed for a development, the developer shall submit to the City a plan showing the distribution of the styles, materials, and colors throughout the development.*

*5. All townhome designs shall comply with the standards in Section 1040, Subd. 9 (RMF-1 Design Requirements).*

#### **F. Parking Lot Screening:**

*1. The light from automobile headlights and other sources shall be screened whenever it may be directed onto residential windows.*

*2. When required parking areas abut any residential district, the edge nearest the lot line shall be completely screened to a height of at least three and one-half feet (3 1/2') above the parking grade. Such screening shall either be constructed of durable building materials designed in harmony with the principal structure or accomplished through use of earth mounds and/or landscape materials as approved.*

*3. When the design of the site is such that parking occurs in the front yard, a minimum of ten feet (10') landscaped area shall be provided between parking and building, in addition to the required setbacks.*

**G. Recreational Facilities:** *On site recreational facilities, such as swimming pools, tennis courts, play equipment, walking trails, gardens, and basketball courts, that are suitable for the projected population of the development shall be provided when the nearest public park is more than one-half (1/2) mile or across a thoroughfare or arterial roadway from the development.*



*H. Common Areas. The following minimum requirements shall be observed in the RMF-3 district governing common areas:*

*1. Ownership: All common areas within an RMF-3 development not dedicated to the public including, but not limited to, open space, driveways, private drives, parking areas, play areas, etc., shall be owned in one of the following manners:*

*a. Condominium ownership pursuant to Minnesota statutes 515A.1-106.*

*b. Twinhome or townhome subdivision common areas shall be owned by the owners of each unit lot, with each owner of a unit having an equal and undivided interest in the common area.*

*2. Homeowners' Association: A homeowners' association shall be established for all townhome developments within the RMF district, subject to review and approval of the City attorney, and shall be responsible for all exterior building maintenance, approval of any exterior architectural modifications, landscaping, snow clearing and regular maintenance of private driveways and other areas owned in common when there is more than one individual property owner having interest within the development.*

Staff does not have enough information to determine compliance with these standards, but the applicant has indicated a willingness to comply with all standards.

The applicant provided a building rendering and elevation with a material table for the Applewood Pointe senior co-op which includes materials consistent with the ordinance standards. It appears that this building will comply with ordinance standards, however, no percentages were included so staff is unable to determine compliance with the standards. A condition has been included in the draft resolution to provide the additional information.

The applicant provided colored building elevations for the daycare which show a combination of stone veneer, composite wood shake siding and prefinished metal coping in earth tone colors. No material percentages were provided with the building elevations. A condition has been included in the resolution for final architectural design with materials percentages to be included with the final PUD application.

The applicant provided colored building elevation for the memory care which uses cultured stone veneer, LP lap siding and LP shake siding as building materials with earth tone and blue colors. No material percentages were provided with the building elevations. A condition has been included in the resolution for final architectural design with materials percentages to be included with the final PUD application.

If the project is approved, staff would work with the applicant to ensure that the daycare and memory care architecture is revised as needed to comply with the purpose and intent of the ordinance.



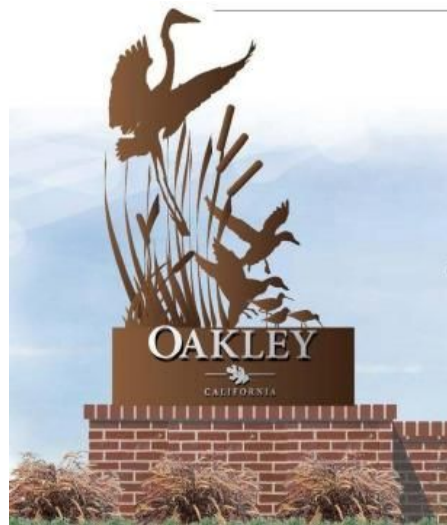
*Lighting*

The applicant provided a photometric lighting plan which shows the proposed streetlight locations and illumination levels for the site. No lighting details were provided by the applicant. Street lighting will be provided by Wright Hennepin Electric. Cut sheets for the proposed street lighting shall be provided to the City to ensure compliance with City standards. Streetlights are generally located on the sidewalk side of the street.

*Signage*

Chapter 84 of the City Code regulates signage. The applicant is showing signage in the following locations:

- One monument sign on each side of the shared access for the daycare and memory care and one sign on the south side of each lot.
- One monument sign on the east side of the private drive for the senior co-op



Section 84.05 of the City Code allows two 32-square-foot signs at the primary entrance of a subdivision or medium and high-density apartments and one 16 square-foot sign at a secondary entrance. Non-residential uses (daycare and memory care) are allowed one 32-square-foot sign each with a maximum height of six feet. The applicant has provided examples of the sign design but has not designed the individual signs as of the date of the report and no PUD flexibility is requested.

Staff recommends approval of the monument signs at the shared drive on the north and south of 74<sup>th</sup> Avenue and the gateway sign at the corner of County Road 10 and 74<sup>th</sup> Avenue. The gateway sign is no longer proposed as a PUD benefit.

The ordinance requires signs to be set back 10 feet from the property line and outside the sight visibility triangle. The applicant must show compliance with these setback requirements when the building permit is requested.

*Trails and Sidewalks*

The plans will be sent to the July 15<sup>th</sup> Parks and Trails Commission to review the revised plans and provide a recommendation to the City Council.

The 2040 Parks and Trails Plan map shows an off-road trail that runs along the western property line abutting the Bass Lake Crossing development and an on-road trail that runs along County Road 10.

The on-road trail will be constructed when the improvements to County Road 10 are completed by Hennepin County.





The off-road trail was constructed with the Bass Lake Crossing development and an easement was put in place for a portion of the trail on the Cook Lake property. The revised Cook Lake Highlands site plan preserves the trail in its existing location and will have it run through the backyard of the single-family villa lots.

City policy is to require an 8-foot wide trail in a 20-foot easement for off-road trails and give credit for the area of off-road trails shown on the Comprehensive Plan. In this case the easement is already in place for the “Bass Lake Crossing” portion of the trail. Only newly dedicated easements would qualify for park dedication credit.

A trail is shown on the northwest side of the site in the proposed park area which connects to the existing trail constructed with “Bass Lake Crossing”. A sidewalk is shown on the south side of 74<sup>th</sup> Avenue which continues until the intersection with the Maple Grove street connection. The sidewalk should continue south to County Road 10.

The applicant is working with the City of Corcoran, the City of Maple Grove and the Metropolitan Council to provide a trail connection which crosses the boundary between the two cities near the booster station.

Trails will be maintained by the City according to City trail policy and sidewalks will be maintained by building management or homeowners.

#### *Park Dedication Calculation*

The Comprehensive Plan does not indicate any parks in the area; however, the applicant is proposing to dedicate Outlot C to the City. Outlot C is a total of 8.36 gross acres (2.94 net acres) in exchange for the park dedication due for the single family lots ( $\$4,628.00 \times 20$  S.F Lots = \$92,560.00). The City park dedication formula assumes land in this district is valued at \$90,000 per acre. The land in Outlot C is worth more than the applicant is requesting in return however there is a long-term maintenance cost to the City to maintain the area. The developer would pay park dedication as cash-in-lieu of land for the other parcels.

Under the current ordinance, park dedication of land is required at 28% of the net pre-development area for Mixed Residential land. Park dedication is only taken for newly created lots. The ordinance would require 5.98 net acres of park dedication for the 21.34 net acres being platted.

Park dedication credits would be given for any trail easements taken for off road trails shown on the Comprehensive Plan. As noted above only the new trail easements for this plat would receive park dedication.

Where no park land is shown on the Comprehensive Plan, the City should take cash-in-lieu of land. For residential developments, the current cash in lieu of land fee has been calculated based on the per capita share of park system costs at \$4,628 per single family unit, \$3,141 per multi family unit and \$4,498 per commercial and industrial unit. Assisted living and memory care units are calculated in a different way from other units and shall apply the commercial rate to the percentage of memory care and/or assisted living units that are in the project, multiplied by the project net acres. This



calculation is shown below. Because no trail easements are being dedicated and staff does not recommend this site for a park, the full cash-in lieu of land fee is required. The calculations below outline the park dedication fees for each use based on the current plan:

20 villas x \$4,628 = \$92,560  
102 senior living x \$3,141 = \$320,382  
(32 memory care units / 154) x 21.41 x \$4,498 = \$20,011  
1 daycare facility x \$4,498 = \$4,498  
**TOTAL = \$437,451**

The Parks and Trails Commission recommended approval of the applicant's request to dedicate Outlot C and pay cash-in lieu for the remaining park dedication fees as follows:

102 senior living x \$3,141 = \$320,382  
(32 memory care units / 154) x 21.41 x \$4,498 = \$20,011  
1 daycare facility x \$4,498 = \$4,498  
**TOTAL = \$344,891**

The final park dedication calculation will be based on final land area calculations and the fee schedule in place at the time of release of the final plat.

The land proposed for dedication is not shown as planned park in the Comprehensive Plan and the City generally only accepts land dedication where shown on the Comprehensive Plan map. Staff continues to recommend cash-in-lieu of land for park dedication.

The draft resolution continues to recommend cash-in-lieu of land for park dedication, but will be updated to reflect the Parks and Trails Commission recommendation after the July 15<sup>th</sup> meeting.

### Preliminary Plat

The preliminary plat is for 24 lots and 5 outlots. The applicant has requested PUD flexibility from various requirements as noted earlier in the PUD section of the staff report. The approval conditions recommended in this staff report and draft resolutions will likely result in changes to the site plan layout.

The site plan includes a ghost plat of the Ebert property located to the southwest to ensure that the proposed street stub will allow for a future extension.

### Conclusion

The City has a high level of discretion in approving or denying a PUD. The Council must find that that purpose and intent of the PUD as outlined in the ordinance have been met. This is a significant project that provides a mix of uses that are not currently available in the City and offers public infrastructure improvements and coordination that exceeds what would be found in a standard subdivision.



Staff has drafted resolutions with conditions that would require changes we believe would be necessary to meet City standards and would require site plan changes to address the conditions. However, we have also prepared a resolution for denial if the City Council believes that the purpose and intent of the PUD is still not met.

## **8. Recommendation**

Move to adopt one of the following:

- a. Ordinance 2021-426 rezoning to PUD
- b. Resolution 2021-83 approving findings of fact for rezoning
- c. Resolution 2021-84 approving preliminary plat
- d. Resolution 2021-85 approving preliminary PUD development plan

Or

- a. Resolution 2021-84 denying the project, as recommended by the Planning Commission.

## **Attachments**

1. Ordinance 2021-426 approving rezoning to PUD
2. Resolution 2021-83 approving findings of fact for rezoning
3. Resolution 2021-84 approving preliminary plat
4. Resolution 2021-85 approving preliminary PUD development plan
5. Resolution 2021-84 denying the request
6. Site Location Map
7. Engineer's Memo dated June 21, 2021
8. Public Safety memo dated January 13, 2021
9. Hennepin County memo dated February 5, 2021
10. Applicant's Narrative dated June 8, 2021
11. Plan drawings dated June 7, 2021
12. Building and Elevation Drawings dated April 15, 2021
13. Public Comments Received

**ORDINANCE NO. 2021-426**

**Motion By:  
Seconded By:**

**AN ORDINANCE AMENDING TITLE X (ZONING ORDINANCE) OF THE CITY CODE TO CLASSIFY CERTAIN LAND LOCATED AT 19220 COUNTY ROAD 10 (PID 25-119-23-14-0003) (CITY FILE 21-028)**

THE CITY OF CORCORAN ORDAINS:

**Section 1. Amendment of the City Code.** Title X of the City Code of the City of Corcoran, Minnesota, is hereby amended by changing the classification on the City of Corcoran Zoning Map from Mixed Residential (RMF-2) to Planned Unit Development (PUD), legally described as follows:

*See Attachment A*

**Section 2. Effective Date.** This amendment shall take effect upon adoption of the resolution approving the final PUD development plan for this project.

**VOTING AYE**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan

**VOTING NAY**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan

Whereupon, said Resolution is hereby declared adopted on this 12<sup>th</sup> day of August 2021.

\_\_\_\_\_  
Tom McKee - Mayor

ATTEST:

\_\_\_\_\_  
Jessica Beise – Administrative Services Director

*City Seal*

**ORDINANCE NO. 2021-426**  
**ATTACHMENT A**

All that part of Section 25, Township 199, Range 23, Hennepin County, Minnesota, described as follow:

All that part of the East  $\frac{1}{2}$  of the Northeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  lying North of County Road No. 10; the East  $\frac{1}{2}$  of the Southeast  $\frac{1}{4}$  of the Northeast  $\frac{1}{4}$  and commencing at the Northwest corner of the East  $\frac{1}{2}$  of the Southeast  $\frac{1}{4}$  of the Northeast  $\frac{1}{4}$  of said Section; thence parallel with the East line of said Section 1085 feet; thence at right angles West 557.7 feet; thence Northeasterly in a straight line to place of beginning.

EXCEPT that part of the East Half of the Southeast Quarter of the Northeast Quarter, Section 25, Township 119, Range 23 Hennepin County, Minnesota, described as follows:

Commencing at the Southeast corner of said East Half of the Southeast Quarter of the Northeast Quarter; thence on an assumed bearing of North 01 degrees 09 minutes 16 seconds West, along the East line of said East Half of Southeast Quarter of the Northeast Quarter, a distance of 50.58 feet; thence South 88 degrees 50 minutes 44 seconds West 168.59 feet to the West line of the East 168.59 feet of said East Half of Southeast Quarter of the Northeast Quarter and the point of beginning; thence continuing South 88 degrees 50 minutes 44 seconds West 305.00 feet; thence South 01 degrees 09 minutes 16 seconds East 175.00 feet; thence North 88 degrees 50 minutes 41 seconds East 305.00 feet to said West line of the East 168.59 feet; thence North 01 degrees 09 minutes 16 seconds West, along last said line, a distance of 175.00 feet to the point of beginning.

**RESOLUTION NO. 2021-83**

**Motion By:**  
**Seconded By:**

**APPROVING FINDINGS OF FACT FOR REZONING FOR 19220 COUNTY ROAD 10 (PID 25-119-23-14-0003) (CITY FILE 21-028)**

WHEREAS, Beth Hustad of Trek Development Inc. ("the applicant") has requested approval to rezone 27.31 acres legally described as follows:

*See Attachment A*

WHEREAS, the Planning Commission has reviewed the request at a duly called Public Hearing and recommends denial, and;

WHEREAS, the City Council has adopted an ordinance rezoning the affected parcels from Mixed Residential (RMF-2) to Planned Unit Development (PUD);

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORCORAN, MINNESOTA, that it should and hereby does support the request of Trek Development Inc. for the reclassification of the property, based on the following findings and conditions:

1. The planned unit development uses are not in conflict with the Comprehensive Plan. However, the proposed pre-development net density is 7.2 units per acre. The Comprehensive Plan notes that the City calculates net density (gross land area - wetlands and land below the 100-year OHWL) to ensure compliance with the Comprehensive Plan goals. The post-development net density is approximately 9.2 units per acre, which is consistent with the 8-10 units per acre that is expected in the Mixed Residential land use classification.
2. The planned development of a 102-unit senior living cooperative, 20 single family residential villa lots, a 12,987 square foot child care and early education facility and a 20,781 square foot assisted living and memory care facility with 32 units is consistent with the intent of the RMF-2 district and the Comprehensive Plan goals to provide a variety of housing options. The applicant is requesting approval of PUD zoning for design flexibility to allow for modification to the building height, provide a mix of lot sizes and reduced setbacks for this development at a density consistent with the Comprehensive Plan.
3. The development is not in conflict with other applicable provisions of the zoning ordinance, except that PUD flexibility is requested as noted in the staff report. In exchange for this flexibility, the developer will provide additional landscape, an increased ROW for County Road 10, land for a future booster station.

**RESOLUTION NO. 2021-83**

4. The planned development is feasible without dependence upon any other subsequent phase. The project will be completed in a single phase.
5. The planned development will not create an excessive burden on parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the planned development. The developer is providing public trails and sidewalks along with some private trails. The development includes the construction of all public infrastructure needed to serve this site at the developer's expense.
6. The planned development is a mixed residential development which transitions from single family to a multi-story residential structure located on the furthest portion of the site and, therefore, will not have an undue and adverse impact on the reasonable enjoyment of the neighborhood property.
7. The PUD would provide quality building design, install and provide streets, utilities and public facilities that may not otherwise be installed. The development will meet the City's density goals while preserving high quality natural resources, providing trails, a park and quality architecture..

**VOTING AYE**

- McKee, Tom**
- Bottema, Jon**
- Nichols, Jeremy**
- Schultz, Alan**

**VOTING NAY**

- McKee, Tom**
- Bottema, Jon**
- Nichols, Jeremy**
- Schultz, Alan**

**Whereupon, said Resolution is hereby declared adopted on this 12<sup>th</sup> day of August 2021.**

\_\_\_\_\_  
**Tom McKee - Mayor**

**ATTEST:**

\_\_\_\_\_  
**Jessica Beise – Administrative Services Director**

***City Seal***

**RESOLUTION NO. 2021-83**

**ATTACHMENT A**

All that part of Section 25, Township 199, Range 23, Hennepin County, Minnesota, described as follow:

All that part of the East  $\frac{1}{2}$  of the Northeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  lying North of County Road No. 10; the East  $\frac{1}{2}$  of the Southeast  $\frac{1}{4}$  of the Northeast  $\frac{1}{4}$  and commencing at the Northwest corner of the East  $\frac{1}{2}$  of the Southeast  $\frac{1}{4}$  of the Northeast  $\frac{1}{4}$  of said Section; thence parallel with the East line of said Section 1085 feet; thence at right angles West 557.7 feet; thence Northeasterly in a straight line to place of beginning.

EXCEPT that part of the East Half of the Southeast Quarter of the Northeast Quarter, Section 25, Township 119, Range 23 Hennepin County, Minnesota, described as follows:

Commencing at the Southeast corner of said East Half of the Southeast Quarter of the Northeast Quarter; thence on an assumed bearing of North 01 degrees 09 minutes 16 seconds West, along the East line of said East Half of Southeast Quarter of the Northeast Quarter, a distance of 50.58 feet; thence South 88 degrees 50 minutes 44 seconds West 168.59 feet to the West line of the East 168.59 feet of said East Half of Southeast Quarter of the Northeast Quarter and the point of beginning; thence continuing South 88 degrees 50 minutes 44 seconds West 305.00 feet; thence South 01 degrees 09 minutes 16 seconds East 175.00 feet; thence North 88 degrees 50 minutes 41 seconds East 305.00 feet to said West line of the East 168.59 feet; thence North 01 degrees 09 minutes 16 seconds West, along last said line, a distance of 175.00 feet to the point of beginning.



**RESOLUTION NO. 2021-84**

**Motion By:**  
**Seconded By:**

**APPROVING PRELIMINARY PLAT FOR “COOK LAKE HIGHLANDS” AT 19220 COUNTY ROAD 10 (PID 25-119-23-14-0003) (CITY FILE 21-028)**

WHEREAS, Beth Hustad of Trek Development Inc. (“the applicant”) has requested approval of “Cook Lake Highlands” a mixed-use subdivision on property legally described as follows:

*See Attachment A*

WHEREAS, the Planning Commission has reviewed the plan at a duly called Public Hearing and recommends denial, and;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORCORAN, MINNESOTA, that the Corcoran City Council approves the request for a preliminary plat, subject to the following conditions:

1. A preliminary plat is approved to create 24 lots and 5 outlots for “Cook Lake Highlands”, in accordance with the plans and application received by the City on June 7, 2021 except as amended by this resolution.
2. Approval is contingent upon City Council approval of the preliminary PUD development plan for Cook Lake Highlands. The developer shall comply with all conditions of preliminary PUD development plan approval (Resolution 2021-85).
3. Park dedication is due as required by the preliminary PUD development plan approval, prior to release of the final plat for recording.
4. The applicant shall comply with all requirements of the City Engineer’s memo, dated June 21, 2021.
5. Approval shall expire within one year of the date of approval unless the applicant has filed a complete application for approval of a final plat.

**VOTING AYE**

- McKee, Tom**
- Bottema, Jon**
- Nichols, Jeremy**
- Schultz, Alan**

**VOTING NAY**

- McKee, Tom**
- Bottema, Jon**
- Nichols, Jeremy**
- Schultz, Alan**

**RESOLUTION NO. 2021-84**

Whereupon, said Resolution is hereby declared adopted on this 12<sup>th</sup> day of August 2021.

\_\_\_\_\_  
Tom McKee - Mayor

ATTEST:

\_\_\_\_\_  
Jessica Beise – Administrative Services Director

*City Seal*

**RESOLUTION NO. 2021-84**

**ATTACHMENT A**

All that part of Section 25, Township 199, Range 23, Hennepin County, Minnesota, described as follow:

All that part of the East  $\frac{1}{2}$  of the Northeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  lying North of County Road No. 10; the East  $\frac{1}{2}$  of the Southeast  $\frac{1}{4}$  of the Northeast  $\frac{1}{4}$  and commencing at the Northwest corner of the East  $\frac{1}{2}$  of the Southeast  $\frac{1}{4}$  of the Northeast  $\frac{1}{4}$  of said Section; thence parallel with the East line of said Section 1085 feet; thence at right angles West 557.7 feet; thence Northeasterly in a straight line to place of beginning.

EXCEPT that part of the East Half of the Southeast Quarter of the Northeast Quarter, Section 25, Township 119, Range 23 Hennepin County, Minnesota, described as follows:

Commencing at the Southeast corner of said East Half of the Southeast Quarter of the Northeast Quarter; thence on an assumed bearing of North 01 degrees 09 minutes 16 seconds West, along the East line of said East Half of Southeast Quarter of the Northeast Quarter, a distance of 50.58 feet; thence South 88 degrees 50 minutes 44 seconds West 168.59 feet to the West line of the East 168.59 feet of said East Half of Southeast Quarter of the Northeast Quarter and the point of beginning; thence continuing South 88 degrees 50 minutes 44 seconds West 305.00 feet; thence South 01 degrees 09 minutes 16 seconds East 175.00 feet; thence North 88 degrees 50 minutes 41 seconds East 305.00 feet to said West line of the East 168.59 feet; thence North 01 degrees 09 minutes 16 seconds West, along last said line, a distance of 175.00 feet to the point of beginning.

**RESOLUTION NO. 2021-85**

**Motion By:**  
**Seconded By:**

**APPROVING PRELIMINARY PUD DEVELOPMENT PLAN FOR “COOK LAKE HIGHLANDS”  
AT 19220 COUNTY ROAD 10 (PID 25-119-23-14-0003) (CITY FILE 21-028)**

WHEREAS, Beth Hustad of Trek Development Inc. (“the applicant”) has requested approval of “Cook Lake Highlands” a mixed-use subdivision on property legally described as follows:

*See Attachment A*

WHEREAS, the Planning Commission has reviewed the plan at a duly called Public Hearing and recommends denial, and;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORCORAN, MINNESOTA, that the Corcoran City Council approves the request, subject to the following conditions:

1. A preliminary PUD development plan is approved to create 24 lots and 5 outlots for “Cook Lake Highlands”, in accordance with the plans and application received by the City on June 7, 2021 except as amended by this resolution.
2. Approval is contingent upon City Council approval of the requested rezoning and preliminary plat.
3. The applicant shall comply with all requirements of the Public Safety memo, dated January 13, 2021.
4. The applicant shall comply with all requirements of the City Engineer’s memo, dated June 21, 2021.
5. The applicant shall comply with all requirements of the Hennepin County memo dated February 5, 2021.
6. The preliminary PUD development plan is approved based on the finding that the proposed project is consistent with the City’s Comprehensive Plan.
7. The shoreland overlay district boundary must be clearly shown on the site plans.
8. Drainage and utility easements should be shown on the perimeter of each lot over all outlots. Outlots A, B and E must be revised on the preliminary plat.
9. PUD flexibility is granted to establish the following lot standards for this development:

**RESOLUTION NO. 2021-85**

	RMF-2 District Standards		Shoreland Overlay Standards	Proposed PUD Standards			
	Single Family	Apartment		All uses	Single Family Villas	Senior Co-op	Daycare
<b>Minimum Lot Area</b>	6,000 sq. ft.	1 acre	20,000 sq. ft.	6,750 sq. ft.	4.47 acres	1.88 acres	2.14 acres
<b>Minimum lot width</b>	60 feet	100 feet	125 feet	50 feet	<125 feet	<125 feet	<125 feet
<b>Front, From Major Roadways*</b>	100 feet	100 feet	N/A	N/A	N/A	100 feet (60 feet with landscaping)	100 feet (60 feet with landscaping)
<b>Front, From all other streets</b>	25 feet	25 feet	N/A	25 feet	25 feet	25 feet	25 feet
<b>Side</b>	10 feet	30 feet	N/A	5 feet	30 feet	30 feet	30 feet
<b>Rear</b>	25 feet	25 feet	N/A	30 feet	25 feet	25 feet	25 feet
<b>Maximum Principal Building Height</b>	35 feet	35 feet	25 feet	35 feet	49 feet	22 feet	~23 feet

*\*Major Roadways are Principal Arterial, A Minor Reliever, A Minor Expander and A Minor Connector Roadways as shown on the 2030 Roadway Functional Classification map in the 2030 Comprehensive Plan.*

*\*\*Internal: 20 feet between attached or multi-family principal structures separated by common area.*

10. PUD flexibility is granted to allow an increased impervious surface percentage of 39% for the entire site.
11. All garages must have a minimum 22-foot wide parking area between the garage and right-of-way that does not overlap into sidewalks, drives or streets.
12. Plans shall be revised to comply with the 50-foot minimum width at the building setback line for all single-family villa lots. This will likely result in the loss of one villa unit.
13. Driveways may not encroach in the drainage and utility easements on the side yards.

**Architectural and Design standards**

14. The applicant shall provide elevations including the material details and percentages for the single-family villas, senior co-op, daycare and memory care with the final PUD plan application.
15. The applicant must submit a color palette and material sample board to ensure compliance with the Zoning Ordinance standards in the Southeast District Plan and Design Guidelines (Appendix B) and Section 1040.040, Subd. 8 (A)4 for the single-family villas and with Section 1040.070, Subd. 8 for the senior co-op, memory care unit and daycare.

**Landscaping and Lighting**

16. The applicant shall finalize the fixtures proposed in the submittal and provide detailed specifications that demonstrate compliance with 1060.040 (Lighting) of the Zoning Ordinance for the project.
17. The applicant shall revise plans to include the required number of trees on the senior co-op lot and the required number of shrubs on the memory care lot.

## RESOLUTION NO. 2021-85

18. The applicant shall revise the tables shown on each landscape sheet to correctly identify the landscape requirement for each site.
19. The applicant shall provide the required 1 overstory deciduous tree, 1 overstory coniferous tree, 2 ornamental trees, and 10 understory shrubs per 100 ft. of the project site on the southern lot line of the daycare and memory care lots. This is in addition to the minimum landscaping required on each lot.
20. Any request to for the City to inspect the required landscaping in order to reduce financial guarantees must be accompanied by recertification/verification of field inspection by the project Landscape Architect. A letter signed by the project Landscape Architect verifying plantings (including wetland and pond buffers) have been correctly installed in compliance with the plans and specifications will suffice.

### Signage and Fencing

21. Signage is approved in the following locations:
  - a. A 32 square foot project sign on each side of the shared access entrance for the apartment/co-op (one per lot).
  - b. A 32 square foot project sign on each side of the shared access entrance for the daycare/memory care (one per lot).
22. The applicant shall provide details including size, height, material, lighting and design for each of the project signs with the final PUD.
23. Signs must be set back 10 feet from the property line and outside the sight visibility triangle.
24. Sign permits will be required prior to construction of any signs.
25. The plans should be revised to remove the fence encroachments into the front yard setback on the east and northern lot lines of the daycare on Lot 1, Block 1.
26. PUD flexibility is granted to allow a six-foot-tall ornamental fence within the required front yard on the south lot line for the daycare on Lot 1, Block 1.

### Wetlands

27. The wetland mitigation plan must be approved prior to submittal of the final PUD application.
28. A wetland buffer planting plan and maintenance plan must be submitted for review and approval by the City.
29. The plans should be revised to show the 15-foot structure setback and the 5-foot setback for roads and parking lots from the wetland buffer.
30. The wetland buffer should be averaged to provide a minimum width where the fire lane conflicts with the structure setback.

## RESOLUTION NO. 2021-85

31. The plans should be revised to show wetland buffer monuments where the wetland buffer crosses a lot line, where needed to indicate the contour of the buffer and with a maximum spacing of 200 feet.
32. All permanent wetland buffer monument signs must be erected along the wetland buffer line as required by Section 1050.010, Subd. 7 of the Zoning Ordinance.
  - a. Wetland signs shall be purchased from the City.
  - b. The final locations must be inspected and approved by City staff.
  - c. Monuments and signs shall be installed prior to approval of the building permit.

### Streets, Parking and Utilities

33. The development shall comply with the City's requirements regarding fire access, fire protection and fire flow calculations, the location of fire hydrants, fire department connections and fire lane signage.
34. A letter or easement document for approval of the fire lane location within the existing Metropolitan Council easement should be provided to the City with the final PUD.
35. The shared access for Lot 1 and 2, Block 1 requires a shared access easement agreement. A copy of this easement agreement should be provided to the City with the final PUD.
36. No parking is allowed on the private drive. The street shall be signed for no parking.
37. The HOA documents shall provide a mechanism for maintenance of the private drive in perpetuity.
38. Utilities shall be stubbed to the property lines for future extension to adjacent properties. The stubs shall be at the developer's expense.
39. All utility facilities shall be located underground.
40. PUD flexibility is granted to allow 18-foot deep parking stalls where 18.5 feet is required.

### Park Dedication

41. Park Dedication will be satisfied by a combination of land and cash-in-lieu of land, subject to the following conditions:
  - a. Park dedication shall be subject to park dedication fees in place when the final plat is released for recording.
  - b. Outlot C shall be dedicated to the city.

### Miscellaneous

42. The sidewalk on the south side of 74<sup>th</sup> Avenue should extend to County Road 10.

**RESOLUTION NO. 2021-85**

- 43. The developer shall deed Lot 3, Block 2 to the City of Corcoran.
- 44. The final plat and final PUD plan application shall be consistent with the conditions of this resolution.
- 45. The applicant shall provide copies of the final HOA documents/covenants for City review as part of the final PUD application.

**VOTING AYE**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan

**VOTING NAY**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan

Whereupon, said Resolution is hereby declared adopted on this 12<sup>th</sup> day of August 2021.

\_\_\_\_\_  
Tom McKee - Mayor

ATTEST:

\_\_\_\_\_  
Jessica Beise – Administrative Services Director

*City Seal*



**RESOLUTION NO. 2021-85**

**ATTACHMENT A**

All that part of Section 25, Township 199, Range 23, Hennepin County, Minnesota, described as follow:

All that part of the East  $\frac{1}{2}$  of the Northeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  lying North of County Road No. 10; the East  $\frac{1}{2}$  of the Southeast  $\frac{1}{4}$  of the Northeast  $\frac{1}{4}$  and commencing at the Northwest corner of the East  $\frac{1}{2}$  of the Southeast  $\frac{1}{4}$  of the Northeast  $\frac{1}{4}$  of said Section; thence parallel with the East line of said Section 1085 feet; thence at right angles West 557.7 feet; thence Northeasterly in a straight line to place of beginning.

EXCEPT that part of the East Half of the Southeast Quarter of the Northeast Quarter, Section 25, Township 119, Range 23 Hennepin County, Minnesota, described as follows:

Commencing at the Southeast corner of said East Half of the Southeast Quarter of the Northeast Quarter; thence on an assumed bearing of North 01 degrees 09 minutes 16 seconds West, along the East line of said East Half of Southeast Quarter of the Northeast Quarter, a distance of 50.58 feet; thence South 88 degrees 50 minutes 44 seconds West 168.59 feet to the West line of the East 168.59 feet of said East Half of Southeast Quarter of the Northeast Quarter and the point of beginning; thence continuing South 88 degrees 50 minutes 44 seconds West 305.00 feet; thence South 01 degrees 09 minutes 16 seconds East 175.00 feet; thence North 88 degrees 50 minutes 41 seconds East 305.00 feet to said West line of the East 168.59 feet; thence North 01 degrees 09 minutes 16 seconds West, along last said line, a distance of 175.00 feet to the point of beginning.

**RESOLUTION NO. 2021-84**

**Motion By:**  
**Seconded By:**

**A RESOLUTION TO DENY THE REQUEST FOR REZONING, PRELIMINARY PLAT AND PRELIMINARY PUD PLAN FOR 19220 COUNTY ROAD 10 (PID 25-119-23-14-0003) (CITY FILE 20-047)**

WHEREAS, Beth Hustad of Trek Development Inc. ("the applicant") has requested approval to rezone 27.31 acres legally described as follows:

*See Attachment A*

WHEREAS, the Planning Commission has reviewed the request at a duly called Public Hearing and recommends denial, and;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORCORAN, MINNESOTA, that it should and hereby does deny the request for a rezoning, based on the following findings:

1. The planned unit development is in conflict with the Comprehensive Plan. The proposed pre-development net density is 7.2 units per acre. The property should be within the 8-10 units per acre expected in the Mixed Residential land use classification.
2. The planned development of a 102-unit senior living cooperative, 20 single family residential villa lots, a 12,987 square foot child care and early education facility and a 20,781 square foot assisted living and memory care facility is consistent with the intent of the RMF-2 district and the Comprehensive Plan goals to provide a variety of housing options. However, the applicant is seeking extensive flexibility from the Zoning Ordinance standards which results in an overcrowding of the site, due to taller buildings, increased impervious surface coverage and reduced setbacks.
3. The development is in conflict with other applicable provisions of the zoning ordinance, the developer is seeking a large number of PUD flexibilities as discussed in the staff report. The benefits to the PUD do not balance with the PUD flexibilities being granted and the overall project is not of higher quality than what would be allowed through normal zoning standards.
4. The planned development is feasible without dependence upon any other subsequent phase. The project could be completed in a single phase.
5. The planned development will not create an excessive burden on parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the planned development. The developer is providing public trails and sidewalks along with some private trails. The development includes the construction of all public infrastructure needed to serve this site at the developer's expense.
6. The planned development is a mixed residential development developed and such use is not, in and of itself, inconsistent with the Comprehensive Plan but with the given

**RESOLUTION NO. 2021-84**

magnitude of the proposed buildings and the proximity to adjacent residential uses, it will have an undue and adverse impact on the reasonable enjoyment of the neighboring properties.

7. While the uses provided within the development are desirable for the community, the overall site design and quality of the development do not create a project that is superior to what could be achieved through adherence to the primary zoning regulations. Additionally, it has not been sufficiently demonstrated how the aesthetics of the site have been substantially enhanced to justify departure from the primary zoning regulations.

FURTHER, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORCORAN, MINNESOTA, that it should and hereby does deny the request for a preliminary plat based on the finding that the minimum lot size and side yard setback requirements are not met.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORCORAN, MINNESOTA, that it should and hereby does deny the request for a preliminary PUD plan based on the finding that the rezoning to create a PUD zoning has been denied.

**VOTING AYE**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan

**VOTING NAY**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan

Whereupon, said Resolution is hereby declared denied on this 12<sup>th</sup> day of August 2021.

\_\_\_\_\_  
Tom McKee - Mayor

**ATTEST:**

\_\_\_\_\_  
Jessica Beise – Administrative Services Director

*City Seal*

**RESOLUTION NO. 2021-84**

**ATTACHMENT A**

All that part of Section 25, Township 199, Range 23, Hennepin County, Minnesota, described as follow:

All that part of the East  $\frac{1}{2}$  of the Northeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  lying North of County Road No. 10; the East  $\frac{1}{2}$  of the Southeast  $\frac{1}{4}$  of the Northeast  $\frac{1}{4}$  and commencing at the Northwest corner of the East  $\frac{1}{2}$  of the Southeast  $\frac{1}{4}$  of the Northeast  $\frac{1}{4}$  of said Section; thence parallel with the East line of said Section 1085 feet; thence at right angles West 557.7 feet; thence Northeasterly in a straight line to place of beginning.

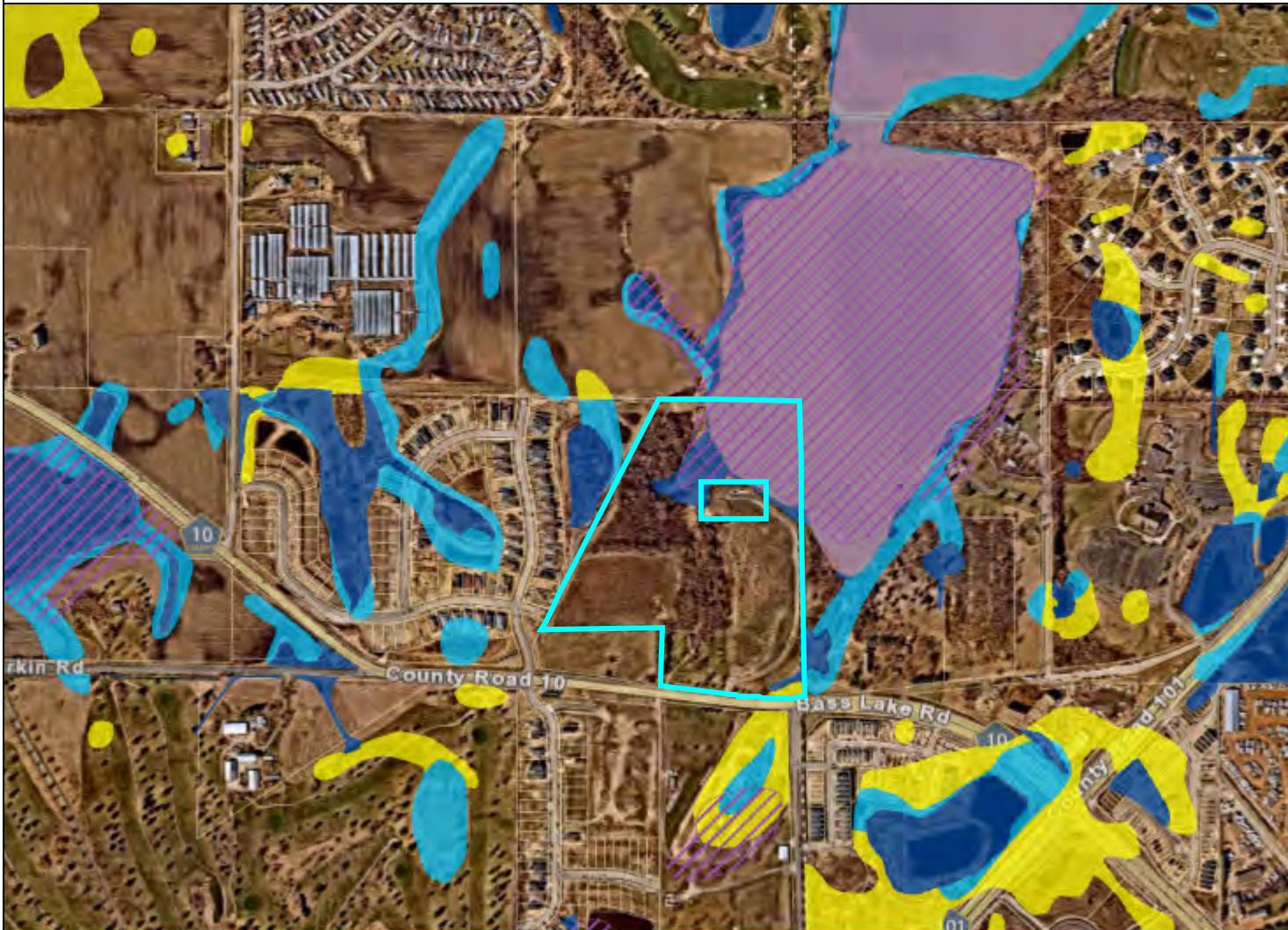
EXCEPT that part of the East Half of the Southeast Quarter of the Northeast Quarter, Section 25, Township 119, Range 23 Hennepin County, Minnesota, described as follows:

Commencing at the Southeast corner of said East Half of the Southeast Quarter of the Northeast Quarter; thence on an assumed bearing of North 01 degrees 09 minutes 16 seconds West, along the East line of said East Half of Southeast Quarter of the Northeast Quarter, a distance of 50.58 feet; thence South 88 degrees 50 minutes 44 seconds West 168.59 feet to the West line of the East 168.59 feet of said East Half of Southeast Quarter of the Northeast Quarter and the point of beginning; thence continuing South 88 degrees 50 minutes 44 seconds West 305.00 feet; thence South 01 degrees 09 minutes 16 seconds East 175.00 feet; thence North 88 degrees 50 minutes 41 seconds East 305.00 feet to said West line of the East 168.59 feet; thence North 01 degrees 09 minutes 16 seconds West, along last said line, a distance of 175.00 feet to the point of beginning.



# Hennepin County Natural Resources Map

Date: 8/27/2020



## Legend

### FEMA Floodplains - 100 Year

- A
- AE FLOODPLAIN
- AH
- AO
- AE FLOODWAY

### DNR Buffer Protection - Public Waters

- Undefined
- General Development
- Natural Environment
- Natural Sensitive
- Recreational Development
- Special Protection

### Wetlands

- Potential Wetland - HCWI
- Probable Wetland - HCWI
- Probable Wetland - NWI

PID: 2511923140003  
 Address: 19220 CO RD NO 10,  
 CORCORAN  
 Owner Name: ALBERT SCHOMMER ESTATE  
 Acres: 27.31

Comments:

1 inch = 800 feet



This data (i) is furnished 'AS IS' with no representation as to completeness or accuracy; (ii) is furnished with no warranty of any kind; and (iii) is not suitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this data.

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To: Kevin Mattson, PE PW Director                      From: Kent Torve, PE, City Engineer  
Steve Hegland, PE

Project: Cook Lake Preliminary Plat/PUD Plan      Date: June 21, 2021  
Review

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**Exhibits:**

This Memorandum is based on a review of the following documents prepared by Civil Site Group:

1. Cook Lake Highlands City Submittal Drawings, with revision dated 6/7/21.
2. Stormwater Management Report, with revision dated 3/22/21.
3. Preliminary Plat: TREK Corcoran, dated 3/12/21.

**Comments:**General:

1. A written response shall be provided for each of the following comments.
2. In addition to engineering related comments per these plans, the proposed plans are subject to addition planning, zoning, land-use, and other applicable codes of the City of Corcoran.
3. Final approval by the Elm Creek Watershed Management Commission must be attained before any site grading or activity may commence.
4. Improvements are shown on adjacent parcels. The applicant shall obtain rights to perform all improvements outside of the plat boundary.
5. Lift station access road shall be reviewed and approved by MCES.

Plat/Easements:

1. All existing utility easements shall be shown clearly on the plans including all grading and utility sheets.
2. The applicant shall show all drainage and utility easements provided with the plat and all platting requirements met per City Code. For example, drainage and utility easements shall be provided along all property lines.
3. Drainage and Utility (D&U) easements shall be provided over Outlots A, B, and E.

Transportation

1. We recommend aligning the access points to Block 1 and Block 2 to provide a safer intersection for both Blocks. The offset access points are a concern for potential conflicts and pedestrian safety. Both drivers and pedestrians maneuvering at this intersection would have vehicles entering 74<sup>th</sup> Ave. from multiple points which increases potential of conflict. If drive aisles are not aligned, further coordination with the city will be

necessary to ensure pedestrian crossing is safe which may include advanced pedestrian crossing signage beyond just striping (RRFB, advanced crossing warning signage, etc.)

2. Additional ROW is dedicated along County Road 10 to facilitate future realignment of the roadway by Hennepin County. The ROW dedication should be reviewed by Hennepin County to confirm it is appropriate.
3. The turn lanes into the project site are anticipated to be a City-led project. The developer shall establish an escrow to initiate design and bidding phase.

### Site Plans

1. The existing and proposed drainage and utility easements shall be labeled.
2. Wetland buffer sign locations shall be subject to review and comment by Planning.

### Grading /Stormwater

#### Storm Sewer

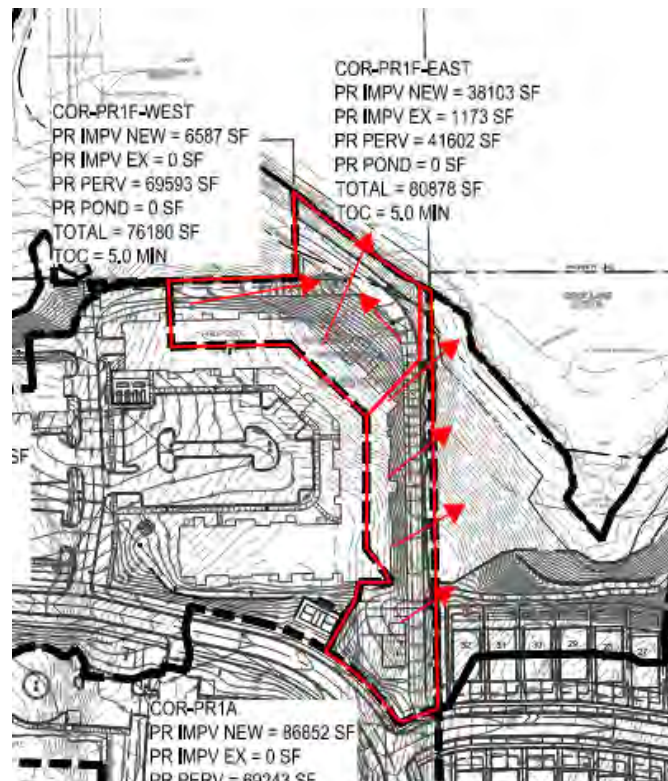
1. Plans should clearly identify privately owned storm sewer vs. City owned.
2. A portion of the runoff is routed to the SE of the site through the City of Maple Grove and treated within stormwater ponds within the City of Maple Grove. The city has begun preliminary conversations with the City of Maple Grove on the implementation of this approach. The City will need to negotiate a stormwater agreement with the City of Maple Grove. Both upfront and maintenance costs in the agreement shall be the responsibility of the developer.
3. Easements shall be provided over all storm sewer pipes, including private systems and ponds. Easements shall be shown on the utility plan to ensure they are adequate.
4. CBMH-105 should be relocated to the north side of the roadway.
5. Cross sections shall be provided for the pond outlet showing how the outlet pipe will be placed without impacting the filter draintile system.
6. Sumps will be required in the last accessible structure prior to filtration basin 1C (listed below) and all storm structures with vertical drops of 18" or greater. This includes but is not limited to;
  - o MH 32
  - o CBMH 12
  - o CBMH 22
7. Storm sewer pipes shall have a minimum of 3' of cover measured to the outside of pipe.
8. Revise rational method calculations to address the following:
  - o Include all storm sewer network within the Corcoran development. The submitted rational method calculations do not include storm sewer network routed to Filtration Basin 1C or existing catch basins in NE corner of site.
  - o Reduce rational method flow calculations to at or below 2.5 CFS (typical catch basin capacity) at the following structures:
    - CBMH57
    - MH101D

▪ CBMH101E

9. Revise the civil plan sheets to reflect the following:
  - The correct invert elevation for the 6" drain tile within Filtration Basin 1C. It appears the invert elevation should be 960.00 to match the drain tile clean out and invert in OS 2.
  - The correct Outlet Structure 2 detail plate on Sheet C5.5. The OS detail has not been updated to reflect the revised Filtration Basin 1C outlet design.

Stormwater Modeling

10. Provide additional documentation to identify the 100-year HWL of Cook Lake (Zone A). Additional requirements may be necessary if floodplain is impacted by proposed improvements.
11. Provide a more detailed subwatershed delineation of proposed conditions and revise HydroCAD model accordingly. A portion of subwatershed COR-PR1F-East is routed from Corcoran to Maple Grove through the curb cuts along the bituminous fire lane based on proposed grading. The quantity and rate of stormwater flow crossing city boundaries is necessary for city agreements. See Figure Below.



12. Revise existing HCAD subwatershed delineation (1,125,884 SQ FT) to match the existing subwatershed delineation (1,119,913 SQ FT) in the SWMP.



13. Revise Existing Soils text within Section 2.2 of the SWMP. The text states that HSG D soils were assumed for existing conditions, but the model accurately uses HSG C soils.
14. Reduce the proposed 2-year discharge rate to match or be lower than the existing 2-year discharge rate routed to the west.

#### Ponding/Biofiltration

15. Raise Filtration Basin 1D top of south berm to be a minimum of 1' above the EOF. Alternatively, lower the EOF to be 1' below existing berm grade while maintaining 1' above HWL.
16. Permanently reinforce the EOF downslope of Filtration Basin 1C and 1D. City may require rip rap or permanent reinforcement mat.

#### Grading

These comments are based on initial plans, however a grading review will be conducted at each final plat application.

- o All retaining walls should be moved outside of the City ROW. They will be evaluated for impacts on access to utilities on future submittals.
17. Identify and label the EOF's for all areas where water will be collected including all low areas in roadways and greenspaces.
  18. All drainage swales shall maintain a minimum of 2% slope and all side slopes should be 4:1 or flatter unless approved by the city engineer.
  19. All walls higher than 4' shall be designed by a certified engineer and the design and certification of those walls shall be provided to the City.
  20. Address potential overflow of runoff at the north end of the central, north-south road and at the end of the west, north-south road. Alternatively, provide evidence that the storm sewer network within the road has the capacity to capture the 100-year flow.
    - o Runoff is likely to surcharge the catch basins and cause erosion toward Cook Lake and Filtration Basin 1C.
    - o Provide a permanent turf reinforcement mat and update the HydroCAD model accordingly (using secondary overflows).
  21. The intersection of 74<sup>th</sup> Ave. and New Street should be raised to better accommodate access to the Exception Parcel. The high point on 74<sup>th</sup> west of this intersection should be shifted east.
  22. A D&U easement should be provided over the backyard swale in Lots 2-12 of Block 3.
  23. Reference the City of Corcoran Stormwater Guidelines for Development Review for standards for stormwater systems and modeling.
  24. Revise the drainage design of bituminous fire lane. City staff calculates shear stress values of 3-6 lbs/ft<sup>2</sup> downstream of the proposed curb cuts. The permissible shear stress of the existing soil type is 0.075 lbs/ft<sup>2</sup>. Therefore, provide permanent stabilization downslope of curb cuts to toe of slope, or slope the fire lane westerly to a ditch and/or collection system.

25. North of the single family homes there is a significantly eroded slope (gully) which could be a risk to downstream water quality. This area should be restored as part of the development. Coordinate with City Engineer.

#### Watermain/Sanitary Sewer

1. Applicant proposes to sleeve a forcemain through existing sleeve under County Road 10. Details of that extension shall be reviewed by Hennepin County and additional extension of the casing pipe may be necessary.
2. A parcel is identified as a future booster station with utility infrastructure identified to support it. The building and generator pad appear appropriate for the expectations for the building footprint. The impervious surface from the roof and future parking should be accounted for in the site's Stormwater Management Plan.
3. The stubs and valves provided to the booster pump station should be adjusted to be outside of the building footprint.
4. Plan and profiles for all utilities shall be provided.
5. Valve locations to be reviewed at time of final plat. Generally valves shall be located at all intersection as one less valve than the number of legs. Valves should typically be located out from the end radius points unless specific circumstances don't allow.
6. Water services into the commercial and apartment buildings should be split into separate fire and domestic lines within the limits of the easements on the outside of the building with separate shutoffs which are accessible to City staff.
7. Hydrant spacing to be reviewed at time of final plat.
8. The fire access lane has significant slope, this should be reviewed with Public Safety to ensure it is navigable with equipment.
9. City will want to review and participate in any access agreements over the booster pump station lot. Additionally, if this area is used as a fire access, all of the easements over the fire access lane should be reviewed and approved by the City.
10. A profile shall be provided for the sanitary sewer from SANMH3 to SANMH4. Additional easements may be necessary beyond those shown to ensure that access to the sewer can be maintained. It is unknown if this could potentially effect the buildability of a lot in this area.
11. Water valve on the west leg adjacent to SANMH2 should be moved west to the cul-de-sac.
12. Velocity calculations should be provided for the steeper portions of the sanitary sewer to ensure the velocity is in line with the guidance of the 10-States Standards.
13. The City will require the installation of a grinder pump on the services from facilities. Details shall be provided at time of final plat and shall be installed as part of the development at no cost to the city.
14. Additional signage and potential break away bollards may be necessary by garage entrance to ensure vehicles aren't looping around apartment building.

**End of Comments**



## CITY OF CORCORAN

8200 County Road 116, Corcoran, MN 55340

763.420.2288

E-mail - [general@ci.corcoran.mn.us](mailto:general@ci.corcoran.mn.us) / Web Site - [www.ci.corcoran.mn.us](http://www.ci.corcoran.mn.us)

# Memo

**To:** Planning (Planner Lindahl)  
**From:** Director Gottschalk  
**Date:** January 20, 2021  
**Re:** Cook Lake Highlands Plan Review

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A Public Safety plan review meeting was held on 01/06/2021. In attendance were: Director of Public Safety Gottschalk, Lieutenant Ryan Burns, Fire Chief Feist, Fire Chief Dave Malewicki, and Fire Chief Leuer. The comments are very preliminary and additional meetings with developers and architects will be required. The following comments and necessary points of clarification are provided for the project:

### Daycare

- Hydrant locations (w/ hydrant within 100' of FDC)
- Sprinkler room location
- Parking lot any dead ends 150' and more require a turn around

### Memory Care

- Hydrant locations (w/ hydrant within 100' of FDC)
- Sprinkler room location
- Apparatus circulation plan

### Proposed Apartment

- Hydrant locations (w/ hydrant within 100' of FDC)
- Sprinkler room location
- Apparatus circulation plan
- Standpipe locations with parking (Outlets to be located outside of the stairwell)

### Proposed Senior Apartment

- Hydrant locations (hydrant within 100' of FDC)
- Sprinkler room location
- Apparatus circulation plan
- Standpipe locations with parking (Outlets to be located outside of the stairwell)

This memo serves as a preliminary review and assumes that all specifications not articulated in the concept meet City standards. Additional fire and building codes will apply.

# HENNEPIN COUNTY

## MINNESOTA

February 5, 2021

Ms. Kendra Lindahl, AICP  
Principal Consultant  
City of Corcoran  
8200 County Road 116  
Corcoran, MN 55340

Re: Preliminary Plat Review – Cook Lake Highlands (Received 1/12/21)  
County State Aid Highway (CSAH) 10 (Bass Lake Road) @ Brockton Lane  
Hennepin County Plat Review ID #3711A (Reviewed 1/19/21)

Dear Ms. Lindahl:

Please consider the following county comments of this preliminary plat proposal for a multi-phase development (28 acres) including 12 single family homes, a 102-unit senior living facility, memory care facility, 84-unit apartment building and child-daycare center.

**Access:** Two development accesses are proposed on Bass Lake Road via Brockton Lane (city street) and Fir Lane (existing) which connects to 74th Avenue. Construction of a westbound right-turn lane and eastbound left-turn lane are required on Bass Lake Road at Brockton Lane for safety and operations purposes. A complete intersection plan set will need to be reviewed and accepted by county staff prior to permitting approvals. Please also ensure that the monument sign at the northwest corner of Bass Lake Road and Brockton Lane will not impact intersection sight distance.

**Right-of-way:** We support the proposed right-of-way dedication along Bass Lake Road, consistent with our future corridor needs. We understand 'Outlot B' in the southwest corner of the site is not part of this replatting. However, with future development it will be essential to further extend this planned right-of-way dedication westerly to Fir Lane. Please also ensure that the proposed public right-of-way is regraded level with the current Bass Lake Road profile with removal of any agricultural drain tile in this space, as identified in the 2020 Cook Lake Development Infrastructure Feasibility Study.

**Bicycle and Pedestrian:** We support the proposed sidewalk connection(s) along Brockton Lane to Bass Lake Road. We also support the City of Maple Grove's plan to construct an off-road trail along Bass Lake Road to connect with CSAH 101 with redevelopment to the east (Edgewater on Cook Lake).

**Storm Water / Drainage:** County staff is in the process of reviewing the provided stormwater report, to ensure discharge rates remain less than existing flow rates. The county storm water system will not take water from new drainage areas. Additional treatments may be necessary if flow rates cannot match existing. *Contact: Drew McGovern at 612-596-0208 or [drew.mcgovern@hennepin.us](mailto:drew.mcgovern@hennepin.us)*

Hennepin County Transportation Project Delivery  
Public Works Facility, 1600 Prairie Drive, Medina, MN 55340  
612-596-0300 | [hennepin.us](http://hennepin.us)



Permits: Please inform the developer that all construction within county right-of-way requires an approved Hennepin County permit prior to beginning construction. This includes, but is not limited to, driveway and street access, drainage and utility construction, trail development, and landscaping.

Contact: Michael Olmstead, Permits Coordinator at 612-596-0336 or [michael.olmstead@hennepin.us](mailto:michael.olmstead@hennepin.us)

Please contact Jason Gottfried: 612-596-0394, [jason.gottfried@hennepin.us](mailto:jason.gottfried@hennepin.us) for further discussion.

Sincerely,



Carla Stueve, PE, PTOE  
County Highway Engineer





# Hennepin County Property Map

Date: 8/3/2018



PARCEL ID: 1611924340002

OWNER NAME: Willard & Laverne Lieder

PARCEL ADDRESS: 7770 Woodland Tr, Greenfield MN 55373

PARCEL AREA: 41.56 acres, 1,810,313 sq ft

A-T-B: Abstract

SALE PRICE:

SALE DATA:

SALE CODE:

ASSESSED 2017, PAYABLE 2018

PROPERTY TYPE: Farm  
HOMESTEAD: Homestead  
MARKET VALUE: \$436,700  
TAX TOTAL: \$3,484.48

ASSESSED 2018, PAYABLE 2019

PROPERTY TYPE: Farm  
HOMESTEAD: Homestead  
MARKET VALUE: \$461,800

## Comments:

This data (i) is furnished 'AS IS' with no representation as to completeness or accuracy; (ii) is furnished with no warranty of any kind; and (iii) is not suitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this data.

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# TREK DEVELOPMENT

6/8/21

Dear City of Corcoran Staff, Commissioners, and Councilors

Please find attached:

- Trek Development's waiver request letter which I sent to the City Council for consideration and vote at the 5.24.21 City Council meeting.
- Trek's new Project Narrative which includes changes made because of neighborhood participation and input (see underlined).

On Thursday 5.24.21 Corcoran City Council voted unanimously to waive the 6-month delay rule for Cook Lake Highlands and allow Trek to resubmit the PUD Application with changes made after my on-site meeting with neighbors, and multiple on-site meetings and discussions with City Council members.

Sincerely,

Elisabeth (Beth) Hustad  
Trek Development, Inc  
President  
beth@trek-development.com  
612-840-5233

YOUR LOGO  
HERE

Street Address  
Address 2  
City, ST ZIP Code  
Country

PHONE Enter phone  
FAX Enter fax  
EMAIL Enter email  
WEBSITE Enter website



### 5.19.21

**Mr. Mayor, City Council Members, and Staff**

Within days following the April 22, 2021 City Council meeting upon which the City Council denied Trek Development 's request for the approval to rezone and develop Cook Lake Highlands (CLH), a neighbor reached out to me to ask that I walk the site with the two of them. The neighbor, Mary and Gerry Tucker live at 7402 Fir Lane, the first house on 74<sup>th</sup> and Fir Lane immediately adjacent to CLH previously proposed single family.

Mary and Gerry wanted to walk the site with me to ask questions that would help them better understand what the proposal would look like if approved and developed, especially from their home. They wanted to learn more about the project proposal to voice and articulate their own opinion to the community, City Staff, Planning Commission and Council. On April 28, 2021 the three of us walked the site for 2 ½ hours discussing the grades, products, trees, trails and open space.

Gerry and Mary suggested I also meet with other neighbors and walk the site to answer multiple questions about the previously presented project. They invited City Councilors and neighbors. I invited Brad Martens from City Staff and Alex Hall with Applewood/United Properties. Mary and Gerry sent an invite for a site walk with me on May 12, 2021 @ 2:00 PM.

Upon the suggestion of two Councilors, I asked Jon Bottema to walk the site and bring his drone. On Saturday May 8, 2021 Councilor Bottema and I walked the site with his drone. The drone helped us see the height of the CLH proposed homes in comparison to the homes in Bass Lake Crossing along Fir Lane and adjacent to CLH. The drone also helped to identify the 49' Applewood height as it would be built on proposed grade vs the existing grade.

I asked our engineers to stake certain locations, such as the street, the cul de sac, some lot corners, and the location of the cross section provided at public hearings (a perspective across the site from Bass Lake Crossing homes to the Applewood). The engineers provided me with and a key identifying existing and proposed grades. Walking the site with this information helps provide a perspective of grades, building locations, heights and more accurate distances. It helps visualize the proposal.

I have walked the site with each Council Member at different dates in the application process. I continue to encourage and welcome Councilors, Planning Commissioners and Staff to meet with me on site to walk and review the previous proposal as I did with the neighbors.

On May 12, 2021 I walked the CLH site with neighbors interested in understanding the previous proposal. Councilor Bottema provided the drone perspective helping all present understand the height of the buildings based on the existing vs proposed grades. The neighborhood on site meeting concluded with the following consensus between Me/Developer and the neighbors:

*Summary of compromises, additions and agreements following the neighborhood on site meeting.*

- 1. Developer will provide or cause builder to provide two conifers and one river birch (if available) per lot for the 12 lots along the trail/ western property edge. BB 6' conifers and 1 ½" caliper for the deciduous trees, per Landscape Company description.*

2. *Alex Hall from United Properties confirmed that the Applewood building will not exceed 49' from first floor grade including HVAC.*
3. *Possibly the homes will be M/I but not guaranteed.*
4. *The 12 single family homes adjacent to the trail/west property line, will be one story slab on grade, daylight, or walkout homes. The single family homes across the CLH street may be two story slab on grade, daylight, or walkout homes.*
5. *Keep park/open space on North property point as wooded buffer and nature habitat for existing neighbors, trail and future development to North. Dedicate the property north of the ravine as open park/open space in exchange for park fee credit for the single family lots only. Approximately \$96,000 cash park fee credit.*

Considering the recent events, developments and neighborhood input described above, If the above section language applies to Cook Lake Highlands, I would like to formally request the City Council respectfully consider voting to waive the 6 month delay period at your May 27<sup>th</sup> Council meeting. Please note. I am happy to walk the site with you prior to May 27th Council meeting to answer questions and review the site plan as I did with the neighbors. Thank you!

Best Regards,

Elisabeth (Beth) Hustad  
President  
Trek Development, Inc  
612.840.5233

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# Cook Lake Highlands

## Project Narrative

6.8.2021

*Planned Unit Development Revised Preliminary Plat Application*

### **Existing Land Use**

- *Cook Lake Highlands proposed development is located on the Albert Schommer homestead which the family purchased in 1939. It is approximately 27.17 acres located in the southeast quadrant of Corcoran. Adjacent to the proposed Project:*
  - **North** is a wetland, Cook Lake, Guers Family Farm, and further in the distance is Rush Creek Golf Course
  - **East** is the community property line of Corcoran and Maple Grove. The Schommer's original homestead included the property to the east, in Maple Grove.
  - **West** is M/I Homes, Bass Lake Crossing project (re-guided and down zoned from Mixed Residential to Low Density Residential as Single Family).
  - **South** is CSAH 10 and future required extension and intersection of Brockton Lane North and CSAH 10. Across CSAH 10 to the south is Bass Lake Crossings South and Self-Storage (developed low density single family and Industrial self-storage). Also, across CSAH 10 is The Lyons Park property (guided as Mixed Use).

*The site consists of rolling topography with farm fields, stands of trees, one homestead, and wetlands adjacent to Cook Lake.*

- *The Property is currently subject to*
  - *A Metropolitan Council Lift Station Parcel - consisting of approximately 1.5 acres located at the center of the property.*
  - *A permanent easement in favor of the Metropolitan Council for sanitary sewer and water utility purposes, dated December 11, 2012 recorded November 13, 2013. Doc. No. A10027481*
  - *An easement in favor of City of Corcoran for sanitary sewer and water utility purposes, dated December 26, 2012 and recorded on November 13, 2013. Doc. No. A10027482*

- *A trail easement per the M/I Homes, Bass Lake Crossings approved plan.*
- *Hennepin County taking of an additional (40'+ 20') 60 feet required.*
- *Utility easement from Lift Station given in favor of the City of Corcoran along the North property line to provide utility connection for Bass Lake Crossing and future developments.*

### **Zoning, Guiding and Proposed Land Use**

*The Property is zoned RMF-2 Mixed Use Residential per the September 2020 city zoning map and is guided according to the Corcoran 2030 and 2040 Comprehensive Guide Plan as Mixed Residential with medium density allowing for 8-10 units/acre. The M/I project, Bass Lake Crossings adjacent to the west is currently being developed as a PUD, was also guided mixed-residential, medium density. The M/I project to the Southwest, is Bass Lake Crossing South which was guided mixed residential and developed as a PUD with single family homes and an industrial self-storage building. The Lyons Park directly South of Cook Lake Highlands is guided Mixed-Use, which allows commercial use.*

*We are requesting the City of Corcoran approve this Cook Lake Highlands Planned Unit Development Preliminary Plat consisting of the following mixed residential and complimentary non-residential Child Care Early Education Center and Senior Memory Care Home.*

- **Applewood Pointe- Senior Co-op**

*Applewood Pointe of Corcoran is a proposed 4-story 102 +/- unit senior cooperative. The cooperative is a "for sale" product with average home sizes of 1,584 sq. ft. The proposed exterior materials include a combination of high quality, low maintenance stucco, lap siding and shake, as well as cultured stone and brick. All homes have at least two bedrooms and two baths, with many having a sunroom or den.*

*The total site area is 4.78 acres with a proposed building size of 259,000 gross square feet including the underground parking garage. The community includes numerous common areas that encourage a true community feel, the amenities include: a great room with kitchen facilities, library, sunroom, game/club room, fitness center, craft room and a hobby shop for woodworking. The exterior amenities include walking paths, a screened gazebo, fire pit, garden beds and a pickle ball court or bocce ball. The average buyer at an Applewood Pointe is approximately 70 years old, is active, and is drawn to the amenities within the area.*

United Properties completed a demand assessment for senior cooperative housing in Corcoran on November 24, 2020. This study concluded that competition for senior cooperatives is light and most of the competitive supply is over 16 years old, with the exception of Applewood Pointe of Maple Grove at Arbor Lakes, which opened in January 2020, sold out prior to construction completion and has a current waitlist of approximately 35. There is one unit available among the competitive housing supply in the primary market area at Gramercy Park Cooperative Northwest, which is over 5 miles away. The study concluded there is unmet demand. United Properties intent would be to begin marketing the community late-2021. They must reach 60% presales before HUD authorizes us to break ground. Given recent marketing experience, we would anticipate reaching presales by early-2022. The construction timeline is typically 17 months. Their last several cooperatives have been sold out by the time that construction is complete.

United Properties has been in business for over 100 years and has developed 15 Applewood Pointe Cooperatives; 1 is currently under construction and they will break ground on a 16th Applewood Pointe early-2021. There is strong demand for this product supported by a significant (doubling) increase in the senior population over the next 25 years.

- **The Building Height** will not exceed 49' from the first-floor grade. The roof will be a flat roof and will not have a pitch to it. Cook Lake Highlands site design, and the Applewood building location, are different from the neighboring mixed residential in Maple Grove. The Applewood building is set back 450' feet from CSAH 10 and as much range from within 1' -10' below CSAH 10. This creates a transition of distance that will minimize the height impact from the roadway. The approximate 22' -25' Childcare and Memory care buildings will create an additional transition to the Applewood and are similar in height to the neighboring Bass Lake Crossing single family homes.

- **Single Family Villa Homes – by M/I Homes or Others**

The 20 single family homes (1 & 2 stories in height) will be of similar quality and design as the adjacent Bass Lake Crossing M/I Homes product. The 12 single family homes along the west property line will be one story slab on grade, daylight or walkout and will have 3 trees planted in the rear yard 2 - 6' Conifers and one 1 1/2 " River Birch (deciduous) if available. The single-family homes and the existing wetland that lie between the two will provide distance, like kind product, a similar lifestyle, and an appropriate transition for the Bass Lake Crossing homes and neighbors. The code requires 10'

side setbacks. We are proposing 5' side setbacks. The same setbacks as Bass Lake Crossings adjacent to the west.

- **Off Road Trail and Park Dedication**

We are proposing the existing off-road trail remain in place.

We are proposing to dedicate Outlot C to the City as open space park, with the understanding the development will receive cash park credit for all upland property dedicated. Outlot C consists of 8.36 acres, of which 2.94 acres are upland park dedication and 5.42 acres are wetland park dedication. This park land dedication represents 26% of the proposed project.

- **New Horizon Child Care and Early Education – single story building with outdoor play space.**

*A Minnesota, family-owned and operated company, has been serving young children since 1971. New Horizon Academy's, founder, Sue Dunkley, began her career as an elementary school teacher. Sue knew she needed to provide a nurturing place for children to go before they ventured out into the big world; a place that would help them believe in themselves. That is why New Horizon was born.*

*Today, Chad Dunkley, Sue's son and one of New Horizon Academy's first students, is our Chief Executive Officer. Chad ensures that the commitment to excellence that Sue strived for New Horizon's early years continues to be the cornerstone for each New Horizon Academy.*

*New Horizon thrives as one of the nation's most successful and respected child-care providers with over 80 schools in Minnesota, Idaho, Iowa and Colorado. As New Horizon Academy continues to grow and serve more families each year, we will always have family roots, a warm atmosphere, an open door, and a commitment to excellence.*

*New Horizon is committed to quality. In fact, they became the first organization of their size to accomplish 100% national accreditation by the National Association for the Education of Young Children, the gold standard in our field. Each of the schools has also earned the highest quality rating in the of the state they operate in, including Minnesota's Parent Aware program New Horizon Academy's insatiable appetite for continuous improvement leads the industry every day by adopting the newest research and evidence about how to create the best early childhood classrooms.*

*Children flourish in New Horizon Academy's thoughtfully planned programs designed specially to meet children's specific needs at each stage of development. Learning programs include infants, toddlers, preschool, pre-kindergarten, school age, distance and e-learning, summer camp program, and enrichment programs, such as music, fitness, language, and dance. Children build the necessary skills to succeed not only in school, but also in life.*

*With uncompromising commitment to excellence and passionate, talented teachers, families are delighted to discover the difference at New Horizon Academy.*

***The Building Height:*** *The center great room (center of the building) reaches approximately 22', which is the highest point of the New Horizon Academy building.*

- **Rivers of Life Memory Care/ Enhanced Assisted Living – single story building**

**Overview- 32 Units of High Acuity Memory Care Assisted living**

**The Memory Care units will have their own kitchenette and bathroom qualifying them as units according to my email correspondence with the Metropolitan Council Senior Housing Guidelines which follow the U.S Census practices and identify when a senior housing facility qualifies as a housing unit or is classified as group quarters.**

In response to an increased demand for high acuity memory care and senior living in Corcoran, Rivers of Life Memory Care is proposing to develop an assisted living and memory care community to serve the care needs of the elderly citizens of the community. Specialized memory care services are lacking and currently in the twin cities it is estimated that there will be a 27% increase from 2018 to 2025 in the number of people needing Dementia care in the state of MN. This highly visible site offers many advantages and easy access for caregivers and families to visit loved ones often.

Rivers of Life Memory Care of Corcoran will feature a total of 32 private units with the bulk of them **providing high acuity assisted living services in memory care.** The assisted living residents will be able to enjoy a home-like atmosphere in a setting that allows them the freedom to participate in many amenities that not only help assist them in their daily care needs but also provide them with a higher quality of life than that offered in a more institutional setting. The memory care residents are provided with their own secure area of the building that has its own separate amenities like a congregate dining room, activity/craft area and a secure memory garden. **These residents benefit from a life enrichment program that is specially designed for residents with Alzheimer's and Dementia.**

Staff at Rivers of Life Memory Care will be trained in serving those with Alzheimer's/Dementia, Parkinson's and other specialty needs usually unmet by other senior care facilities. **This Memory Care will employ about 30 full-time and part-time positions.**

**A simple floor plan design and small home-like environment (32 units)** differentiates Rivers of Life Memory Care from other Senior Living assisted living providers in the area with a more focused specialty in higher acuity and more advanced memory care services unlike that of large campuses (93-155 units) which includes independent living (minimal to no services). **There is a large demand for this more focused care and practitioners across the state are struggling to find residences to place seniors with higher levels of dementia.**

At Rivers of Life Memory Care, our goal is to provide our residents the right care at the right time and bring about 30 jobs to the community and fulfill a need in the immediate community for geriatric residents.

Rivers of Life communities are designed to be a niche, boutique model of memory care that is resident focused with a high level of care. **Rivers of Life Communities owns all of its real estate and the management company for quality control.**

Rivers of Life Communities offers a high acuity memory care “home” for those that need a higher level of care. The de-institutionalization of health care is a key component to our model. In addition to living accommodations, our focus will be on offering a higher level of care to those affected by memory loss and higher acuity assisted living. Our highly trained staff will offer a higher level of cognitive activities to help stabilize and give our residents the best quality of life possible.

**Rivers of Life Communities provides a housing and care solution for those that need a level of care beyond the typical assisted living model.** Many residents need 24-hour care and many families do not want their loved ones living in a “facility” or hospital-like institution. We provide a home.

Our primary resident consists of seniors that are experiencing memory loss on all levels, behavioral issues and those in need of additional living assistance on a daily basis. We will target those in need of a high acuity as it relates to care.

What separates our model from the competition: We specialize in high acuity memory care for everyone including those with an early on-set of memory loss (age 40+). **Our residents will have state of the art landscaping, amenities, activities, staffing, competitive pricing for cares, and a highly visible and convenient location for friends and family to visit their loved ones.**

Those individuals who are suffering from an early onset or advanced stages of Alzheimer’s/dementia, behavioral issues associated with memory loss, and residents that are in need of a higher level of assisted living to complete daily tasks are Rivers of Life Memory care’s core focus.

**The high level of fit and finish, the “home” vs “facility” atmosphere and high acuity care will be our competitive advantage.** The overall de-institutionalization of our health care model will set us apart from the other buildings on the market.

With exponentially rising rates of people being diagnosed with Alzheimer’s and other forms of dementia. Our high acuity memory care facilities are in high demand and will be for many years to



come. The future of our memory care model depends on the prevalence of the disease state we are catering to, which is Alzheimer's and other forms of dementia. Recent studies have revealed that Alzheimer's disease is on the rise and the new onset of people diagnosed with the disease is projected to triple by the year 2050. Advanced memory care, will not only be the cornerstone of our model, but also the catalyst to a successful memory care facility for many years to come due to the growing demand. As care providers we are aware that Alzheimer's cannot be cured; but merely the symptoms can be treated to offer comfort.

Recently, an estimated 5.7 million American had some level of Alzheimer's. Approximately 200,000 individuals were under the age of 65 who had an early onset of Alzheimer's. As the baby boomer generation ages, the demand for assisted living facilities and specialized memory care facilities grows rapidly. Healthcare providers need to be aware of the rising rate of new patients being diagnosed with Alzheimer's disease annually. **The key to a successful memory care facility is creating a highly patient centered and focused atmosphere that promotes the well-being of patients and promotes a high quality of living in an ever so destructive disease.**

According to the Alzheimer's Association, "In 2013, 15.5 million family and friends provided over 17.7 billion hours of unpaid care to those with Alzheimer's and other forms of dementia. The value of this care was estimated at \$220.2 billion, which is nearly eight times the total revenue of McDonalds in 2012." Today dementia care is costing Americans closer to 277 billion on an annual basis to treat those with Alzheimer's. That being said, Alzheimer's is the most expensive medical condition in the nation for ongoing care.

In 2018, the ongoing cost of caring for those with Alzheimer's totaled an estimated \$277 billion, including \$150 billion in costs to Medicare and Medicaid. According to the Alzheimer's Association, a recent study revealed that Alzheimer's will cost an estimated 1.1 trillion per year, by the year 2050. These growing numbers are not surprising and will create a large demand for new facilities across the U.S and will most likely create a shortage of facilities in the near future.

Nearly one out of every five dollars spent by Medicare is on patients with Alzheimer's or another form of dementia. The average per-person Medicare spending for those with Alzheimer's is 3 times higher than those without the condition. The average per-person Medicaid spending for patients with the disease and other dementias is 19 times higher than the average per-person Medicaid spending for all other seniors.

The financial toll of Alzheimer's spending is clearly on the rise and patients are spending 36 billion dollars out of pocket annually. As the growing need for Memory care facilities rises, so does the need for a smaller scale and more patient centered memory care facility like our model. Our model is patient centered with daily activities and we will promote a higher quality of life to those in need of

memory care. We will offer smaller facilities and promote independence, more interactive activities to engage patients with the level of care they deserve and will have highly trained professionals to differentiate us in the market.

### **Levels of Care Offered:**

#### Dementia Level One

##### Minimal amount of Assistance and Supervision

- Help with dressing.
- Help with personal care.
- Toileting and/or occasional help with incontinence
- Weekly scheduled shower
- Two loads of laundry per week
- Monthly Simple medication set-up
- Simple medication administration
- Weekly housekeeping
- 24-hour supervision
- Wander Guard/Secured environment
- Nightly checks every four hours
- Three meals a day

#### Dementia Level 2

##### Moderate amount of Assistance and Supervision

- All of the above, plus:
- Additional personal care & bathing two times per week
- Additional loads of laundry, up to four loads per week
- Additional Housekeeping up to ½ hour per week
- Additional support with eating
- Additional support with social cueing
- Frequent redirection & intervention to reduce the risk of elopement and/or inappropriate behavior.
- Occasional two-person assist with transferring.

#### Dementia Level 3

##### Extensive amount of Assistance and Supervision

- All of the above, plus:
- Assistance with toileting (every two-hour program)
- Additional shower schedules up to five times per week
- Unlimited Laundry
- Additional Housekeeping up to 1 hour per week
- Approx. every two-hour checks for safety & security
- Daily two-person assist with transferring.

#### Dementia Level 4

### Considerable amount of Assistance and Supervision

- All the above, plus:
- Two person transfers with care
- Incontinence assistance (total)
- Physical assistance/support with eating
- Daily one-to-one interactions
- Approx. every 15-minute checks for safety & security
- Management of periodic aggressive behaviors, i.e.: hitting, biting, pushing, choking, or other behavior that could cause physical harm to the resident or other residents.
- Mechanical lifts
- Management of inappropriate toileting behavior i.e.: urinating or defecating in inappropriate locations.
- Wound care

### ***Parking Stall Depth***

*The code requires 18'.5" deep parking stalls. We are proposing 18' deep parking stalls to minimize the hardcover impact as much as possible.*

### ***Intersection of Bass Lake Road (CSAH 10) and Brockton Lane***

*Trek has provided a \$25,000 surety required to complete the feasibility report for the intersection of Bass Lake Road (CSAH 10) and Brockton Lane North. This intersection is designed to provide access for this concept PUD, the adjacent Cook Lake Maple Grove project, the Metropolitan Council L-80 lift station, and ultimately access to a controlled intersection for the adjacent Bass Lake Crossing neighborhood.*

*The feasibility study revealed a cost estimate for the intersection to be in excess of \$1.1M. This amount does not include the value of land required to be contributed by this project for future corridor/community development. Also, this amount does not include an adjustment required, resulting in additional land to be taken for realignment of CSAH 10 for safety compliance or the land for the Corcoran Booster Station.*

### ***Shoreland Overlay - The PUD is located within the shoreland overlay district of Cook Lake***

- ***Impervious Calculation-*** *The Shoreland Overlay District allows 25% hardcover. We are requesting a change from our original proposal of 43.3% hardcover to 39% hardcover. The hardcover calculations for Cook Lake Highlands PUD are increased, in part by the demand for additional property to improve and correct the existing roadways and to provide sewer for future corridor development to benefit the greater community. This calculation does not include the property*

occupied by the MCES Lift station. If considered as a significant public benefit and thus included, it would further reduce the actual hardcover for this shoreland district.

- **The Shoreland Overlay District guidelines for Building Height and Impervious goals may conflict with Mixed Residential Guide use and density allowed in the 2030 and 2040 Comprehensive Guide Plan.**
  - **Impervious:** Residential 2 and 3 story attached townhomes would increase the Impervious calculation, the grading impacts, and the tree loss. The Open Space/Park would require the site ponding be built on it to accommodate the storm treatment.
  - **Height:** The height of one- story S.F homes in Bass Lake Crossing exceed 25'. One, two, or three story single family home and /or townhomes will also require height flexibility.

#### **Storm Water Treatment for Corcoran CSAH 10 –**

- **Our proposal has been designed to treat the storm water for the future/expanded CSAH 10 from Fir Lane East to the Corcoran City limits at Brockton Lane.**

**Trails** - Cook Lake Highlands will have trails throughout the project which will connect to the M/I off road trail system, the Corcoran trail system and to the neighboring Maple Grove sidewalk and off-road trail proposed along Cook Lake.

**In summary,** Trek Development is requesting a PUD Preliminary Plat approval consistent with the City of Corcoran's 2040 Comprehensive Guide Plan, recently adopted and approved. We are proposing to develop approximately 20 net acres and 27.17 gross acres into 21 single family homes, 102 Senior for sale homes, a child-care learning center, 32 units of senior, enhanced assisted memory care, and 8.36 acres dedicated (2.94 Upland and 5.42 wetland and buffer) as park and open space.

**The PUD Application provides both developer and community with a framework to master plan, design, and develop a neighborhood with a mix of uses that create appropriate transitions to and from neighboring uses. Master planned developments like Cook Lake Highlands purposefully interface multiple elements and uses to creatively combine community services and housing needs that co-function well. This includes a collaborative design and use of community infrastructure, trails, park land and green space/wetlands.**

**The Cook Lake Highlands PUD/master plan proposal creates an opportunity to integrate residential uses with complimentary non-residential uses and establish appropriate transitions from intersections and well-traveled County roadways that will provide for future corridor and community development.**

***The mix of these uses fills gaps of currently unmet demand and creates added value as high-quality housing and services are developed. This PUD has a mix of uses that intentionally provide benefits to those who live within the neighborhood and to those who live within the community.***

- ***Cook Lake Highlands PUD benefits:***
  - ***Community and Corridor Infrastructure Improvements***
    - ***Providing Storm water storage for future CSAH 10 from Fir lane to City limits at Brockton Lane***
    - ***Provide a mix of residential product not currently offered.***
    - ***Providing land for L- 80 Lift Station and access to Community Lift Station***
    - ***Providing additional permanent and temporary utility and access easements for public utilities and public access.***
    - ***Providing Land for additional ROW needed to correct a County roadway design for safety standards.***
    - ***Providing Land for future Hennepin County roadway improvements.***
    - ***Provide Land and access for City of Corcoran community water pump station.***
    - ***Collaborate with public entities and neighboring community to coordinate and share in the cost to construct the shared access intersection.***
  - ***Trail connections and Park Dedication***
    - ***Provide and dedicate to the public 8.36 acres of Park, Trails and open space throughout project.***
    - ***Provide public trail connections to existing community trail system and to neighboring community trail which will extend access to walking trail along open space adjacent to Cook Lake.***
    - ***Trail networks and Park dedication provide important environmental, economic, social, and health benefits for individuals and communities. The presence of trails encourages physical activity, and bring communities together around shared natural amenities and wildlife habitats.***
  - ***Other***
    - ***Designed to create efficient, collaborative, shared uses such as roadways, fire lanes, trails, Open Space and Public Access.***

- ***Provide a mix of residential and non-residential, relevant, neighborhood and community services such as Child Care and Memory Care at the same time providing appropriate transitions from CSAH 10, Bass Lake Crossings, and future development to the North.***
- ***Provides a multigenerational model which integrates child-focused services, parent and caregiver services, and adult- focused services. Services for children often aim to improve school readiness, and care giving, while services for adults target economic assets such as housing, job opportunities, social groups, health, well-being and care.***

***Site Construction*** - Cook Lake Highlands will be developed in one phase. The infrastructure construction plan is designed to be constructed as one project. The pad sites will be sold to the buyers/ team members as pad ready sites developed by Trek Development.

*Cook Lake Highlands has expansive, beautiful, long views overlooking the wetlands, the Lake, and Rush Creek Golf Course. The design for this site considers all neighbors, optimizes the views to the north for the residents, and provides visibility from CSAH 10 for two the care centers.*

*The neighborhood services, adjacent at the Markets of Rush Creek make Cook Lake Highlands, Ravinia and other nearby neighborhoods, desirable places to live. Unlike Ravinia, Cook Lake Highlands PUD is located within the Rockford School district. The Rockford district does not have a school nearby, making this mixed residential property a challenging site for single family homes that target school age children. The Rockford high school is located approximately 9 miles west of Cook Lake Highlands.*

*Thank you for your time and consideration.*

*Sincerely,*

*Elisabeth Hustad*

*Trek Development, Inc*

*President*

*612.840.5233*



**PRELIMINARY:  
NOT FOR CONSTRUCTION**

**Cook Lake Highlands**  
Corcoran, Minnesota  
**Trek Real Estate & Development**  
135 Crabbapple Lane, Excelsior, MN 55331

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

*Kevin Teppen*  
KEVIN TEPPEN  
DATE: 6/7/21 LICENSE NO.: 26980

ISSUE/SUBMITTAL SUMMARY

DATE	DESCRIPTION
12/19/20	CITY SUBMITTAL
2/29/21	CITY RESUBMITTAL
3/15/21	CITY RESUBMITTAL
6/7/21	CITY RESUBMITTAL

REVISION SUMMARY

DATE	DESCRIPTION
6/18/21	CITY RESUBMITTAL

DRAWN BY: KIT, DK REVIEWED BY: DK, MP  
PROJECT NUMBER: 20011

REVISION SUMMARY

DATE	DESCRIPTION
6/18/21	CITY RESUBMITTAL

**SITE PLAN OVERALL**

**C2.0**

**SITE AREA TABLE:**

OVERALL SITE AREA CALCULATIONS	EXISTING		PROPOSED	
	AREA (SF)	%	AREA (SF)	%
BUILDING COVERAGE	3,865 SF	0.3%	141,347 SF	11.9%
ALL PAVEMENTS	14,348 SF	1.2%	215,276 SF	18.2%
ALL NON-PAVEMENTS	1,166,225 SF	98.5%	827,815 SF	69.9%
<b>TOTAL SITE AREA</b>	<b>1,184,438 SF</b>	<b>100.0%</b>	<b>1,184,438 SF</b>	<b>100.0%</b>

OVERALL IMPERVIOUS SURFACE	EXISTING	PROPOSED
EXISTING CONDITION	18,213 SF	1.5%
PROPOSED CONDITION	356,623 SF	30.1%
DIFFERENCE (EX. VS PROP.)	338,410 SF	28.6%

Zoning: RMF-2 (Mixed Residential District, 8-10 u/a)  
Existing Zoning: RMF-2 (Mixed Residential District, 8-10 u/a)  
2040 Land Use Guide: Mixed Residential  
Proposed Zoning/Land Use: PUD  
Overall Net Density: Max=198 units/lots (10 u/a) - Met Council  
Min=158 units/lots (8 u/a) - Met Council  
Max=166 units/lots (10 u/a) - City of Corcoran  
Min=133 units/lots (8 u/a) - City of Corcoran

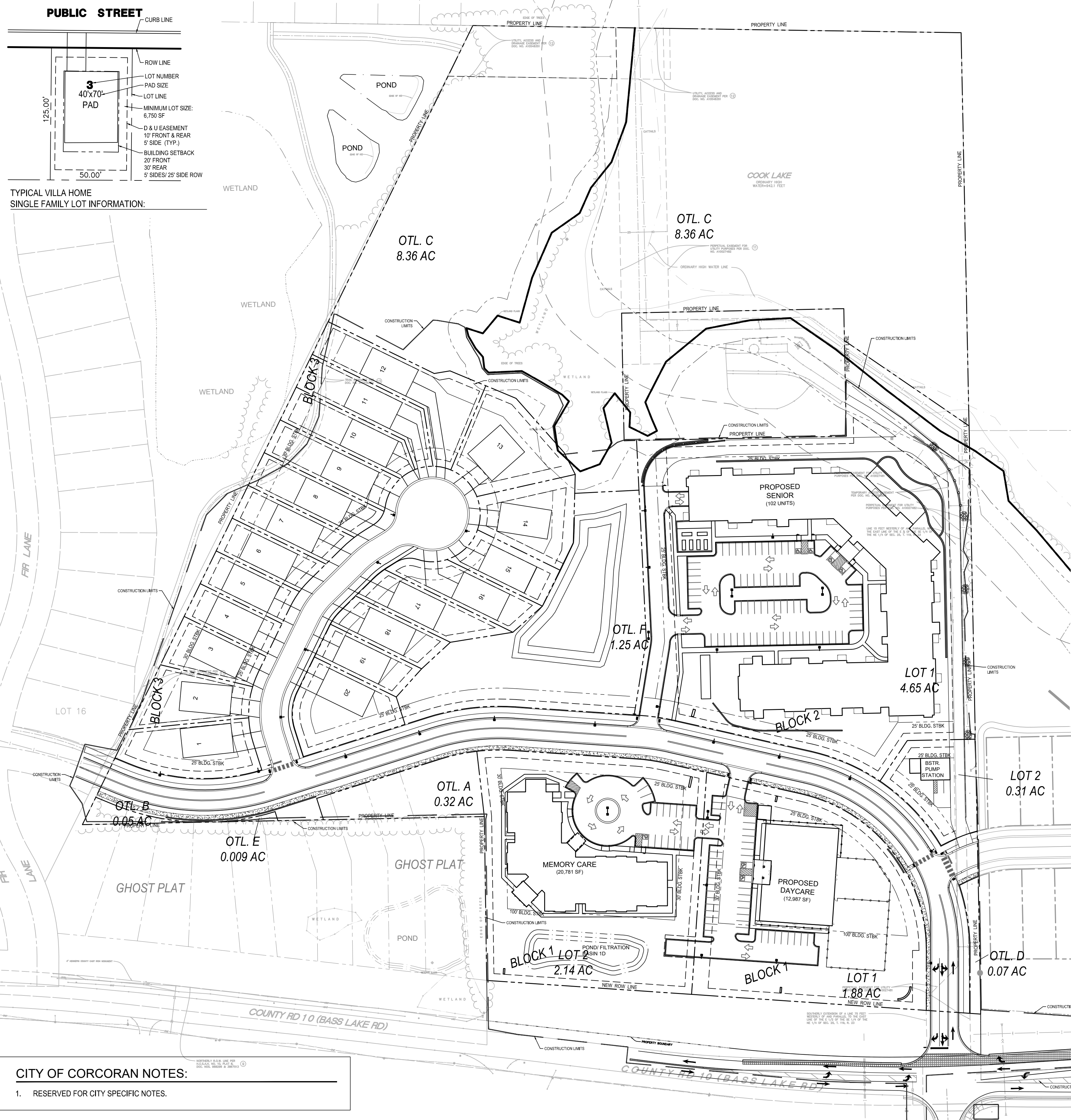
Block 1, Lot 1, Kid Day Care: 0 units  
Block 1, Lot 2, Memory Care: 32 units  
Block 2, Lot 1, Senior Living: 102 units  
Block 3, Villa SF lots 50' x 125' min.: 20 lots  
TOTAL: 154 units/lots

LOT NO.	LOT AREA (SF)	LOT AREA (AC)	EXISTING WET AREA (SF)	PROP. WET AREA (SF)	BUFFER AREA OMIT (SF)	POND AREA OMIT (SF)	BLDG HC (SF)	LOT PVMT HC (SF)	SF PATIO HC (SF)	TOTAL LOT HC	% LOT HC
BLOCK 1	1	82077	1.88	691	0	0	13396	22446	0	35842	44.04%
2	93390	2.14	0	0	0	20973	19522	0	40495	43.36%	
BLOCK 2	1	202418	4.65	4997	4997	5664	49846	66201	0	116047	58.78%
2	13299	0.31	0	0	0	1500	3518	0	5018	37.73%	
BLOCK 3	1	12546	0.29	0	0	2800	602	150	3552	28.31%	
2	9692	0.22	0	0	0	2800	555	150	3505	36.16%	
3	7483	0.17	0	0	0	2800	558	150	3508	46.88%	
4	6250	0.14	0	0	0	2800	550	150	3500	56.00%	
5	6268	0.14	0	0	0	2800	550	150	3500	55.84%	
6	6731	0.15	0	0	0	2800	632	150	3582	53.22%	
7	7609	0.17	0	0	0	2800	668	150	3618	47.55%	
8	8775	0.20	0	0	0	2800	757	150	3707	42.25%	
9	9022	0.21	0	0	0	2800	578	150	3528	39.10%	
10	9204	0.21	0	0	0	2800	668	150	3618	39.31%	
11	10214	0.23	0	0	0	2800	1302	150	4252	41.63%	
12	15517	0.36	0	0	113	2800	1880	150	4830	31.13%	
13	14714	0.34	0	68	1759	3000	571	150	3721	25.29%	
14	11781	0.27	0	0	222	2800	573	150	3523	29.90%	
15	7199	0.17	0	0	0	2800	706	150	3656	50.78%	
16	8922	0.20	0	0	0	2800	1211	150	4161	46.64%	
17	8550	0.20	0	0	0	2800	882	150	3832	44.82%	
18	7153	0.16	0	0	0	2800	797	150	3747	52.38%	
19	6606	0.15	0	0	0	2800	550	150	3500	52.98%	
20	12760	0.29	0	0	0	2800	55	150	3005	23.55%	
OTL A	13909	0.32	0	0	0	0	0	0	0	0.00%	
OTL B	2247	0.05	0	0	0	0	0	0	0	0.00%	
OTL C	364032	8.36	236120	236120	25761	0	0	0	0	0.00%	
OTL D	2884	0.07	1681	0	0	0	0	0	0	0.00%	
OTL E	387	0.01	0	0	0	0	0	0	0	0.00%	
OTL F	54436	1.25	0	0	0	15320	0	4335	0	4335	7.96%
ROW (STREETS)	124159	2.85	4913	0	0	0	0.00	91891	0	90362	75.78%
ROW (CSAH 10)	44204	1.01	3519	0	0	0	0.00	0	0	0	0.00%
<b>OVERALL TOTAL</b>	<b>1184438</b>	<b>27.19</b>	<b>251921</b>	<b>241185</b>	<b>33519</b>	<b>15320</b>	<b>141915</b>	<b>222558</b>	<b>3000</b>	<b>365944</b>	<b>39.24%</b>

	AREA SF	AREA AC	MAX. UNITS	MIN. UNITS	# OF UNITS	UNITS/AC
PRE DEVELOPMENT DENS.	932517	21.41	214.08	171.26	154	7.2
POST DEV. DENS.	726051	16.67	166.68	133.34	154	9.2
MET COUNC. DENS.	865530	19.87	198.70	158.96	154	7.8

**SITE LAYOUT NOTES:**

- CONTRACTOR SHALL VERIFY LOCATIONS AND LAYOUT OF ALL SITE ELEMENTS PRIOR TO BEGINNING CONSTRUCTION, INCLUDING BUT NOT LIMITED TO, LOCATIONS OF EXISTING AND PROPOSED PROPERTY LINES, EASEMENTS, SETBACKS, UTILITIES, BUILDINGS AND PAVEMENTS. CONTRACTOR IS RESPONSIBLE FOR FINAL LOCATIONS OF ALL ELEMENTS FOR THE SITE. ANY REVISIONS REQUIRED AFTER COMMENCEMENT OF CONSTRUCTION, DUE TO LOCALATIONAL ADJUSTMENTS SHALL BE CORRECTED AT NO ADDITIONAL COST TO OWNER. ADJUSTMENTS TO THE LAYOUT SHALL BE APPROVED BY THE ENGINEER/LANDSCAPE ARCHITECT PRIOR TO INSTALLATION OF MATERIALS. STAKE LAYOUT FOR APPROVAL.
- THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS PRIOR TO CONSTRUCTION, INCLUDING A RIGHT-OF-WAY AND STREET OPENING PERMIT.
- THE CONTRACTOR SHALL VERIFY RECOMMENDATIONS NOTED IN THE GEO TECHNICAL REPORT PRIOR TO INSTALLATION OF SITE IMPROVEMENT MATERIALS.
- CONTRACTOR SHALL FIELD VERIFY COORDINATES AND LOCATION DIMENSIONS OF THE BUILDING AND STAKE FOR REVIEW AND APPROVAL BY THE OWNERS REPRESENTATIVE PRIOR TO INSTALLATION OF FOOTING MATERIALS.
- LOCATIONS OF STRUCTURES, ROADWAY PAVEMENTS, CURBS AND GUTTERS, BOLLARDS, AND WALKS ARE APPROXIMATE AND SHALL BE STAKED IN THE FIELD, PRIOR TO INSTALLATION, FOR REVIEW AND APPROVAL BY THE ENGINEER/LANDSCAPE ARCHITECT.
- CURB DIMENSIONS SHOWN ARE TO FACE OF CURB. BUILDING DIMENSIONS ARE TO FACE OF CONCRETE FOUNDATION. LOCATION OF BUILDING IS TO BUILDING FOUNDATION AND SHALL BE AS SHOWN ON THE DRAWINGS.
- THE CONTRACTOR SHALL SUBMIT SHOP DRAWINGS OR SAMPLES AS SPECIFIED FOR REVIEW AND APPROVAL BY THE ENGINEER/LANDSCAPE ARCHITECT PRIOR TO FABRICATION FOR ALL PREFABRICATED SITE IMPROVEMENT MATERIALS SUCH AS, BUT NOT LIMITED TO THE FOLLOWING, FURNISHINGS, PAVEMENTS, WALLS, RAILINGS, BENCHES, FLAGPOLES, LANDING PADS FOR CURB RAMPS, AND LIGHT AND POLES. THE OWNER RESERVES THE RIGHT TO REJECT INSTALLED MATERIALS NOT PREVIOUSLY APPROVED.
- PEDESTRIAN CURB RAMPS SHALL BE CONSTRUCTED WITH TRUNCATED DOME LANDING AREAS IN ACCORDANCE WITH A.D.A. REQUIREMENTS-SEE DETAIL.
- CROSSWALK STRIPING SHALL BE 24" WIDE WHITE PAINTED LINE. SPACED 48" ON CENTER PERPENDICULAR TO THE FLOW OF TRAFFIC. WIDTH OF CROSSWALK SHALL BE 5' WIDE. ALL OTHER PAVEMENT MARKINGS SHALL BE WHITE IN COLOR UNLESS OTHERWISE NOTED OR REQUIRED BY ADA OR LOCAL GOVERNING BODIES.
- SEE SITE PLAN FOR CURB AND GUTTER TYPE. TAPER BETWEEN CURB TYPES-SEE DETAIL.
- ALL CURB RADII ARE MINIMUM 3' UNLESS OTHERWISE NOTED.
- CONTRACTOR SHALL REFER TO FINAL PLAT FOR LOT BOUNDARIES, NUMBERS, AREAS AND DIMENSIONS PRIOR TO SITE IMPROVEMENTS.
- FIELD VERIFY ALL EXISTING SITE CONDITIONS, DIMENSIONS.
- PARKING IS TO BE SET PARALLEL OR PERPENDICULAR TO EXISTING BUILDING UNLESS NOTED OTHERWISE.
- ALL PARKING LOT PAINT STRIPING TO BE WHITE, 4" WIDE TYP.
- BITUMINOUS PAVING TO BE "LIGHT DUTY" UNLESS OTHERWISE NOTED. SEE DETAIL SHEETS FOR PAVEMENT SECTIONS.
- ALL TREES THAT ARE TO REMAIN ARE TO BE PROTECTED FROM DAMAGE WITH A CONSTRUCTION FENCE AT THE DRIP LINE. SEE LANDSCAPE DOCUMENTS.
- ALL EXISTING UTILITY LOCATIONS SHOWN ARE APPROXIMATE. CONTACT "GOPHER STATE ONE CALL" (651-454-0002 OR 800-252-1166) FOR UTILITY LOCATIONS, 48 HOURS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL REPAIR OR REPLACE ANY UTILITIES THAT ARE DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.



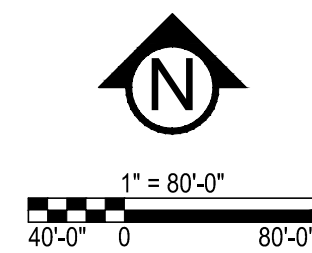
**CITY OF CORCORAN NOTES:**  
1. RESERVED FOR CITY SPECIFIC NOTES.

**SITE PLAN LEGEND:**

- |  |  |  |  |
|--|--|--|--|
|  | LIGHT DUTY BITUMINOUS PAVEMENT. SEE GEOTECHNICAL REPORT FOR AGGREGATE BASE & WEAR COURSE DEPTH. SEE DETAIL.                    |  | PROPERTY LINE  |
|  | HEAVY DUTY BITUMINOUS PAVEMENT. SEE GEOTECHNICAL REPORT FOR AGGREGATE BASE & WEAR COURSE DEPTH. SEE DETAIL.                    |  | CONSTRUCTION LIMITS  |
|  | PRIVATE CONCRETE PAVEMENT AS SPECIFIED (PAD OR WALK) SEE GEOTECHNICAL REPORT FOR AGGREGATE BASE & CONCRETE DEPTHS. SEE DETAIL. |  | CURB AND GUTTER-SEE NOTES (T.O.) TIP OUT GUTTER WHERE APPLICABLE-SEE PLAN  |
|  | CITY CONCRETE SIDEWALK PAVEMENT. SEE DETAIL.   |  | TRAFFIC DIRECTIONAL ARROW PAVEMENT MARKINGS  |
|  |  |  | SIGN AND POST ASSEMBLY. SHOP DRAWINGS REQUIRED.<br>HC = ACCESSIBLE SIGN<br>NP = NO PARKING FIRE LANE<br>ST = STOP<br>CP = COMPACT CAR PARKING ONLY |

**OPERATIONAL NOTES:**

- |  |  |   |  |
|--|--|---|--|
| <b>BLOCK 1, LOT 1:</b>                                       | SNOW REMOVAL: ALL SNOW SHALL OCCUR ON SITE.    | <b>BLOCK 2, LOT 1:</b>                                | SNOW REMOVAL: ALL SNOW SHALL OCCUR ON SITE.    |
| TRASH REMOVAL: TRASH REMOVAL SHALL OCCUR IN TRASH ENCLOSURE. | DELIVERIES: DELIVERIES SHALL OCCUR FRONT DOOR. | TRASH REMOVAL: TRASH REMOVAL SHALL OCCUR IN BUILDING. | DELIVERIES: DELIVERIES SHALL OCCUR FRONT DOOR. |
| <b>BLOCK 1, LOT 2:</b>                                       | SNOW REMOVAL: ALL SNOW SHALL OCCUR ON SITE.    | <b>BLOCK 2, LOT 2:</b>                                | SNOW REMOVAL: ALL SNOW SHALL OCCUR ON SITE.    |
| TRASH REMOVAL: TRASH REMOVAL SHALL OCCUR IN TRASH ENCLOSURE. | DELIVERIES: DELIVERIES SHALL OCCUR FRONT DOOR. | TRASH REMOVAL: TRASH REMOVAL SHALL OCCUR IN BUILDING. | DELIVERIES: DELIVERIES SHALL OCCUR FRONT DOOR. |



1" = 80'-0"  
40'-0" 80'-0"

Know what's below.  
Call before you dig.



**PRELIMINARY:  
NOT FOR  
CONSTRUCTION**

**Cook Lake Highlands**  
Corcoran, Minnesota  
**Trek Real Estate & Development**  
135 Crabbapple Lane, Excelsior, MN 55331

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

*Kevin Teppen*  
KEVIN TEPPEN  
DATE 6/7/21 LICENSE NO. 26980

ISSUE/SUBMITTAL SUMMARY	
DATE	DESCRIPTION
12/15/20	CITY SUBMITTAL
2/5/21	CITY SUBMITTAL
3/15/21	CITY SUBMITTAL
6/7/21	CITY SUBMITTAL

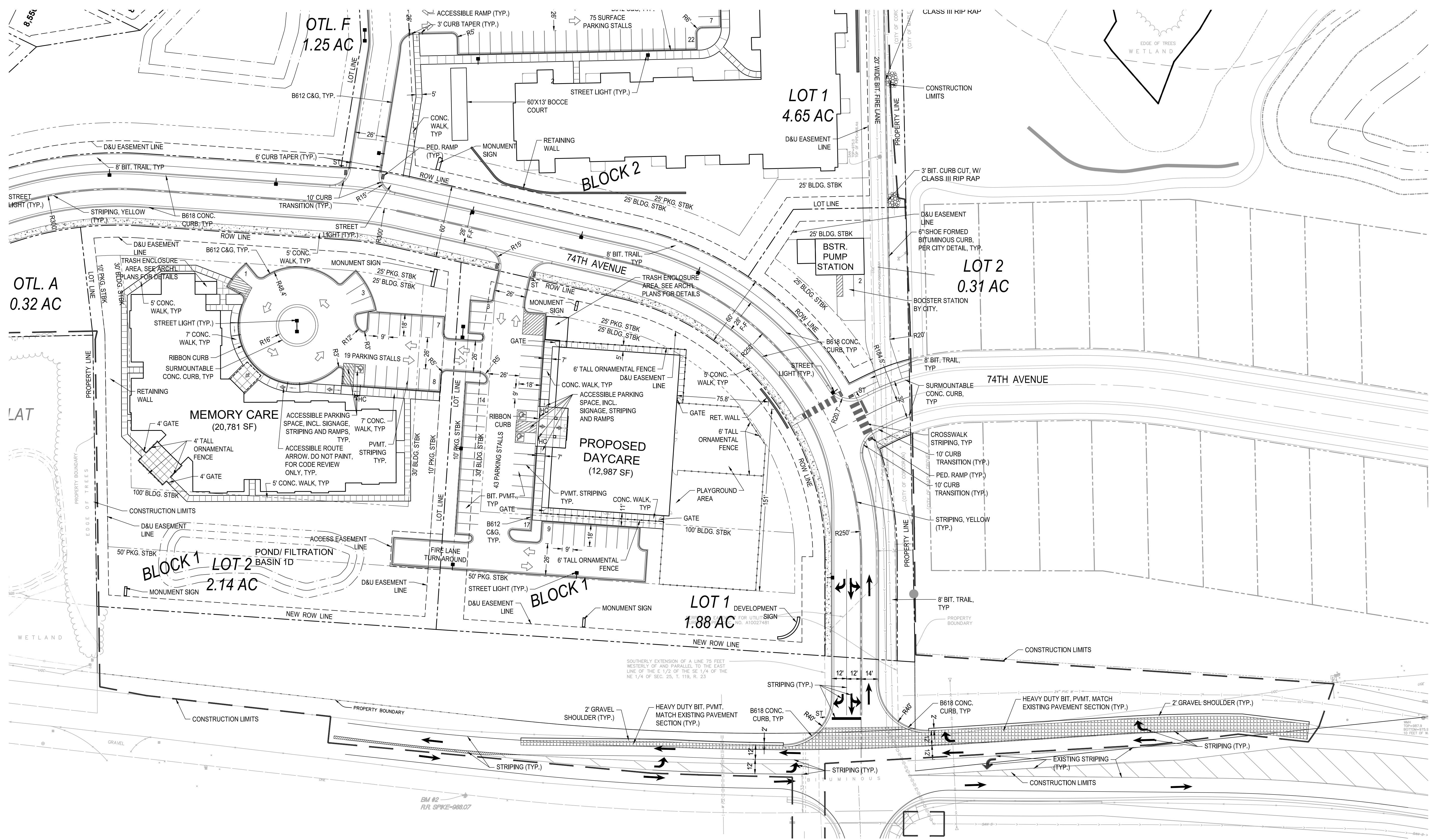
REVISION SUMMARY	
DATE	DESCRIPTION

DRAWN BY: KIT, DK REVIEWED BY: DK, MP  
PROJECT NUMBER: 20011

REVISION SUMMARY	
DATE	DESCRIPTION

SITE PLAN SE

**C2.1**



**SITE PLAN LEGEND:**

- LIGHT DUTY BITUMINOUS PAVEMENT. SEE GEOTECHNICAL REPORT FOR AGGREGATE BASE & WEAR COURSE DEPTH. SEE DETAIL.
- HEAVY DUTY BITUMINOUS PAVEMENT. SEE GEOTECHNICAL REPORT FOR AGGREGATE BASE & WEAR COURSE DEPTH. SEE DETAIL.
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- CITY CONCRETE SIDEWALK PAVEMENT. SEE DETAIL.
- PROPERTY LINE
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- CURB AND GUTTER-SEE NOTES (T.O.) TIP UP GUTTER WHERE APPLICABLE-SEE PLAN
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20'-0" 0 40'-0"





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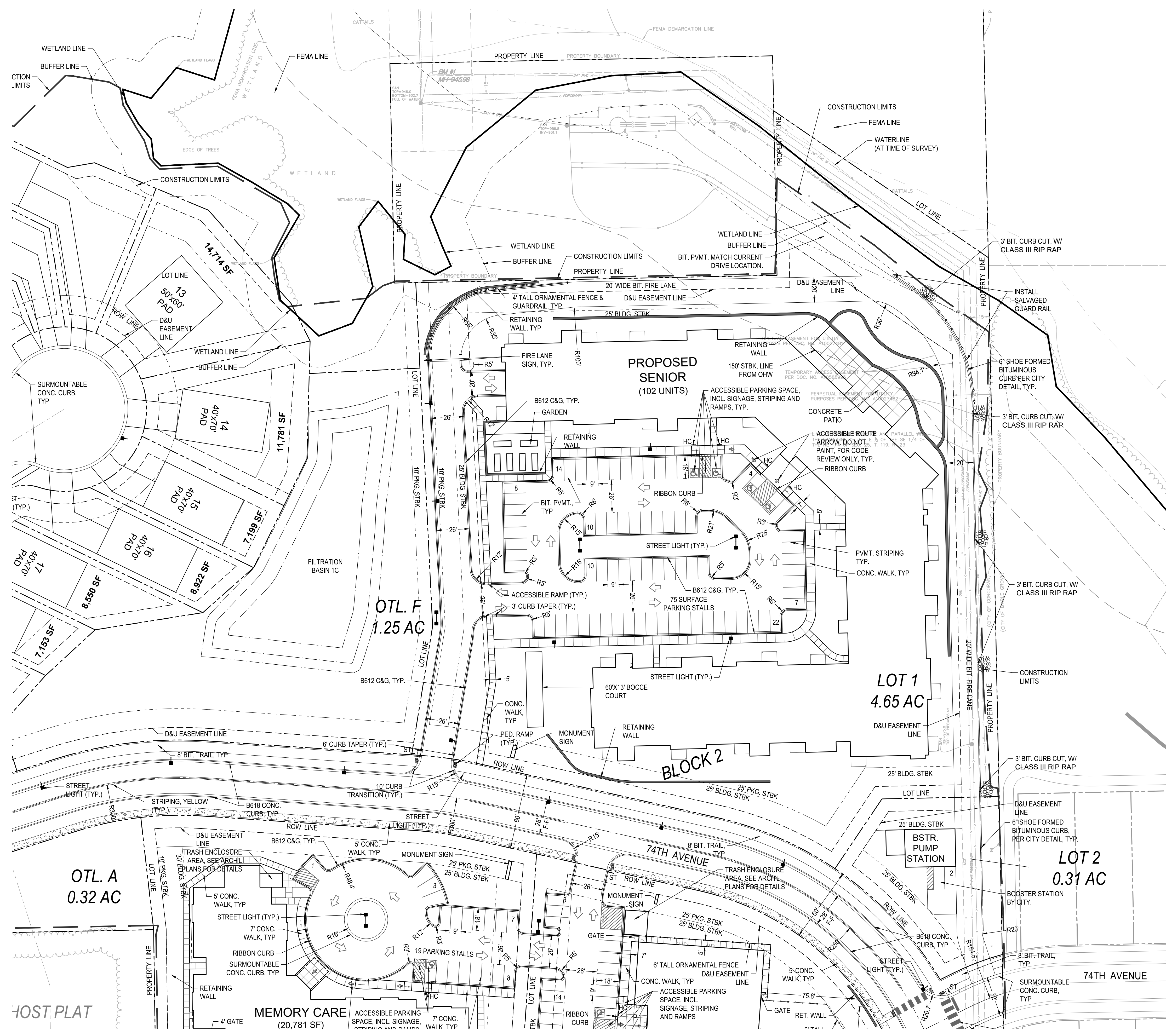
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PROJECT NUMBER: 20011

DATE	DESCRIPTION

REVISION SUMMARY

DATE	DESCRIPTION

SITE PLAN NE  
**C2.2**  
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**SITE PLAN LEGEND:**

- [Symbol] LIGHT DUTY BITUMINOUS PAVEMENT. SEE GEOTECHNICAL REPORT FOR AGGREGATE BASE & WEAR COURSE DEPTH. SEE DETAIL.
- [Symbol] HEAVY DUTY BITUMINOUS PAVEMENT. SEE GEOTECHNICAL REPORT FOR AGGREGATE BASE & WEAR COURSE DEPTH. SEE DETAIL.
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**811**  
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**N**  
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20'-0" 0 40'-0"



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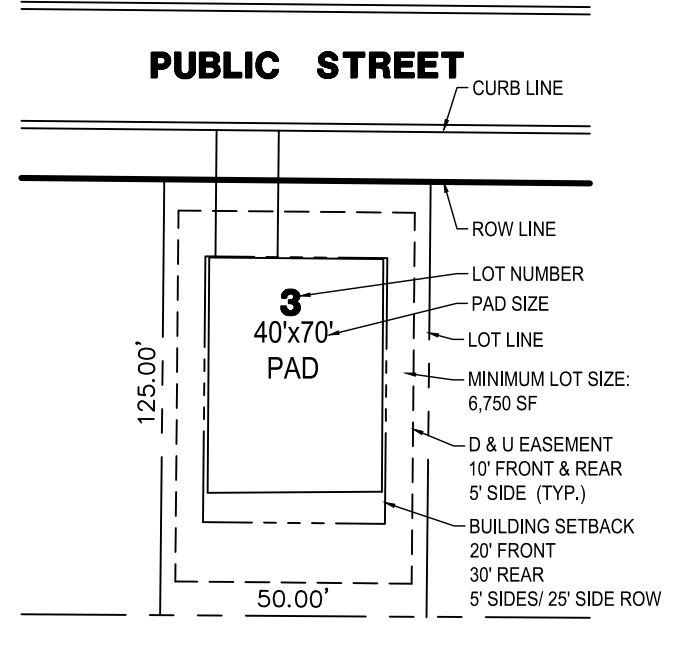
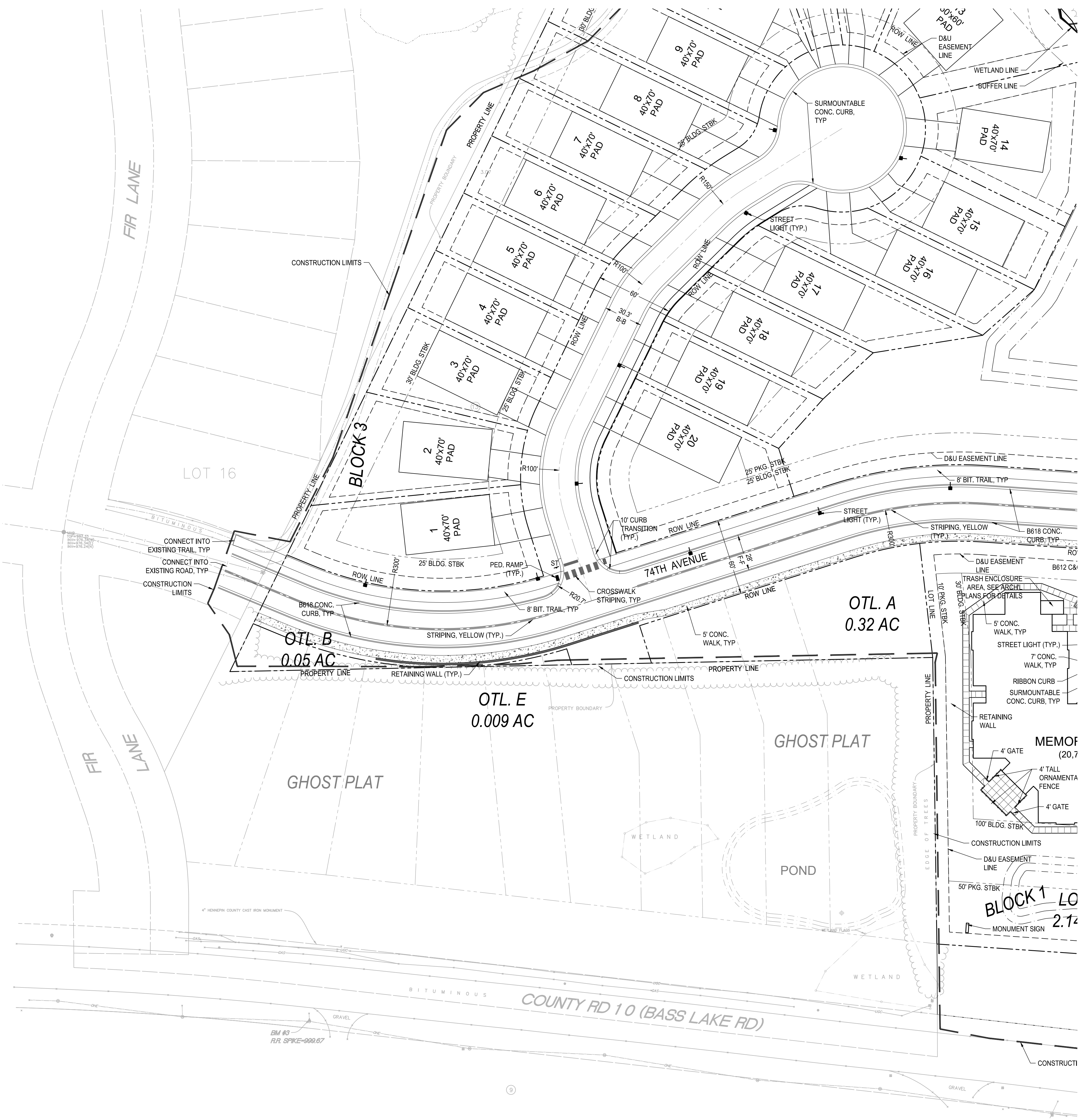
DRAWN BY: KIT, DK REVIEWED BY: DK, MP  
 PROJECT NUMBER: 20011

DATE	DESCRIPTION

REVISION SUMMARY

DATE	DESCRIPTION

SITE PLAN W  
**C2.3**  
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- SITE PLAN LEGEND:**
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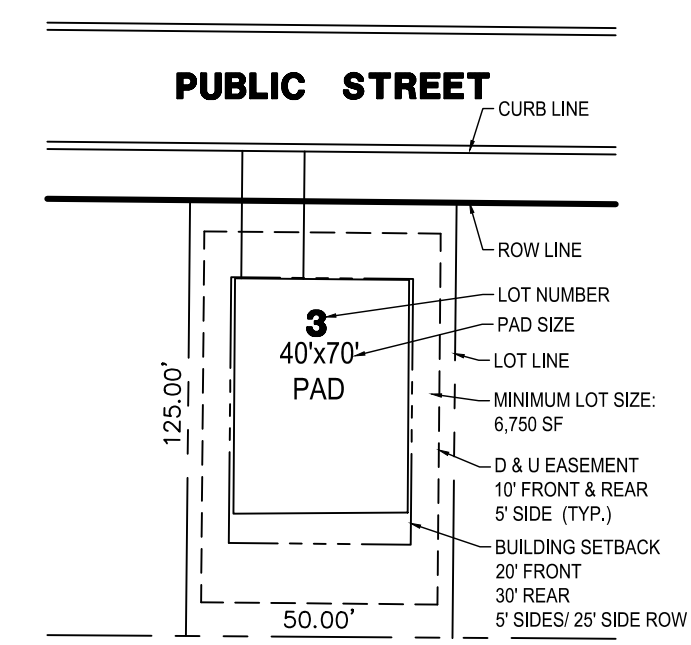
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Corcoran, Minnesota  
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TYPICAL VILLA HOME SINGLE FAMILY LOT INFORMATION:

- SITE PLAN LEGEND:**
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  - [Symbol] HEAVY DUTY BITUMINOUS PAVEMENT. SEE GEOTECHNICAL REPORT FOR AGGREGATE BASE & WEAR COURSE DEPTH. SEE DETAIL.
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*Kevin Teppen*  
KEVIN TEPPEN  
DATE 6/7/21 LICENSE NO. 26980

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2/2/21	CITY SUBMITTAL
3/15/21	CITY SUBMITTAL
6/7/21	CITY SUBMITTAL

DRAWN BY: KIT, DK REVIEWED BY: DK, MP  
PROJECT NUMBER: 20011

**REVISION SUMMARY**

DATE	DESCRIPTION

SITE PLAN NW



Know what's below.  
Call before you dig.



1" = 40'-0"  
20'-0" 0 40'-0"

**C2.4**



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**Trek Real Estate & Development**  
 135 Crabapple Lane, Excelsior, MN 55331



**WETLAND IMPACT PLAN LEGEND:**

- IMPACTED WETLAND
- PROPERTY LINE
- WETLAND BOUNDARY

WETLAND IMPACT		
WETLAND	TOTAL WETLAND AREA(ACRE)	IMPACTED WETLAND AREA(ACRE)
A-1	5.94	.01
A-2	5.94	.14
B	NO LONGER A WETLAND	--
D	0.22	0.22
<b>TOTAL</b>	<b>0.22</b>	<b>0.37</b>

PROJECT

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*Kevin Teppén*  
 KEVIN TEPPÉN  
 DATE 6/7/21 LICENSE NO. 26980

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6/7/21	CITY SUBMITTAL

DRAWN BY: KIT, DK REVIEWED BY: DK, MP  
 PROJECT NUMBER: 20011

REVISION SUMMARY

DATE	DESCRIPTION

**WETLAND IMPACT PLAN**

**C2.5**



Know what's below.  
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 40'-0" 0 80'-0"



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KEVIN TEPPÉN  
DATE 6/7/21 LICENSE NO. 26980

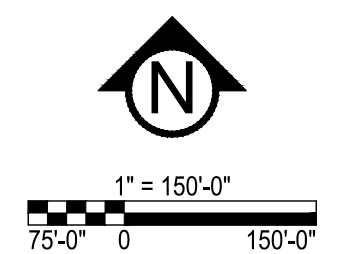
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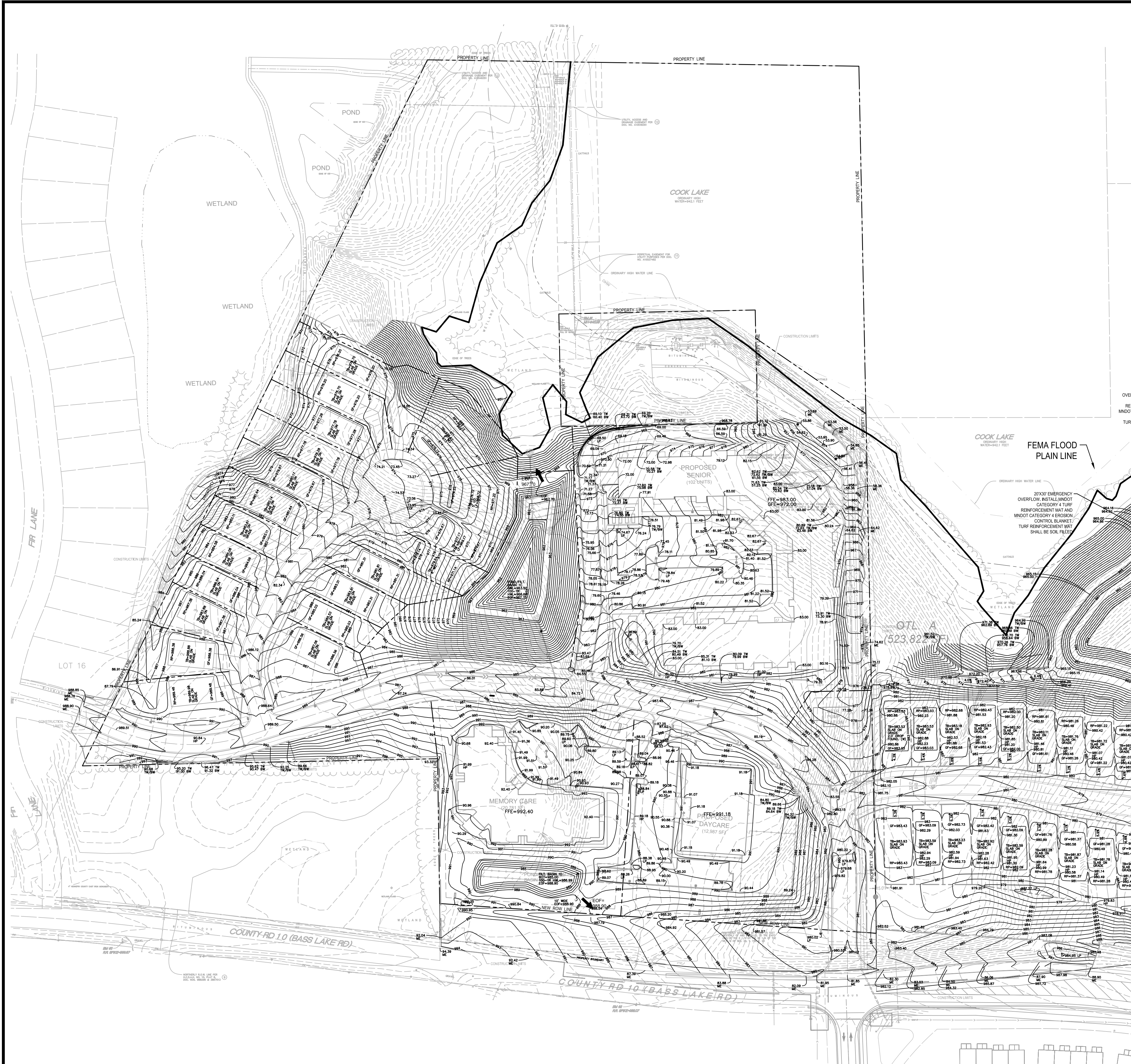
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PROJECT NUMBER: 20011

REVISION SUMMARY	
DATE	DESCRIPTION

SITE LOCATION EXHIBIT

**C2.6**





**GENERAL GRADING NOTES:**

- SEE SITE PLAN FOR HORIZONTAL LAYOUT & GENERAL GRADING NOTES.
- THE CONTRACTOR SHALL COMPLETE THE SITE GRADING CONSTRUCTION INCLUDING BUT NOT LIMITED TO SITE PREPARATION, SOIL CORRECTION, EXCAVATION, EMBANKMENT, ETC.) IN ACCORDANCE WITH THE REQUIREMENTS OF THE OWNER'S SOILS ENGINEER. ALL SOIL TESTING SHALL BE COMPLETED BY THE OWNER'S SOILS ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL REQUIRED SOIL TESTS AND INSPECTIONS WITH THE SOILS ENGINEER.
- GRADING AND EXCAVATION ACTIVITIES SHALL BE PERFORMED IN ACCORDANCE WITH THE NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT REQUIREMENTS & PERMIT REQUIREMENTS OF THE CITY.
- ALL EXISTING UTILITY LOCATIONS SHOWN ARE APPROXIMATE. CONTACT "GOPHER STATE ONE CALL" (851-454-0002 OR 800-252-1166) FOR UTILITY LOCATIONS, 48 HOURS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL REPAIR OR REPLACE ANY UTILITIES THAT ARE DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.
- PROPOSED SPOT GRADES ARE FLOW-LINE FINISHED GRADE ELEVATIONS, UNLESS OTHERWISE NOTED.
- GRADES OF WALKS SHALL BE INSTALLED WITH 5% MAX. LONGITUDINAL SLOPE AND 1% MIN. AND 2% MAX. CROSS SLOPE, UNLESS OTHERWISE NOTED.
- PROPOSED SLOPES SHALL NOT EXCEED 3:1 UNLESS INDICATED OTHERWISE ON THE DRAWINGS. MAXIMUM SLOPES IN MAINTAINED AREAS IS 4:1.
- PROPOSED RETAINING WALLS, FREESTANDING WALLS, OR COMBINATION OF WALL TYPES GREATER THAN 4' IN HEIGHT SHALL BE DESIGNED AND ENGINEERED BY A REGISTERED RETAINING WALL ENGINEER. DESIGN DRAWINGS SHALL BE SUBMITTED FOR REVIEW AND APPROVAL PRIOR TO CONSTRUCTION.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTENANCE OF GRADE STAKES THROUGHOUT THE DURATION OF CONSTRUCTION TO ESTABLISH PROPER GRADES. THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR A FINAL FIELD CHECK OF FINISHED GRADES ACCEPTABLE TO THE ENGINEER/LANDSCAPE ARCHITECT PRIOR TO TOPSOIL AND SODDING ACTIVITIES.
- IF EXCESS OR SHORTAGE OF SOIL MATERIAL EXISTS, THE CONTRACTOR SHALL TRANSPORT ALL EXCESS SOIL MATERIAL OFF THE SITE TO AN AREA SELECTED BY THE CONTRACTOR, OR IMPORT SUITABLE MATERIAL TO THE SITE.
- EXCAVATE TOPSOIL FROM AREAS TO BE FURTHER EXCAVATED OR REGRADED AND STOCKPILE IN AREAS DESIGNATED ON THE SITE. THE CONTRACTOR SHALL SALVAGE ENOUGH TOPSOIL FOR RESPREADING ON THE SITE AS SPECIFIED. EXCESS TOPSOIL SHALL BE PLACED IN EMBANKMENT AREAS, OUTSIDE OF BUILDING PADS, ROADWAYS AND PARKING AREAS. THE CONTRACTOR SHALL SUBCUT CUT AREAS, WHERE TURF IS TO BE ESTABLISHED, TO A DEPTH OF 6 INCHES. RESPREAD TOPSOIL IN AREAS WHERE TURF IS TO BE ESTABLISHED TO A MINIMUM DEPTH OF 6 INCHES.
- FINISHED GRADING SHALL BE COMPLETED. THE CONTRACTOR SHALL UNIFORMLY GRADE AREAS WITHIN LIMITS OF GRADING, INCLUDING ADJACENT TRANSITION AREAS. PROVIDE A SMOOTH FINISHED SURFACE WITHIN SPECIFIED TOLERANCES, WITH UNIFORM LEVELS OR SLOPES BETWEEN POINTS WHERE ELEVATIONS ARE SHOWN, OR BETWEEN SUCH POINTS AND EXISTING GRADES. AREAS THAT HAVE BEEN FINISH GRADED SHALL BE PROTECTED FROM SUBSEQUENT CONSTRUCTION OPERATIONS, TRAFFIC AND EROSION. REPAIR ALL AREAS THAT HAVE BECOME RUTTED BY TRAFFIC OR ERODED BY WATER OR HAS SETTLED BELOW THE CORRECT GRADE. ALL AREAS DISTURBED BY THE CONTRACTOR'S OPERATIONS SHALL BE RESTORED TO EQUAL OR BETTER THAN ORIGINAL CONDITION OR TO THE REQUIREMENTS OF THE NEW WORK.
- PRIOR TO PLACEMENT OF THE AGGREGATE BASE, A TEST ROLL WILL BE REQUIRED ON THE STREET AND/OR PARKING AREA SUBGRADE. THE CONTRACTOR SHALL PROVIDE A LOADED TANDEM AXLE TRUCK WITH A GROSS WEIGHT OF 25 TONS. THE TEST ROLLING SHALL BE IN THE DIRECTION OF THE SOILS ENGINEER AND SHALL BE COMPLETED IN AREAS AS DIRECTED BY THE SOILS ENGINEER. THE SOILS ENGINEER SHALL DETERMINE WHICH SECTIONS OF THE STREET OR PARKING AREA ARE UNSTABLE. CORRECTION OF THE SUBGRADE SOILS SHALL BE COMPLETED IN ACCORDANCE WITH THE REQUIREMENTS OF THE SOILS ENGINEER. NO TEST ROLL SHALL OCCUR WITHIN 10' OF ANY UNDERGROUND STORM RETENTION/DETENTION SYSTEMS.
- TOLERANCES
  - THE BUILDING SUBGRADE FINISHED SURFACE ELEVATION SHALL NOT VARY BY MORE THAN 0.30 FOOT ABOVE, OR 0.30 FOOT BELOW, THE PRESCRIBED ELEVATION AT ANY POINT WHERE MEASUREMENT IS MADE.
  - THE STREET OR PARKING AREA SUBGRADE FINISHED SURFACE ELEVATION SHALL NOT VARY BY MORE THAN 0.05 FOOT ABOVE, OR 0.10 FOOT BELOW, THE PRESCRIBED ELEVATION OF ANY POINT WHERE MEASUREMENT IS MADE.
  - AREAS WHICH ARE TO RECEIVE TOPSOIL SHALL BE GRADED TO WITHIN 0.30 FOOT ABOVE OR BELOW THE REQUIRED ELEVATION, UNLESS DIRECTED OTHERWISE BY THE ENGINEER.
  - TOPSOIL SHALL BE GRADED TO PLUS OR MINUS 1/2 INCH OF THE SPECIFIED THICKNESS.
- MAINTENANCE
  - THE CONTRACTOR SHALL PROTECT NEWLY GRADED AREAS FROM TRAFFIC AND EROSION, AND KEEP AREA FREE OF TRASH AND DEBRIS.
  - CONTRACTOR SHALL REPAIR AND REESTABLISH GRADES IN SETTLED, ERODED AND RUTTED AREAS TO SPECIFIED TOLERANCES. DURING THE CONSTRUCTION, IF REQUIRED, AND DURING THE WARRANTY PERIOD, ERODED AREAS WHERE TURF IS TO BE ESTABLISHED SHALL BE RESEDED AND MULCHED.
  - WHERE COMPLETED COMPACTED AREAS ARE DISTURBED BY SUBSEQUENT CONSTRUCTION OPERATIONS OR ADVERSE WEATHER, CONTRACTOR SHALL SCARIFY, SURFACE, RESHAPE, AND COMPACT TO REQUIRED DENSITY PRIOR TO FURTHER CONSTRUCTION.

**GROUNDWATER INFORMATION:**

PER GEOTECHNICAL REPORT BY HAUGO GEOTECHNICAL SERVICES, DATED 08-07-2018  
 GROUNDWATER WAS OBSERVED AT ELEVATIONS RANGING FROM 978.50 TO 985.50

THE BORINGS & GROUNDWATER ARE AS FOLLOWS:

SB-3	NONE ENCOUNTERED	SB-8	NONE ENCOUNTERED
SB-4	NONE ENCOUNTERED	SB-9	NONE ENCOUNTERED
SB-5	985.50	SB-10	NONE ENCOUNTERED
SB-6	NONE ENCOUNTERED	SB-11	NONE ENCOUNTERED
SB-7	NONE ENCOUNTERED	SB-13	NONE ENCOUNTERED

PROPOSED FOOTING DRAIN TILE INVERT ELEVATION = XXXXX

**GRADING PLAN LEGEND:**

- 1125 --- EX. 1" CONTOUR ELEVATION INTERVAL
- 1137 --- 1.0' CONTOUR ELEVATION INTERVAL
- 41.26 --- SPOT GRADE ELEVATION (GUTTER/FLOW LINE UNLESS OTHERWISE NOTED)
- 891.00 G SPOT GRADE ELEVATION GUTTER
- 891.00 TC SPOT GRADE ELEVATION TOP OF CURB
- 891.00 BS/TS SPOT GRADE ELEVATION BOTTOM OF STAIRS/TOP OF STAIRS
- 891.00 ME SPOT GRADE ELEVATION MATCH EXISTING
- CB --- GRADE BREAK - HIGH POINTS
- T.O --- CURB AND GUTTER (T.O = TIP OUT)
- EOF=1135.52 EMERGENCY OVERFLOW

**CITY OF CORCORAN GRADING NOTES:**

- RESERVED FOR CITY SPECIFIC GRADING NOTES.

**EROSION CONTROL NOTES:**

SEE SWPPP ON SHEETS SW1.0 - SW1.5



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*David J. Knoble*  
 David J. Knoble  
 DATE 6/7/21 LICENSE NO. 48776

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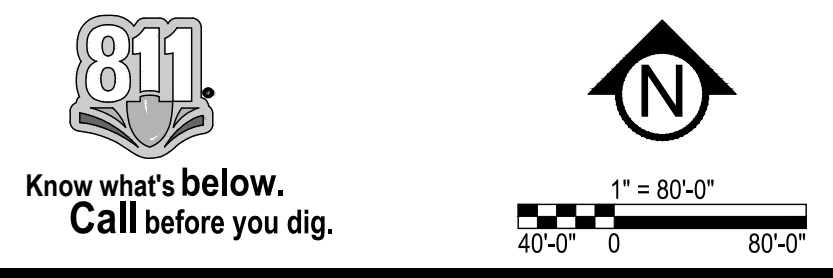
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**REVISION SUMMARY**

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**GRADING PLAN OVERALL**

**C3.0**





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DRAWN BY: KIT, DK REVIEWED BY: DK, MP  
PROJECT NUMBER: 20011

REVISION SUMMARY

DATE	DESCRIPTION
6/18/21	CITY RESUBMITTAL

LANDSCAPE PLAN OVERALL

**L1.0**

**PLANT SCHEDULE**

TREES	QTY	COMMON / BOTANICAL NAME	CONT
RM	17	Northwood Red Maple / <i>Acer rubrum</i> 'Northwood'	2.5" Cal. B&B
SM	15	Autumn Splendor Sugar Maple / <i>Acer saccharum</i> 'Autumn Splendor'	2.5" Cal. B&B
HA	16	Prairie Pride Common Hackberry / <i>Celtis occidentalis</i> 'Prairie Pride'	2.5" Cal. B&B
CO	16	True North Kentucky Coffeetree / <i>Gymnocladus dioica</i> 'UMNSynergy'™	2.5" Cal. B&B
SO	21	Swamp White Oak / <i>Quercus bicolor</i>	2.5" Cal. B&B
RO	23	Red Oak / <i>Quercus rubra</i>	2.5" Cal. B&B
BA	41	Boulevard Linden / <i>Tilia americana</i> 'Boulevard'	2.5" Cal. B&B

EVERGREEN TREES	QTY	COMMON / BOTANICAL NAME	CONT
BS	43	Black Hills Spruce / <i>Picea glauca</i> 'Densata'	6" B&B
CS	8	Colorado Spruce / <i>Picea pungens</i>	6" B&B
RP	24	Red Pine / <i>Pinus resinosa</i>	6" B&B
WP	16	White Pine / <i>Pinus strobus</i>	6" B&B

ORNAMENTAL TREES	QTY	COMMON / BOTANICAL NAME	CONT
SB	12	Autumn Brilliance Serviceberry / <i>Amelanchier x grandiflora</i> 'Autumn Brilliance'	#20 CLUMP
RB	21	River Birch / <i>Betula nigra</i>	#20 CLUMP

SHRUBS	QTY	COMMON / BOTANICAL NAME	SIZE
MYJ	8	Maney Juniper / <i>Juniperus chinensis</i> 'Maneyi'	#5 CONT

PERENNIALS	QTY	COMMON / BOTANICAL NAME	SIZE
PMD	55	Pardon Me Daylily / <i>Hemerocallis x 'Pardon Me'</i>	#1 CONT

GROUND COVERS	QTY	COMMON / BOTANICAL NAME	SIZE
	67,211 sf	Shooting Star Dry Short Prairie Mix / Dry Short Prairie Seed Mix Shooting Star Native Seed: Dry Short Prairie Seed Mix.	Seed Mix
	13,639 sf	Lower Basin Native Seed Mix MNDOT 34-262 WET PRAIRIE, PER MNDOT SEEDING MANUAL SPECIFICATIONS (2014)	Seed Mix
	103,839 sf	Shooting Star No Mow Fine Fescue Mix / No MowSeed Mix	Seed Mix
	11,689 sf	Dog Park Mulch / Playground Surfacing Organic mulch specifically produced for use in playgrounds. Shall knit together to form matted, accessible surface, shall be treated with anti-microbial agent.	Mulch
	345,594 sf	Blue Grass Based / Sod Commercial grade, locally grown, "Big Roll" preferred	Sod

SHRUB & PERENNIALS WILL BE DETAILED AT TIME OF EACH LOTS CITY SUBMITTAL AND ENTITLEMENT APPROVALS

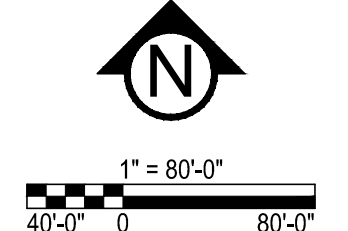
**LANDSCAPE NOTES:**

- WHERE SHOWN, SHRUB & PERENNIAL BEDS SHALL BE MULCHED WITH 4" DEPTH (MINIMUM AFTER INSTALLATION AND/OR TOP DRESSING OPERATIONS) OF SHREDDED CYPRESS MULCH.
- ALL TREES SHALL BE MULCHED WITH SHREDDED CYPRESS MULCH TO OUTER EDGE OF SAUCER OR TO EDGE OF PLANTING BED, IF APPLICABLE. ALL MULCH SHALL BE KEPT WITHIN A MINIMUM OF 2' FROM TREE TRUNK.
- IF SHOWN ON PLAN, RANDOM SIZED LIMESTONE BOULDERS COLOR AND SIZE TO COMPLIMENT NEW LANDSCAPING. OWNER TO APPROVE BOULDER SAMPLES PRIOR TO INSTALLATION.
- PLANT MATERIALS SHALL CONFORM WITH THE AMERICAN ASSOCIATION OF NURSERYMEN STANDARDS AND SHALL BE OF HARDY STOCK, FREE FROM DISEASE, DAMAGE AND DISFIGURATION. CONTRACTOR IS RESPONSIBLE FOR MAINTAINING PLUMPNESS OF PLANT MATERIAL FOR DURATION OF ACCEPTANCE PERIOD.
- UPON DISCOVERY OF A DISCREPANCY BETWEEN THE QUANTITY OF PLANTS SHOWN ON THE SCHEDULE AND THE QUANTITY SHOWN ON THE PLAN, THE PLAN SHALL GOVERN.
- CONDITION OF VEGETATION SHALL BE MONITORED BY THE LANDSCAPE ARCHITECT THROUGHOUT THE DURATION OF THE CONTRACT. LANDSCAPE MATERIALS PART OF THE CONTRACT SHALL BE WARRANTED FOR ONE (1) FULL GROWING SEASONS FROM SUBSTANTIAL COMPLETION DATE.
- ALL AREAS DISTURBED BY CONSTRUCTION ACTIVITIES SHALL RECEIVE 4" LAYER TOPSOIL AND SOD AS SPECIFIED UNLESS OTHERWISE NOTED ON THE DRAWINGS.
- COORDINATE LOCATION OF VEGETATION WITH UNDERGROUND AND OVERHEAD UTILITIES, LIGHTING FIXTURES, DOORS AND WINDOWS. CONTRACTOR SHALL STAKE IN THE FIELD FINAL LOCATION OF TREES AND SHRUBS FOR REVIEW AND APPROVAL BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
- ALL PLANT MATERIALS SHALL BE WATERED AND MAINTAINED UNTIL ACCEPTANCE.
- REPAIR AT NO COST TO OWNER ALL DAMAGE RESULTING FROM LANDSCAPE CONTRACTOR'S ACTIVITIES.
- SWEEP AND MAINTAIN ALL PAVED SURFACES FREE OF DEBRIS GENERATED FROM LANDSCAPE CONTRACTOR'S ACTIVITIES.
- REPAIR AT NO COST TO THE OWNER IRRIGATION SYSTEM DAMAGED FROM LANDSCAPE CONSTRUCTION ACTIVITIES.
- PROVIDE SITE WIDE IRRIGATION SYSTEM DESIGN AND INSTALLATION. SYSTEM SHALL BE FULLY PROGRAMMABLE AND CAPABLE OF ALTERNATE DATE WATERING. THE SYSTEM SHALL PROVIDE HEAD TO HEAD OR DRIP COVERAGE AND BE CAPABLE OF DELIVERING ONE INCH OF PRECIPITATION PER WEEK. SYSTEM SHALL EXTEND INTO THE PUBLIC RIGHT-OF-WAY TO THE EDGE OF PAVEMENT/BACK OF CURB.
- CONTRACTOR SHALL SECURE APPROVAL OF PROPOSED IRRIGATION SYSTEM INCLUDING PRICING FROM OWNER, PRIOR TO INSTALLATION.

**LEGEND**

- PROPOSED CANOPY TREE SYMBOLS - SEE PLANT SCHEDULE AND PLAN FOR SPECIES AND PLANTING SIZES
- PROPOSED EVERGREEN TREE SYMBOLS - SEE PLANT SCHEDULE AND PLAN FOR SPECIES AND PLANTING SIZES
- PROPOSED ORNAMENTAL TREE SYMBOLS - SEE PLANT SCHEDULE AND PLAN FOR SPECIES AND PLANTING SIZES
- PROPOSED DECIDUOUS AND EVERGREEN SHRUB SYMBOLS - SEE PLANT SCHEDULE AND PLAN FOR SPECIES AND PLANTING SIZES
- PROPOSED PERENNIAL PLANT SYMBOLS - SEE PLANT SCHEDULE AND PLAN FOR SPECIES AND PLANTING SIZES
- EDGING

SHRUB AND PERENNIAL PLANTING SPECIES WILL BE IDENTIFIED AT TIME OF INDIVIDUAL LOT APPROVALS.





**PRELIMINARY:  
NOT FOR  
CONSTRUCTION**

**Cook Lake Highlands**

Corcoran, Minnesota  
**Trek Real Estate & Development**  
135 Crabapple Lane, Excelsior, MN 55331

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

*Kevin Teppén*  
KEVIN TEPPÉN  
DATE 6/7/21 LICENSE NO. 26980

ISSUE/SUBMITTAL SUMMARY

DATE	DESCRIPTION
12/15/20	CITY SUBMITTAL
2/5/21	CITY SUBMITTAL
3/15/21	CITY SUBMITTAL
6/7/21	CITY SUBMITTAL

DRAWN BY: KIT\_DK REVIEWED BY: DK\_MP  
PROJECT NUMBER: 20011

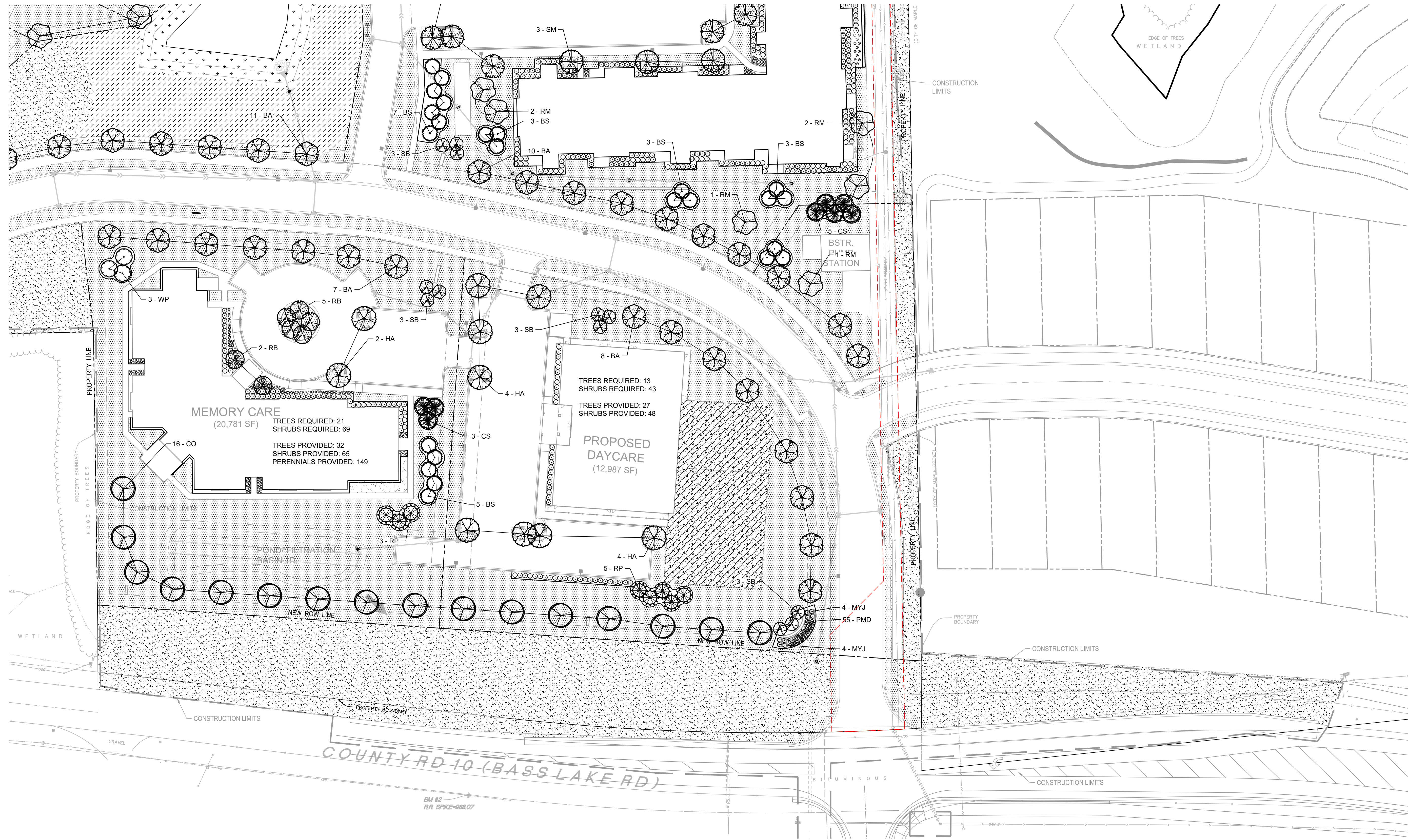
DATE	DESCRIPTION

REVISION SUMMARY

DATE	DESCRIPTION

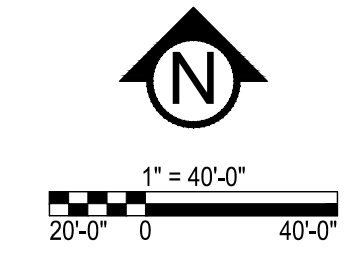
LANDSCAPE PLAN SE

**L1.1**



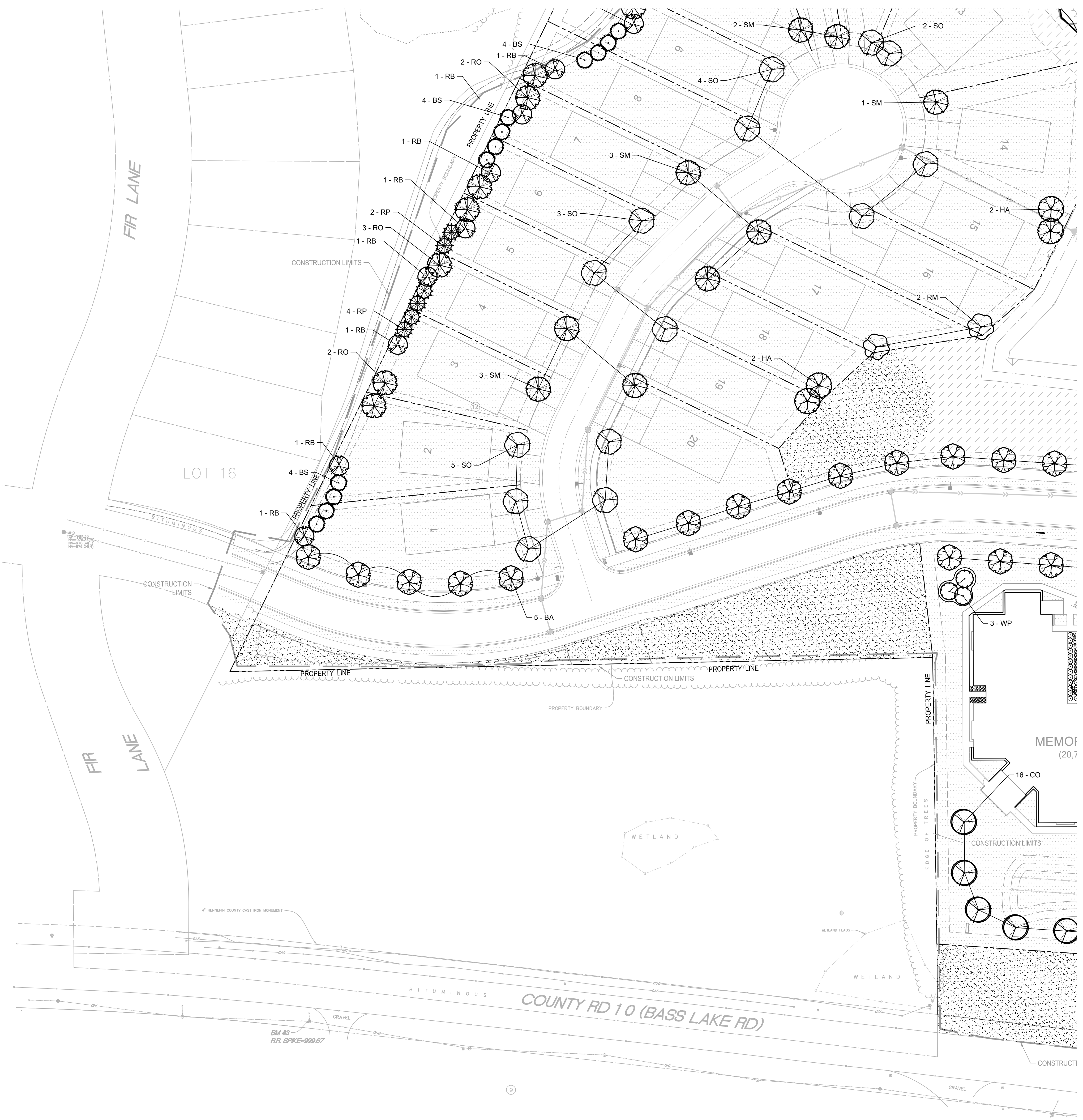
SHRUB AND PERENNIAL PLANTING SPECIES WILL BE IDENTIFIED AT TIME OF INDIVIDUAL LOT APPROVALS.

**LEGEND**  
SEE SHEET L1.0 FOR LEGEND AND PLANT SCHEDULE



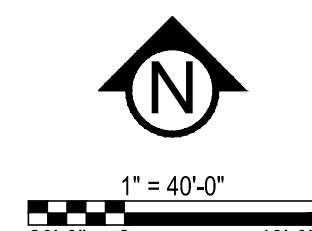






SHRUB AND PERENNIAL PLANTING SPECIES WILL BE IDENTIFIED AT TIME OF INDIVIDUAL LOT APPROVALS.

LEGEND  
SEE SHEET L1.0 FOR LEGEND AND PLANT SCHEDULE



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6/7/21	CITY SUBMITTAL

DRAWN BY: KIT, DK REVIEWED BY: DK, MP  
PROJECT NUMBER: 20011

REVISION SUMMARY

DATE	DESCRIPTION
6/18/21	CITY RESUBMITTAL

LANDSCAPE PLAN W

**L1.3**



**PRELIMINARY:  
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SHRUB AND PERENNIAL PLANTING SPECIES WILL BE IDENTIFIED AT TIME OF INDIVIDUAL LOT APPROVALS.

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*Kevin Teppén*  
 KEVIN TEPPÉN  
 DATE 6/7/21 LICENSE NO. 26980

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DATE	DESCRIPTION
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3/15/21	CITY SUBMITTAL
6/7/21	CITY SUBMITTAL

REVISION SUMMARY	
DATE	DESCRIPTION
6/18/21	CITY RESUBMITTAL

DRAWN BY: KIT, DK REVIEWED BY: DK, MP  
 PROJECT NUMBER: 20011

LEGEND  
 SEE SHEET L1.0 FOR LEGEND AND PLANT SCHEDULE

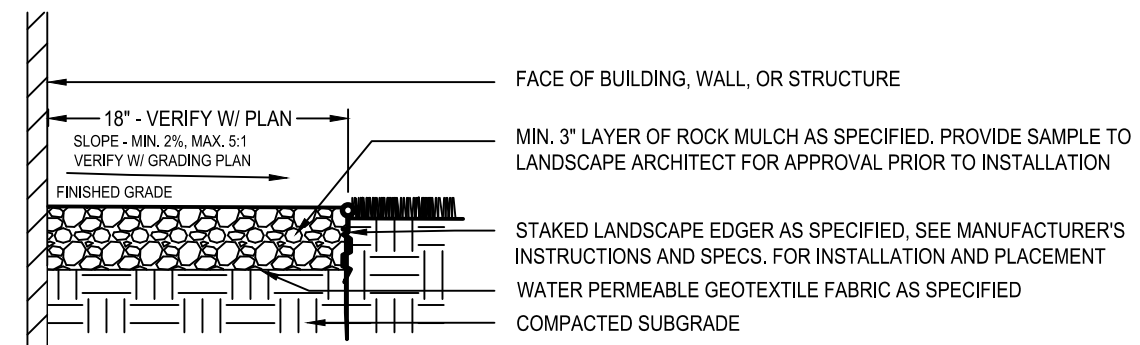


Know what's below.  
 Call before you dig.

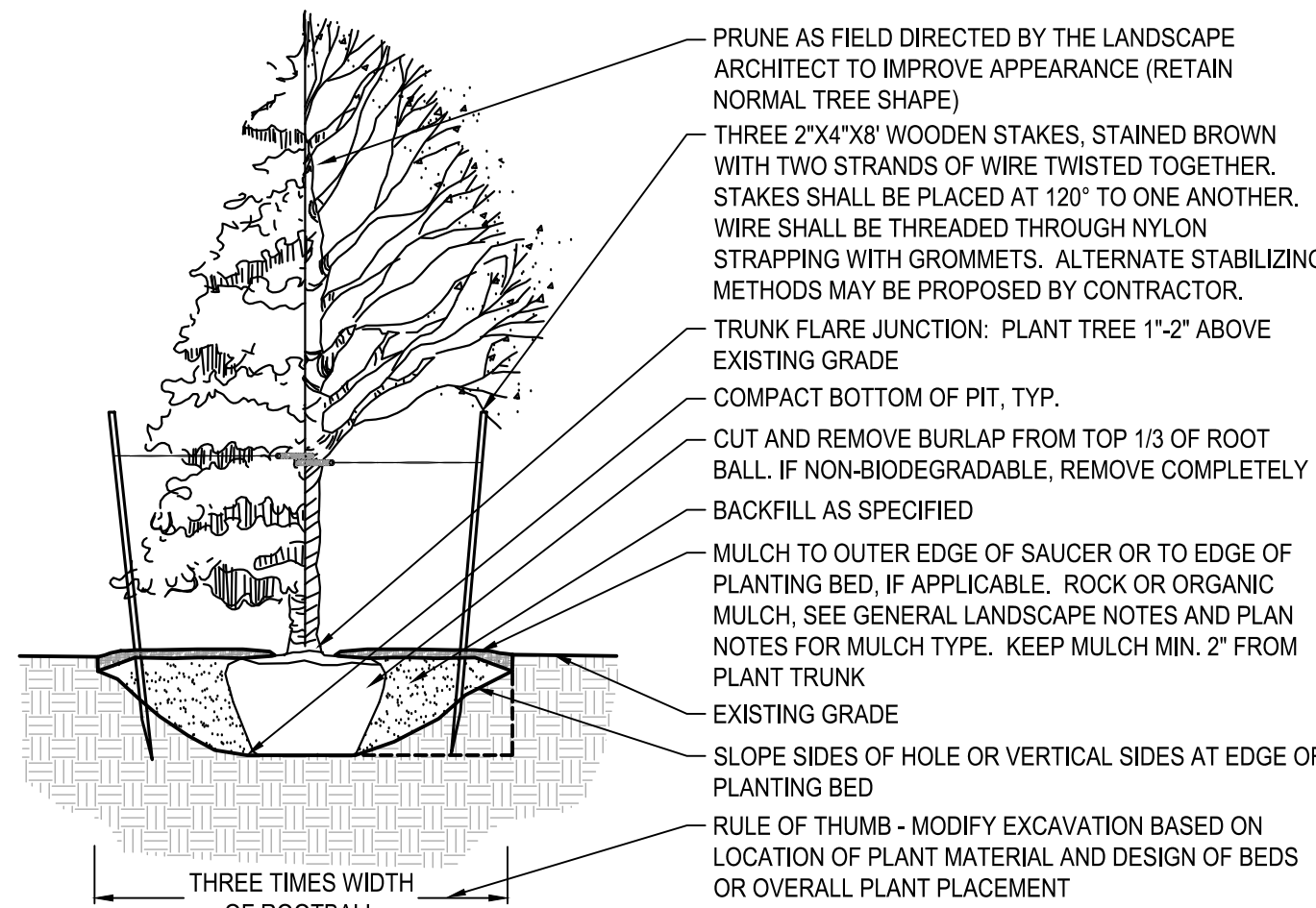


1" = 40'-0"  
 20'-0" 0 40'-0"

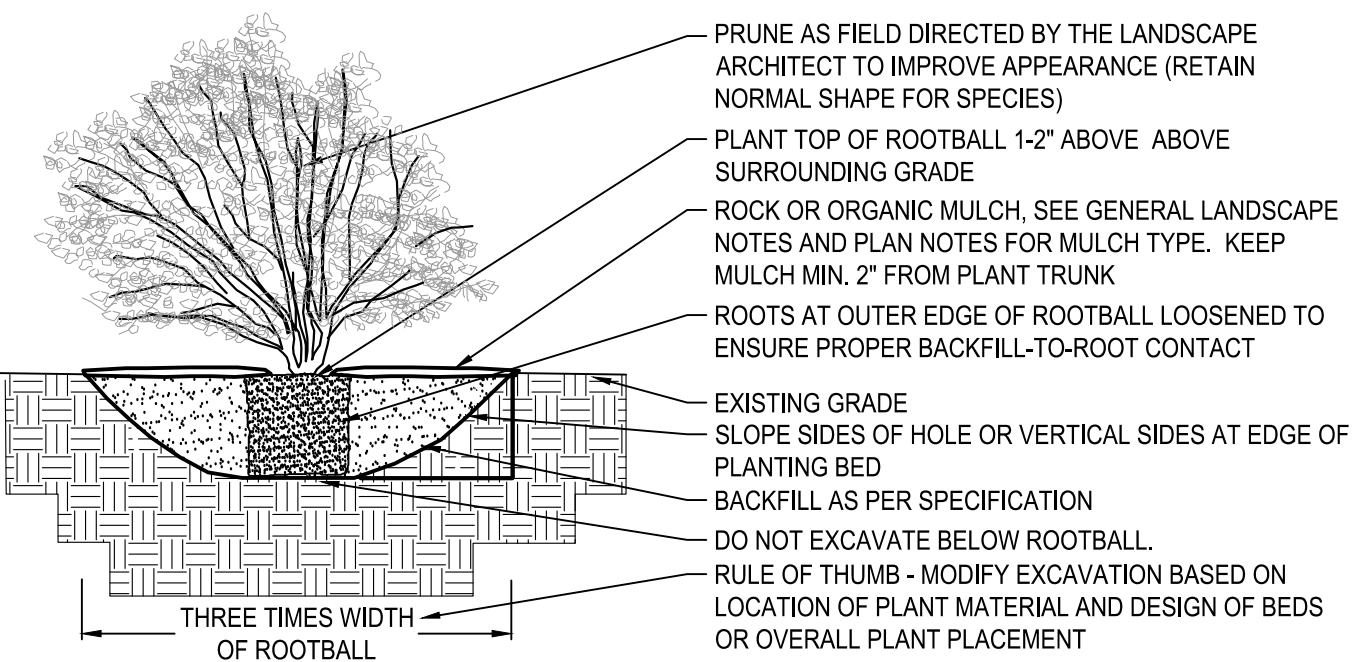
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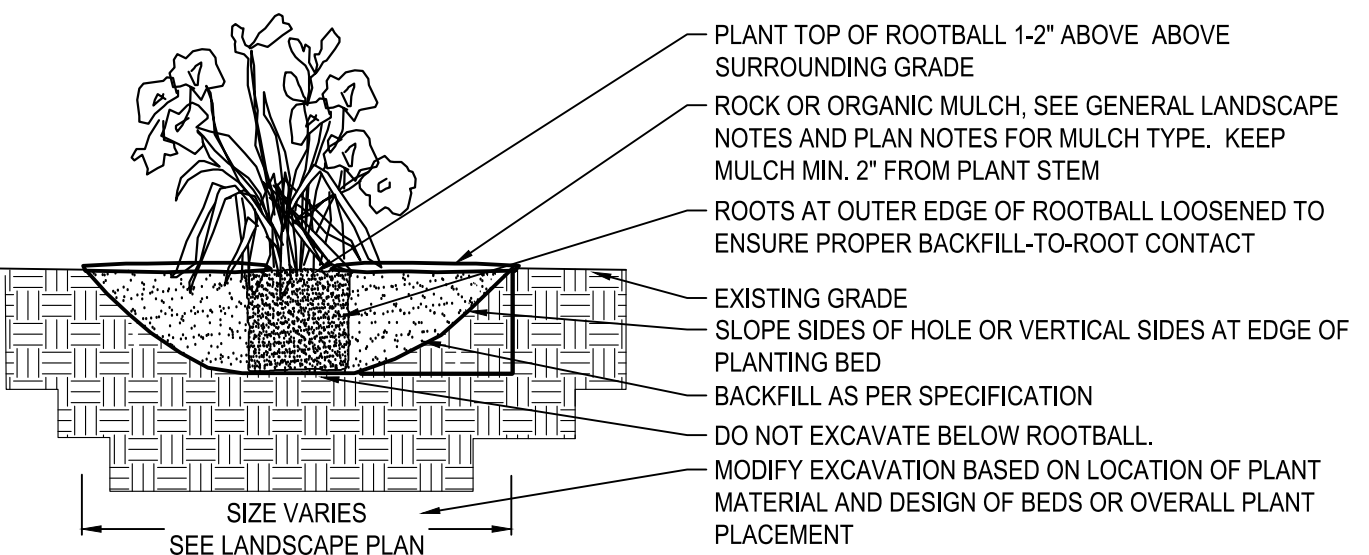
**1 AGGREGATE MAINTANENCE STRIP**  
NTS



**2 DECIDUOUS & CONIFEROUS TREE PLANTING**  
NTS



**3 DECIDUOUS & CONIFEROUS SHRUB PLANTING**  
NTS



**4 PERENNIAL BED PLANTING**  
NTS

**IRRIGATION NOTES:**

- ENTIRE SITE SHALL BE FULLY IRRIGATED. THE CONTRACTOR SHALL SUBMIT IRRIGATION SHOP DRAWINGS FOR REVIEW AND APPROVAL BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
- SEE MECHANICAL AND ELECTRICAL PLANS AND SPECIFICATIONS FOR IRRIGATION WATER, METER, AND POWER CONNECTIONS.
- CONTRACTOR TO VERIFY LOCATION OF ALL UNDERGROUND/ABOVE GROUND FACILITIES PRIOR TO ANY EXCAVATION/INSTALLATION. ANY DAMAGE TO UNDERGROUND/ABOVE GROUND FACILITIES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND COSTS ASSOCIATED WITH CORRECTING DAMAGES SHALL BE BORNE ENTIRELY BY THE CONTRACTOR.
- SERVICE EQUIPMENT AND INSTALLATION SHALL BE PER LOCAL UTILITY COMPANY STANDARDS AND SHALL BE PER NATIONAL AND LOCAL CODES. EXACT LOCATION OF SERVICE EQUIPMENT SHALL BE COORDINATED WITH THE LANDSCAPE ARCHITECT OR EQUIVALENT AT THE JOB SITE.
- CONTRACTOR SHALL COORDINATE WITH LOCAL UTILITY COMPANY FOR THE PROPOSED ELECTRICAL SERVICE AND METERING FACILITIES.
- IRRIGATION WATER LINE CONNECTION SIZE IS 1-1/2" AT BUILDING. VERIFY WITH MECHANICAL PLANS. COVERAGE.
- ALL MAIN LINES SHALL BE 18" BELOW FINISHED GRADE.
- ALL LATERAL LINES SHALL BE 12" BELOW FINISHED GRADE.
- ALL EXPOSED PVC RISERS, IF ANY, SHALL BE GRAY IN COLOR.
- CONTRACTOR SHALL LAY ALL SLEEVES AND CONDUIT AT 2'-0" BELOW THE FINISHED GRADE OF THE TOP OF PAVEMENT. EXTEND SLEEVES TO 2'-0" BEYOND PAVEMENT.
- CONTRACTOR SHALL MARK THE LOCATION OF ALL SLEEVES AND CONDUIT WITH THE SLEEVING MATERIAL "ELLED" TO 2'-0" ABOVE FINISHED GRADE AND CAPPED.
- FABRICATE ALL PIPE TO MANUFACTURER'S SPECIFICATIONS WITH CLEAN AND SQUARE CUT JOINTS. USE QUALITY GRADE PRIMER AND SOLVENT CEMENT FORMULATED FOR INTENDED TYPE OF CONNECTION.
- BACKFILL ALL TRENCHES WITH SOIL FREE OF SHARP OBJECTS AND DEBRIS.
- ALL VALVE BOXES AND COVERS SHALL BE BLACK IN COLOR.
- GROUP VALVE BOXES TOGETHER FOR EASE WHEN SERVICE IS REQUIRED. LOCATE IN PLANT BED AREAS WHENEVER POSSIBLE.
- IRRIGATION CONTROLLER LOCATION SHALL BE VERIFIED ON-SITE WITH OWNER'S REPRESENTATIVE.
- CONTROL WIRES: 14 GAUGE DIRECT BURIAL, SOLID COPPER IRRIGATION WIRE. RUN UNDER MAIN LINE. USE MOISTURE-PROOF SPLICES AND SPLICE ONLY AT VALVES OR PULL BOXES. RUN SEPARATE HOT AND COMMON WIRE TO EACH VALVE AND ONE (1) SPARE WIRE AND GROUND TO FURTHEST VALVE FROM CONTROLLER. LABEL OR COLOR CODE ALL WIRES.
- AVOID OVER SPRAY ON BUILDINGS, PAVEMENT, WALLS AND ROADWAYS BY INDIVIDUALLY ADJUSTING RADIUS OR ARC ON SPRINKLER HEADS AND FLOW CONTROL ON AUTOMATIC VALVE.
- ADJUST PRESSURE REGULATING VALVES FOR OPTIMUM PRESSURE ON SITE.
- USE SCREENS ON ALL HEADS.
- A SET OF AS-BUILT DRAWINGS SHALL BE MAINTAINED ON-SITE AT ALL TIMES IN AN UPDATED CONDITION.
- ALL PIPE 3" AND OVER SHALL HAVE THRUST BLOCKING AT EACH TURN.
- ALL AUTOMATIC REMOTE CONTROL VALVES WILL HAVE 3" MINIMUM DEPTH OF 3/4" WASHED GRAVEL UNDERNEATH VALVE AND VALVE BOX. GRAVEL SHALL EXTEND 3' BEYOND PERIMETER OF VALVE BOX.
- THERE SHALL BE 3" MINIMUM SPACE BETWEEN BOTTOM OF VALVE BOX COVER AND TOP OF VALVE STRUCTURE.



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*Kevin Teppén*  
KEVIN TEPPÉN  
DATE 6/7/21 LICENSE NO. 26980

ISSUE/SUBMITTAL SUMMARY	
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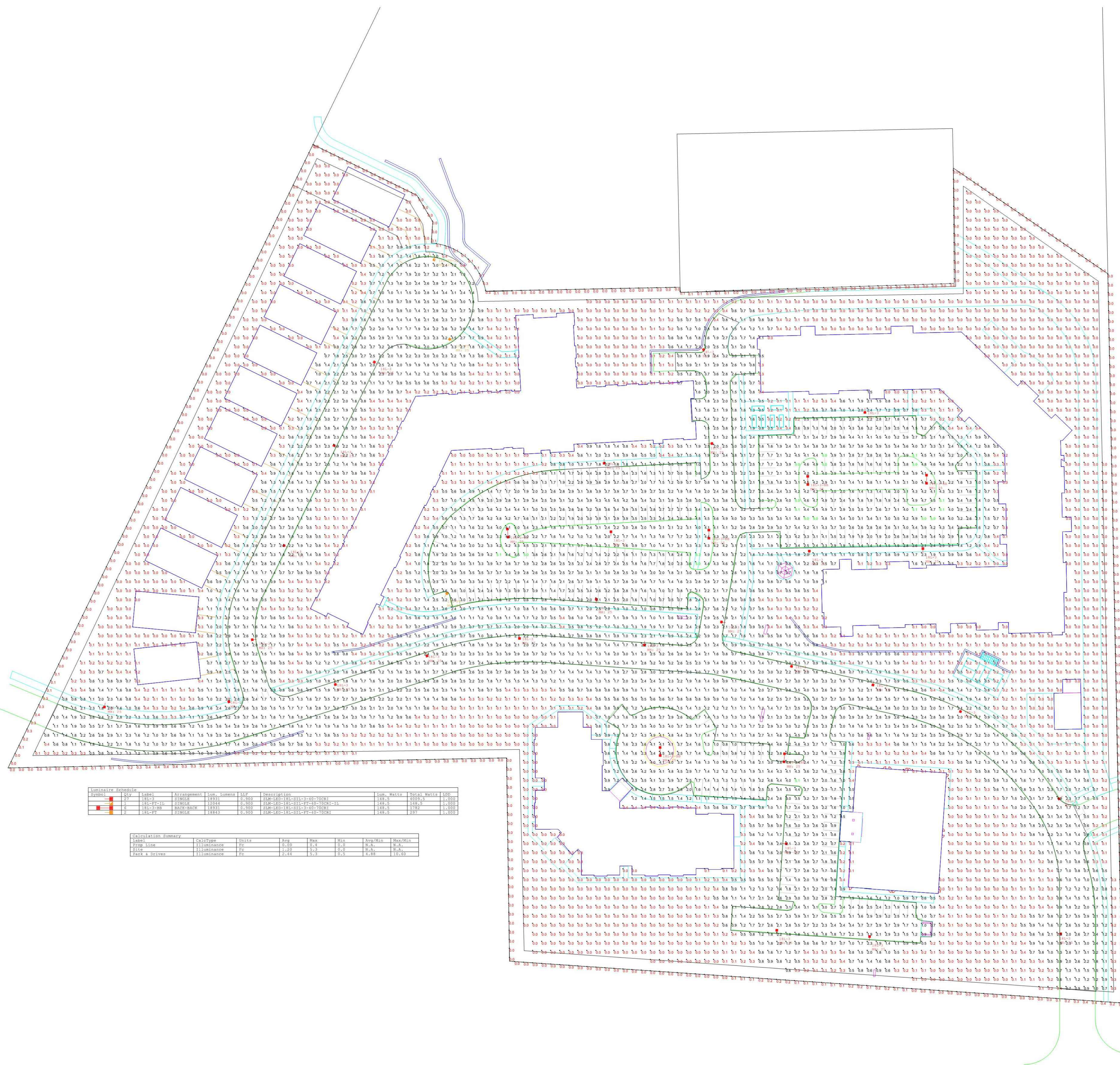
DRAWN BY: KIT\_DK REVIEWED BY: DK\_MP  
PROJECT NUMBER: 20011

REVISION SUMMARY	
DATE	DESCRIPTION

LANDSCAPE PLAN  
NOTES & DETAILS

**L1.5**





Symbol	Label	Arrangement	Lot	Quantity	Watt	Description	Lot	Watt	Total Watt	Foot
1	100-1	100W	100	1	100	100W-100-100-100-100-100	100	100	100	100
2	100-2	100W	100	1	100	100W-100-100-100-100-100	100	100	100	100
3	100-3	100W	100	1	100	100W-100-100-100-100-100	100	100	100	100

Calculation Summary	Quantity	Watt	Foot	Watt	Foot
100-1	1	100	100	100	100
100-2	1	100	100	100	100
100-3	1	100	100	100	100

Scale: 1 inch = 40 Ft.

These drawings are for conceptual use only and are not intended for construction. Fixture runs and quantities should be verified prior to order. Values represented are an approximation generated from manufacturers photometric inhouse or independent lab tests with data supplied by lamp manufacturers.

Luma Sales Associates  
Lighting and Controls



#	Date	Comments

Revisions

Drawn By: Joe Frey  
Checked By:  
Date: 12/10/2020  
Sales Agent: Steve Hahn

20011 Corcoran Project  
Corcoran MN

LS952-3718



PRELIMINARY:  
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**Cook Lake Highlands**  
Corcoran, Minnesota  
**Trek Real Estate & Development**  
135 Crabbapple Lane, Excelsior, MN 55331

PROJECT

ISSUE/SUBMITTAL SUMMARY
DATE DESCRIPTION
12/10/20 CITY SUBMITTAL
2/25/21 CITY SUBMITTAL
3/15/21 CITY SUBMITTAL
6/27/21 CITY SUBMITTAL

DRAWN BY: KIT\_DK REVIEWED BY: DK\_MP  
PROJECT NUMBER: 20011

REVISION SUMMARY
DATE DESCRIPTION

SITE LIGHTING PLAN

LT1.0



**RIVERS OF LIFE**  
A MEMORY CARE COMMUNITY

6700 EGAN DR









Owner  
New Horizon Academy  
3405 Annapolis Lane N.  
Suite 100  
Plymouth, Minnesota 55447  
763.557.1111  
Architect  
Short Elliott Hendrickson, Inc.  
3535 Vadnais Center Dr.  
St. Paul, Minnesota 55110  
800.325.2055



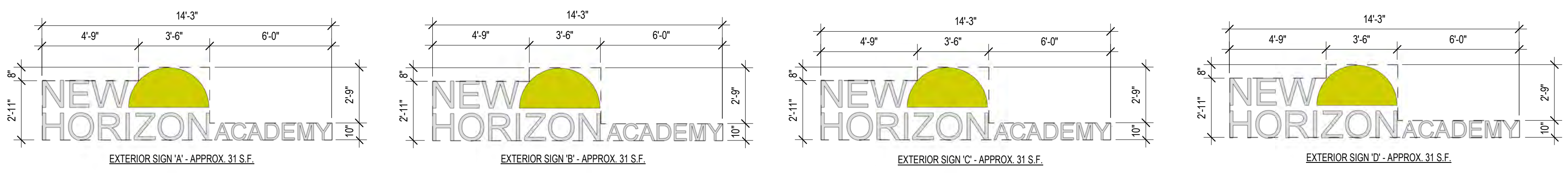
1 EAST ELEVATION  
3/16" = 1'-0"

ELEVATION KEY NOTES (#)

1. STONE VENEER - SOUTHERN LEDGESTONE 'CHARDONNAY' BY CULTURED STONE
2. COMPOSITE WOOD SHAKE SIDING - HARDIESHINGLE - STRAIGHT EDGE PANEL 'NAVAJO BEIGE' BY JAMES HARDIE
3. COMPOSITE WOOD HORIZONTAL SIDING - HARDIEPLANK - SMOOTH - 'KHAKI BROWN' BY JAMES HARDIE
4. COMPOSITE WOOD BOARD AND BATTEN SIDING - HARDIEPANEL VERTICAL SIDING - SMOOTH - 'COBBLESTONE' WITH HARDIETRIM BOARD - SMOOTH BATTEN BOARD - 'COBBLESTONE' BY JAMES HARDIE
5. PREFINISHED METAL COPING - 'WHITE'
6. ALUMINUM STOREFRONT FRAMING / GLAZING ASSEMBLY - TINTED INSULATED LOW-E GLASS WITH 'DARK BRONZE' ANODIZED ALUMINUM FRAMES
7. ALUMINUM DOOR / TRANSOM / GLAZING ASSEMBLY - TINTED INSULATED LOW-E GLASS WITH 'DARK BRONZE' ANODIZED ALUMINUM FRAMES
8. HOLLOW METAL DOOR AND FRAME - PAINT TO MATCH 'DARK BRONZE'
9. ARCHITECTURAL PRECAST CONCRETE SILL
10. 14'-3" x 3'-7" EXTERIOR LED 'NEW HORIZON ACADEMY' AND 'SUN' SIGNAGE. SEE ELECTRICAL DRAWINGS FOR FURTHER INFORMATION.
11. EIFS CORNICE - PAINT 'WHITE'
12. PREFINISHED METAL SCUPPER AND 4"x6" DOWNSPOUT - 'DARK BRONZE'. CONNECT DOWNSPOUT TO UNDERGROUND STORM SEWER. SEE CIVIL DRAWINGS FOR FURTHER INFORMATION.
13. LED LIGHT FIXTURE. SEE ELECTRICAL DRAWINGS FOR FURTHER INFORMATION
14. 1x COMPOSITE WOOD TRIM - PAINT 'WHITE'
15. 'BLACK' FABRIC AWNING. SEE DETAIL 9 / A 202 FOR FURTHER INFORMATION
16. DASHED LINE DENOTES TOP OF ROOF BEYOND
17. COMPOSITE WOOD DENTIL - PAINT 'WHITE'
18. ARCHITECTURAL PRECAST CONCRETE COLUMN CAP
19. 8x8 COMPOSITE WOOD COLUMN. SEE STRUCTURAL FOR FURTHER INFORMATION
20. 4x12 COMPOSITE WOOD BEAM
21. 1x COMPOSITE WOOD TRIM - PAINT 'NEW HORIZON BLUE'
22. WALL MOUNTED CT CABINET - PAINT TO MATCH ADJACENT FINISH
23. ELECTRICAL METER - PAINT TO MATCH ADJACENT FINISH
24. 1'-0" HIGH x 2'-0" WIDE SCUPPER OPENING
25. WOODEN TRASH ENCLOSURE GATE AND POST ASSEMBLY
26. ROOF TOP SCREENING BEYOND.



2 SOUTH ELEVATION  
3/16" = 1'-0"



3 EXTERIOR SIGN SCHEDULE  
1/4" = 1'-0"

NEW HORIZON ACADEMY

CORCORAN, MN 55340

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SEH Project  
Checked By  
Drawn By

Project Status Issue Date

Revision Issue  
Rev. # Description Date

PRELIMINARY EXTERIOR ELEVATIONS



1 WEST ELEVATION  
3/16" = 1'-0"

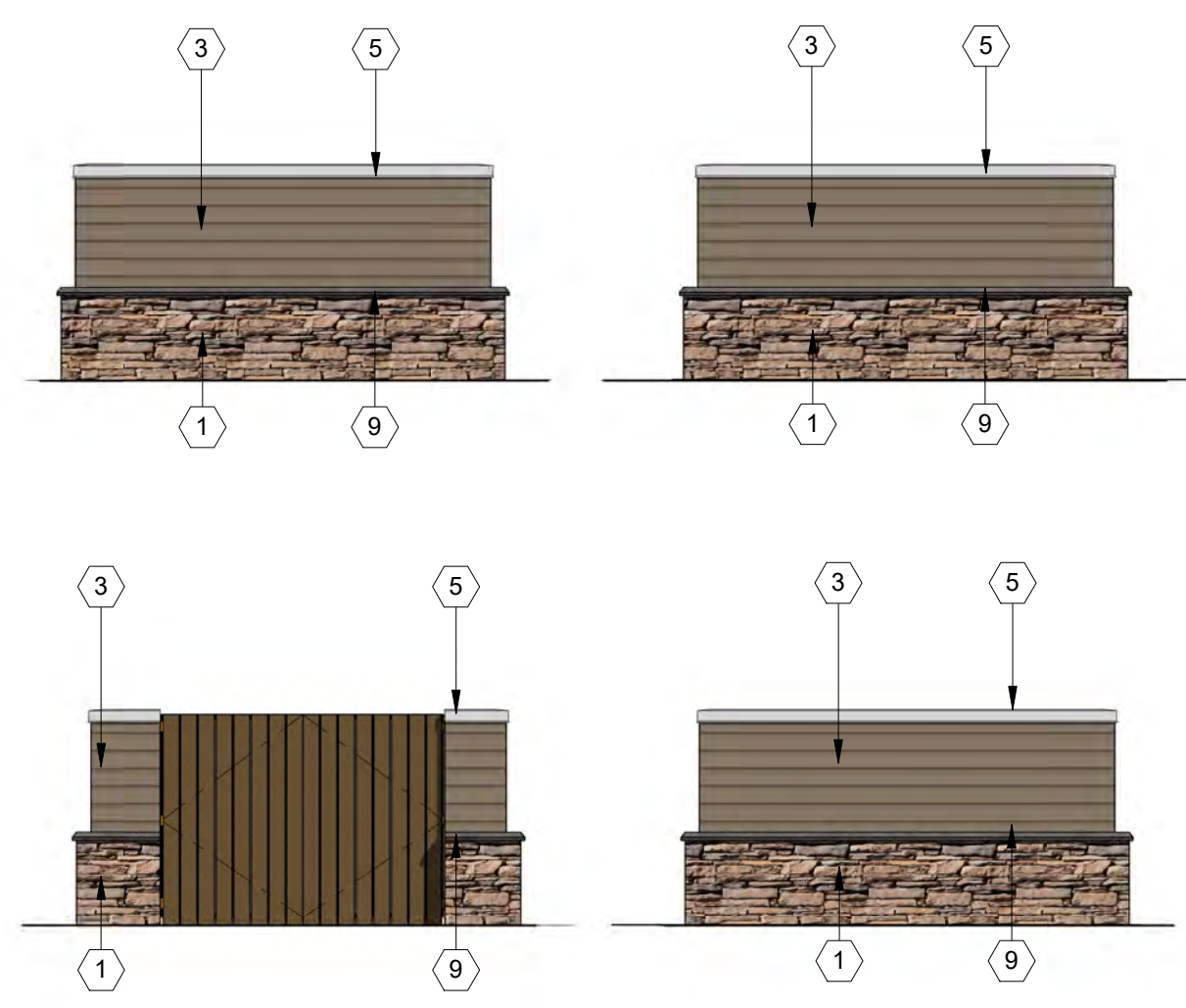


2 NORTH ELEVATION  
3/16" = 1'-0"

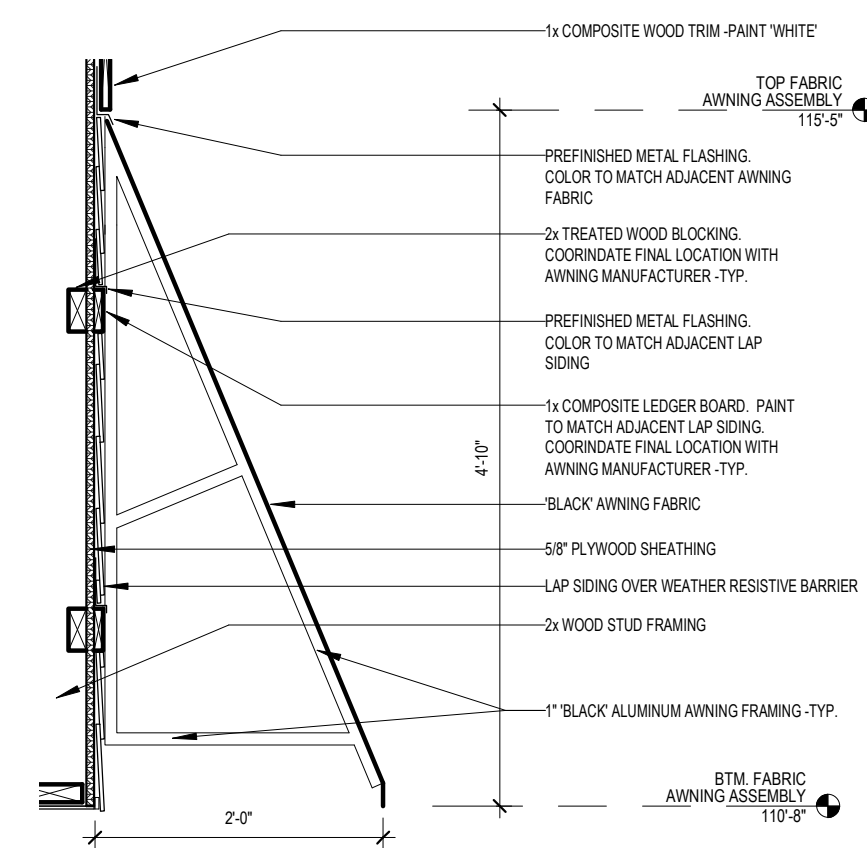


3 SOUTH ENTRY ELEVATION  
3/16" = 1'-0"

4 NORTH ENTRY ELEVATION  
3/16" = 1'-0"



5 TRASH ENCLOSURE  
3/16" = 1'-0"



6 FABRIC AWNING DETAIL  
3/4" = 1'-0"

ELEVATION KEY NOTES (#)

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- LED LIGHT FIXTURE. SEE ELECTRICAL DRAWINGS FOR FURTHER INFORMATION
- 1x COMPOSITE WOOD TRIM - PAINT 'WHITE'
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- DASHED LINE DENOTES TOP OF ROOF BEYOND
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- 1'-0" HIGH x 2'-0" WIDE SCUPPER OPENING
- WOODEN TRASH ENCLOSURE GATE AND POST ASSEMBLY
- ROOF TOP SCREENING BEYOND.

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SEH Project Checked By Drawn By

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Revision Description Date

PRELIMINARY EXTERIOR ELEVATIONS



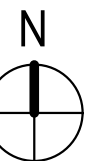
CONCEPT SITE PLAN

D10 | 20005

# Applewood Pointe of Corcoran

SCHEMATIC DESIGN  
03/31/21

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CONCEPT SITE - VIEWS

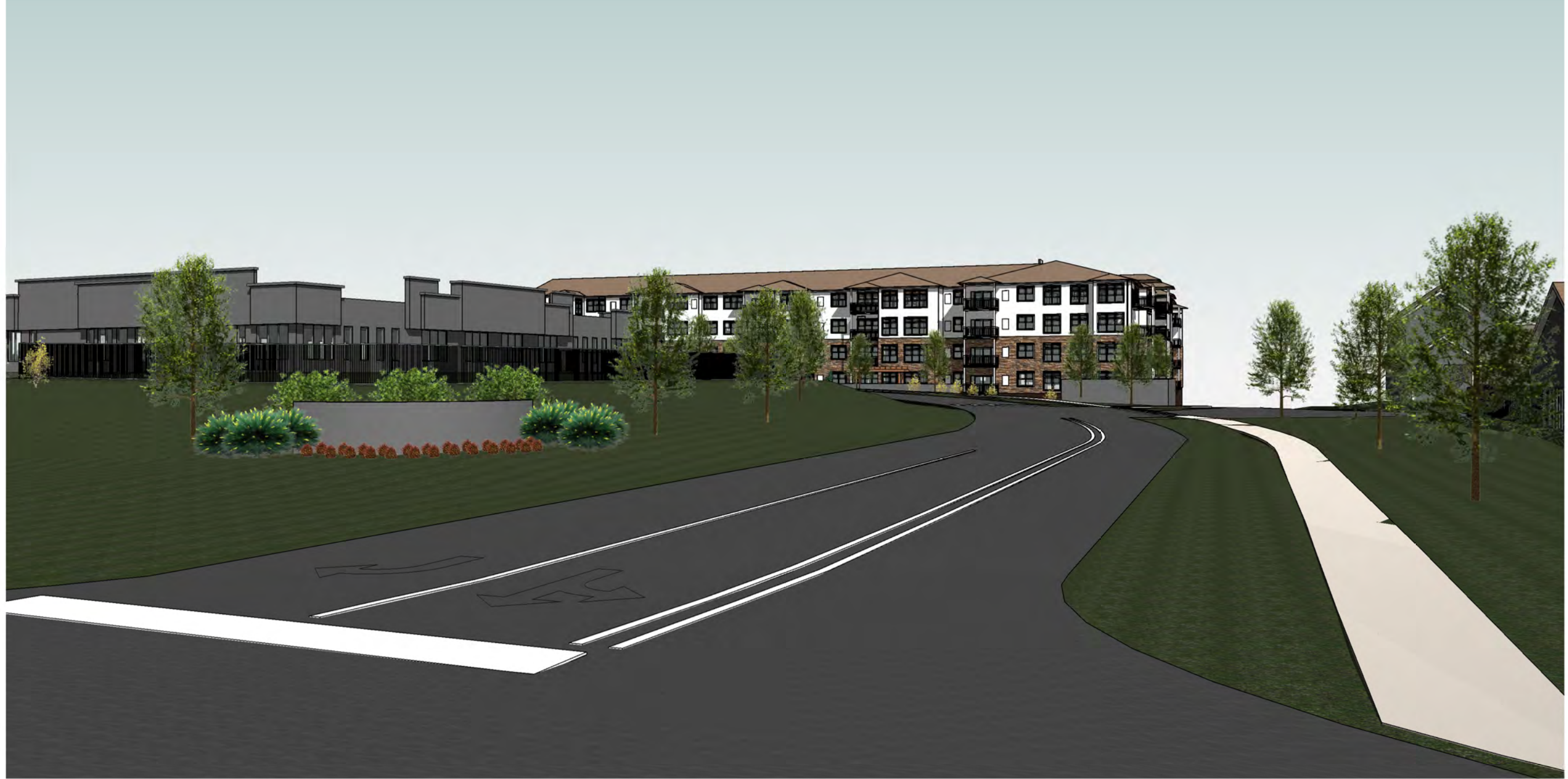
D11 | 2005

Applewood Pointe of Corcoran

SCHEMATIC DESIGN  
03/31/21

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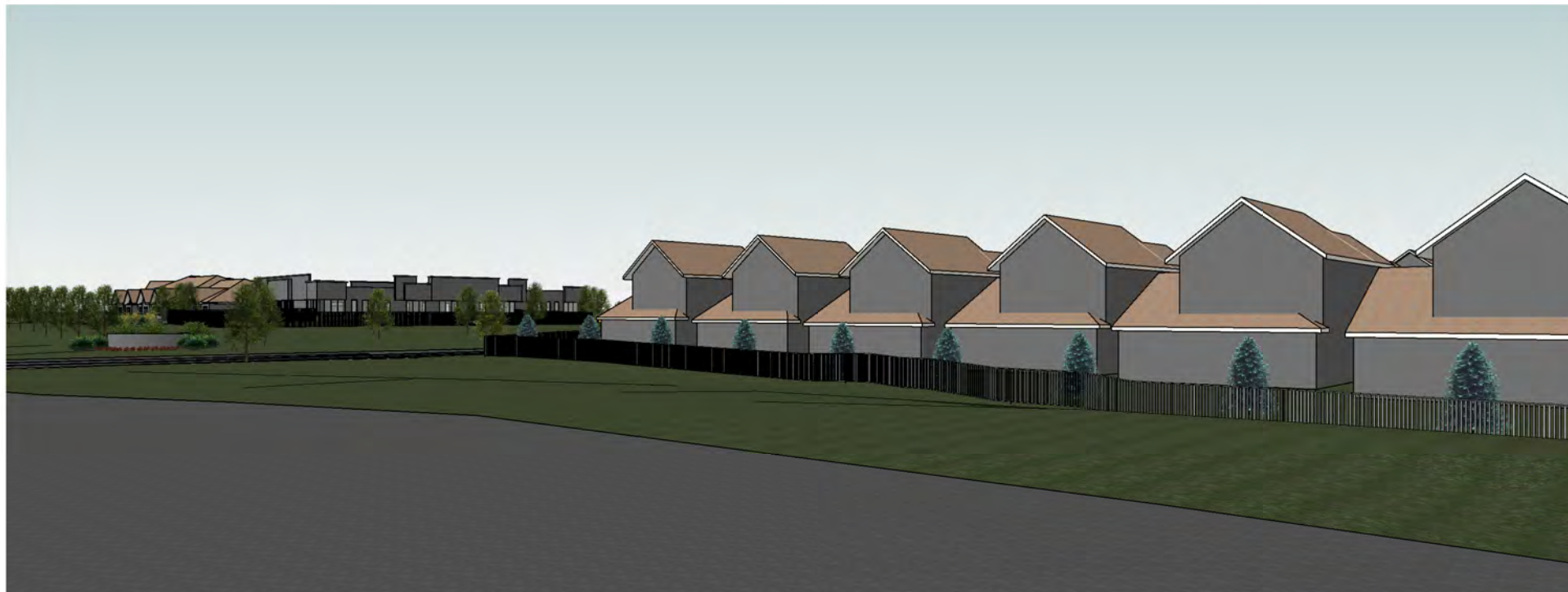




CONCEPT IMAGE - BASS LAKE ROAD - SITE ENTRY



**CONCEPT IMAGE - BASS LAKE ROAD - SOUTHWEST**



**CONCEPT IMAGE - BASS LAKE ROAD - SOUTHEAST**





**SCHEMATIC SOUTH ELEVATION - SLOPED ROOF**

1" = 20'-0"



**SCHEMATIC SOUTH ELEVATION - FLAT ROOF**

1" = 20'-0"

CONCEPT ELEVATIONS

D14 | 2005

**Applewood Pointe of Corcoran**

SCHEMATIC DESIGN  
06/29/21

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## Kevin Shay

---

**From:** Gail Dahl <gdahlmax@gmail.com>  
**Sent:** Tuesday, June 22, 2021 11:34 AM  
**To:** Brad Martens  
**Subject:** Please pass this on to the Planning Commission regarding Cook Lake Highlands

Members,

Back when Beth Hustad first made her proposal for Cook Lake Highlands I sent an email to both the Planning Commission and the City Council expressing my concerns. Then this spring I walked the entire property with Beth and others to actually see what her proposal was all about and for Beth to hear our concerns. After seeing this latest proposal, I support Beth's plan.

The fact that Beth has agreed to have the developer plant trees along the back of the new homes along the trail is good news because it keeps the feel of what we have now. My biggest concern was losing the woods on the NW side of the property but her proposal saves that as a park/open space. We spent a lot of time talking with Alex Hall and were reassured about the total height of Applewood. Finally, Beth took into consideration the fact that we wanted one level homes adjacent to the western property line to make it feel like it's part of Bass Lake Crossing.

Change is inevitable and the best we can hope for is to have some input and then make the adjustment. While I truly wish that the property could remain as it is, I do feel like our neighborhood has had input. Beth has listened and tried to meet most of our concerns. It is a difficult situation, but the fact is we know Beth vs a new person/developer that could come in with a worse proposal, so it seems wise to accept Beth's proposal.

Sincerely,  
Gail Dahl  
7437 Fir Lane

**From:** [Jeanne Otten](#)  
**To:** [Brad Martens](#)  
**Subject:** Cook Lake Development Project  
**Date:** Tuesday, June 22, 2021 9:35:51 PM

---

. We went along on the walk through and agree with the consensus but would be happier with more trees being planted as there are a lot going away, even though they are not the best trees, they are natural. Also, there was mention of a trail extension (rock or wood chips) from the fire lane to the lift station that would be awesome also.

Thanks. Jeanne and Paul Otten, 7514 Fir Lane.

Sent from Samsung Galaxy smartphone.  
Get [Outlook for Android](#)

**From:** [Gerry Tucker](#)  
**To:** [Brad Martens](#)  
**Subject:** Comments to Planning Commission re: Cook Lake Highlands development  
**Date:** Wednesday, June 23, 2021 10:37:30 AM

---

Brad,

Good morning! I hope this finds you well. I'm told that you are the repository of comments/emails/letters for the Planning Commission. Please forward these to them for the 7/1 meeting. Thank you so much!

Commissioners:

Having walked the Cook Lake Highlands site (which we encourage you all to do) and having met with Beth Hustad for 2 of those walking tours (which, again, we encourage you all to do), we have a better understanding of where buildings will be placed, what the elevations, [et.al.](#), will be, and what we will and won't see from our property. We are satisfied with the proposal.

Additionally, Ms. Hustad has made several compromises to address the concerns of those of us who live on Fir Lane in the Bass Lake Crossing area: (A) She will limit the kinds of villas built on the western edge of the CLH property to limit elevations. (B) She will plant trees (3 per lot) at the rear of the villas built on the western edge of the property. (C) The height of the Applewood Coop building will be capped at 49', and no HVAC showing. We believe few, if any, of the residents on the east side of Fir Lane will see much, if any, the Applewood facility. Again we are satisfied that Ms. Hustad has reached out to residents and has reached compromises with them. We are satisfied with the proposal.

Finally, at a previous PC meeting, one of you stated (in regards to the initial proposal made), "This isn't a good look for anyone entering Corcoran". The changes Ms. Hustad has made and the compromises reached make this current proposal a much better look. We encourage you to support this proposed development and forward it to the City Council with your support.

Thank you for your time.

Sincerely,

Gerry and Mary Tucker  
7402 Fir Lane  
Corcoran (Bass Lake Crossing)

The following will be read at the July 1, 2021 Planning Commission meeting:

On May 12<sup>th</sup> 2021 I was in the group of neighbors that walked the land that is included in the "Cook Lake Highlands" PUD development plan. I was very appreciative of the time Beth Hustad took to explain and point out where various structures would be located. However, there are many items that I feel still need to be addressed before recommendation for approval.

The 20 single family villas are requested to have PUD flexibility for:

1. Flexibility from the shoreland standards to reduce the minimum lot size and width for the villa home lots.
2. Flexibility from the shoreland and RMF-2 district standards to reduce the side yard setback for the villa home lots. Shown requested as 5 feet.

The previous Council had discussed the single-family district standards at a July 25, 2019 work session and the consensus was to maintain a minimum of 15 feet between buildings. From my experience as a resident in Bass Lake Crossing the 5 foot side setback is not adequate for access to the back of the home for deck building, patio installation or fire emergencies etc.

The density of the villas are out of proportion to the natural characteristics of the site. The Natural Resource Inventory map identifies a high-quality maple/basswood natural community and a rare species occurrence on the site which will be impacted by the number of villas. The villa sites/layouts should be reworked.

- Lots 10-12 don't meet the minimum 50-foot lot width. Staff report recommends removal of at least one lot to meet the minimum width.
- Lots 8- 12 have the existing trail running through the backyards, it would seem impossible to build a deck or have the 2 conifers/river birch that Beth has stated she will provide.
- There are 8 driveways on the cul-de-sac from lots 9 through 16. It appears this will make for no on street parking or room for adequate snow removal.

The PUD flexibility requested by the developer results in deviations from the applicable provisions of the Zoning Ordinance that are not off-set by the PUD benefits proposed by the applicant and, therefore, are in conflict with the applicable provisions of the ordinance.

I would like more information on location and heights of retaining walls.

The City of Corcoran does not have a tree preservation ordinance. However, the applicant did provide a tree preservation plan which shows 30% of the woodland areas on site being preserved. I will miss the 70% that will no longer be there.

There is a bullet point in Ms. Hustad's narrative dated 5-19-2021:

o Community and Corridor Infrastructure Improvement

- Collaborate with public entities and neighboring community to coordinate and share in the cost to construct the shared access intersection

Will there be a cost to the City of Corcoran?

My concerns for the park and trail will be addressed at their July 15<sup>th</sup> 2021 meeting.

Thank you for your time and attention.

# STAFF REPORT

# Agenda Item 8b.

<b>Council Meeting:</b> August 12, 2021	<b>Prepared By:</b> Natalie Davis
<b>Topic:</b> Cain Road Vacation (PID 27-119-23-44-0022) (City File No. 21-022)	<b>Action Required:</b> Approval

---

**60-Day Review Deadline:** N/A

## 1. Request

At the June 24<sup>th</sup> City Council meeting, the City Council voted to commence the vacation process for the northern portion of the Cain Road ROW that is adjacent to 20700 70<sup>th</sup> Avenue North per the request of the property owner, Michael Galbraith. The request includes the vacation and relocation of a 10-foot drainage and utility easement along the eastern property line at 20700 70<sup>th</sup> Ave N. A public hearing is required for the vacation to proceed.

## 2. Background

### History and Zoning

When Wagon Rest was platted in 1978, a 40-foot right-of-way was designated at the end of 70<sup>th</sup> Avenue North for the extension of Cain Road along the eastern edge of the subdivision. This right-of-way is adjacent to 20700 70<sup>th</sup> Ave N and 20715 70<sup>th</sup> Ave N. Today, 70<sup>th</sup> Avenue North is still a dead-end street.

Both properties along the Cain Road right-of-way are considered corner lots with two front yards. This means the principal and accessory structures must follow the 50-foot front setback from both 70<sup>th</sup> Ave N and the Cain Road right-of-way, per the setback requirements in the Rural Residential zoning district. This is confirmed in the following definitions within the City's Code:

**LOT LINE, FRONT:** That boundary of a lot which abuts an existing or dedicated public street or private drive easement, and in the case of a corner lot it shall be the shortest dimension on a public street or private drive easement. If the dimensions of a corner lot are reasonably equal, the front lot line shall be designated by the owner and filed with the City. However, all front lot lines shall be subject to the front setback requirements.

**YARD, FRONT:** An area extending the full width of a lot between the front lot line and the nearest principal structure.

### **3. Analysis of Request**

Engineering confirmed that a road connection to the north of 20700 70<sup>th</sup> Ave N is unlikely due to the wetlands in the area. There is potential for the Cain Road right-of-way to be used for connections to the east and south. Limiting the vacation to the northern portion of the Cain Road right-of-way allows for these future connections. The Engineering memo dated 7/28/2021 confirms that there are no concerns with the vacations impacting the wetlands to the north or draining in the area. Engineering also confirmed the necessity of moving the existing 10-foot drainage and utility easement to remain along the eastern property line of 20700 70<sup>th</sup> Ave N should the vacation be granted.

Vacation of the easement request would allow for the property to be brought into conformance with City Code. A previous owner of 20700 70<sup>th</sup> Ave N constructed a workshop that exists within the required setback. Vacation of the northern portion of the Cain Road right-of-way would bring the property into compliance with the setbacks for the zoning district.

Staff did receive one public comment letter regarding the request from the property owner to the west. This letter expressed concerns about accessing their property and requested a portion of the road right-of-way be sold to him to ensure access. The City Attorney confirmed the City is not able to sell right-of-way, and the vacation will automatically revert the property lines to the adjacent property in the plat. The property to the west was not part of the Wagon Rest Plat. As a solution, the City provided the property owner with a recordable encroachment agreement that allows access to their property via the public right-of-way.

### **4. Recommendation**

Staff recommends opening the public hearing and approving Resolution 2021-89 vacating the northern portion of the Cain Road right-of-way easement adjacent to 20700 70<sup>th</sup> Avenue North, vacating the existing eastern drainage and utility easement on the property, and relocating the drainage and utility easement to the new eastern property line.

#### **Attachments:**

1. Resolution 2021-89
2. Engineering Memo dated 7/28/2021
3. Engineering's Memo dated 6/18/2021
4. Location Map
5. Wagon Rest Plat
6. Property Owner's Narrative
7. New Lot Layout Exhibit
8. Public Comment Email

**RESOLUTION NO. 2021-89**

**Motion By:**  
**Seconded By:**

**A RESOLUTION APPROVING VACATION OF THE NORTHERN PORTION OF THE CAIN ROAD RIGHT-OF-WAY ADJACENT TO 20700 70<sup>TH</sup> AVENUE NORTH AND THE ADJACENT DRAINAGE AND UTILITY EASEMENTS WITHIN THE "WAGON REST" PLAT (PID 27-119-23-44-0022) (CITY FILE NO. 21-022)**

**WHEREAS**, the City commenced the road right-of-way vacation process as requested by Michael Galbraith ("the property owner"), and;

**WHEREAS**, the property owner has requested vacation of the existing northern portion of the Cain Road right-of-way as reflected on Attachment A, and;

**WHEREAS**, the property owner has requested vacation of the existing eastern drainage and utility easement as reflected on Attachment B, and;

**WHEREAS**, the applicant will provide new drainage and utility easements adjacent to the new eastern lot line as represented in Attachment C, and;

**WHEREAS**, the Corcoran City Council reviewed the vacation at a duly called public hearing, and;

**WHEREAS**, the City finds that the northern portion of the Cain Road right-of-way and the existing drainage and utility easement are no longer required, and;

**NOW, THEREFORE, BE IT RESOLVED** that the Corcoran City Council approves the request for the vacations subject to the following conditions:

1. The vacation is contingent upon dedication of the new drainage and utility easement as well as review and approval of the exhibits by a registered land surveyor to ensure accuracy for recording with Hennepin County.
2. The property owner must record the resolution approving the vacation at Hennepin County and provide the City of Corcoran with proof of recording.

**RESOLUTION NO. 2021-89**

**VOTING AYE**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan

**VOTING NAY**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan

Whereupon, said Resolution is hereby declared adopted on this 12<sup>th</sup> day of August 2021.

\_\_\_\_\_  
Tom McKee - Mayor

**ATTEST:**

\_\_\_\_\_  
Jessica Beise – Administrative Services Director

*City Seal*



RESOLUTION NO. 2021-89

ATTACHMENT A

Vacated Segment of Cain Road Right-of-Way

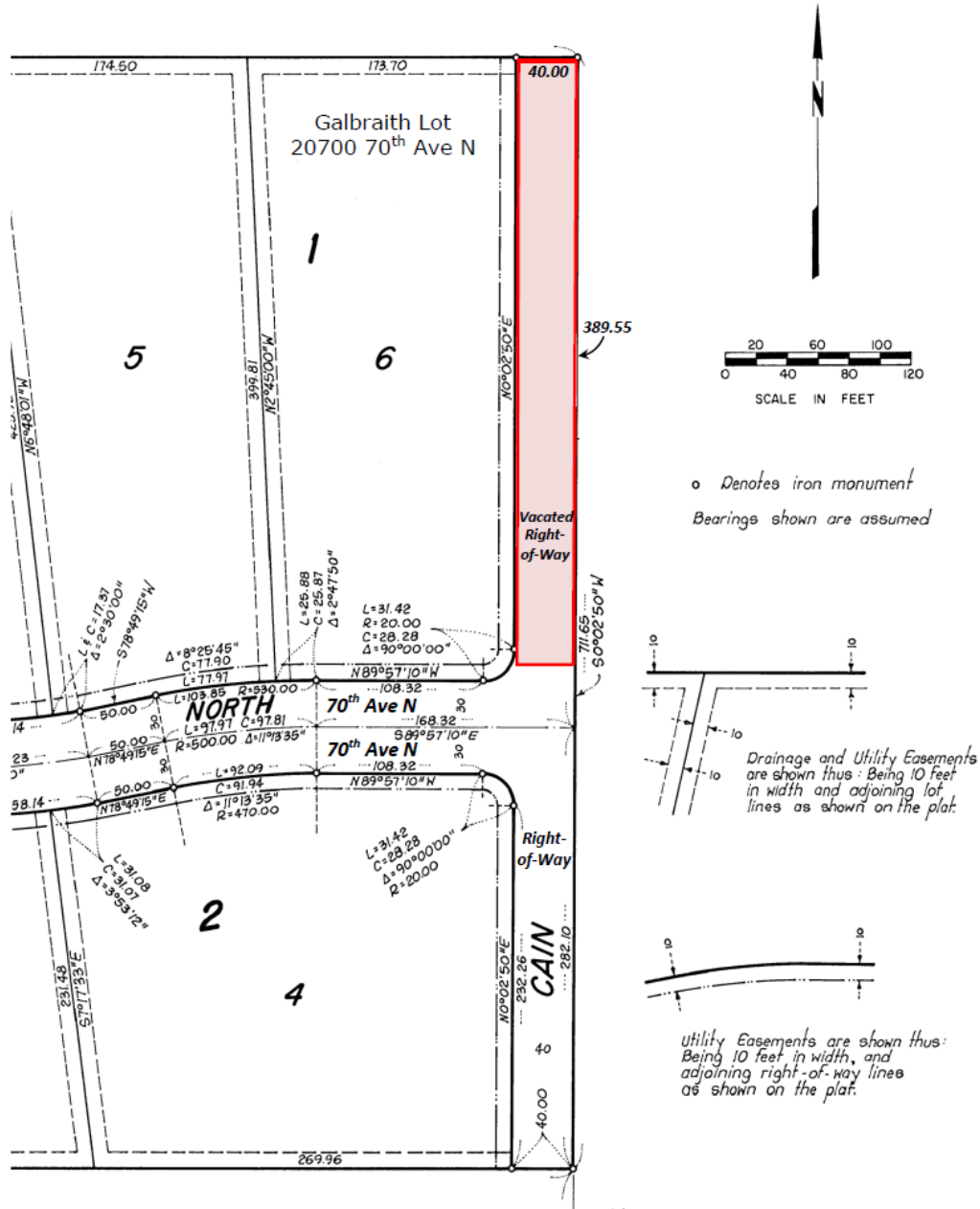


Figure 3

**Vacated Right-of-Way Segment (Figure 3):**

That part of the East 40 feet of the South 944.64 feet of the SE¼ of the SE¼, Section 27, Township 119, Range 23 lying North of the South 555.10 feet of said SE¼ of the SE¼.

RESOLUTION NO. 2021-89

ATTACHMENT B

Vacated Eastern D&U Easement

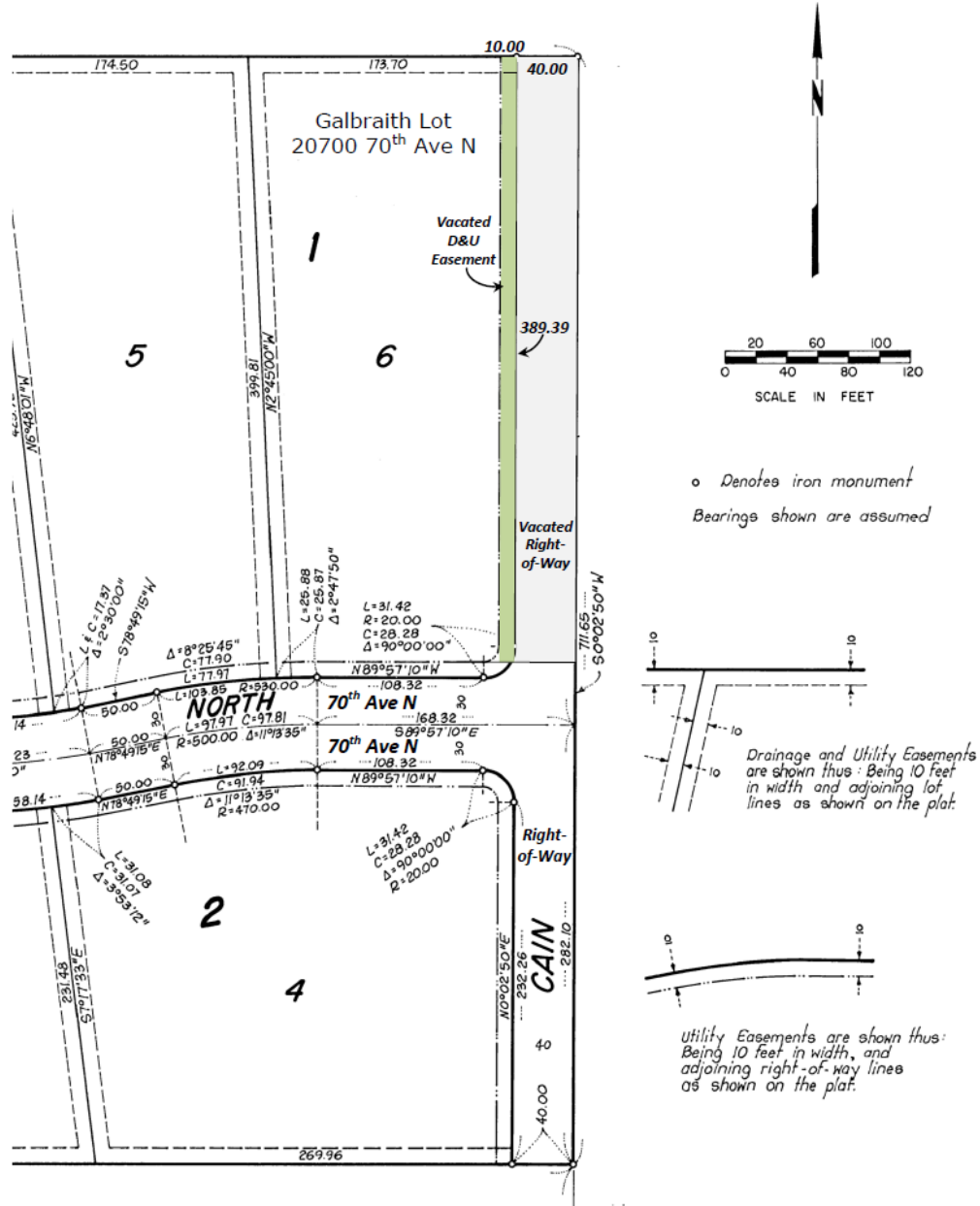


Figure 4

**Vacated D&U Easement (Figure 4):**

That part of the West 10 feet of the East 50 feet of the South 944.64 feet of the SE¼ of the SE¼, Section 27, Township 119, Range 23 lying North of the South 555.10 feet of said SE¼ of the SE¼.



---

To: Kevin Mattson, PE, Director of Public Works      From: Kent Torve, PE, City Engineer

File: #002294-0032      Date: July 28, 2021

---

**Reference: 20700 70<sup>th</sup> Ave N.**

- The vacation of Cain Road ROW will not impact drainage or wetlands.
- A new drainage and utility easement will be required.

---

To: Kevin Mattson, City of Corcoran

From: Kent Torve, PE City Engineer

Project: 229701081

Date: June 18, 2021

Subject: Cain Road ROW Vacation\_Wagon Rest

**Summary**

- The vacation of the Cain Road easement for Block 1, Lot 6 has no impacts for road planning in the area.

**Recommendation**

- 70<sup>th</sup> Avenue N. ROW shall remain.
- Drainage and Utility easement shall be established (continuous) across the new (south) lot property line
- Drainage and Utility easement shall be established across the new (east) property line.
- Existing easements may need to be vacated in addition to establishing new D/U as identified above.

**End of Memo**



# Hennepin County Property Map

Date: 6/17/2021



PARCEL ID: 2711923440022

OWNER NAME: M Galbraith & K Galbraith

PARCEL ADDRESS: 20700 70th Ave N, Corcoran MN 55340

PARCEL AREA: 1.5 acres, 65,385 sq ft

A-T-B: Torrens

SALE PRICE: \$330,000

SALE DATA: 05/2019

SALE CODE: Excluded From Ratio Studies

ASSESSED 2020, PAYABLE 2021

PROPERTY TYPE: Residential

HOMESTEAD: Homestead

MARKET VALUE: \$325,000

TAX TOTAL: \$4,652.68

ASSESSED 2021, PAYABLE 2022

PROPERTY TYPE: Residential

HOMESTEAD: Homestead

MARKET VALUE: \$336,000

## Comments:

This data (i) is furnished 'AS IS' with no representation as to completeness or accuracy; (ii) is furnished with no warranty of any kind; and (iii) is not suitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this data.

COPYRIGHT © HENNEPIN COUNTY 2021

# WAGON REST

KNOW ALL MEN BY THESE PRESENTS: That Schlee Builders, Inc., a Minnesota corporation, owner and proprietor of the following described property situated in the State of Minnesota and the County of Hennepin, to wit:

The South 608.88 feet of the West 839.75 feet of that part of the East 1/2 of the Southeast Quarter, Section 27, Township 119, Range 23 lying North of the South 233 feet thereof except the West 308.75 feet of the North 315.88 feet of the South 548.88 feet of the said East 1/2 of the Southeast Quarter, and except that part thereof embraced within the West 259.47 feet of the North 335.76 feet of the South 944.64 feet of said East 1/2 of the Southeast Quarter, Section 27, Township 119, Range 23, according to the Government Survey thereof.

of the South 944.64 feet  
And that part of the Southeast Quarter of the Southeast Quarter, Section 27, Township 119, Range 23 lying North of the South 233 feet of said Southeast Quarter of the Southeast Quarter, except the South 608.88 feet of the West 839.75 feet thereof and except that part thereof embraced within the West 259.47 feet of the North 335.76 feet of the South 944.64 feet of said Southeast Quarter of the Southeast Quarter, according to the Government Survey thereof.

Has caused the same to be surveyed and platted as WAGON REST, and does hereby donate and dedicate to the public for public use forever the road, the avenue, the easements for utility purposes and the easements for drainage and utility purposes as shown on the plat.

In witness whereof said Schlee Builders, Inc., a Minnesota corporation, has caused these presents to be signed by its proper officer this 24<sup>th</sup> day of April A. D. 1978.

SIGNED:

SCHLEE BUILDERS, INC.

By Eugene G. Schlee its President-Secretary  
Eugene G. Schlee

STATE OF MINNESOTA  
COUNTY OF HENNEPIN

The foregoing instrument was acknowledged before me this 24<sup>th</sup> day of April A. D. 1978, by Eugene G. Schlee, President-Secretary, of Schlee Builders, Inc., a Minnesota corporation, on behalf of the corporation.

George W. Hussman, Jr.  
Notary Public, Hennepin County, Minnesota  
My Commission Expires 08/26/1979



I hereby certify that I have surveyed and platted the property described on this plat as WAGON REST; that this plat is a correct representation of said survey; that all distances are correctly shown on the plat in feet and hundredths of a foot; that all monuments have been correctly placed in the ground as shown on the plat; that the outside boundary lines are correctly designated on the plat; and that there are no wet lands to be designated on said plat.

Harold E. Dahlin  
Harold E. Dahlin  
Land Surveyor, Minn. Reg. No. 8414



STATE OF MINNESOTA  
COUNTY OF HENNEPIN

The foregoing instrument was acknowledged before me this 13<sup>th</sup> day of DECEMBER A. D. 1977 by Harold E. Dahlin, Land Surveyor.

Theodore D. Kemna  
Theodore D. Kemna  
Notary Public, Hennepin County, Minnesota  
My Commission Expires January 27, 1979



CITY OF CORCORAN, MINNESOTA

The plat of WAGON REST was approved and accepted by the City Council of the City of Corcoran, Minnesota, at a regular meeting thereof held this 10<sup>th</sup> day of November A. D. 1977.

CITY COUNCIL OF THE CITY OF CORCORAN, MINNESOTA  
By Frank Parkin Mayor  
By Diana Trosner Clerk

FINANCE DIVISION, Hennepin County, Minnesota.

I hereby certify that there are no delinquent taxes for all years prior to 1978 for land described on this plat. Dated this 27<sup>th</sup> day of April 1978.

Vernon T. Hoppe, Director

By R. Bennett Tax Clerk

HENNEPIN COUNTY SURVEYOR,

Pursuant to Chapter 810, Minnesota Laws of 1969, this plat has been approved this 27<sup>th</sup> day of April A. D. 1978.

By Gary L. Backer  
Alver R. Freeman  
Hennepin County Surveyor

REGISTRAR OF TITLES, Hennepin County, Minnesota.

I hereby certify that the within plat of WAGON REST was filed in this office this 2<sup>ND</sup> day of MAY 1978, at 1:30 o'clock P. M., and that the two copies were compared with the official plat and were found to be true and correct copies thereof.

Wayne A. Johnson, Registrar of Titles

By R. Odgers Deputy



BINDING

FOR

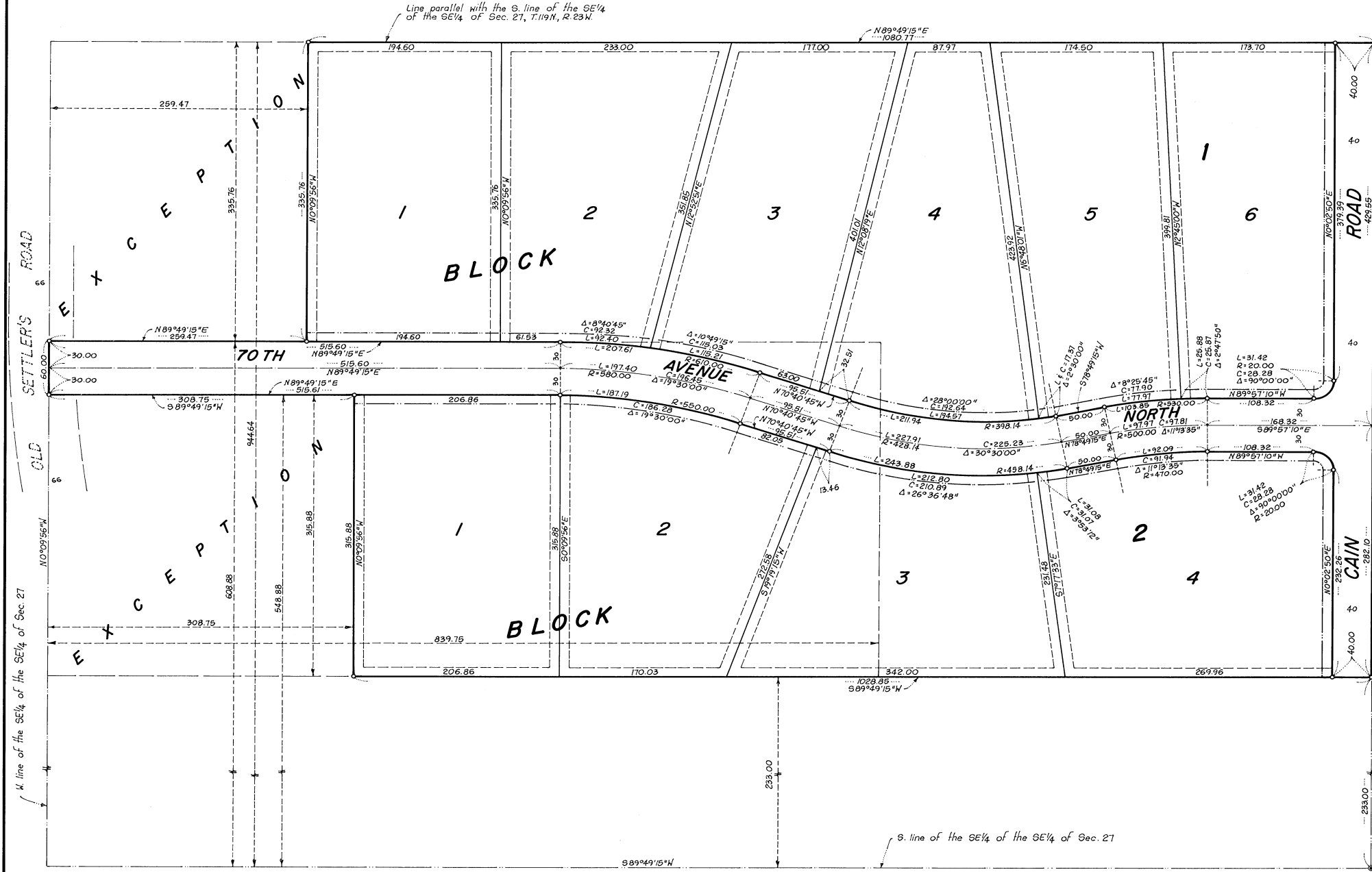
RESERVED

SPACE

THIS

9492

# WAGON REST



E. line of the SE $\frac{1}{4}$  of the SE $\frac{1}{4}$  of Sec. 27

E. line of the SE $\frac{1}{4}$  of the SE $\frac{1}{4}$  of Sec. 27

SE corner of Sec. 27, T.19N, R. 23W. (Hennepin County Monument)

N. line of the SE $\frac{1}{4}$  of the SE $\frac{1}{4}$  of Sec. 27

SCHOELL & MADSON, INC.  
ENGINEERS & SURVEYORS

9492

RESERVED SPACE FOR BINDING



**Please attach a brief description of your project/reason for your request.**

As property owners along the eastern border of Wagon Rest, we hereby petition vacation of the portion of Cain Road Right-of-Way (ROW) abutting our east property line. This 40 ft wide strip of land was dedicated for public use in 1978 by the Wagon Rest developer for a future extension of Cain Road and recorded in the official plat. Note that the ROW by itself is not wide enough for a Cain Road extension. An additional 40 ft wide strip would need to be acquired from the adjacent Brolin property.

In addition to vacation of the ROW, this is also a petition to vacate the existing 10 ft drainage and utility (D&U) easement along our eastern property line and relocate it to the new property line.

These requests are described using marked-up excerpts from the original plat. Figure 1 shows the entire ROW (outlined in blue) as it has existed for the past 43 years. This isolated strip spans the entire eastern border of Wagon Rest. It does not extend into adjacent properties at either end. Figure 2 is a superimposed photo view of 70th Ave N ending in a cul-de-sac rather than connecting with the ROW, as originally platted.

Figure 3 shows the portion of the ROW that is to be vacated (outlined in red). The legal description of this segment is provided in Figure 7. Figure 4 shows the existing 10 ft D&U easement (shaded light green) that needs to be vacated and relocated. The vacated ROW and D&U easement will become part of the Galbraith property creating a new eastern property line. In Figure 5, the vacated 10 ft wide D&U easement has been relocated to the new eastern property line. Finally, the new lot layout is shown in Figure 6. The updated dimensions are exact. All property legal descriptions are provided in Figure 7.

**Motivations for vacating the right-of-way (ROW):**

1. The ROW has a 50 ft setback requirement that does not allow structures within 50 ft of the ROW. In spite of this, a work shop now exists within the setback, erected by a previous owner of the Galbraith property. Whether or not the permit for this structure was granted a setback variance we do not know. Vacating the ROW would clear this up.
2. The Cain Road ROW has existed in Wagon Rest for the past 43 years to provide an option for managing future traffic. In recent years, much planning has gone into estimating population growth and future traffic volumes and then planning roadways to handle the increased traffic. How did those studies evaluate the feasibility of using our Cain Road ROW? We reviewed the Corcoran 2040 Comprehensive Plan and found no mention of a future roadway using this ROW. However, we did find that nearby Old Settlers Road is already classified as a Minor Collector for local traffic. As such, upgrading Old Settlers Road would seem more feasible than adding a completely new road two blocks away that runs from Larkin Road down a steep hill, across a creek, and through a wetland to our ROW, which is also a steep hill. A further complication is a garage and large pole barn that stand directly in its path.
3. Wagon Rest is a small, quiet, and friendly community surrounded by wetland, woods, and farmland. Its only street, 70th Ave N, is just two blocks long and ends in a cul-de-sac. Traffic is so infrequent that the cul-de-sac is used for neighborhood gatherings and children playing. The extension of Cain Road would introduce disruptive and unnecessary thru traffic to radically change the character of our peaceful community.

For the above reasons, we believe it is in the public interest to vacate the Cain Road Right-of-Way from Wagon Rest. Thank you for your careful review of this request!

# New Lot Layout with Right-of-Way Vacated

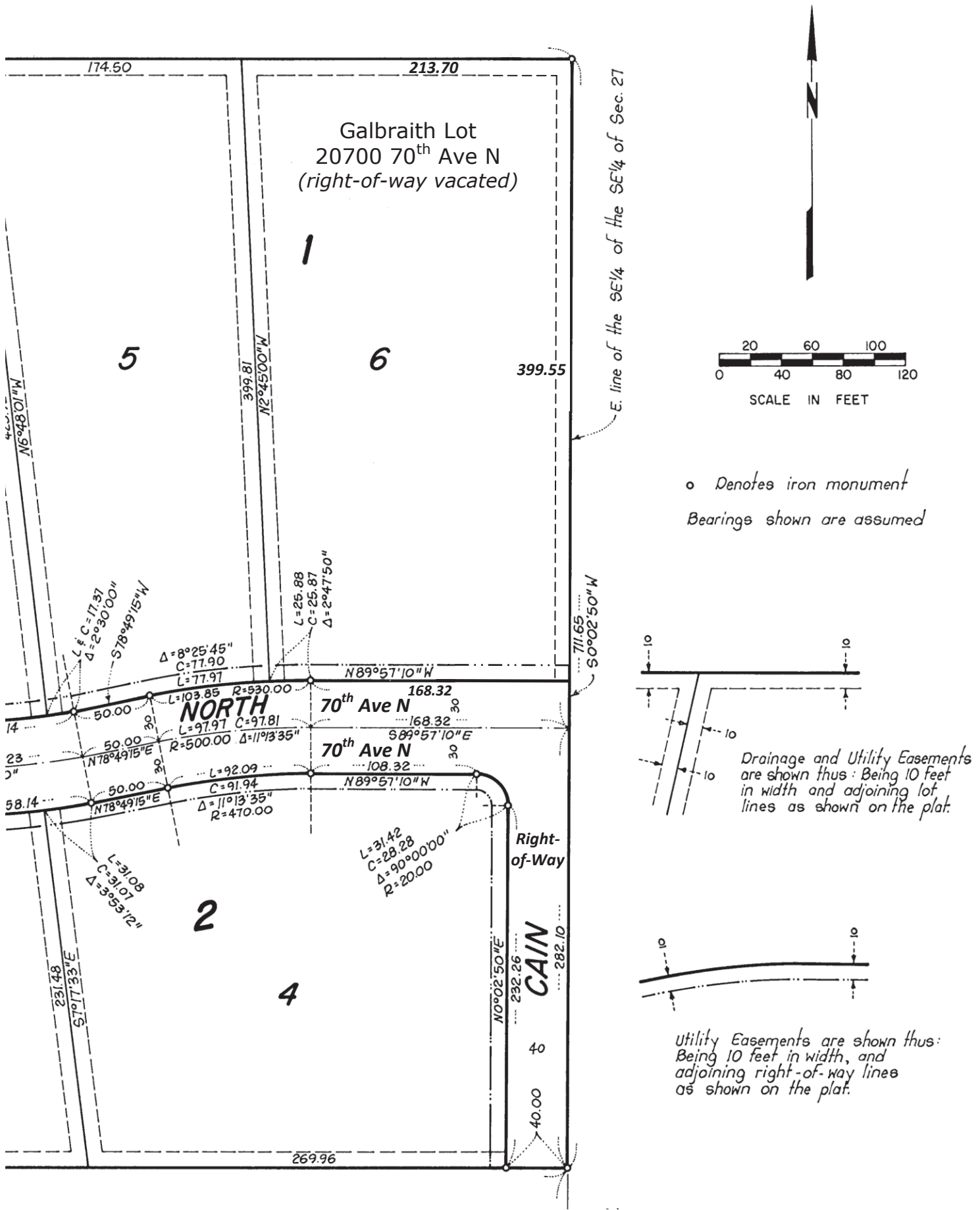


Figure 6

**From:** Craig <[craigs499@gmail.com](mailto:craigs499@gmail.com)>

**Sent:** Friday, July 2, 2021 1:43 PM

**To:** Tom McKee <[tmckee@corcoranmn.gov](mailto:tmckee@corcoranmn.gov)>; Jonathan Bottema <[jbottema@ci.corcoran.mn.us](mailto:jbottema@ci.corcoran.mn.us)>; Jeremy Nichols <[jnichols@corcoranmn.gov](mailto:jnichols@corcoranmn.gov)>; Alan Schultz <[ASchultz@ci.corcoran.mn.us](mailto:ASchultz@ci.corcoran.mn.us)>; Manoj Thomas <[mthomas@corcoranmn.gov](mailto:mthomas@corcoranmn.gov)>

**Cc:** Rach-cell <[rachel.brolin@comcast.net](mailto:rachel.brolin@comcast.net)>

**Subject:** follow up to an item on 6/24/21 Council meeting video-replay .....

July 2, 2021

Dear Corcoran City Council Members,

I do not know any of you personally, so by way of introduction, my name is Craig Brolin. My wife and I had lived in Corcoran for 20+ years until last year, we sold our home (moved to Dayton temporarily) and bought some land with the dream of building a new home in Corcoran. The lot that we purchased does adjoin the Cain Road Extension land that was topic 8b in the 6/24/21 Council meeting. I am sorry that I did not know that was going to be a meeting topic - or we would have attended.

First, I DO want to thank you for your public service. That is never lost on me the amount of time, energy, and deep comprehensive thought required, and we appreciate that you commit to serve the residents of Corcoran. From my observation, it probably feels like a thankless job – so I certainly want to acknowledge your commitments.

The reason for my note is for us to ask - if there is going to be a discussion around the Cain Road extension, we would like to please be involved in the conversation. I am not clear who actually “owns” this land? We were under the impression that this was City owned land as part of the initial plating - and dedicated for potential future public use. We are VERY interested in purchasing this and an out-lot from the City. We absolutely want to make sure there is permanent and legal access to our property as well.

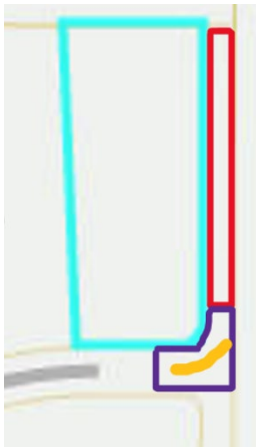
When we purchased our lot in 2020 and my ONLY lingering concern was making sure there was clear and legal access to the property. It appears that when the neighborhood was platted 45 years ago, the existing City Road (70<sup>th</sup> Ave N.) was put in and the land/road was given to the City at the time. Unfortunately, at the time, the existing cul-de-sac appears to stop about 50-60 feet short of our property border (sadly we felt that was a “miss” at the time). I expressed concern to the realtor, the seller, and the City. I was assured by all 3 that access was not an issue, per the Hennepin County property page it is City owned as a road/future use and that I could use the existing access driveway. After closing, I did however want to make it “official and legal”, thus I did work with (during covid-time so I never actually was able met with him – Mike Pritchard via email and exchanged multiple voice mails) and we did file for a legal permanent easement to traverse this strip of land (which we thought the City owned) and we have already paid \$1000 to the City of Corcoran to gain this easement.

I absolutely understand the catalyst and importance of this to Mr. Galbraith as i told him, we are willing to consider any potential solution. I also appreciate that the City is willing to take a fresh look at this and make a decision that is in the best interest of all parties involved. As I told Mr. Galbraith, we completely understand their desire to vacate the easement and understand why they wish to obtain the land from the City. In principal, we agree with the proposal WITH THE CONDITION of us obtaining

permanent and legal ownership of an out-lot containing the existing driveway to our lot (which has been in existence for multiple decades).

We would ultimately like a permanent solution. This would give us peace of mind AND be the right thing to do for all involved for the future. I would ask you to consider one of 2 potential outcomes:

1. City could extend the existing City Road (just the cul-de-sac) to at least the edge of our property. In practice that should probably have been done at time of the platting but obviously wasn't - as I am sure the planners at the time did not foresee this future issue.
2. We would be willing, and very much like to, PURCHASE from the City (at a reasonable land price) - the small out-lot, roughly as outlined here (purple). This would give us legal and permanent access to our property. We are NOT trying to get "extra land", we are simply trying to secure ONLY the land beneath the existing access driveway. The driveway DOES turn slightly to the north across the land potentially being vacated – we would hope you could consider this idea to benefit all parties.
  - a. APPROXIMATE – (until surveyed) to illustrate our proposal --- Yellow line added (roughly) where existing driveway is, red out-lot for Galbraith, purple out-lot we would like to purchase from the City
  - b. We have NO ISSUE, or claim to the land outlined in red (north of our existing access drive) and again we understand and would be supportive of the Galbraith acquiring that land.



Again – I appreciate all you do – I understand everyone in this City has issues that affect them personally and we all have complete trust in our City Leaders to make the decisions that are reasonable, and make the most sense for all parties involved, and best interest for the future.

I apologize – I was trying not to write a “long email” and it appears I failed. I am open to any follow questions via phone, email, or (if you want a field trip) I would be willing to meet you out at the lot so you can view it first hand (it is a beautiful piece of property).

Craig Brolin  
14880 Thicket Ln.  
Dayton, MN 55327

[Craigs499@gmail.com](mailto:Craigs499@gmail.com)  
612.308.4332

## STAFF REPORT

## Agenda Item 8c.

<b>Council Meeting:</b> August 12, 2021	<b>Prepared By:</b> Brad Martens
<b>Topic:</b> Grading Request for Amberly/Bellwether	<b>Action Required:</b> Direction

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### Summary:

Pulte Homes has submitted a request to allow for site grading and trunk sewer installation to take place prior to final plat approval. The request is primarily due to the short construction window remaining this year with final plat approvals not likely to take place until October.

It is the practice of the City to not allow grading prior to final plat due to the financial guarantee and developer agreement not being approved until that time. There is one exception, in which the City did allow Pulte to begin some of the deep sewer work for Bellwether in advance of the final first addition approvals.

If the City Council supports this request, staff would draft an approval contingent upon securing a financial guarantee, watershed and wetland approvals, tree preservation plan, any other applicable permits, approval of property owner, and pre-construction approval meeting.

### Financial/Budget:

Costs incurred to draft the approval would be paid by the developer.

### Options:

1. Direct staff to draft an approval to allow grading in advance of final plat approval.
2. Decline the request.

### Recommendation:

Staff is comfortable with the approval with a stringent agreement ensuring that sufficient protections exist should the project for some reason not proceed. Staff does anticipate that other developers will ask for similar approvals.

### Council Action:

Direct staff on action related to the grading request.

### Attachments:

1. Pulte Homes Request Letter



July 13, 2021

City of Corcoran  
Attn: Brad Martens, Kevin Mattson, and City Council  
8200 County Road 116  
Corcoran, MN 55340

Re: Bellwether/Amberley Site Grading

Dear Brad, Kevin, and Honorable City Council:

We hereby request approval to begin grading and installation of trunk sanitary sewer after City Council approval of the preliminary plat and City staff approval of construction plans.

## Background

In 2018, the City Council approved our request to begin grading and installation of trunk sanitary sewer after the preliminary plat for Bellwether was approved (Res. No. 2018-62). The reasons were varied and mutually beneficial:

1. During Minnesota's short construction season, it is critical to begin construction activities when possible.
2. A surety will be submitted which protects the City. If for some reason Pulte disappeared, there are sufficient funds in the surety for the City to enter the site, spread topsoil, seed the site, and establish vegetation. It should be noted that grading activities are considered "private" improvements and are typically undertaken after preliminary plat approval.
3. Due to the depth of the trunk sanitary sewer, in 2018 the City preferred that the work be done before frost. Extension of this deep trunk sewer extension will encounter similar construction circumstances.

## The Current Application – Bellwether & Amberley

For the above reasons, we request permission to grade and install trunk sanitary sewer after preliminary plat approval.

Thank you for your consideration of this issue.

Sincerely,

A handwritten signature in black ink, appearing to be "PH", written over a light blue horizontal line.

PulteGroup  
Paul Heuer, Director of Land Planning & Entitlement



# STAFF REPORT

# Agenda Item 9a.

<b>Council Meeting:</b> August 12, 2021	<b>Prepared By:</b> Brad Martens
<b>Topic:</b> Improvement Hearing – City Center Drive & 79 <sup>th</sup> Place Improvements Project	<b>Action Required:</b> Hold the improvement hearing

## Summary:

At the July 8, 2021 meeting, the City Council reviewed the feasibility study for the City Center Drive & 79<sup>th</sup> Place Improvements project and called the improvement hearing for the August 12<sup>th</sup> meeting. The next step in the process is to hold the hearing so impacted property owners can share their thoughts on the project, including proposed assessments.

In this case, staff is not requesting the Council order the improvement at this time. It is recommended to delay the project approval until an application has been received by St. Therese to proceed forward. Holding the improvement hearing now will allow for a quicker reaction time to approve the project in the future.

## Financial/Budget:

Improvements will be funded through a combination of sources including Municipal State Aid, special assessments, developer contributions, and local participation (bonding). At this stage, it is unknown how the actual percentages will break down.

Proposed special assessments are as follows:

No.	PID	PROPERTY OWNER	Total Area (Ac)	Probable Wetland Area (Ac)	Potential Wetland Area (Ac)	*Preliminary Buildable Area	Estimated Benefit (Per Buildable Acre)	**Proposed Benefit (Per Buildable Acre)	***PROPOSED ASSESSMENT TRANSPORTATION
1	2411923230001	City of Corcoran (St. Therese Site)	78.88	38.62	5.17	40.26	TBD	TBD	TBD
2	2411923340002	Corcoran Bay Holdings, LLC	73.54	7.24	12.46	66.3	\$6,000 - \$8,000	\$7,000.0	\$464,100
3	2411923330001	Victor Trachuk	2	0	0	2	\$5,000 - \$8,000	\$6,500.0	\$13,000
4	2411923330004	Gregory R Ebert (Corcoran Bay Holdings)	2	0	0	2	\$6,000 - \$8,000	\$7,000.0	\$14,000
5	2411923330002	Donald M and Nadine R Jelinski	2	0	0	2	\$1,000 - \$3,000	\$2,000.0	\$4,000

## Options:

1. Hold the improvement hearing.

## Recommendation:

Hold the improvement hearing; defer further action until an application from St. Therese is received.

## Council Action:

Hold the improvement hearing.

## Attachments:

1. City Center Drive and 79<sup>th</sup> Place Improvements Feasibility Study





## City Center Drive and 79<sup>th</sup> Place Feasibility Study

File No. 227702507

July 1, 2021

Prepared for:



City of Corcoran  
8200 County Road 116  
Corcoran, MN 55340

Prepared by:

Stantec Consulting Services Inc.  
1800 Pioneer Creek Center  
Maple Plain, MN 55359



# City Center Drive Feasibility Study

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# City Center Drive Feasibility Study

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2	Sanitary Sewer and Water Distribution
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# CITY CENTER DRIVE FEASIBILITY STUDY

Introduction

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## 1.0 INTRODUCTION

The City of Corcoran is planning for future development and supporting infrastructure in area of the northeast quadrant of the County Road 116 (CR 116)/County Road 10 (CR 10) intersection. The southern boundary of the focus area is CR 10 and the northern limit of the area is near City Hall along CR 116. Along with private development, long-term plans and vision of the City have included the formation of a Town Center, served by a new street (parkway) connecting CR 10 approximately 0.5 mi. east of CR 116, and intersecting with CR 116 just south of City Hall (See Figure A below). This future street has been referred to as City Center Drive and will not only provide for a future Town Center, but also serve as a backbone for the transportation and utility infrastructure needed to serve future property developments in this area.

More recently, St. Therese Senior Services has proposed development of a new residence facility near City Hall at the north end of the proposed focus area. A prior Feasibility Study (June 2019) was prepared by Stantec at that time to analyze infrastructure needs related to improvements specific to that development. The purpose of this Feasibility Report is to more specifically review the north segment of a proposed City Center Drive and a street segment connecting City Center Drive with CR 116 (79th Place), including utilities, and a proposed stormwater detention pond to be located nearby.

Future development of the focus area is anticipated to consist of a significant amount of residential and retail uses requiring further construction of City Center Drive with access points and supporting utilities. The level of development envisioned will likely require construction of turn lanes and eventual traffic signal controls at the intersections with County Road 116 and CSAH 10. In addition, water and sewer will need to be extended into this area. Overall infrastructure extension needs were highlighted in the previous feasibility report which generally covered a much broader area.

This report focuses on the feasibility of constructing the first phase of City Center Drive and utilities, including funding considerations through the State of Minnesota Chapter 429 process. This first phase is essentially the portion of City Center Drive from CR 116 to the south boundary of the St. Therese property (See Figure B below), a distance of approximately 1700 feet (0.32 mi.). With the proposed street and infrastructure improvements for Phase 1 providing benefits to both the St. Therese property and eventually to nearby properties to the south, financing of the improvements through the assistance of special assessments has been discussed. State of Minnesota Statutes Chapter 429 requires a process that includes a separate feasibility study and report for specific public improvements.

This report essentially describes a schedule and process in accordance with Chapter 429 and identifies the costs of the improvements, including proposed special assessments assigned to the benefiting properties. In addition to transportation, water and sewer needs, this report also reviews stormwater needs and requirements from both local and regional perspectives. A regional approach to stormwater also provides an opportunity to reduce and share costs among benefiting property owners.



## **CITY CENTER DRIVE FEASIBILITY STUDY**

Introduction

July 1, 2021

For the purposes of Chapter 429 and Special Assessments, this report is based on the intent of assessing transportation related improvements only.

In addition to special assessments, some of the mechanisms reviewed and/or available for funding the improvements include the following:

- On-site mass grading and infrastructure are typically managed and funded by the developer.
- In addition to special assessments, any upsizing of on-site trunk water utilities may be provided by credit, with eligibility determined during construction plan approval process.
- Trunk sewer and water fees.
- A review of City Center Drive as a designated Municipal State Aid Street.

This report should be used as a guide to assist in the planning, construction, and financing of improvements needed to construct City Center Drive Phase 1 and serve future development. Specific actions and recommendations can be refined further based on the timing and scale of proposed developments and potential funding scenarios.



# CITY CENTER DRIVE FEASIBILITY STUDY

Introduction

July 1, 2021

### Figure A – Proposed Town Center Vision



# CITY CENTER DRIVE FEASIBILITY STUDY

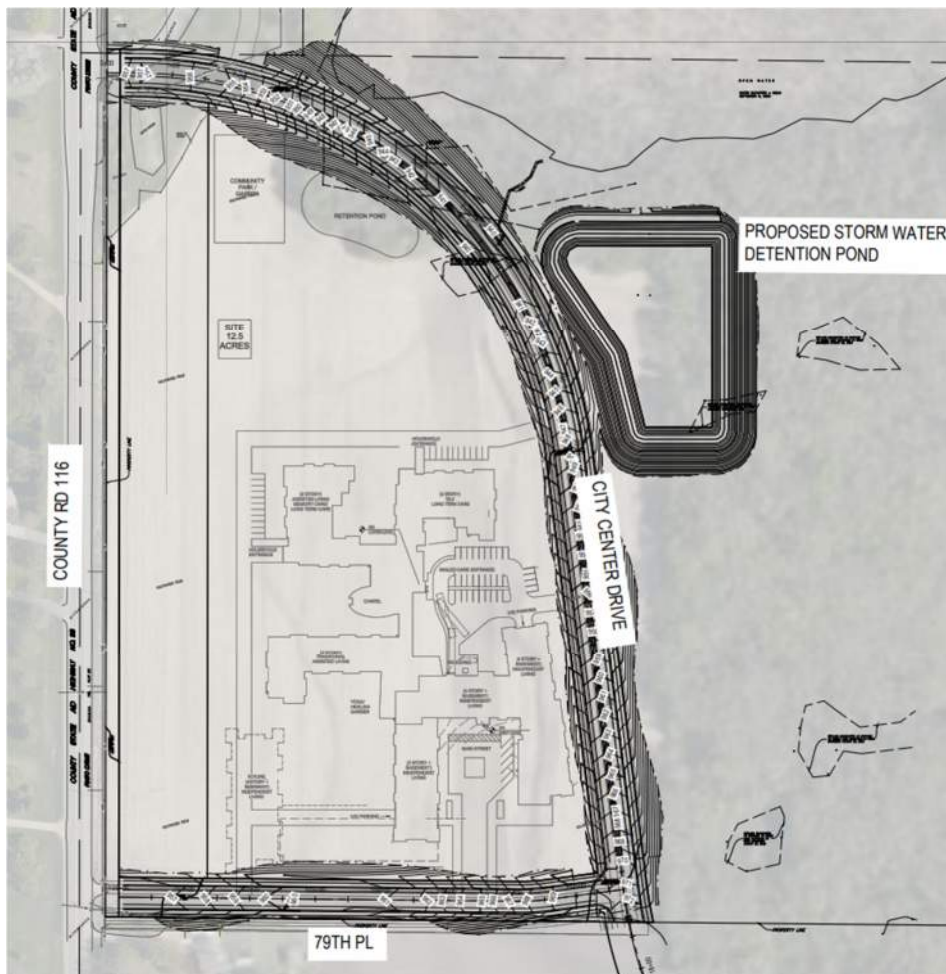
Proposed Improvements Introduction

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## 2.0 PROPOSED IMPROVEMENTS INTRODUCTION

For the purposes of this Feasibility Report, infrastructure improvements and estimated costs are provided for the streets and utilities to be constructed within the Phase 1 St. Therese site plan (Figure B below), including City Center Drive, 79<sup>th</sup> Place, and intersection improvements at County Road 116. Proposed assessments are calculated for not only the St. Therese property, but for properties directly south that will have access to the roadway and utilities through stubs provided at the south end of the property. Water and sewer main sizes have been reviewed and considered for the eventual extension of City Center Drive to County Road 10. In addition, stormwater detention improvements have been conceptually designed and sized to accommodate a portion of the contributing property drainage areas to the south, when they should develop. Eventually, when those properties to the south of Phase 1 submit development plans and/or City Center Drive is eventually extended the remaining distance, a similar feasibility study and report for the additional improvements and benefitting properties can be prepared accordingly.

**Figure B – Proposed Phase 1 Improvements (City Center Drive - St. Therese)**



## **CITY CENTER DRIVE FEASIBILITY STUDY**

Proposed Improvements Introduction

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Proposed improvements have been reviewed and estimated within the following categories:

1. Site Grading and Earthwork
2. Transportation (new streets and intersection improvements at CR 116)
3. Sanitary Sewer (including alternatives)
4. Water (including alternatives)
5. Stormwater (including a detention pond and wetland and flood plain mitigation)

Because stormwater improvements can overlap with site grading and the transportation improvements, the estimated costs for stormwater are included within the costs for both site grading and streets in this report. For example, the stormwater detention pond cost is included with grading and earthwork, and storm sewer constructed as part of the new streets are included within the street/transportation costs. This also allows easier simplicity when determining funding sources and costs for individual improvement items. However, a separate section to describe stormwater in general is provided in Section 7.0 to explain regulatory information, stormwater management, and other design related considerations. In addition, cost estimate breakdowns at the end of this report provide further clarification regarding stormwater related items.

For all of the proposed improvements, estimated costs have been calculated and shown per the Tables at the end of the report. Estimated costs include contingencies and indirect costs such as engineering and administration.





## **3.0 SITE GRADING AND EARTHWORK**

### **3.1 BACKGROUND**

As part of the St. Therese site development and supporting infrastructure improvements, a significant amount of grading and earthwork will be necessary. This will not only include grading for the site development itself, but also the base grading and subgrade preparation for public streets (City Center Drive and 79<sup>th</sup> Place). The detention pond can also be considered as part of the site grading as cut and fill activities across the entire site can be considered together as earthwork is balanced to the extent possible.

Estimated costs for earthwork and grading are based upon estimated cut and fill calculations based on existing topography and proposed elevations from concept and preliminary designs for the streets and stormwater improvements. As part of the City Center Drive construction, some filling in a designated flood plain will be needed. As a result, fill and mitigation for floodplain impacts has been considered in the grading and earthwork calculations. Any additional wetland mitigation as needed is not considered in the earthwork calculations but has been considered and included in the overall cost summary in this report. Upon submittal of grading plans for the St. Therese site itself, coordination efforts between the public and private improvements may provide opportunities for construction efficiencies and possible cost reductions.

### **3.2 EXISTING CONDITIONS**

The project area and site currently consist of vacant land. The City Center Drive/St. Therese site is bounded by County Road 116 on the west, City Hall on the north, undeveloped and some residential properties to the south, and undeveloped land on the east. The property is generally a mixture of agricultural use, pasture, and natural vegetation.

Adjacent to the site, County Road 116 is a two-lane undivided roadway with turn lanes at major intersections. At the existing City Hall access, a northbound right turn lane and a southbound left turn and bypass lane are provided.

### **3.3 PROPOSED EARTHWORK AND ALTERNATIVES**

As part of the St. Therese site development and supporting infrastructure improvements, a significant amount of grading and earthwork will be conducted. This includes grading for the site itself (private property development), but also the base grading and shaping for City Center Drive and 79<sup>th</sup> Place. The proposed stormwater detention pond is included in the site grading work and estimated cost. As previously mentioned, the construction of City Center Drive will require some filling into the floodplain and wetland near the north end of the street as it approaches City Hall, and mitigation/compensation will be



# CITY CENTER DRIVE FEASIBILITY STUDY

Site Grading and Earthwork

July 1, 2021

required. Possible mitigation areas identified include areas adjacent to the floodplain east of the proposed fill area, and another area just east of City Hall. Eligibility of pond excavation for contribution to the mitigation requirement has also been identified as a possibility.

The proposed detention pond has been sized to accommodate the site and Phase 1 infrastructure improvements. Potential contributing areas south of the Phase 1 improvements and St. Therese site area were also initially considered in the pond sizing and cost estimates; thus providing a more regional facility. The estimated pond size (footprint) is 1.2 acres for a stand-alone (St. Therese and Phase 1 improvements) vs. 1.8 acres for a regional pond. If a pond were to be sized for solely the Phase 1 improvements (new streets), the footprint would be approximately 0.4 acres. For the purposes of this Feasibility Report, the 1.2 acre size for Phase 1 and St. Therese is recommended at this time. The pond is proposed to be located just east of City Center Drive and in addition to the St. Therese site as shown in Figure B on previous page 2.1.

## 3.4 ESTIMATED COSTS

Estimated costs for site grading and earthwork include the regional stormwater detention pond and also fill, grading, and base shaping for the street construction work. Table 4 provides a breakdown of the estimated costs. The grading and earthwork are estimated to be \$766,047 and does not include grading and fill for the private development itself. In addition to this amount, an additional estimated amount of \$150,000 for wetland mitigation should also be included in the overall estimated costs. However, coordination of grading for the entire site area, including the public infrastructure improvements and private development itself may provide cost savings as well as construction timeliness and efficiency in general.

The estimated cost as provided below includes a regional stormwater detention pond.

Estimated Costs (City Center Drive & 79 <sup>th</sup> Place):	\$766,047 <sup>(1)</sup>
Estimated Costs (floodplain and wetland mitigation)	\$150,000
Total	\$919,047

(1) Costs provided in the estimated cost tables were for largest regional pond. Costs are estimated to be proportional to the overall need.

## 3.5 FINDINGS AND RECOMMENDATIONS

It is recommended that the site grading and earthwork include a 1.2 acre regional stormwater pond to service the public roadways along with St. Therese in addition to the other site grading and earthwork. A detention pond serving only the Phase 1 improvements would be smaller and result in some savings. However, any savings would be relatively minimal and the resulting cost savings and development opportunity use for future phases could be significant. In addition, it is recommended that earthwork and grading related to both the public and private improvements be coordinated to the extent possible to



## **CITY CENTER DRIVE FEASIBILITY STUDY**

Site Grading and Earthwork

July 1, 2021

streamline construction efficiency and provide additional cost savings. For example, excavation for the regional detention pond may provide fill supplemental material for the private development, depending on the extent of material need and quality of the material.



## 4.0 TRANSPORTATION

### 4.1 BACKGROUND

As most recently proposed, based on information provided, the St. Therese project will include a senior living facility with 197 independent living units and 51 skilled care units. Access will be provided to the development from two public streets connecting directly to County Road 116 at two locations: A northern street connection (City Center Drive) at the existing main City Hall access and a southern connection approximately 1/4 mile to the south of City Hall (79<sup>th</sup> Place). Upon future development of the Town Center area and an eventual extension of City Center Drive to the south and connection to County Road 10, additional traffic will result on the Phase 1 roadways. This will eventually elevate the roadways to collector traffic levels, serving as primary transportation corridors and linkages for the Town Center area.

In anticipation of future traffic and service needs, the City has initiated the process of designating both City Center Drive and 79<sup>th</sup> Place as Municipal State Aid Streets in the Phase 1 improvement area. When the need arises in the future to extend City Center Drive to County Road 10, the remainder of City Center Drive will also be eligible for Municipal State Aid designation.

### 4.2 TRIP GENERATION AND TRAFFIC IMPACTS

Weekday A.M. and P.M. peak hour trip generation for St. Therese were calculated based on data presented in the tenth edition of Trip Generation, published by the Institute of Transportation Engineers (ITE). The resultant trip generation estimates are shown in **Table 5-1**.

**Table 4-1. Weekday Trip Generation for St. Therese Project**

Land Use	Size	Weekday AM Peak Hour			Weekday PM Peak Hour			Weekday Daily
		In	Out	Total	In	Out	Total	Total
Continuing Care Retirement Community	248 DU	23	12	35	15	25	40	595

Notes: DU=dwelling unit

As shown, the project adds 35 trips during the a.m. peak hour, 40 trips during the p.m. peak hour, and 595 net trips daily. The intersection improvements at County Road 116 for City Center Drive and 79<sup>th</sup> Place will easily accommodate these volumes.

The traffic impacts on the surrounding County Roadway system due to the proposed Phase 1/St. Therese development are expected to be minimal as shown by the numbers above. The number of trips generated during the peak hours and on a daily basis can be accommodated by the existing roadway system with minimal impacts to traffic operations.



## CITY CENTER DRIVE FEASIBILITY STUDY

Transportation

July 1, 2021

Upon subsequent completion of future City Center development and City Center Drive phases however, traffic levels at these intersections will see substantial increases, particularly during AM and PM peak periods. As previously described, the City of Corcoran is planning for future development for the northeast quadrant of the County Road 116/CSAH 10 intersection, including an eventual full extension of City Center Drive between the St. Therese property and County Road 10. The future Town Center development is expected to consist of a significant amount of residential and retail uses, requiring the construction of future City streets and access points.

As a result, turn lane additions and roadway adjustments at CR 116 for City Center Drive and 79<sup>th</sup> Place are being proposed as part of the Phase 1 improvements. Traffic signals at City Center Drive and County Road 116 will likely be needed in the future at some point, depending on the timing and rate of development.

### 4.3 FINDINGS AND PROPOSED IMPROVEMENTS

In order to accommodate the proposed project and future development in the area, implementation of the following improvements are proposed as part of the Phase 1 improvements:

#### County Road 116 Intersections

##### *County Road 116/City Center Drive/Main City Hall access*

- Hennepin County will have input and authority on the ultimate design requirements. As a result, the County has been contacted and has reviewed preliminary concepts for the intersections.
- For CR 116, a left turn (southbound) and right turn lanes (northbound) on the approach are being proposed.
- Turn lanes for the City Center Drive westbound approach to the intersection are proposed.
- Preservation of right-of-way is needed for a future traffic signal control when property west of CR 116 develops, and traffic levels on City Center Drive increase as a result of the street's eventual extension to the south.

##### *County Road 116/79<sup>th</sup> Place*

- Hennepin County will have input and authority on the ultimate design requirements. As a result, the County has been contacted and has reviewed preliminary concepts for the intersections.
- For CR 116, construction of a left turn (southbound) and a right turn lane (northbound) on the approaches are proposed as required by Hennepin County.
- Construction of the 79<sup>th</sup> Place westbound approach will include a left turn lane and a right turn lane as proposed.

Preliminary concepts have been utilized for estimating purposes, based on preliminary feedback from Hennepin County. As plans eventually progress toward construction, the design and costs will need to be refined accordingly.



## CITY CENTER DRIVE FEASIBILITY STUDY

Transportation

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### City Center Drive

City Center Drive will eventually connect CR 116 and CR 10 as the Town Center area gradually develops, with a total length of approximately 0.82 mi. The length of City Center Drive for this proposed Phase 1 is 1700 feet (0.32 mi.). Because the street will eventually connect two County roadways and serve as a collector street, the City has initiated the process of designating the Phase 1 portion of the roadway alignment as a Municipal State Aid Street under Minnesota Transportation guidelines and regulations. This will provide the City added flexibility in terms of funding possibilities and needs reporting to the State. Eventually, the remainder of City Center Drive extending to CR 10 can also be designated.

The street is therefore proposed to be designed and constructed in accordance with State Aid standards. These standards are typical for most municipal collector streets, including geometrics (width), load carrying capacity, and other design parameters. In addition, the Comprehensive Plan for the Town Center area, including this Phase 1 proposal recommends a divided parkway segment with consideration for multi-modal transportation (including accommodations for bicycles and pedestrians), lighting, and landscaping. In summary, the following is proposed:

#### *City Center Drive (Phase 1):*

- A two-lane roadway 0.32 miles in length constructed to Municipal State Aid standards, with a planted median, along with adjacent sidewalks.
- A 72-foot right-of-way per the SE District (Comprehensive Plan) and Town Center plans is proposed.
- Street lighting with an assumed 300 feet spacing per side, offset with the opposite sides of the street.

#### *79<sup>th</sup> Place*

79<sup>th</sup> Place will connect CR 116 with City Center Drive and form the south boundary of the St. Therese development. The street will span a distance of approximately 0.15 miles and similarly will be constructed to Municipal State Aid standards, as the City has also recently submitted this segment for State Aid designation. The following design parameters are proposed:

- A two-lane roadway, constructed to Municipal State Aid standards.
- 60-foot right-of-way per the SE District plan will be required.
- Lighting assumed 300 feet spacing per side, offset with opposite sides of the street.
- Sidewalk along at least one side of the street.

Long-term plans for CR 116 call for a multi-use trail along the roadway, including between City Center Drive and 79<sup>th</sup> Place. This trail segment is provided as part of a long-term desire and plan by both the City and County to provide multi-use trails along County Road corridors. The cost for a trail within this project area has not been included in the estimated costs. However, it is recommended that sufficient space for a trail easement be preserved for future construction.



# CITY CENTER DRIVE FEASIBILITY STUDY

Transportation

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Along with the trail, dedication of green space (park) along CR 116 has been platted in anticipation of the site development. This will be reviewed further between the City and St. Therese as site plans continue to progress.

For both City Center Drive and 79<sup>th</sup> Place as described above, site access locations as proposed for the St. Therese site will be reviewed and coordinated with the owner accordingly to assure that safety, accessibility, and other related features such as medians and landscaping are balanced accordingly.

## 4.4 ESTIMATED COSTS

Estimated costs for the transportation improvements, including the City streets (City Center Drive and 79<sup>th</sup> Place) and the intersection/turn lane improvements on the County Roads are summarized below. Storm sewer is also included in the estimates, as are landscaping and lighting. However, lighting and landscaping costs can vary significantly, depending on the level of improvement and investment desired. For the purposes of this report, estimated costs for landscaping and lighting are based on a unit cost averaged from previous projects with what may be considered basic improvements. These typically include trees and other appropriate/desired plantings and irrigation, but would not include special “hardscape” features or public art.

Estimated Costs (City Center Drive & 79 <sup>th</sup> Place):	\$2,734,251
(including storm sewer, lighting, and landscaping)	
Estimated Costs (Turn Lanes Along County Roadways)	\$494,000

This estimate includes a 30% allowance for indirect project costs which includes contingency, engineering, and project administration.

A tabulation of these is shown at the end of this report in Table 5.

## 4.5 SUMMARY AND RECOMMENDATIONS

The transportation improvements as presented herein are necessary to not only allow for the proposed St. Therese development, but will provide the necessary base infrastructure for future roadway and utility improvements in the City of Corcoran, all in alignment with the City’s Comprehensive Plan. Close collaboration with Hennepin County and other partners will be needed as continued growth and development in this area of the City of Corcoran.



## 5.0 SANITARY SEWER

### 5.1 INTRODUCTION

Proposed sanitary sewer improvements for City Center Drive as presented herein have been reviewed previously and analyzed in the context of long-term sanitary sewer service needs and projections for the sub-regional area of Southeast Corcoran. Sewer needs from this sub-regional approach take into consideration not only the Town Center area, but a much larger area of SE Corcoran that is anticipated to need service in the future. These future needs and related requirements have been reviewed and discussed at length per a previous study, and other key infrastructure improvements needed are being addressed through separate projects outside of the scope of this feasibility study.

In accordance with the Comprehensive Plan and in consideration of the general area topography, sewer flows from City Center Drive (Phase 1) and the adjacent St. Therese property have generally been anticipated to flow north to a large gravity trunk sewer extended from the north-east. This trunk main is not yet constructed, and it is expected to be several years away, at least at this location. Properties just to the south of the Phase 1 and St. Therese improvement area, including the future Town Center area have been shown flowing south to an existing Metropolitan Council Environmental Services (MCES) interceptor (L-80). For the St. Therese (Phase 1) segment of City Center Drive, it has been determined that taking the flow north into another sub-system and temporarily diverting back to the L-80 system is necessary and feasible at this time.

Longer-term, the MCES L-80 lift station, located near the intersection of CR 10 and CR 101, has been reviewed extensively by both MCES and the City with regards to its eventual capacity and future development of southeast Corcoran. Future flow projections have been calculated and reviewed with MCES to investigate the feasibility of diverting some future L-80 area flows to the future trunk main to be extended from the northeast. Upon further review and analysis, MCES has concurred that diverting flows from some areas south of the Phase 1 improvements may eventually be needed. As a result, the sizing of a larger sewer main for the City Center Drive Phase 1 improvements for future flows is recommended.

The topography across the proposed City Center Drive alignment generally slopes upward from County Road 10 before sloping back down to where the Phase 1 portion begins. From this point, the roadway will generally slope down to the north and west toward City Hall where it will connect to CR 116. As a result, sewer service for City Center Drive (Phase 1) will be provided by constructing a gravity sewer that slopes downward to the north, with flows directed to the northwest corner of the development near City Hall. At the northwest corner, sewer flows will be directed across County Road 116 into a system constructed by others as a separate project. This separate project will connect to a system within the L-80 service area, and eventually connect to the future gravity trunk main from the northeast as previously described.





## 5.2 PROPOSED IMPROVEMENT ALTERNATIVES

There are essentially four different alternatives to the Phase 1 sanitary sewer construction, based on two different pipe sizes and two different alignment locations.

### *Pipe Sizing*

The sanitary sewer design not only considers the proposed Phase 1 development, but also the future development of some properties to the south and east that may eventually have flows diverted to the north. This is discussed in the above introduction with regards to the MCES lift station capacity for southeast Corcoran. Essentially, sanitary sewer main will run from the southeast corner of the Phase 1 site (the intersection of City Center Drive and 79<sup>th</sup> Place), flowing by gravity to the northwest corner of the site near the City Hall entrance at CR 116.

Under typical design circumstances, an 8-inch sanitary sewer main pipe would suffice for Phase 1 (Option 1). However, because some areas to the south and east of Phase 1 are being evaluated for diversions, a 12-inch main would be needed to accommodate the projected flows. Therefore, two different sizes are being considered.

### *Sewer Pipe Location*

The sanitary sewer main will flow by gravity from the southeast corner of Phase 1 to the northwest corner near City Hall. It is anticipated that the main will run in alignment with City Center Drive, along with the watermain and other private utilities. However, dependent on the layout and extent of proposed improvements on the St. Therese site, as well as anticipated future development on the west side of CR 116, an alternative alignment may be considered. A sewer main running from the southeast corner westerly down 79<sup>th</sup> Place and then north along CR 116 has been suggested as an alternative. However, this would result in a longer distance of pipe, and any future services for properties on the west side of CR 116 may be lengthy and subject to specific requirements of Hennepin County for crossing the roadway and right of way.

### *City Hall Sewer Service*

The sanitary sewer service to City Hall is currently provided by a private septic system which is located to the south of the current city hall entrance and parking lot. With the proposed City Center Drive Improvements, the septic system will be impacted and will need to be relocated or removed. With the availability of sewer and water as a result of the improvements, it is recommended that the septic system be removed and the sewer service be modified and connected to the new sewer main.



## CITY CENTER DRIVE FEASIBILITY STUDY

Sanitary Sewer

July 1, 2021

### 5.3 ESTIMATED COSTS

The sanitary sewer as proposed herein for Phase 1 provides essentially four options, based on two possible sizes and two possible locations (alignments). As a result, four different alternatives and costs are presented in this report.

Both sizing options (8-inch vs. 12-inch gravity sewers) provide adequate service to the Saint Therese development. Option 1 (8-inch) would provide primarily local service for the proposed St. Therese development, with little capacity consideration for any additional sewer diversions from future development areas to the south of the Phase 1 improvements. As previously described, Option 2 (12-inch) would build in additional capacity for such diversions, should the City decide to divert some flows from the SE Corcoran MCES interceptor (L-80) connection to the NE Corcoran interceptor connection in the future, all subject to MCES review and approval.

For sewer main locations as described, one alignment would run along the west side of the St. Therese property, parallel to CR 116 and on property dedicated as space for a regional trail as previously mentioned. The other alignment option would follow the center of City Center Drive. Both alignment alternatives would terminate at the northwest corner of the site at CR 116 near City Hall. At that location, a separate improvement project outside of the scope of this report will include a crossing of CR 116 and connection to another system.

As described in the Introduction, the cost of installing sanitary sewer necessary to serve the St. Therese site (8-inch) would be the developer's responsibility as part of the site development. This would apply to either alignment, dependent on the specific site development needs. However, the cost difference in upsizing to a 12-inch (beyond the St. Therese needs) would not be the developer's responsibility and has been calculated accordingly for the City to consider.

The costs for the four identified options are:

Estimated Costs Option 1 – (City Center Drive and 8-inch):	\$335,500
Estimated Costs Option 2 – (City Center Drive and 12-inch):	\$435,500
Estimated Costs Option 3 – (79 <sup>th</sup> /CR 116 and 8-inch):	\$326,000
Estimated Costs Option 4 – (79 <sup>th</sup> /CR 116 and 12-inch):	\$413,000

In addition to the above, the cost to disconnect and remove the septic system serving City Hall and reconnect to the new sanitary sewer would add an additional estimated amount of \$25,000. Area charges and connection fees will likely apply and are not included in these estimates.



## **5.4 SUMMARY AND RECOMMENDATIONS**

It is recommended that the 12-inch sanitary sewer main and City Center Drive alignment (Option 2) be considered for construction. The cost difference to install the larger size is relatively minimal in comparison to the total cost and provides additional capacity insurance for future growth beyond the Phase 1 improvements site, should it be needed. The City Center Drive alignment is also recommended as a result of the more direct and natural alignment with the overall improvements and the likelihood that this location will work well with the St. Therese development.

## **6.0 WATER**

### **6.1 INTRODUCTION**

Similar to sanitary sewer, improvements needed to construct water distribution infrastructure for Phase 1 City Center Drive Phase 1 and site improvements are being considered in conjunction with a previous study that addressed the greater sub-regional area of SE Corcoran and future Town Center. As a result, a water connection will be made available to the site per a separate public improvement that also serves properties west of County Road 116. This other improvement and a connection were considered and evaluated in the previous study and considers the long-term adequacy of water supply, distribution, and pressures for the greater southeast Corcoran area.

Under a contract to provide water, the City of Maple Grove will continue to supply SE Corcoran with up to a maximum day demand (MDD) of 5 million gallons per day (MGD) in accordance with agreements between the two cities. Overall water future water needs for this area have been modeled extensively, and future improvements (water supply, storage, and distribution) have been identified for the future in accordance with the City's Comprehensive and Capital Improvement Plans.

As previously mentioned in this report, proposed assessments are intended for transportation improvements only as the developer will be responsible for the water mains needed to serve the St. Therese site. However, any upsizing of the mains to better serve future development beyond the site will not be the developer's responsibility.

### **6.2 PROPOSED ALTERNATIVES**

Studies have also indicated that upsized water main improvements for City Center Drive, including the Phase 1 segment may provide benefits to properties outside of Phase 1. These benefits would include access to the system, enhanced circulation and pressure distribution, and fire protection. Therefore, 2 options have been reviewed for the water distribution system for Phase 1 City Center Drive, and both are based on a system connection being available at City Center Drive and CR 116 by a separate project.



## CITY CENTER DRIVE FEASIBILITY STUDY

Water

July 1, 2021

Both options would provide a loop through the Phase 1 site by essentially following City Center Drive and 79<sup>th</sup> Place, connecting to a 16-inch trunk main to be constructed along CR 116 at both ends. This would essentially form a continuous loop around the site. Since the looping system is necessary for serving beyond the proposed development, the trunk main along CR 116 has not been included in the estimated costs. For the purposes of this feasibility report, estimated costs have been provided for two alternatives: a 12-inch main running the length of City Center Drive and 8-inch on 79<sup>th</sup> Place (Option 1), and the same with a 12-inch replacing the 8-inch on 79<sup>th</sup> Place (Option 2). In either scenario, a water main stub pointed southward (12-inch) will be provided at the City Center Drive/79<sup>th</sup> Place intersection in anticipation of the future street extension and development.

Previous modeling analyses for the water system in SE Corcoran reviewed various scenarios and results, based on future system improvements and future demands on the system. The options of constructing an 8-inch main or a 12-inch main for the St. Therese Development itself were reviewed as part of the various modeling scenarios. While an 8-inch line was generally considered adequate for present needs, the 12-inch was recommended to assure that future needs will be met. The city generally evaluates to a standard system pressure and if the St. Therese specific building needs additional pressure or requirements beyond the municipal system standards, that would be incorporated into their development plan.

### *City Hall Water Service*

City Hall is currently serviced from a private well. The water quality from a private well is variable and the water provided from the public system is likely of a more consistent quality. With the City Center Project, it is recommended that a water stub be provided for the City Hall lot, and that a new service to the main be installed.

## 6.3 ESTIMATED COSTS

The water main as proposed herein for Phase 1 provides essentially two options based on an 8-inch watermain loop or an upgrade to a 12-inch size. As previously mentioned, the base 8-inch size will be the developer's responsibility and any upsizing to 12-inch will be funded by other sources. As a result, the following estimates are provided:

Estimated Costs (Option 1):	\$391,000
Estimated Costs (Option 2):	\$466,000

In addition to the above, an estimated amount of \$40,000 should be added for disconnecting the existing City Hall water service from the existing well and constructing a new connection to the new water main system. Area charges and connection fees will likely apply at time of connection and are not included in these costs.



## **6.4 SUMMARY AND RECOMMENDATIONS**

Modeling has suggested that the 8-inch size will be adequate for future area needs beyond the St. Therese site, and the looping of main around the site will provide adequate circulation and fire protection. However, an upsizing to 12-inch pipe is a relatively minimal increment increase in proportion to the total installation cost and will provide assurance for future development and fire flow needs. It is therefore recommended that the 12-inch watermain pipe (Option 2), be installed accordingly as part of the project. It is recommended the city hall be connected to the water with the project.



## **7.0 STORM WATER - WATER RESOURCES**

Stormwater implications for the proposed Phase 1 improvements have been reviewed in consideration of local and state regulations, regional ponding, floodplain, and potential changes in land use and additional runoff that would occur when future development proceeds. In addition, a proposed stormwater detention pond has been reviewed and described from both a local and regional service perspective. Wetland and floodplain mitigation and compensation in accordance with requirements has also been reviewed.

### **7.1 REGULATORY OVERVIEW**

Stormwater management regulations in the proposed project area will be guided and directed by Corcoran's Local Surface Water Management Plan (Local Plan) and the City's Stormwater Pollution Prevention Plan (SWPPP). Each of these documents has a larger regulatory context:

- The Local Plan reflects the goals, policies, and rules of the Elm Creek Watershed Management Commission's Third Generation Watershed Management Plan (Commission's WMP).
- The SWPPP is a requirement of the City's stormwater permit, formally known as the Municipal Separate Storm Sewer System (MS4) permit. The MS4 permit is issued by the Minnesota Pollution Control Agency (MPCA).
- Among other goals, both documents include plans to meet pollutant load reductions calculated in the Elm Creek Watershed Total Maximum Daily Load (TMDL) study. TMDL studies are required for surface waters that are designated as impaired – in other words, those that do not meet one or more state water quality standards.

### **7.2 WATERSHED SETTING AND LAND USE**

City Center Drive and related development areas are situated in the Rush Creek drainage area which includes natural wetland and floodplain areas east of City Hall. Land use and cover in the proposed street and development area is a mix of natural (woods) and agricultural with floodplain and wetlands. This pattern is typical of Corcoran, which is still a predominantly agricultural community with scattered low-density residential development and an abundance of wetlands. As development increases in the City however, the change from agricultural to non-agricultural land use presents opportunities to better manage stormwater runoff. In addition to effective design, stormwater Best Management Practices (BMPs) installed during construction will improve water quality in the large wetland complex near City Hall where the majority of runoff from the proposed improvements will flow.



## **7.3 STORMWATER MANAGEMENT**

For the City Center Drive/Saint Therese development and construction as proposed in these Phase 1 improvements, the parcel area changes the land cover from agricultural/wooded/wetlands to urban senior living. Agricultural use of the land would cease, replaced by both pervious open/green space and impervious surfaces that will change the landscape and impact stormwater runoff.

Regional planning for conceptual ponding locations shows that the Phase 1 improvements and the Saint Therese parcel can be a “stand alone” parcel and mitigate the increased runoff rates. Any stormwater accommodation from the eventual extension of City Center Drive to the south, including related developable properties has also been considered. Sizing for a trunk storm sewer and expanded stormwater detention has therefore been reviewed and included in estimates and potential benefits.

Although cessation of agriculture generally benefits water quality by reducing export of nutrients and sediment, construction of additional impervious surfaces, such as roads, driveways and sidewalks in this development can increase the volume to receiving waters. CR 116 turn lanes and City streets will also increase impervious surface area and, will require BMPs to mitigate the impact of stormwater runoff.

Mitigation is accomplished by aligning development plans with stormwater regulations. Corcoran’s Local Plan, in agreement with the Watershed Commission’s WMP, requires that certain development plans be submitted to the City and the Commission for review. The purpose of the review is to ensure that the developer’s and City’s plans for stormwater management during and after construction meet the Commission’s rules regarding the rate, volume, and pollutant load of stormwater runoff, along with other rules regarding wetland alteration, erosion and sediment control and other aspects of surface water protection.

This adherence to Commission rules is one of the strategies the City of Corcoran has chosen to also meet its TMDL obligations. The implementation plan calls on Corcoran to apply these strategies and standards when land use changes, a strategy that is expected to have the net result of improving the quality of stormwater runoff. Stormwater modeling guidelines are in Appendix A, and as noted FEMA floodplain modifications and off-site water quality improvements are listed.

Complementing the Local Plan, Corcoran’s SWPPP requires plan review, construction site erosion and sediment control, and post-construction stormwater management. Construction site inspections by the City or its authorized staff would begin with land-disturbing activity and end with final stabilization of exposed soils. After construction, the City would enter an agreement with the developer to ensure that stormwater Best Management Practices continue to function as intended.

## **7.4 FINDINGS**

- Regional planning for conceptual ponding locations shows that the City Center Drive/Saint Therese parcel can be a “stand alone” parcel and mitigate the increased runoff rates.



## CITY CENTER DRIVE FEASIBILITY STUDY

Storm Water - Water Resources

July 1, 2021

- Conceptual planning shows a 0.4 acre, 1.2 acre, or 1.8 acre pond footprint is necessary, depending on sizing for Public Right of Way (ROW) only, Public ROW and the St. Therese site, or Public ROW and the St. Therese site plus potential contributing areas to the south of these Phase 1 improvements.
- Stormwater improvements are necessary within the development to meet regulations of the WMO. The Elm Creek Watershed Management Commission's development rules and standards will apply.
- Stormwater improvements will also need to meet the goals of Corcoran's Local Plan and the Elm Creek TMDL study.
- The City of Corcoran has modeling guidelines for hydrology and hydraulics to consistently manage stormwater events in new developments.
- To move towards meeting load reduction goals, the City's Local Surface Water Plan identifies that improvements to water resources will occur with development.
- FEMA-designated Zone A floodplain is located within/adjacent to the project area. A Letter of Map Revision (LOMR) from FEMA is likely not required. However, mitigation of any floodplain fill areas will be necessary.
- The City has recently obtained the Local Government Unit (LGU) responsibility for implementing the Wetland Conservation Act (WCA).
- A detention pond sized accordingly for Phase 1 improvements and additional areas to the south (Regional) has been proposed (Figure 4).

### 7.5 ESTIMATED COSTS

As also described in Section 3.0, Site Grading and Earthwork, two different detention pond sizes have been analyzed, one for serving only the immediate Phase 1 improvements and a slightly larger pond to serve a more regional area. The cost of the pond has been included in the grading and earthwork costs. Costs for storm sewer, including conveyance to the pond have been included in the street improvement costs.

### 7.6 SUMMARY AND RECOMMENDATIONS

It is recommended that the 1.2 acre (regional) stormwater detention pond/basin be constructed. Because the pond is considered as part of the overall grading and earthwork cost, the incremental cost is considered relatively minimal. In addition, the additional excavation provides additional stormwater management and runoff treatment for future development and improvements. The additional excavation may also provide some additional floodplain and wetland mitigation capacity, depending on construction and alignment with mitigation regulations.





## 8.0 FINANCING

### 8.1 SUMMARY

Financing options for the Phase 1 improvements (transportation, sewer, water, and stormwater detention) that are necessary for infrastructure and to mitigate impacts typically follow the approach of:

- On-site infrastructure is managed by the developer.
- Upsizing of on-site trunk utilities is provided by credit, with eligibility determined during plan review.
- Off-site projects are managed by the City (engineering, bidding, and construction management) through an escrow.
- Other financing mechanisms (i.e., Ch 429 process). As previously mentioned in this report, it is proposed to utilize Special Assessments to fund the transportation related portion of the public improvements.
- The roadway is in the process of being designated as a Municipal State Aid Road and may be eligible for use of the City of Corcoran State Aid Funds.

The financial package will be further detailed and negotiated as the project moves forward and culminates in the overall Developer Agreement with the overall preliminary plat approval, which is updated for each phase of the Phase 1 improvements.

### 8.2 CHAPTER 429 PROCESS

As previously mentioned in this report, it has been proposed at this time to assess only the transportation portion of the improvements. Stormwater has also been mentioned as a possibility for further discussion. Phase 1 Public Improvements (transportation elements) will not only serve the proposed St. Therese site, but will also provide future benefit to identified properties to the south as the Town Center area develops and City Center Drive is extended. As a result, special assessments for the transportation improvements in accordance with State of Minnesota Chapter 429 requirements has been proposed and calculated as provided further below.

Special Assessments are a charge imposed on properties for a particular improvement that benefits the owners of those selected properties. The authority to use special assessments originates in the state constitution which allows the state legislature to give cities and other governmental units the authority “to levy and collect assessments for local improvements upon property benefitted thereby.” The legislature confers that authority to cities in Minnesota Statutes Chapter 429.

Special assessments have three distinct characteristics:



## CITY CENTER DRIVE FEASIBILITY STUDY

Financing

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1. They are a levy a city uses to finance, or partially finance, a particular public improvement program.
2. The city levies the charge only against those particular parcels of property that receive some special benefit from the program.
3. The amount of the charge bears a direct relationship to the value of the benefits the property receives.

The Chapter 429 process can be initiated from either a petition from the affected property owners or by the City Council by ordering a feasibility report. Upon completion of a feasibility report by the City Engineer or designee, the City Council must pass a resolution receiving the report and provide preliminary notice of the improvement.

Following is the general process and steps required for the Chapter 429 process:

Upon the ordering of a feasibility report by the City Council, staff prepares the report, which generally provides descriptions and conceptual designs for the proposed improvements, estimated costs, assessment rolls, a proposed schedule, and other pertinent information.

After the report is completed and accepted by the Council, a public hearing is scheduled and held in accordance with Chapter 429 requirements, followed ultimately by bidding and construction if the project is approved and continues to move forward. An assessment hearing is also included as part of the process to adopt the assessment rolls as presented. It should also be noted that the improvement hearing may be omitted if 100 percent of the affected landowners sign a petition requesting the improvement.

### Proposed Possible Schedule

Following is a general outline of a proposed schedule for consideration for this project as part of the Chapter 429 process:

Council Orders Feasibility Report	January 2021
Council Receives Draft Feasibility Report and Reviews	June 24, 2021
Council Accepts Feasibility Report and Calls for Public Hearing	July 8, 2021
Staff submits notice of Public Hearing in accordance with Chapter 429	
Council Holds Public Hearing	August 12, 2021
Council Orders the Preparation of Plans and Specifications	August 12, 2021
Open Bids	Fall 2021
Council Provide Notification of Assessment Hearing	TBD
Council Hold Assessment Hearing, Adopt Assessment Roll and Award Contract	TBD
Commence Construction	TBD

The schedule provided is conceptual in nature and actual timing of the improvement project may coincide with the adjacent St. Therese development's anticipated schedule.



### **8.3 REPORT AND PRELIMINARY ASSESSMENT ROLL**

The benefitting properties proposed for assessment are shown in the figures on the following page. Assessments are proposed for benefitting properties for transportation related improvements only. The city has received letters of benefits from Nagell Appraisal, Inc. A copy of the appraisal reports is provided in Appendix A.

The benefit reports received by the city provide a general range of benefit per acre of buildable area for each property. At the June 24th City Council Meeting, the city council discussed the assessment policy for this project and determined the average of the range of benefit should be used for the proposed assessments as the City's assessment policy does not directly dictate how to address this specific type of project that addresses immediate and longer-term benefits. As a result, a proposed preliminary assessment roll is provided herein for Council's consideration, utilizing the appraisal reports as a base or framework, in which a proposed midrange of the expected benefit will provide. The proposed assessment roll is provided in Appendix B.

The proposed buildable acres for each lot were calculated by subtracting the probable wetland areas available through the National Wetland Index (NWI) from the total acres for the parcel.

The Appraisal Reports from Nagell Appraisal, Inc noted that the additional parcels south of PID 2411923340002 received little to nil benefit from the improvements and were therefor note included in the preliminary assessment roll.

\*\* The Property Owners as named below for each PID are per the most recent property information provided by Hennepin County. Any recent sales or transfers of property may not yet be recorded.



# CITY CENTER DRIVE FEASIBILITY STUDY

Financing

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## Properties Proposed for Assessment



## 9.0 CONCLUSIONS AND RECOMMENDATIONS

The following infrastructure Phase 1 improvements are feasible and necessary to meet the needs of the St. Therese development and prepare for future phases of development in the Town Center area. These improvements are consistent with similar requirements for other developments in the City of Corcoran, and have been shown to be necessary for managing the City's growth and vision and goals in accordance with the Comprehensive Plan.

### Sanitary Sewer

- Option 2 (City Center Drive alignment with 12-inch main) is recommended to accommodate the proposed St. Therese development as well as provide capacity for future developments to the south and east of the site. The estimated cost of this option is \$435,500 and does not include a crossing of CR 116 to connect with a separate system/improvement. An additional amount of \$25,000 should also be added for the City Hall sewer service, bringing the total to \$460,500.

### Water

- The Saint Therese development will have adequate water pressures and will likely have adequate available fire flows, though Saint Therese will need to make the final evaluation of fire flow adequacy.
- The Saint Therese site and future area development can be adequately served by a looped 12-inch water main, and Option 2 as described previously is recommended.
- Typical of Corcoran requirements, a water main stub pointed southward will be required at the south property line for future City Center Drive and development to the south.
- The approximate cost of the recommended water main improvements (Option 2) is approximately \$466,000 and does not include the 12-inch main to be installed along CR 116 by others. An additional amount of \$40,000 should be added to for the City Hall water service, bringing the total to \$506,000.

### Grading and Earthwork and Water Resources

- Stormwater improvements are necessary within the development to meet regulations of the WMO and to meet the goals of Corcoran's Local Plan and the Elm Creek TMDL study.
- The overall grading and excavation costs are estimated to be \$916,047 which includes a regional stormwater detention pond and a provision for wetland mitigation. Overall costs may be reduced, and construction streamlined through coordination with the property developer.
- FEMA-designated Zone A floodplain is located within/adjacent to the project area. A Letter of Map Revision (LOMR) from FEMA is likely not required. However, mitigation of floodplain fill areas as a result of the City Center Drive construction will be required, and an estimated cost has been included in the overall grading and excavation estimate.



## CITY CENTER DRIVE FEASIBILITY STUDY

### Conclusions and Recommendations

July 1, 2021

- The City has recently obtained the LGU responsibility for implementing WCA.

## Transportation

In order to accommodate both the St. Therese Development, anticipated future needs, and Hennepin County requirements, the following improvements are recommended:

### *County Road 116/Main City Hall access*

- Construct left turn (southbound) and right turn lanes (northbound) on the approaches.
- Preserve right-of-way for future traffic signal control when property west of CR 116 develops.
- Cost estimate = \$185,000

### *County Road 116/79<sup>th</sup> Place*

- Construct left turn (southbound) and right turn lane (northbound) on the approaches.
- Construct the City's street westbound approach with a left turn lane and a right turn lane.
- Cost estimate = \$309,000

### *City Center Drive Phase 1 on east side of proposed project (includes a fill area with no wall design)*

- Two lane roadways with planted median, designed and constructed in accordance with Municipal State Aid Standards.
- 72-foot right-of-way per SE District plan

### *79<sup>th</sup> Place on south side of proposed project*

- Two lane roadway designed and constructed in accordance with Municipal State Aid Standards.
- 60-foot right-of-way per SE District plan

*Total Estimated Street Costs (City Center Drive and 79<sup>th</sup> Place: \$2,734,251*



**CITY CENTER DRIVE FEASIBILITY STUDY**

Conclusions and Recommendations

July 1, 2021

**Total Project Costs for Recommended Improvements:**

Street (City Center Drive and 79 <sup>th</sup> Place)	\$2,734,251
County Roadway Intersection Improvements	\$494,000
Stormwater/Grading	\$916,047
Sanitary Sewer	\$460,500
Watermain	\$506,000

**Total      \$5,110,798**

***\*These estimated costs do not include any additional costs that may be incurred outside of the scope of these improvements, including private utility extensions or relocations, including overhead utilities.***

The financing through the project will likely be a combination of Local Funds, Special Assessments, and funding from adjacent developers. Provided below is an estimated cost breakdown to show the estimated funding sources.

					7/1/2021
City Center Drive and 79th Place Improvements					
Component	Total Cost	City Funding	St. Therese Funded	429 Assessed	
Roadway (Streets and Turn Lanes)	\$ 3,228,251	\$ 2,452,494	\$ 280,657	\$ 495,100	
Stormwater/Grading*	\$ 916,047	\$ 402,796	\$ 513,251		
Sanitary Sewer Recommended	\$ 460,500	\$ 125,000	\$ 335,500		
Watermain Recommended	\$ 506,000	\$ 115,000	\$ 391,000		
	\$ 5,110,798	\$ 3,095,290	\$ 1,520,408	\$ 495,100	
*costs include wetland and floodplain mitigation					





## **TABLES**

- 1. Cost Estimate for Street Improvements**
- 2. Cost Estimate for Sanitary Sewer Improvements**
- 3. Cost Estimate for Water Improvements**
- 4. Cost Estimate for Earthwork and Grading Improvements**
- 5. Cost Estimate for County Roadway Intersection Improvements**



## TABLE 1 – COST ESTIMATE FOR STREET IMPROVEMENTS

OPINION OF PROBABLE COST					
CITY OF CORCORAN					
CITY CENTER DRIVE FEASIBILITY STUDY					
2294-21-500					
6/14/2021					
				 now part of 	
Bid Item	Description	Units	Total Quantity	Unit Price	Subtotal
<b>STREET</b>					
1	MOBILIZATION/DEMOBILIZATION	EACH	1	\$ 100,000.00	\$ 100,000.00
2	GEOTEXTILE FABRIC, TYPE V NON-WOVEN	SQ YD	13210	\$ 2.00	\$ 26,420.00
3	SELECT GRANULAR BORROW	TON	7050	\$ 20.00	\$ 141,000.00
4	AGGREGATE BASE CLASS 5, 100% CRUSHED	TON	8940	\$ 22.00	\$ 196,680.00
5	BITUMINOUS TACK COAT MATERIAL	GAL	530	\$ 5.00	\$ 2,650.00
6	TYPE SP 12.5 WEARING COURSE MIXTURE (3,C)	TON	1340	\$ 90.00	\$ 120,600.00
7	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,C)	TON	1340	\$ 80.00	\$ 107,200.00
8	B618 CURB AND GUTTER	LF	8250	\$ 20.00	\$ 165,000.00
9	6" CONCRETE SIDEWALK	SQ FT	27600	\$ 10.00	\$ 276,000.00
10	PEDESTRIAN RAMP	EACH	7	\$ 2,500.00	\$ 17,500.00
11	LANDSCAPING & IRRIGATION	LIN FT	2450	\$ 80.00	\$ 196,000.00
12	LIGHT POLE & BASE	EACH	20	\$ 10,000.00	\$ 200,000.00
13	RCP STORM SEWER CLASS V	LF	2920	\$ 80.00	\$ 233,600.00
14	RCP FLARED END SECTION WITH TRASH GUARD	EACH	2	\$ 3,500.00	\$ 7,000.00
15	CONSTRUCT DRAINAGE STRUCTURE - 4' DIA MH	EACH	14	\$ 5,000.00	\$ 70,000.00
16	CONSTRUCT DRAINAGE STRUCTURE - 2'X3' CB	EACH	10	\$ 3,500.00	\$ 35,000.00
17	CONSTRUCT OUTLET CONTROL STRUCTURE - 5' DIA MH	EACH	1	\$ 10,000.00	\$ 10,000.00
18	4" PVC DRAINTILE PIPE	LF	4840	\$ 8.00	\$ 38,720.00
19	4" PVC DRAINTILE CLEANOUT	LF	12	\$ 200.00	\$ 2,400.00
20	FILTRATION BENCH PER DETAIL	LF	900	\$ 175.00	\$ 157,500.00
SUBTOTAL:					\$ 2,103,270.00
30% INDIRECT PROJECT COSTS					\$ 630,981.00
<b>ESTIMATED TOTAL</b>					<b>\$ 2,734,251.00</b>

## TABLE 2 – COST ESTIMATE FOR SANITARY SEWER IMPROVEMENTS (OPTIONS 1 AND 2)

OPINION OF PROBABLE COST  
 CITY OF CORCORAN  
 CITY CENTER DRIVE FEASIBILITY STUDY  
 2294-21-500  
 6/2/2021



Bid Item	Description	Units	Total Quantity	Unit Price	Subtotal
<b>SANITARY SEWER - OPTION 1</b>					
1	CONNECT TO EXISTING SANITARY MANHOLE	EACH	1	\$ 2,500.00	\$ 2,500.00
2	8" PVC C-900 DR-18 SANITARY SEWER PIPE	LF	875	\$ 75.00	\$ 65,625.00
3	8" PVC SDR 26 SANITARY SEWER PIPE	LF	744	\$ 65.00	\$ 48,360.00
4	8" PVC SDR 35 SANITARY SEWER PIPE	LF	660	\$ 55.00	\$ 36,300.00
5	8" PVC PLUG	EACH	3	\$ 100.00	\$ 300.00
6	IMPROVED PIPE FOUNDATION - 24" THICK	LF	425	\$ 120.00	\$ 51,000.00
7	4' DIA SANITARY SEWER MANHOLE	EACH	10	\$ 4,500.00	\$ 45,000.00
8	4' DIA SANITARY STRUCTURE OVERDEPTH (>12' DEPTH)	LF	100	\$ 90.00	\$ 8,997.75
<b>SUBTOTAL:</b>					<b>\$ 258,082.75</b>
30% INDIRECT PROJECT COSTS					\$ 77,424.83
<b>ESTIMATED TOTAL</b>					<b>\$ 335,507.58</b>
<b>SANITARY SEWER - OPTION 2: 12" SEWER</b>					
1	8" PVC C-900 DR-18 SANITARY SEWER PIPE	LF	-875	\$ 75.00	\$ (65,625.00)
2	8" PVC SDR 26 SANITARY SEWER PIPE	LF	-744	\$ 65.00	\$ (48,360.00)
3	8" PVC SDR 35 SANITARY SEWER PIPE	LF	-660	\$ 50.00	\$ (33,000.00)
4	8" PVC PLUG	EACH	12	\$ 100.00	\$ 1,200.00
5	12" PVC C-900 DR-18 SANITARY SEWER PIPE	LF	683	\$ 110.00	\$ 75,130.00
6	12" PVC SDR 26 SANITARY SEWER PIPE	LF	1082	\$ 90.00	\$ 97,380.00
7	12" PVC SDR 35 SANITARY SEWER PIPE	LF	660	\$ 75.00	\$ 49,500.00
8	12" PVC PLUG	EACH	3	\$ 125.00	\$ 375.00
<b>SUBTOTAL:</b>					<b>\$ 76,600.00</b>
30% INDIRECT PROJECT COSTS					\$ 22,980.00
<b>ESTIMATED TOTAL</b>					<b>\$ 99,580.00</b>

## TABLE 2 – COST ESTIMATE FOR SANITARY SEWER IMPROVEMENTS (OPTIONS 3 AND 4)

OPINION OF PROBABLE COST  
 CITY OF CORCORAN  
 CITY CENTER DRIVE FEASIBILITY STUDY  
 2294-21-500  
 6/2/2021



Bid Item	Description	Units	Total Quantity	Unit Price	Subtotal
<b>SANITARY SEWER - OPTION 3: (TRAIL 8' SEWER)</b>					
1	CONNECT TO EXISTING SANITARY MANHOLE	EACH	1	\$ 2,500.00	\$ 2,500.00
2	8" PVC C-900 DR-18 SANITARY SEWER PIPE	LF	628	\$ 75.00	\$ 47,100.00
3	8" PVC SDR 26 SANITARY SEWER PIPE	LF	1068	\$ 65.00	\$ 69,420.00
4	8" PVC SDR 35 SANITARY SEWER PIPE	LF	463	\$ 55.00	\$ 25,465.00
5	8" PVC PLUG	EACH	3	\$ 100.00	\$ 300.00
6	IMPROVED PIPE FOUNDATION - 24" THICK	LF	500	\$ 120.00	\$ 60,000.00
7	4' DIA SANITARY SEWER MANHOLE	EACH	8	\$ 4,500.00	\$ 36,000.00
8	4' DIA SANITARY STRUCTURE OVERDEPTH (>12' DEPTH)	LF	104	\$ 90.00	\$ 9,351.00
9	INSTALL STRUCTURE SIGN POST AND MARKER	EACH	3	\$ 120.00	\$ 360.00
SUBTOTAL:					\$ 250,496.00
30% INDIRECT PROJECT COSTS					\$ 75,148.80
<b>ESTIMATED TOTAL</b>					<b>\$ 325,644.80</b>
<b>SANITARY SEWER - OPTION 4: (TRAIL 12" SEWER)</b>					
1	8" PVC C-900 DR-18 SANITARY SEWER PIPE	LF	-628	\$ 75.00	\$ (47,100.00)
2	8" PVC SDR 26 SANITARY SEWER PIPE	LF	-1068	\$ 65.00	\$ (69,420.00)
3	8" PVC SDR 35 SANITARY SEWER PIPE	LF	12	\$ 50.00	\$ 600.00
4	8" PVC PLUG	EACH	-3	\$ 100.00	\$ (300.00)
5	12" PVC C-900 DR-18 SANITARY SEWER PIPE	LF	473	\$ 110.00	\$ 52,030.00
6	12" PVC SDR 26 SANITARY SEWER PIPE	LF	1068	\$ 90.00	\$ 96,120.00
7	12" PVC SDR 35 SANITARY SEWER PIPE	LF	463	\$ 75.00	\$ 34,725.00
8	12" PVC PLUG	EACH	3	\$ 125.00	\$ 375.00
SUBTOTAL:					\$ 67,030.00
30% INDIRECT PROJECT COSTS					\$ 20,109.00
<b>ESTIMATED TOTAL</b>					<b>\$ 87,139.00</b>



## TABLE 3 – COST ESTIMATE FOR WATER IMPROVEMENTS

OPINION OF PROBABLE COST  
 CITY OF CORCORAN  
 CITY CENTER DRIVE FEASIBILITY STUDY  
 2294-21-500  
 6/2/2021



Bid Item	Description	Units	Total Quantity	Unit Price	Subtotal
<b>WATERMAIN - OPTION 1</b>					
1	CONNECT TO EXISTING WATERMAIN	EACH	2	\$ 2,500.00	\$ 5,000.00
2	INSTALL HYDRANT WITH GATE VALVE	EACH	9	\$ 6,000.00	\$ 54,000.00
3	IMPROVED PIPE FOUNDATION - 24" THICK	LIN FT	608.00	\$ 30.00	\$ 18,240.00
4	12" BUTTERFLY VALVE & BOX	EACH	2	\$ 3,800.00	\$ 7,600.00
5	8" GATE VALVE & BOX	EACH	2	\$ 2,500.00	\$ 5,000.00
6	12" PVC C900 DR 18 WATERMAIN	LIN FT	1669	\$ 85.00	\$ 141,859.90
7	8" PVC C900 DR 18 WATERMAIN	LIN FT	761	\$ 65.00	\$ 49,489.05
8	DUCTILE IRON FITTINGS	LB	1163	\$ 15.00	\$ 17,445.00
9	STRUCTURE SIGN POST AND MARKER	EACH	9	\$ 200.00	\$ 1,800.00
SUBTOTAL:					\$ 300,433.95
30% INDIRECT PROJECT COSTS					\$ 90,130.19
<b>ESTIMATED TOTAL</b>					<b>\$ 390,564.14</b>
<b>WATERMAIN - OPTION 2: (12" WATER)</b>					
1	8" GATE VALVE & BOX	EACH	-2	\$ 2,500.00	\$ (5,000.00)
2	8" PVC C900 DR 18 WATERMAIN	LIN FT	-761	\$ 65.00	\$ (49,465.00)
3	12" BUTTERFLY VALVE & BOX	EACH	12	\$ 3,800.00	\$ 45,600.00
3	12" PVC C900 DR 18 WATERMAIN	LIN FT	761	\$ 85.00	\$ 64,685.00
4	DUCTILE IRON FITTINGS	LB	119	\$ 15.00	\$ 1,785.00
SUBTOTAL:					\$ 57,605.00
30% INDIRECT PROJECT COSTS					\$ 17,281.50
<b>ESTIMATED TOTAL</b>					<b>\$ 74,886.50</b>



## TABLE 4 – COST ESTIMATE FOR GRADING AND EARTHWORK IMPROVEMENTS

OPINION OF PROBABLE COST					
CITY OF CORCORAN					
CITY CENTER DRIVE FEASIBILITY STUDY				now part of	
2294-21-500					
6/14/2021					
Bid Item	Description	Units	Total Quantity	Unit Price	Subtotal
<b>SITE GRADING AND EARTHWORK</b>					
1	MOBILIZATION & DEMOBILIZATION/EROSION CONTROL	LUMP SUM	1	\$ 75,000.00	\$ 75,000.00
2	COMMON EXCAVATION - ONSITE (EV) (P) - STREET	CU YD	21300	\$ 7.00	\$ 149,100.00
3	COMMON EXCAVATION - ONSITE (CV) (STOCKPILE)	CU YD	39900	\$ 5.00	\$ 199,500.00
4	COMMON EXCAVATION - OFFSITE (LV)	CU YD	12000	\$ 22.00	\$ 264,000.00
5	COMMON BORROW (LV)	CU YD	2130	\$ 25.00	\$ 53,250.00
6	CLEAR AND GRUB	AC	3	\$ 10,000.00	\$ 30,000.00
7	SEEDING/RESTORATION	SQ YD	17740	\$ 4.00	\$ 70,960.00
				<b>SUBTOTAL:</b>	<b>\$ 841,810.00</b>
				30% INDIRECT PROJECT COSTS	\$ 252,543.00
				<b>ESTIMATED TOTAL</b>	<b>\$ 1,094,353.00</b>

This estimate does not include excavation and related costs for wetland mitigation, estimated at this time to be \$150,000.

Costs are for largest regional pond and are proportional to recommended improvement

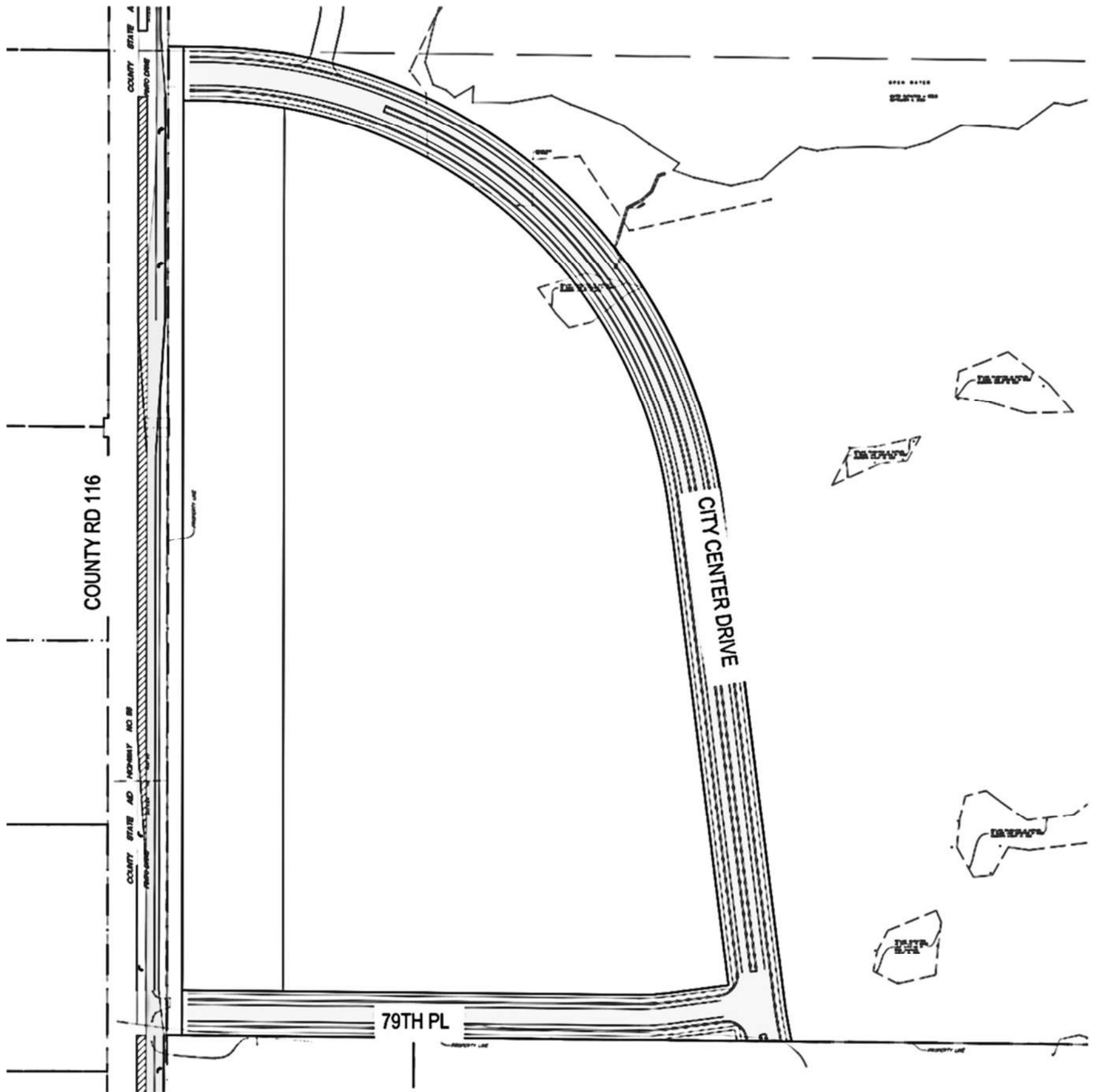
**TABLE 5 – COST ESTIMATE FOR COUNTY ROADWAY INTERSECTION IMPROVEMENTS**

OPINION OF PROBABLE COST					 now part of 
CITY OF CORCORAN					
CITY CENTER DRIVE FEASIBILITY STUDY					
2294-21-500					
6/14/2021					
<b>County Roadway Intersection Costs</b>					
Description	Units	Total Quantity	Unit Price	Subtotal	
<b>County Road 116 &amp; City Hall Turn Lanes</b>					
Mobilization, Traffic, Removals	Sq Yd	\$ 12.00	2040	\$ 24,480.00	
Earthwork	Sq Yd	\$ 6.00	2040	\$ 12,240.00	
Aggregate	Sq Yd	\$ 10.00	2040	\$ 20,400.00	
Bituminous	Sq Yd	\$ 30.00	2040	\$ 61,200.00	
Other	Sq Yd	\$ 11.50	2040	\$ 23,460.00	
			<b>Subtotal</b>	\$ 141,780.00	
			30% INDIRECT PROJECT COSTS	\$ 42,534.00	
			<b>Estimated Total Project Costs</b>	\$ 185,000.00	
Description	Units	Total Quantity	Unit Price	Subtotal	
<b>County Road 116 &amp; 79th Place Turn Lanes</b>					
Mobilization, Traffic, Removals	Sq Yd	\$ 12.00	3420	\$ 41,040.00	
Earthwork	Sq Yd	\$ 6.00	3420	\$ 20,520.00	
Aggregate	Sq Yd	\$ 10.00	3420	\$ 34,200.00	
Bituminous	Sq Yd	\$ 30.00	3420	\$ 102,600.00	
Other	Sq Yd	\$ 11.50	3420	\$ 39,330.00	
			<b>Subtotal</b>	\$ 237,690.00	
			30% INDIRECT PROJECT COSTS	\$ 71,307.00	
			<b>Estimated Total Project Costs</b>	\$ 309,000.00	

## **FIGURES**

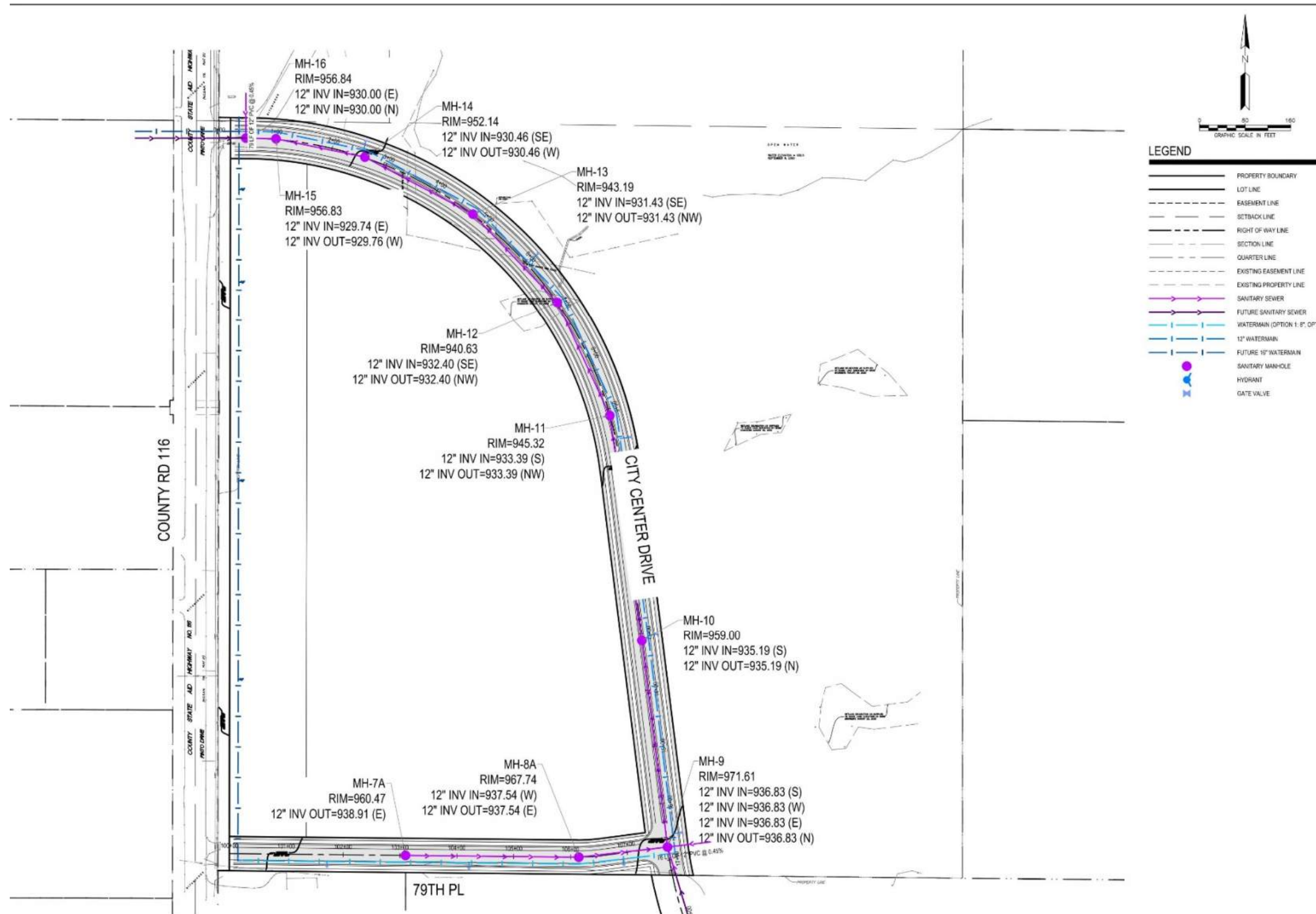
- 1. Roadway/Street Improvements**
- 2. Sanitary Sewer and Water Distribution**
- 3. Ponding/Stormwater**

Figure 1 - Roadway/Street Improvements





**Figure 2 - Sanitary Sewer and Water Distribution (Sewer Preferred Option)**



**Figure 2 - Sanitary Sewer and Water Distribution (Sewer Alternate CR 116 Option)**

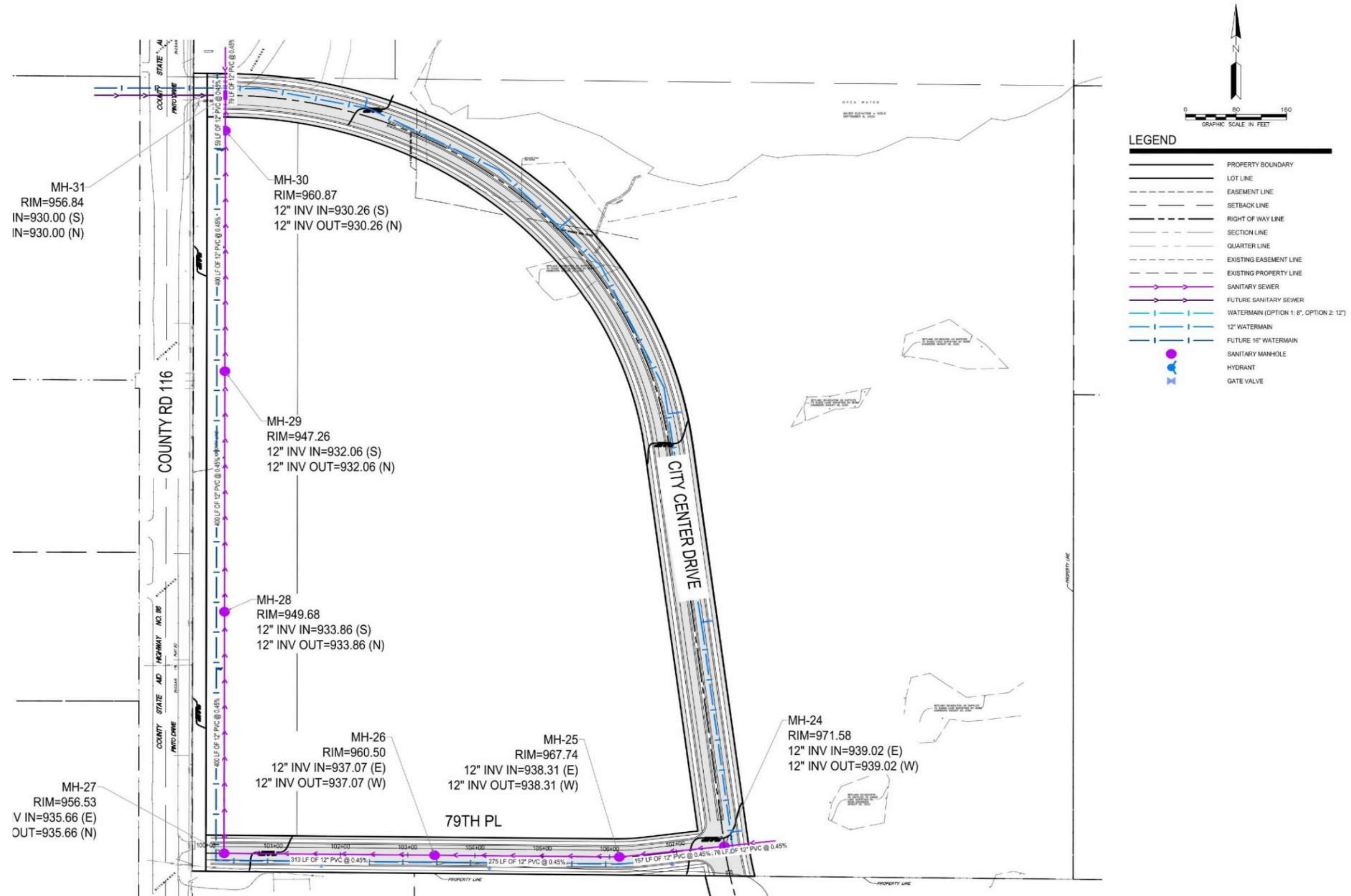
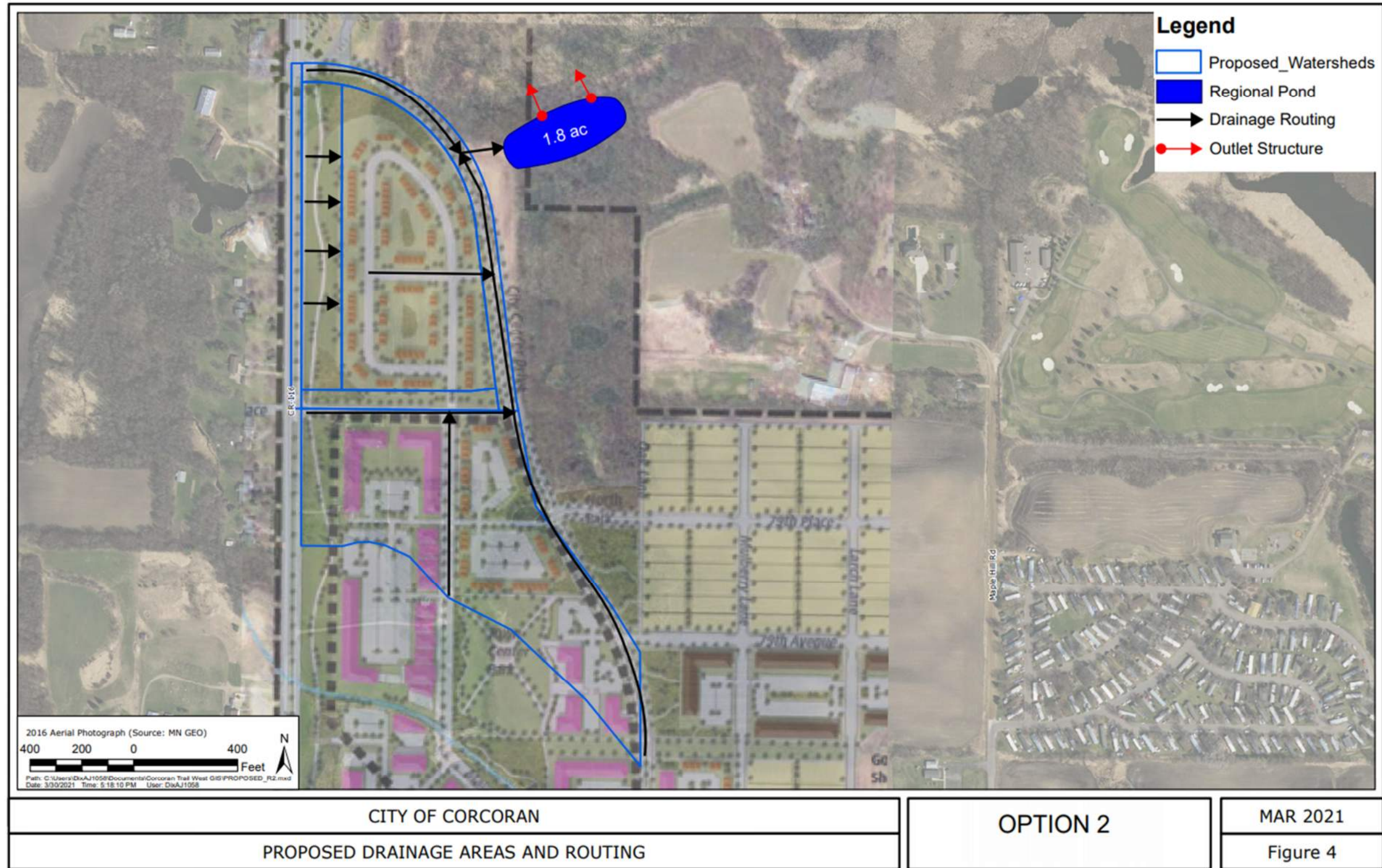


Figure 3 - Ponding/Stormwater



**APPENDIX A**

**APPRAISAL REPORTS**



**Report Type**

Real Estate Consulting  
Letter Report (Restricted Appraisal)

**Effective Date**

May 28, 2021

**Client**

City of Corcoran  
Attn: Brad Martens, City Administrator  
8200 County Road 116  
Corcoran, MN 55340

**Subject Property**

**Street Improvement Project**  
7801 & 7900 Maple Hill Road  
Corcoran, Hennepin County, MN 55340  
**Owner: Corcoran Bay Holdings LLC**



**File # V2103003 – Corcoran Bay Holdings**

**Prepared By:**

Ethan Waytas, MAI, Appraiser  
William R. Waytas, SRA, Appraiser

**Nagell Appraisal Incorporated**

12805 Highway 55, Suite 300  
Plymouth, Minnesota 55441  
Tel: 952.544.8966 | Fax: 952.544.8969

# NAGELL APPRAISAL INCORPORATED

12805 Highway 55 #300  
Plymouth, MN 55441  
*Established in 1968*

Phone 952-544-8966  
Fax 952-544-8969

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City of Corcoran  
Attn: Brad Martens, City Administrator  
8200 County Road 116  
Corcoran, MN 55340

June 29, 2021

To Brad Martens:

Per your request, this is a letter report to assist the city for guidance regarding a street construction project within Corcoran (see attached map for the location of the project). The project is the new construction of City Center Drive and 79<sup>th</sup> Place.

The intended use is for special assessment decision making purposes, the intended user is the City of Corcoran.

The scope of the assignment is to provide an indication of benefit due to the proposed road construction project. The research included selection of land sales with characteristics of the subject before and after the improvement project. The information is retained in the appraiser's workfile.

While an overall value is not provided, there are market conclusions shown in this report. A definition of market value is provided at the end of this letter.

The appraiser used the Sales Comparison Approach to indicate market benefit. The Income and Cost Approaches were not found to be applicable at this time.

The project is assumed to be completed as described on the effective date of this report. Per city, access to CR 116 is not allowed due to intersection spacing prior to completion of the project. There are no other hypothetical or extraordinary assumptions noted. This letter has been written to conform to USPAP only, specifically Standards Rule 2-2B.

Ethan Waytas, MAI inspected the property from the right-of-way on May 28, 2021.

## ***PROJECT***

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The project is the new construction of City Center Drive and 79<sup>th</sup> Place. These roads currently do not exist and will be new.

Per request, you desire to know the benefit (if any) as it impacts properties in the project area.

## ***AREA DESCRIPTION***

---

The City of Corcoran is a western outlying suburban community located approximately 35 minutes northwest of Downtown Minneapolis. The population was 5,500 as of 2010 census (a decrease of 2.3% from the 2000 census).

The commercial portion of the city is located at the intersection of County Roads 10 & 116. The remainder of the city is mostly made up of rural residential, large estate-sized residential and newer scattered single-family residential developments. Corcoran has a reputation as a stable community. Access to most shopping and surrounding communities is within 15 minutes. Most existing buildings in the area range from average to good quality. No apparent adverse influences.

The population for Corcoran in 2010 was 5,379, down from 5,630 in 2000—a 4.5% decrease. The 2019 estimated population is 6,250, a 16.2% increase.

Single family homes generally range in value between \$195,000 and \$600,000+ in the City Limits with an average of about \$510,000 (MLS statistics). The city is a mixture of residential, industrial, and commercial. Most homes are average to good quality.

## ***SUBJECT PROPERTY***

---

**PID:** 24-119-23-34-0002 & 24-119-23-33-0004

**Owner:** Corcoran Bay Holdings, LLC

**Current Use:** Single-family residential home and agricultural land

**Site Size:** 3,290,663 SF (75.54 acres), per county

**Home Size:** 1,230 SF, per public records

## ***SUBJECT PROPERTY AERIAL IMAGE***

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## ***EXISTING STREETS & UTILITIES***

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There is existing public water and public sanitary sewer in the overall greater area. Utilities are not part of this specific project.

There is existing road infrastructure along County Road 116, County Road 10, and Maple Hill Road. The county roads provide north/south and east/west access, but there is no internal road infrastructure to support development.

In addition, per city, the subject would not be allowed direct access to County Road 116 due to county intersection spacing requirements. This would mean that all road access points would have to come from Maple Hill Road, which is a small, narrow road that would not support significant development.

## ***HIGHEST AND BEST USE***

---

The subject project area is located in the southeastern portion of the city in an area of commercial, residential, agricultural, and industrial uses.

The subject has a current zoning of DMU, Downtown Mixed Use. The property is guided for Mixed Use, which is a “mix of residential, retail and office uses either within 1 building or 1 development. Residential development at 8 to 30 units per acre”.

The subject site, prior to the project, has a highest and best use for future mixed-use development. Public utilities are in the area, however, interior road infrastructure is needed for development. Due to the lack of interior roads, the development timing is considered to be extended.

**Note:** Per city, the subject would not be allowed direct access to County Road 116 due to county intersection spacing requirements. This would mean that all road access points would have to come from Maple Hill Road, which is a small, narrow road that would not support significant development.

After the project, the site continues to have a highest and best use for future mixed-use development. The beginning of interior road infrastructure is being constructed by the city. With the construction of the new roads, the development timing will be shortened and the site will have access to County Road 116.

The proposed project will create two new asphalt roads with concrete curb and gutter, along with storm sewer.

The market recognizes that interior road infrastructure, and road infrastructure in general, is necessary for the development of property. It can be very appealing when the city extends roads, as it opens land up for development.



## DISCUSSION OF MARKET BENEFIT

Listed below are the factors that will be taken into consideration concerning the potential benefit to the property:

<u>Description</u>	<u>Existing Improvements</u>	<u>Change</u>
Road Surface	Asphalt along County Road 116, County Road 10, and Maple Hill Road	<b>New asphalt roads to be constructed, City Center Drive &amp; 79<sup>th</sup> Place</b>
Base Condition	Average	<b>New base on City Center Drive &amp; 79<sup>th</sup> Place</b>
Curb & Gutter	None on existing roads	<b>New concrete on City Center Drive &amp; 79<sup>th</sup> Place; unchanged for existing roads</b>
Drainage	Fair to Average	<b>Improved on City Center Drive &amp; 79<sup>th</sup> Place; unchanged for existing roads</b>
Storm Sewer	None, surface	<b>New storm sewer on City Center Drive &amp; 79<sup>th</sup> Place; unchanged for existing roads</b>
City water	Not applicable	Not applicable
City sewer	Not applicable	Not applicable
Sidewalk	None	None
Immediate Site Access	Fair, reportedly no direct access allowed to CR 116 (per city)	<b>Improved with new roads, access to CR 117</b>
Development / Site Appeal	Fair, reportedly no direct access allowed to CR 116 (per city)	<b>Average to Good with new road</b>

The existing road infrastructure would have to be expanded in order for development to occur.

The new road improvements are directly abutting the subject property.

Based on past appraisals, experience, and general market information, it is not uncommon for properties similar to those in the subject market to realize an increase in price for new infrastructure improvements.

Given the scope of the project, the subject is considered to have a benefit due to the project of:

**Subject Property:      \$6,000 to \$8,000 per buildable acre**

## **CONCLUSION**

---

The subject will have increased development appeal due to the project. As a result, the property does recognize a positive increase in value after completion of the improvements.

The benefit to the subject property is **\$6,000 to \$8,000 per acre**.

If you have additional questions, please do not hesitate to contact us.

Sincerely,



Ethan Waytas, MAI  
Certified General MN 40368613



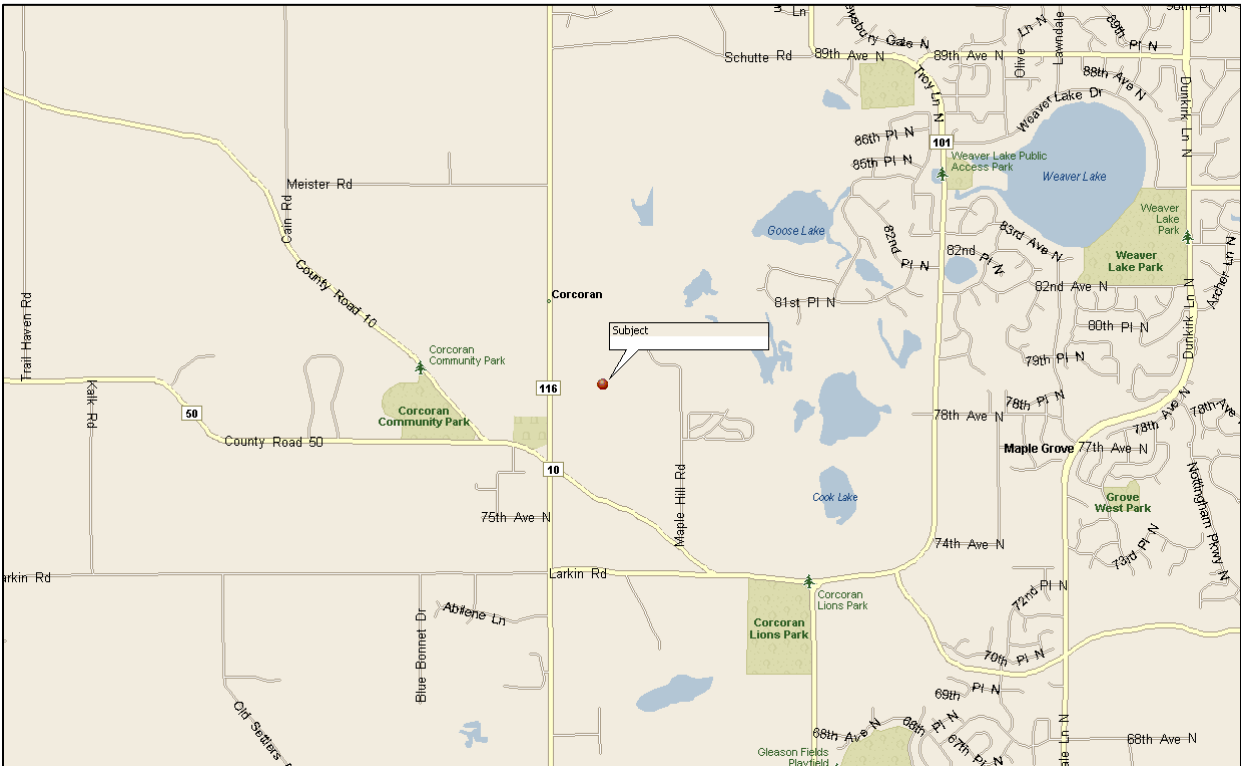
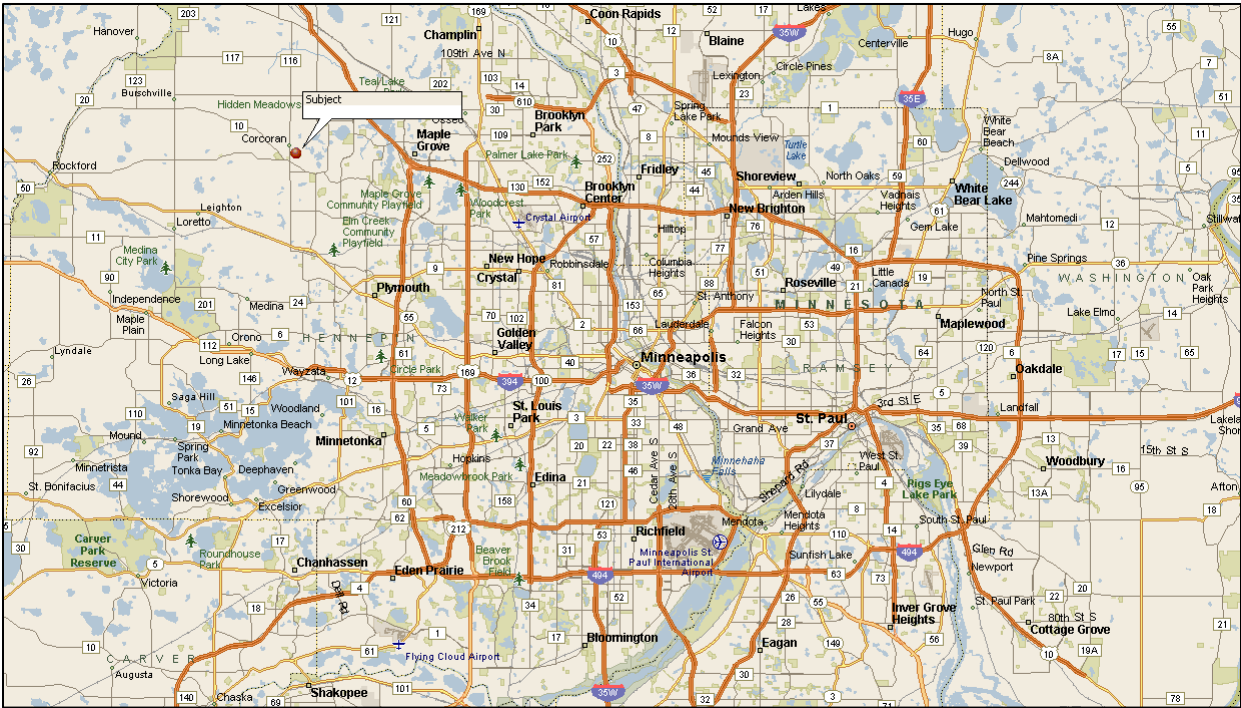
William R. Waytas, SRA  
Certified General MN 4000813

**Enclosures:** Location Map, Aerial Map View of Project, Qualifications

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[www.nagellmn.com](http://www.nagellmn.com)

# LOCATION MAP



**AERIAL VIEW OF PROJECT**



\*Red line reflects the approximate project area

Red arrow indicates the subject

## **DEFINITIONS**

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**MARKET VALUE** - The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently, knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

(A) buyer and seller are typically motivated;

***(B) both parties are well informed or well advised, and each acting in what they consider their own best interest;***

(C) a reasonable time is allowed for exposure in the open market;

***(D) payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and***

***(E) the price represents the normal consideration for the property sold, unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.***


Source: Dictionary of Real Estate Appraisal, Fifth Edition, Appraisal Institute

## **CERTIFICATION**

---

**I certify that, to the best of my knowledge and belief:**

- 1) The statements of fact contained in this report are true and correct.
- 2) The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal, impartial, and unbiased professional analysis, opinions, and conclusions.
- 3) I have no present or prospective interest in the property that is the subject of this report, and no personal interest with respect to the parties involved.
- 4) I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- 5) My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- 6) My compensation for completing this assignment is not contingent upon the development or reporting of predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- 7) My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.
- 8) The reported analyses, opinions and conclusions were developed, and this report has been prepared in conformity with the requirements of the Appraisal Institute's Code of Professional Ethics and Standards of Professional Appraisal Practice, which includes the Uniform Standards of Appraisal Practice.
- 9) **Ethan Waytas** has made a personal inspection of the property that is the subject of this report. **William R Waytas** did not inspect the subject property (but has been by it previously numerous times). Ethan Waytas wrote and selected all the data in the report. William R. Waytas read the report, concurred with the findings, and then co-signed the report.
- 10) No one provided significant professional assistance to the person signing this report.
- 11) In accordance with the competency provision USPAP, I have verified that my knowledge, experience and education are sufficient to allow me to competently complete this appraisal. See attached qualifications.
- 12) As of the date of this report, William R. Waytas and Ethan Waytas have completed the requirements of the continuing education program of the appraisal institute.
- 13) The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representative.
- 14) We **have** provided services as an appraiser, regarding the subject property within the 3-year period immediately preceding acceptance to this assignment.

  
Ethan Waytas, MAI  
Certified General MN 40368613  
Date: see report

  
William R. Waytas, SRA  
Certified General MN 4000813  
Date: see report

## **QUALIFICATIONS**

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### **Appraisal Experience**

Presently and since 2006, **Ethan Waytas, MAI** has been employed as an employee of Nagell Appraisal Incorporated, an independent appraisal firm (12 employees) who annually prepare 1,500 +/- appraisal reports of all types. He is currently a full time licensed certified general real estate appraiser, partner, and director of the company's IT department.

### **Properties appraised:**

- **Commercial** - low and high-density multi-family, retail, office, industrial, restaurant, church, strip-mall, fast-food, convenience stores, auto-service and repair, cinema, numerous special use properties, golf courses, and subdivision analysis.
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-- Court, commission, mediation testimony, etc. has been given

### **Professional Membership, Associations & Affiliations**

License: Certified General Real Property Appraiser, MN License #40368613

Holds the MAI designation from the Appraisal Institute

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Curriculum Vitae -- continued

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-- Chairman Residential Candidate Guidance, Metro/Minnesota Chapter, AI.  
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-- Medina Park Commission, 3 years.



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- Articles for Finance & Commerce and Minnesota Real Estate Journal

**Report Type**

Real Estate Consulting  
Letter Report (Restricted Appraisal)

**Effective Date**

May 28, 2021

**Client**

City of Corcoran  
Attn: Brad Martens, City Administrator  
8200 County Road 116  
Corcoran, MN 55340

**Subject Property**

**Street Improvement Project**  
7916 County Road 116  
Corcoran, Hennepin County, MN 55340  
**Owner:** Donald & Nadine Jelinski



**File # V2103003 – Jelinski**

**Prepared By:**

Ethan Waytas, MAI, Appraiser  
William R. Waytas, SRA, Appraiser

**Nagell Appraisal Incorporated**

12805 Highway 55, Suite 300  
Plymouth, Minnesota 55441  
Tel: 952.544.8966 | Fax: 952.544.8969

# NAGELL APPRAISAL INCORPORATED

12805 Highway 55 #300  
Plymouth, MN 55441  
*Established in 1968*

Phone 952-544-8966  
Fax 952-544-8969

---

City of Corcoran  
Attn: Brad Martens, City Administrator  
8200 County Road 116  
Corcoran, MN 55340

June 9, 2021

To Brad Martens:

Per your request, this is a letter report to assist the city for guidance regarding a street construction project within Corcoran (see attached map for the location of the project). The project is the new construction of City Center Drive and 79<sup>th</sup> Place.

The intended use is for special assessment decision making purposes, the intended user is the City of Corcoran.

The scope of the assignment is to provide an indication of benefit due to the proposed road construction project. The research included selection of land sales with characteristics of the subject before and after the improvement project. The information is retained in the appraiser's workfile.

While an overall value is not provided, there are market conclusions shown in this report. A definition of market value is provided at the end of this letter.

The appraiser used the Sales Comparison Approach to indicate market benefit. The Income and Cost Approaches were not found to be applicable at this time.

The project is assumed to be completed as described on the effective date of this report. There are no other hypothetical or extraordinary assumptions noted. This letter has been written to conform to USPAP only, specifically Standards Rule 2-2B.

Ethan Waytas, MAI inspected the property from the right-of-way on May 28, 2021.

## ***PROJECT***

---

The project is the new construction of City Center Drive and 79<sup>th</sup> Place. These roads currently do not exist and will be new.

Per request, you desire to know the benefit (if any) as it impacts properties in the project area.

## ***AREA DESCRIPTION***

---

The City of Corcoran is a western outlying suburban community located approximately 35 minutes northwest of Downtown Minneapolis. The population was 5,500 as of 2010 census (a decrease of 2.3% from the 2000 census).

The commercial portion of the city is located at the intersection of County Roads 10 & 116. The remainder of the city is mostly made up of rural residential, large estate-sized residential and newer scattered single-family residential developments. Corcoran has a reputation as a stable community. Access to most shopping and surrounding communities is within 15 minutes. Most existing buildings in the area range from average to good quality. No apparent adverse influences.

The population for Corcoran in 2010 was 5,379, down from 5,630 in 2000—a 4.5% decrease. The 2019 estimated population is 6,250, a 16.2% increase.

Single family homes generally range in value between \$195,000 and \$600,000+ in the City Limits with an average of about \$510,000 (MLS statistics). The city is a mixture of residential, industrial, and commercial. Most homes are average to good quality.

## ***SUBJECT PROPERTY***

---

**PID:** 24-119-23-33-0002

**Owner:** Donald & Nadine Jelinski

**Current Use:** Single-family residential home

**Site Size:** 87,123 SF (2.00 acres), per county

**Home Size:** 1,033 SF above grade, per public records

## ***SUBJECT PROPERTY AERIAL IMAGE***

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## ***EXISTING STREETS & UTILITIES***

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There is existing public water and public sanitary sewer in the overall greater area. Utilities are not part of this specific project.

There is existing road infrastructure along County Road 116, County Road 10, and Maple Hill Road. The county roads provide north/south and east/west access, but there is no internal road infrastructure to support development.

## ***HIGHEST AND BEST USE***

---

The subject project area is located in the southeastern portion of the city in an area of commercial, residential, agricultural, and industrial uses.

The subject has a current zoning of DMU, Downtown Mixed Use. The property is guided for Mixed Use, which is a “mix of residential, retail and office uses either within 1 building or 1 development. Residential development at 8 to 30 units per acre”.

The subject site (as vacant), prior to the project, has a highest and best use for future mixed-use development. Public utilities are in the area, however, interior road infrastructure is needed for development. Due to the lack of interior roads, the development timing is considered to be extended.

The subject site (as improved), prior to the project, has a highest and best use for the existing residential use with strong future potential mixed-use redevelopment. Public utilities are in the area, however, interior road infrastructure is needed for development. Due to the lack of interior roads, the development timing is considered to be extended.

After the project, the site continues to have a highest and best use for future mixed-use development (interim residential use). The beginning of interior road infrastructure is being constructed by the city. With the construction of the new roads, the development timing will be shortened.

**Note:** The subject does not adjoin the new roads. Either the roads will need to be extended or other sites developed first before the subject is developed.

The proposed project will create two new asphalt roads with concrete curb and gutter, along with storm sewer.

The market recognizes that interior road infrastructure, and road infrastructure in general, is necessary for the development of property. It can be very appealing when the city extends roads, as it opens land up for development.

## DISCUSSION OF MARKET BENEFIT

Listed below are the factors that will be taken into consideration concerning the potential benefit to the property:

<u>Description</u>	<u>Existing Improvements</u>	<u>Change</u>
Road Surface	Asphalt along County Road 116, County Road 10, and Maple Hill Road	<b>New asphalt roads to be constructed, City Center Drive &amp; 79<sup>th</sup> Place</b>
Base Condition	Average	<b>New base on City Center Drive &amp; 79<sup>th</sup> Place</b>
Curb & Gutter	None on existing roads	<b>New concrete on City Center Drive &amp; 79<sup>th</sup> Place; unchanged for existing roads</b>
Drainage	Fair to Average	<b>Improved on City Center Drive &amp; 79<sup>th</sup> Place; unchanged for existing roads</b>
Storm Sewer	None, surface	<b>New storm sewer on City Center Drive &amp; 79<sup>th</sup> Place; unchanged for existing roads</b>
City water	Not applicable	Not applicable
City sewer	Not applicable	Not applicable
Sidewalk	None	None
Immediate Site Access	Fair	Fair
Development / Sale Appeal	Fair to Average	<b>Fair to average, slight improvement as the new roads will create development potential in the area</b>

The existing road infrastructure would have to be expanded in order for development to occur.

The new road improvements are not directly abutting the subject property.

Based on past appraisals, experience, and general market information, it is not uncommon for properties similar to those in the subject market to realize an increase in price for new infrastructure improvements.

Given the scope of the project, the subject is considered to have a benefit due to the project of:

**Subject Property:      \$1,000 to \$3,000 per buildable acre**

## **CONCLUSION**

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The subject will have increased development appeal due to the project. As a result, the property does recognize a positive increase in value after completion of the improvements.

The benefit to the subject property is **\$1,000 to \$3,000 per acre**.

If you have additional questions, please do not hesitate to contact us.

Sincerely,



Ethan Waytas, MAI  
Certified General MN 40368613



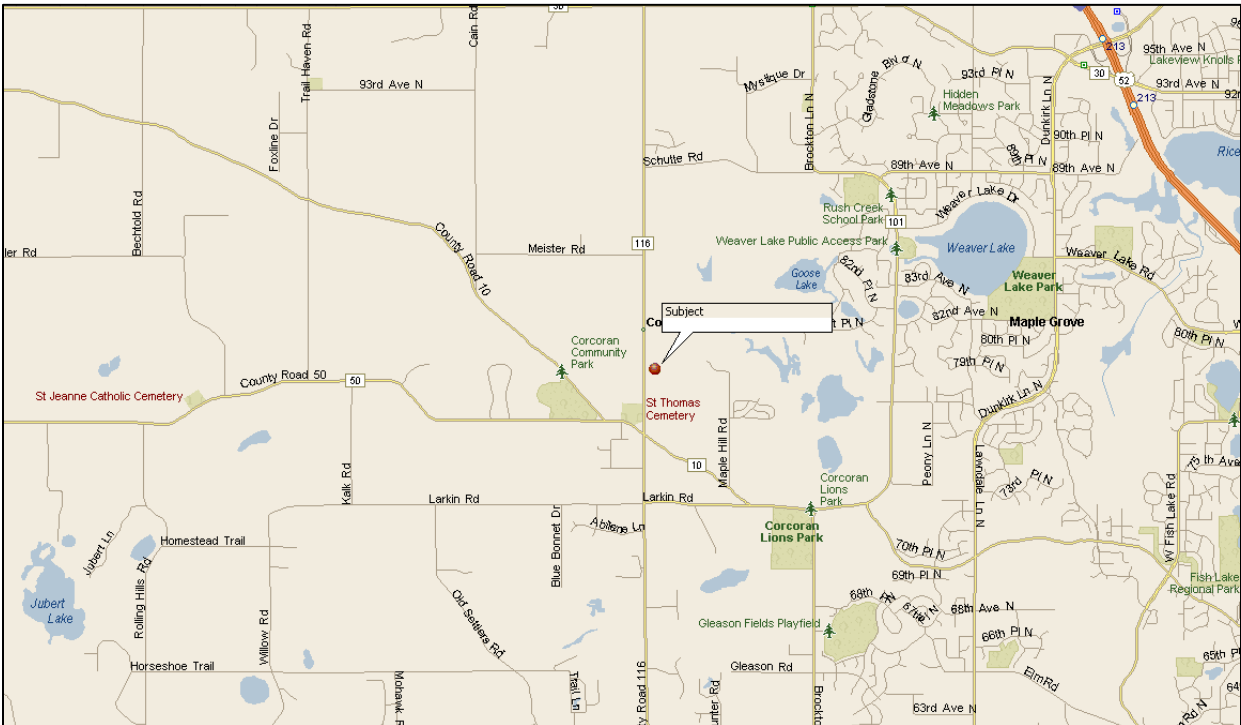
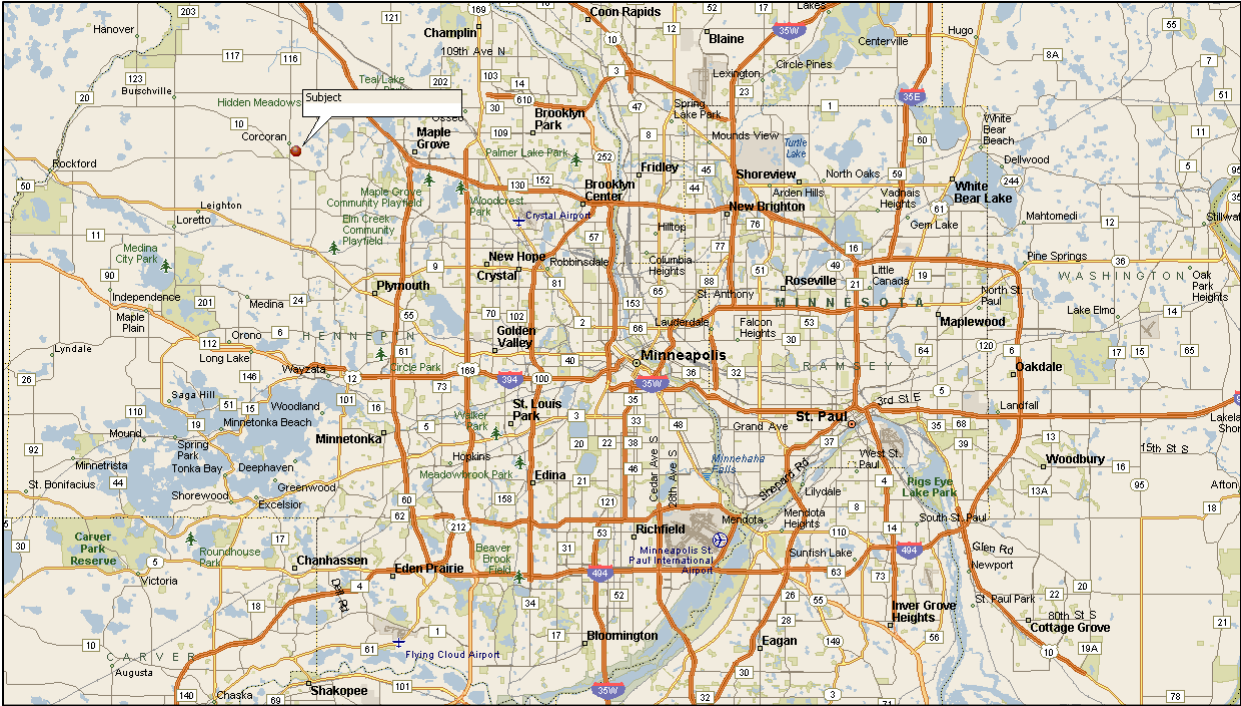
William R. Waytas, SRA  
Certified General MN 4000813

**Enclosures:** Location Map, Aerial Map View of Project, Qualifications

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[www.nagellmn.com](http://www.nagellmn.com)

# LOCATION MAP





**AERIAL VIEW OF PROJECT**



\*Red line reflects the approximate project area

Red arrow indicates the subject

## **DEFINITIONS**

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**MARKET VALUE** - The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently, knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

(A) buyer and seller are typically motivated;

***(B) both parties are well informed or well advised, and each acting in what they consider their own best interest;***

(C) a reasonable time is allowed for exposure in the open market;

***(D) payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and***

***(E) the price represents the normal consideration for the property sold, unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.***


Source: Dictionary of Real Estate Appraisal, Fifth Edition, Appraisal Institute


## **CERTIFICATION**

---

### **I certify that, to the best of my knowledge and belief:**

- 1) The statements of fact contained in this report are true and correct.
- 2) The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal, impartial, and unbiased professional analysis, opinions, and conclusions.
- 3) I have no present or prospective interest in the property that is the subject of this report, and no personal interest with respect to the parties involved.
- 4) I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- 5) My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- 6) My compensation for completing this assignment is not contingent upon the development or reporting of predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- 7) My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.
- 8) The reported analyses, opinions and conclusions were developed, and this report has been prepared in conformity with the requirements of the Appraisal Institute's Code of Professional Ethics and Standards of Professional Appraisal Practice, which includes the Uniform Standards of Appraisal Practice.
- 9) **Ethan Waytas** has made a personal inspection of the property that is the subject of this report. **William R Waytas** did not inspect the subject property (but has been by it previously numerous times). Ethan Waytas wrote and selected all the data in the report. William R. Waytas read the report, concurred with the findings, and then co-signed the report.
- 10) No one provided significant professional assistance to the person signing this report.
- 11) In accordance with the competency provision USPAP, I have verified that my knowledge, experience and education are sufficient to allow me to competently complete this appraisal. See attached qualifications.
- 12) As of the date of this report, William R. Waytas and Ethan Waytas have completed the requirements of the continuing education program of the appraisal institute.
- 13) The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representative.
- 14) We **have** provided services as an appraiser, regarding the subject property within the 3-year period immediately preceding acceptance to this assignment.

  
Ethan Waytas, MAI  
Certified General MN 40368613  
Date: see report

  
William R. Waytas, SRA  
Certified General MN 4000813  
Date: see report

## **QUALIFICATIONS**

---

### **Appraisal Experience**

Presently and since 2006, **Ethan Waytas, MAI** has been employed as an employee of Nagell Appraisal Incorporated, an independent appraisal firm (12 employees) who annually prepare 1,500 +/- appraisal reports of all types. He is currently a full time licensed certified general real estate appraiser, partner, and director of the company's IT department.

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**Effective Date**

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**Client**

City of Corcoran  
Attn: Brad Martens, City Administrator  
8200 County Road 116  
Corcoran, MN 55340

**Subject Property**

**Street Improvement Project**  
7938 County Road 116  
Corcoran, Hennepin County, MN 55340  
**Owner:** Viktor & Alla Trachuk



**File # V2103003 – Trachuk**

**Prepared By:**

Ethan Waytas, MAI, Appraiser  
William R. Waytas, SRA, Appraiser

**Nagell Appraisal Incorporated**

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Attn: Brad Martens, City Administrator  
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June 9, 2021

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## ***SUBJECT PROPERTY***

---

**PID:** 24-119-23-33-0001

**Owner:** Viktor & Alla Trachuk

**Current Use:** Single-family residential home

**Site Size:** 87,123 SF (2.00 acres), per county

**Home Size:** 1,504 SF above grade, per public records

## ***SUBJECT PROPERTY AERIAL IMAGE***

---



## ***EXISTING STREETS & UTILITIES***

---

There is existing public water and public sanitary sewer in the overall greater area. Utilities are not part of this specific project.

There is existing road infrastructure along County Road 116, County Road 10, and Maple Hill Road. The county roads provide north/south and east/west access, but there is no internal road infrastructure to support development.

## ***HIGHEST AND BEST USE***

---

The subject project area is located in the southeastern portion of the city in an area of commercial, residential, agricultural, and industrial uses.

The subject has a current zoning of DMU, Downtown Mixed Use. The property is guided for Mixed Use, which is a “mix of residential, retail and office uses either within 1 building or 1 development. Residential development at 8 to 30 units per acre”.

The subject site (as vacant), prior to the project, has a highest and best use for future mixed-use development. Public utilities are in the area, however, interior road infrastructure is needed for development. Due to the lack of interior roads, the development timing is considered to be extended.

The subject site (as improved), prior to the project, has a highest and best use for the existing residential use with strong future potential mixed-use redevelopment. Public utilities are in the area, however, interior road infrastructure is needed for development. Due to the lack of interior roads, the development timing is considered to be extended.

After the project, the site continues to have a highest and best use for future mixed-use development (interim residential use). The beginning of interior road infrastructure is being constructed by the city. With the construction of the new roads, the development timing will be shortened.

The proposed project will create two new asphalt roads with concrete curb and gutter, along with storm sewer.

The market recognizes that interior road infrastructure, and road infrastructure in general, is necessary for the development of property. It can be very appealing when the city extends roads, as it opens land up for development.

## DISCUSSION OF MARKET BENEFIT

Listed below are the factors that will be taken into consideration concerning the potential benefit to the property:

<u>Description</u>	<u>Existing Improvements</u>	<u>Change</u>
Road Surface	Asphalt along County Road 116, County Road 10, and Maple Hill Road	<b>New asphalt roads to be constructed, City Center Drive &amp; 79<sup>th</sup> Place</b>
Base Condition	Average	<b>New base on City Center Drive &amp; 79<sup>th</sup> Place</b>
Curb & Gutter	None on existing roads	<b>New concrete on City Center Drive &amp; 79<sup>th</sup> Place; unchanged for existing roads</b>
Drainage	Fair to Average	<b>Improved on City Center Drive &amp; 79<sup>th</sup> Place; unchanged for existing roads</b>
Storm Sewer	None, surface	<b>New storm sewer on City Center Drive &amp; 79<sup>th</sup> Place; unchanged for existing roads</b>
City water	Not applicable	Not applicable
City sewer	Not applicable	Not applicable
Sidewalk	None	None
Immediate Site Access	Fair	<b>Improved with new roads</b>
Development / Sale Appeal	Fair to Average	<b>Average to Good with new road</b>

The existing road infrastructure would have to be expanded in order for development to occur.

The new road improvements are directly abutting the subject property.

Based on past appraisals, experience, and general market information, it is not uncommon for properties similar to those in the subject market to realize an increase in price for new infrastructure improvements.

Given the scope of the project, the subject is considered to have a benefit due to the project of:

**Subject Property:      \$5,000 to \$8,000 per buildable acre (higher rate due to smaller site)**

## **CONCLUSION**

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The subject will have increased development appeal due to the project. As a result, the property does recognize a positive increase in value after completion of the improvements.

The benefit to the subject property is **\$5,000 to \$8,000 per acre (higher rate due to smaller site)**.

If you have additional questions, please do not hesitate to contact us.

Sincerely,



Ethan Waytas, MAI  
Certified General MN 40368613



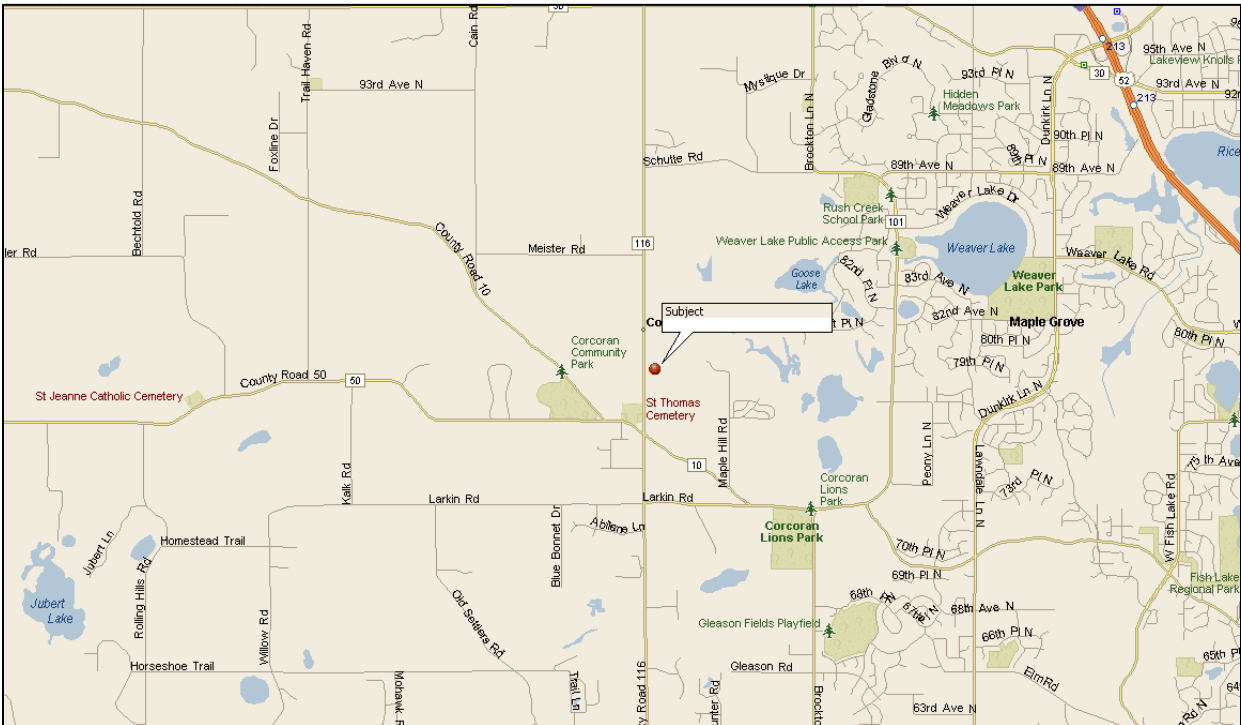
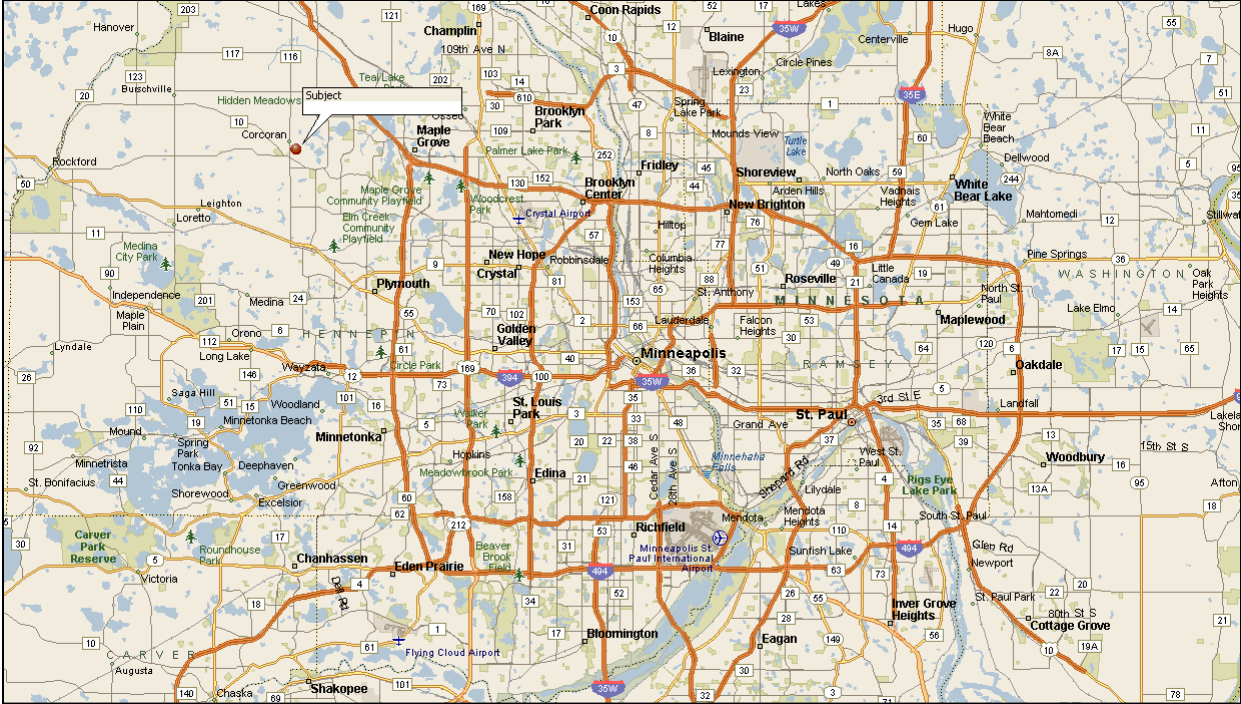
William R. Waytas, SRA  
Certified General MN 4000813

**Enclosures:** Location Map, Aerial Map View of Project, Qualifications

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[www.nagellmn.com](http://www.nagellmn.com)

# LOCATION MAP



## AERIAL VIEW OF PROJECT

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\*Red line reflects the approximate project area

Red arrow indicates the subject

## **DEFINITIONS**

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**MARKET VALUE** - The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently, knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

(A) buyer and seller are typically motivated;

***(B) both parties are well informed or well advised, and each acting in what they consider their own best interest;***

(C) a reasonable time is allowed for exposure in the open market;

***(D) payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and***

***(E) the price represents the normal consideration for the property sold, unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.***


Source: Dictionary of Real Estate Appraisal, Fifth Edition, Appraisal Institute


## **CERTIFICATION**

---

### **I certify that, to the best of my knowledge and belief:**

- 1) The statements of fact contained in this report are true and correct.
- 2) The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal, impartial, and unbiased professional analysis, opinions, and conclusions.
- 3) I have no present or prospective interest in the property that is the subject of this report, and no personal interest with respect to the parties involved.
- 4) I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- 5) My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- 6) My compensation for completing this assignment is not contingent upon the development or reporting of predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- 7) My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.
- 8) The reported analyses, opinions and conclusions were developed, and this report has been prepared in conformity with the requirements of the Appraisal Institute's Code of Professional Ethics and Standards of Professional Appraisal Practice, which includes the Uniform Standards of Appraisal Practice.
- 9) **Ethan Waytas** has made a personal inspection of the property that is the subject of this report. **William R Waytas** did not inspect the subject property (but has been by it previously numerous times). Ethan Waytas wrote and selected all the data in the report. William R. Waytas read the report, concurred with the findings, and then co-signed the report.
- 10) No one provided significant professional assistance to the person signing this report.
- 11) In accordance with the competency provision USPAP, I have verified that my knowledge, experience and education are sufficient to allow me to competently complete this appraisal. See attached qualifications.
- 12) As of the date of this report, William R. Waytas and Ethan Waytas have completed the requirements of the continuing education program of the appraisal institute.
- 13) The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representative.
- 14) We **have** provided services as an appraiser, regarding the subject property within the 3-year period immediately preceding acceptance to this assignment.

  
Ethan Waytas, MAI  
Certified General MN 40368613  
Date: see report

  
William R. Waytas, SRA  
Certified General MN 4000813  
Date: see report



## **QUALIFICATIONS**

---

### **Appraisal Experience**

Presently and since 2006, **Ethan Waytas, MAI** has been employed as an employee of Nagell Appraisal Incorporated, an independent appraisal firm (12 employees) who annually prepare 1,500 +/- appraisal reports of all types. He is currently a full time licensed certified general real estate appraiser, partner, and director of the company's IT department.

### **Properties appraised:**

- **Commercial** - low and high-density multi-family, retail, office, industrial, restaurant, church, strip-mall, fast-food, convenience stores, auto-service and repair, cinema, numerous special use properties, golf courses, and subdivision analysis.
- **Residential** – single-family residences, hobby farms, lakeshore, condominiums, townhouses, REO and land.
- **Eminent Domain** – extensive partial and total acquisition appraisal services provided to numerous governmental agencies and private owners.
- **Special Assessment** – numerous street improvement and utilities projects for both governmental and private owners.
- **Clients** - served include banks, savings and loan associations, trust companies, corporations, governmental bodies, relocation companies, attorneys, REO companies, accountants and private individuals.
- **Area of Service** - most appraisal experience is in the greater Twin Cities Metro Area (typically an hour from downtown metro). Numerous assignments throughout Minnesota.

### **Testimony**

-- Court, commission, mediation testimony, etc. has been given

### **Professional Membership, Associations & Affiliations**

License: Certified General Real Property Appraiser, MN License #40368613

Holds the MAI designation from the Appraisal Institute

### **Education**

-- Graduate of the University of Minnesota: College of Science and Engineering, Twin Cities Campus  
Bachelor of Science in Computer Science, with distinction, 3.86 GPA.

#### **General & Professional Practice Courses & Seminars**

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- Basic Appraisal Principles
- 2012-2013 15-Hour National Uniform Standards of Professional Appraisal Practice
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- General Appraiser Income Approach – Part 1
- General Appraiser Income Approach – Part 2
- Advanced Income Capitalization
- General Appraiser Report Writing and Case Studies
- Real Estate Finance, Statistics and Valuation Modeling
- 2014-2015 7-hour National USPAP Update Course
- General Appraiser Site Valuation & Cost Approach
- Advanced Market Analysis and Highest & Best Use
- Advanced Concepts & Case Studies
- Quantitative Analysis

Curriculum Vitae -- continued

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- **Review** – residential, commercial and land development.
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License: Certified General Real Property Appraiser, MN License #4000813.  
Appraisal Institute: SRA, Senior Residential Appraiser Designation,  
General Associate Member  
Employee Relocation Council: CRP Certified Relocation Professional Designation.  
International Right-Of-Way Association: Member  
HUD/FHA: On Lender Selection Roster and Review Appraiser  
DNR: Approved appraiser for Department of Natural Resources

### Testimony

-- Court, deposition, commission, arbitration & administrative testimony given.

### Mediator

-- Court appointed in Wright County.

### Committees

- President of Metro/Minnesota Chapter, 2002, Appraisal Institute.
- Chairman of Residential Admissions, Metro/MN Chapter, AI.
- Chairman Residential Candidate Guidance, Metro/Minnesota Chapter, AI.
- Elm Creek Watershed Commission, Medina representative 3 years.
- Medina Park Commission, 3 years.

Curriculum Vitae -- continued

**Education**

- Graduate of Bemidji State University, Minnesota. B.S. degree in Bus. Ad.
- During college, summer employment in building trades (residential and commercial).
- Graduate of Cecil Lawter Real Estate School. Past Arizona Real Estate License.
  
- **General & Professional Practice Courses & Seminars**
- Course 101-Introduction to Appraising Real Property.
- Numerous Standards of Professional Practice Seminar.
- Fair Lending Seminar.
- Eminent Domain & Condemnation Appraising.
- Eminent Domain (An In-Depth Analysis)
- Property Tax Appeal
- Eminent Domain
- Business Practices and Ethics
- Scope of Work
- Construction Disturbances and Temporary Loss of Going Concern
- Uniform Standards for Federal Land Acquisitions (Yellow Book Seminar)
- Partial Interest Valuation Divided (conservation easements, historic preservation easements, life estates, subsurface rights, access easements, air rights, water rights, transferable development rights)
  
- **Commercial/Industrial/Subdivision Courses & Seminars**
- Capitalization Theory & Techniques
- Highest & Best Use Seminar
- General & Residential State Certification Review Seminar
- Subdivision Analysis Seminar.
- Narrative Report Writing Seminar (general)
- Advanced Income Capitalization Seminar
- Advanced Industrial Valuation
- Appraisal of Local Retail Properties
- Appraising Convenience Stores
- Analyzing Distressed Real Estate
- Evaluating Commercial Construction
- Fundamentals of Separating Real Property, Personal Property and Intangible Business Assets
  
- **Residential Courses & Seminars**
- Course 102-Applied Residential Appraising
- Narrative Report Writing Seminar (residential)
- HUD Training session local office for FHA appraisals
- Familiar with HUD Handbook 4150.1 REV-1 & other material from local FHA office.
- Appraiser/Underwriter FHA Training
- Residential Property Construction and Inspection
- Numerous other continuing education seminars for state licensing & AI

**Speaking Engagements**

- Bankers
- Auditors
- Assessors
- Relocation (Panel Discussion)

**Publications**

- Real Estate Appraisal Practice (book): Acknowledgement
- Articles for Finance & Commerce and Minnesota Real Estate Journal

**Report Type**

Real Estate Consulting  
Letter Report (Restricted Appraisal)

**Effective Date**

May 28, 2021

**Client**

City of Corcoran  
Attn: Brad Martens, City Administrator  
8200 County Road 116  
Corcoran, MN 55340

**Subject Property**

**Street Improvement Project**

Multiple Addresses  
Corcoran, Hennepin County, MN 55340

**Owner:** Multiple Owners



**File # V2103003 – Multiple Owners**

**Prepared By:**

Ethan Waytas, MAI, Appraiser  
William R. Waytas, SRA, Appraiser

**Nagell Appraisal Incorporated**

12805 Highway 55, Suite 300  
Plymouth, Minnesota 55441  
Tel: 952.544.8966 | Fax: 952.544.8969

# NAGELL APPRAISAL INCORPORATED

12805 Highway 55 #300  
Plymouth, MN 55441  
*Established in 1968*

Phone 952-544-8966  
Fax 952-544-8969

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City of Corcoran  
Attn: Brad Martens, City Administrator  
8200 County Road 116  
Corcoran, MN 55340

June 9, 2021

To Brad Martens:

Per your request, this is a letter report to assist the city for guidance regarding a street construction project within Corcoran (see attached map for the location of the project). The project is the new construction of City Center Drive and 79<sup>th</sup> Place.

The intended use is for special assessment decision making purposes, the intended user is the City of Corcoran.

The scope of the assignment is to provide an indication of benefit due to the proposed road construction project. The research included selection of land sales with characteristics of the subject before and after the improvement project. The information is retained in the appraiser's workfile.

While an overall value is not provided, there are market conclusions shown in this report. A definition of market value is provided at the end of this letter.

The appraiser used the Sales Comparison Approach to indicate market benefit. The Income and Cost Approaches were not found to be applicable at this time.

The project is assumed to be completed as described on the effective date of this report. There are no other hypothetical or extraordinary assumptions noted. This letter has been written to conform to USPAP only, specifically Standards Rule 2-2B.

Ethan Waytas, MAI inspected the property from the right-of-way on May 28, 2021.

## ***PROJECT***

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The project is the new construction of City Center Drive and 79<sup>th</sup> Place. These roads currently do not exist and will be new.

Per request, you desire to know the benefit (if any) as it impacts properties in the project area.

## ***AREA DESCRIPTION***

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The City of Corcoran is a western outlying suburban community located approximately 35 minutes northwest of Downtown Minneapolis. The population was 5,500 as of 2010 census (a decrease of 2.3% from the 2000 census).

The commercial portion of the city is located at the intersection of County Roads 10 & 116. The remainder of the city is mostly made up of rural residential, large estate-sized residential and newer scattered single-family residential developments. Corcoran has a reputation as a stable community. Access to most shopping and surrounding communities is within 15 minutes. Most existing buildings in the area range from average to good quality. No apparent adverse influences.

The population for Corcoran in 2010 was 5,379, down from 5,630 in 2000—a 4.5% decrease. The 2019 estimated population is 6,250, a 16.2% increase.

Single family homes generally range in value between \$195,000 and \$600,000+ in the City Limits with an average of about \$510,000 (MLS statistics). The city is a mixture of residential, industrial, and commercial. Most homes are average to good quality.

## ***SUBJECT PROPERTY***

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**PID:** 25-119-23-22-0001, 25-119-23-21-0011, 25-119-23-21-0010, 25-119-23-21-0009, & 25-119-23-24-0005

**Owner:** Gregory E Ebert; D A Bermel Et Al Rev Trust; GB Land LLC

**Current Use:** Mixture of agricultural land and rural residential

**Site Size:** 3,037,229 SF (69.73 acres), per county

**Home Size:** Retained in workfile

## ***SUBJECT PROPERTY AERIAL IMAGE***

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## ***EXISTING STREETS & UTILITIES***

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There is existing public water and public sanitary sewer in the overall greater area. Utilities are not part of this specific project.

There is existing road infrastructure along County Road 116, County Road 10, and Maple Hill Road. The county roads provide north/south and east/west access, but there is no internal road infrastructure to support development.

## ***HIGHEST AND BEST USE***

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The subject project area is located in the southeastern portion of the city in an area of commercial, residential, agricultural, and industrial uses.

The subject property has a current zoning of DMU, Downtown Mixed Use. The property is guided for Mixed Use, which is a “mix of residential, retail and office uses either within 1 building or 1 development. Residential development at 8 to 30 units per acre”.

The subject properties (as vacant), prior to the project, have a highest and best use for future mixed-use development. Public utilities are in the area, however, interior road infrastructure is needed for development. Due to the lack of interior roads, the development timing is considered to be extended.

The subject properties (as improved), prior to the project, have a highest and best use for the existing residential uses or agricultural uses with strong future potential mixed-use redevelopment. Public utilities are in the area, however, interior road infrastructure is needed for development. Due to the lack of interior roads, the development timing is considered to be extended.

After the project, the properties continue to have a highest and best use for future mixed-use development (interim residential and agricultural use). The beginning of interior road infrastructure is being constructed by the city. With the construction of the new roads, the development timing will be shortened for the overall area. However, the roads are well to the north of the subject properties and would need to be extended further to encourage development.

The proposed project will create two new asphalt roads with concrete curb and gutter, along with storm sewer.

The market recognizes that interior road infrastructure, and road infrastructure in general, is necessary for the development of property. It can be very appealing when the city extends roads, as it opens land up for development.

## DISCUSSION OF MARKET BENEFIT

Listed below are the factors that will be taken into consideration concerning the potential benefit to the property:

<u>Description</u>	<u>Existing Improvements</u>	<u>Change</u>
Road Surface	Asphalt along County Road 116, County Road 10, and Maple Hill Road	<b>New asphalt roads to be constructed, City Center Drive &amp; 79<sup>th</sup> Place</b>
Base Condition	Average	<b>New base on City Center Drive &amp; 79<sup>th</sup> Place</b>
Curb & Gutter	None on existing roads	<b>New concrete on City Center Drive &amp; 79<sup>th</sup> Place; unchanged for existing roads</b>
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City water	Not applicable	Not applicable
City sewer	Not applicable	Not applicable
Sidewalk	None	None
Immediate Site Access	Fair	<b>Improved with new roads</b>
Development / Sale Appeal	Fair to Average	<b>Fair to average; slightly improved with new road starting in the north, not available to the subject properties.</b>

The existing road infrastructure would have to be expanded in order for development to occur.

The new road improvements are approximately 2,000 feet from the subject properties.

Based on past appraisals, experience, and general market information, it is not uncommon for properties similar to those in the subject market to realize an increase in price for new infrastructure improvements.

Given the scope of the project, the subject is considered to have a benefit due to the project of:

**Subject Properties: Limited to nil at this time**



## **CONCLUSION**

---

The subject will have increased development appeal due to the project. As a result, the property does recognize a positive increase in value after completion of the improvements.

The benefit to the subject property is **limited to nil at this time**.

If you have additional questions, please do not hesitate to contact us.

Sincerely,



Ethan Waytas, MAI  
Certified General MN 40368613



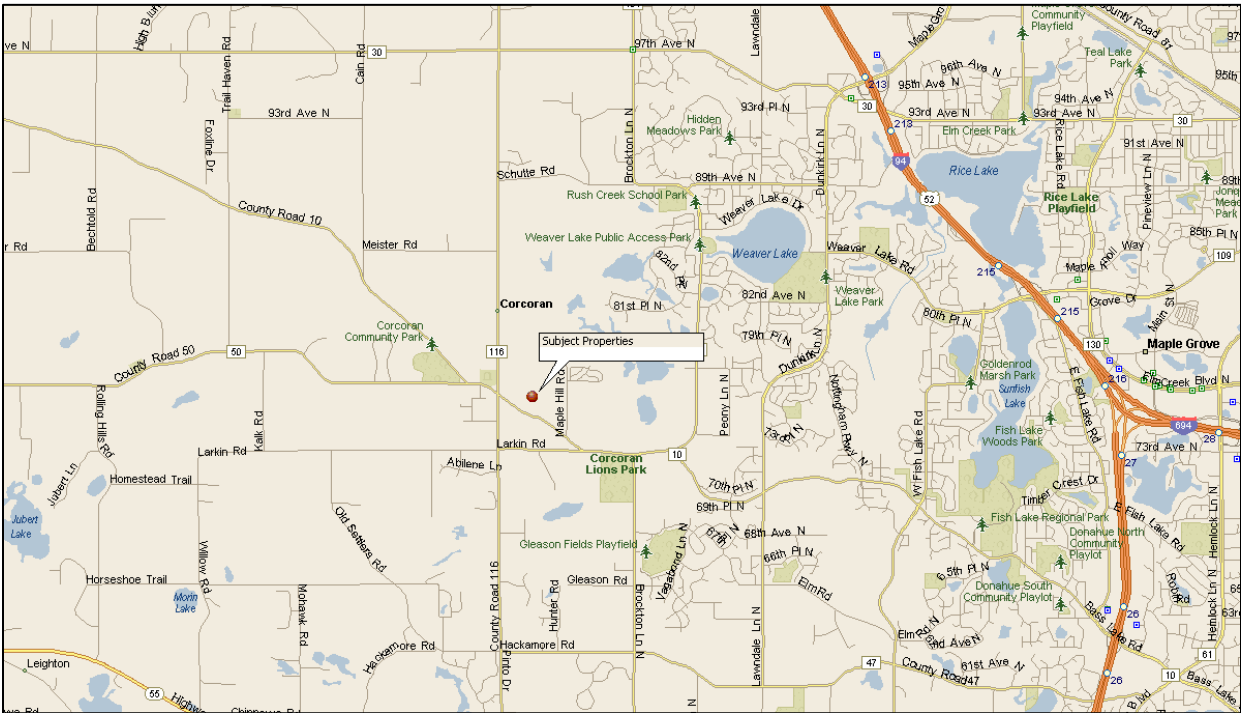
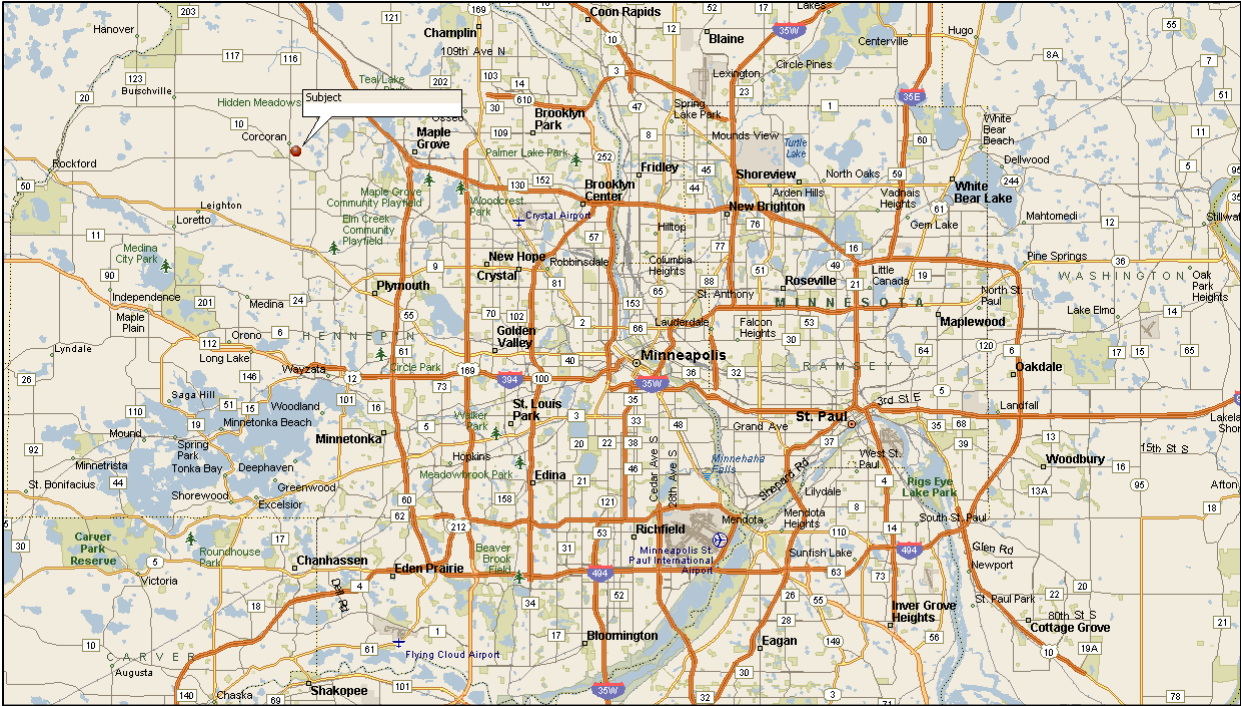
William R. Waytas, SRA  
Certified General MN 4000813

**Enclosures:** Location Map, Aerial Map View of Project, Qualifications

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[www.nagellmn.com](http://www.nagellmn.com)

# LOCATION MAP



**AERIAL VIEW OF PROJECT**



\*Red line reflects the approximate project area

Red arrow indicates the subject

## **DEFINITIONS**

---

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Source: Dictionary of Real Estate Appraisal, Fifth Edition, Appraisal Institute


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Certified General MN 40368613  
Date: see report

  
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Certified General MN 4000813  
Date: see report

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-- Chairman Residential Candidate Guidance, Metro/Minnesota Chapter, AI.  
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- Uniform Standards for Federal Land Acquisitions (Yellow Book Seminar)
- Partial Interest Valuation Divided (conservation easements, historic preservation easements, life estates, subsurface rights, access easements, air rights, water rights, transferable development rights)
  
- **Commercial/Industrial/Subdivision Courses & Seminars**
- Capitalization Theory & Techniques
- Highest & Best Use Seminar
- General & Residential State Certification Review Seminar
- Subdivision Analysis Seminar.
- Narrative Report Writing Seminar (general)
- Advanced Income Capitalization Seminar
- Advanced Industrial Valuation
- Appraisal of Local Retail Properties
- Appraising Convenience Stores
- Analyzing Distressed Real Estate
- Evaluating Commercial Construction
- Fundamentals of Separating Real Property, Personal Property and Intangible Business Assets
  
- **Residential Courses & Seminars**
- Course 102-Applied Residential Appraising
- Narrative Report Writing Seminar (residential)
- HUD Training session local office for FHA appraisals
- Familiar with HUD Handbook 4150.1 REV-1 & other material from local FHA office.
- Appraiser/Underwriter FHA Training
- Residential Property Construction and Inspection
- Numerous other continuing education seminars for state licensing & AI

**Speaking Engagements**

- Bankers
- Auditors
- Assessors
- Relocation (Panel Discussion)

**Publications**

- Real Estate Appraisal Practice (book): Acknowledgement
- Articles for Finance & Commerce and Minnesota Real Estate Journal



**APPENDIX B**

**PRELIMINARY ASSESSMENT ROLL**



## Preliminary Assessment Roll

CITY CENTER DRIVE  
AND 79TH PLACE

7/1/2021

No.	PID	PROPERTY OWNER	Total	Probable	Potential	*Preliminary	Estimated Benefit	**Proposed Benefit	***PROPOSED ASSESSMENT
			Area (Ac)	Wetland Area (Ac)	Wetland Area (Ac)	Buildable Area	(Per Buildable Acre)	(Per Buildable Acre)	TRANSPORTATION
1	2411923230001	City of Corcoran (St. Therese Site)	78.88	38.62	5.17	40.26	TBD	TBD	TBD
2	2411923340002	Corcoran Bay Holdings, LLC	73.54	7.24	12.46	66.3	\$6,000 - \$8,000	\$7,000.0	\$464,100
3	2411923330001	Victor Trachuk	2	0	0	2	\$5,000 - \$8,000	\$6,500.0	\$13,000
4	2411923330004	Gregory R Ebert (Corcoran Bay Holdings)	2	0	0	2	\$6,000 - \$8,000	\$7,000.0	\$14,000
5	2411923330002	Donald M and Nadine R Jelinski	2	0	0	2	\$1,000 - \$3,000	\$2,000.0	\$4,000

Transportation Cost is Based on the Following:  
Street: (City Center Drive and 79th Pl.) and County Road intersection improvements

\*\*\*Proposed assessment roll is preliminary. Final roll will consider buildable area, City policies, and other potential factors. City of Corcoran/St. Therese to be determined per terms of Agreement

\*\*Proposed Benefit per Buildable Acre based on median value

\*Preliminary buildable area based on Total area minus Probable Wetland Area



## PUBLIC COMMENT CARD

# CITY OF CORCORAN

8200 County Road 116, Corcoran, MN 55340 763-420-2288 www.corcoranmn.gov

Date: 8/12/2021 Open Forum: Yes or No  Yes  No  
If you are not speaking on an agenda item, you will speak at Open Forum

Name of Speaker: DEAN VEHLERKAMP  
(PLEASE PRINT CLEARLY)

Related to Agenda Item:  Yes  No Agenda Item Number: 9b

Representing: \_\_\_\_\_

Address: 9310 BECHTOLD ROAD Telephone (optional): 612-309-1085

**Please note your public comment card will become part of the permanent record.**

### Meeting Rules of Conduct:

- Fill out and turn in white comment card to a staff member.
- When called upon, approach podium and state name and address.
- Indicate if representing a group.
- Limit remarks to 5 minutes.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## STAFF REPORT

## Agenda Item 9b.

<b>Council Meeting:</b> August 12, 2021	<b>Prepared By:</b> Brad Martens
<b>Topic:</b> Dust Control Billing	<b>Action Required:</b> Direction

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### Summary:

At the June 10, 2021, meeting, the City Council held a public hearing related to the potential assessments for the 2021 dust control program. As part of the discussion following the hearing, staff was directed to place the topic of billing for dust control on a future agenda. The specific item for discussion was whether or not to bill for dust control in 2021 or have the City pay for the entire cost of the project. An outline of the proposed costs is shown in the table below.

Neighborhood Road Assessment	Collector/Adjacent Road Assessment	Other Assessment	City Share	Total
\$8,232	\$28,009	\$1,260	\$74,099	\$111,600

City Council should direct staff on whether or not to send out bills for the project.

### Financial/Budget:

Costs for this project are included in the adopted 2021 budget along with projected revenue from billing in the amount of \$37,500. If the City Council chooses to not bill for these costs it would result in reduced revenue in that amount.

### Options:

1. Direct staff to bill as presented at the June 10<sup>th</sup> meeting.
2. Direct staff to not send bills for 2021.

### Recommendation:

Staff recommends billing as presented as revenues were planned to assist in balancing the 2021 budget.

### Council Action:

Direct staff on whether or not to bill for the 2021 dust control program.

### Attachments:

None.

## STAFF REPORT

## Agenda Item 10a.

<b>Council Meeting:</b> August 12, 2021	<b>Prepared By:</b> Brad Martens
<b>Topic:</b> NTIA Broadband Partnership Grant Application	<b>Action Required:</b> Approval

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### Summary:

An opportunity exists for the City of Corcoran to co-apply with Comcast for funds to build broadband capacity in the City through the National Telecommunications and Information Administration (NTIA) Broadband Infrastructure program. NTIA's Broadband Infrastructure Program was established by the Consolidated Appropriations Act, 2021. In the priority order defined by the Act, NTIA will accept applications for projects that are designed to:

- Provide broadband service to the greatest number of households in an eligible service area;
- Provide broadband service to rural areas;
- Be most cost-effective in providing broadband service; or
- Provide broadband service with a download speed of at least 100 Mbps and an upload speed of at least 20 Mbps.

Individual communities must be the applicant; however Comcast has assisted in the writing of the attached application. More information on the program can be found at this link: <https://mn.gov/deed/programs-services/broadband/financial-assistance/>

The Comcast construction team recently completed a lengthy walkout of the area in Corcoran. The results found 496 properties without adequate broad band service. The construction cost was estimated to be approximately \$6.7 million, Comcast has the ability to contribute \$1.5 million, the remainder is requested to be covered by the grant application in the amount of \$5.2 million.

Applications are due to by August 17, 2021. Staff has contacted the State of Minnesota to discuss the opportunity and believes that Corcoran has a reasonable chance at securing the grant funds. The City will be assisting Comcast in obtaining the required permits, assisting in submitting any reporting forms, and facilitating in the overview of finances. If unsuccessful, the City could then apply for the Minnesota Broadband Grant program.

### Financial/Budget:

The grant application does not include any commitment of City of Corcoran funds. Staff time would be required to assist in administering the funds if successful.

**Options:**

1. Authorize the City Administrator to complete the NTIA Broadband Partnership Grant Application.
2. Decline to submit the grant application.

**Recommendation:**

Staff believes this is a good opportunity and recommends applying for the NTIA Broadband Partnership Grant funds.

**Council Action:**

Authorize the City Administrator to complete the NTIA Broadband Partnership Grant Application.

**Attachments:**

1. Draft grant application.

‘

**APPLICATION OF CORCORAN, MN, AND COMCAST  
FOR NTIA BROADBAND INFRASTRUCTURE GRANT PROGRAM**

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## I. PROJECT NARRATIVE

### 1. EXECUTIVE SUMMARY

The City of Corcoran, MN (“Partner”) and Comcast Cable Communications Management, LLC (“Comcast”) appreciate the opportunity to respond to NTIA’s Broadband Infrastructure Program Notice of Funding Opportunity (“NOFO”) with respect to deploying broadband infrastructure to eligible service areas in the City. As detailed further below, we propose to deploy qualifying broadband service to 496 households in Corcoran, extending our network to provide service border-to-border throughout the City (“Project”).

Located 20 miles northwest of Minneapolis, Minnesota, Corcoran is a picturesque, 6,400 (estimated) resident community, with a balance of local businesses and a mix of residential neighborhoods, rural homesteads, and farms. Corcoran is a large land city of 36 square miles and the residential neighborhoods and businesses are located within in a small area in the western part of the City that borders a larger suburb. The vast majority of Corcoran, therefore, is comprised of rural homesteads and farms, and because of the rural character of the City, lacks access to qualifying broadband service.

The City aims to create a connected and vibrant community, while continuing to stay true to its rural character. This Project, which proposes investment in broadband for the City’s rural area, aligns with the City’s vision. While Corcoran is an attractive location for future business investment, it also is committed care for the residents of Corcoran that are attracted to its wide-open spaces. Investment in broadband into the large, rural unserved areas of the City is essential to bringing the economical and quality-of-life benefits of broadband to all of its residents, while ensuring that the natural character and agricultural roots that its residents enjoy can be preserved.

As the nation’s largest high-speed Internet service provider, passing over 60 million homes and businesses throughout 39 states and the District of Columbia, including in Corcoran and throughout Hennepin County, Comcast is in the best position to undertake and successfully complete the expansion of its network to cover the unserved areas Corcoran.<sup>1</sup> Comcast currently provides Internet service and video service to over 31.4 million and 19 million customers, respectively, including in Corcoran, as well as an array of other services including voice, mobile wireless, and security and automation services.

Comcast has built a fiber backbone at the core of its network that stretches across the country with more than 191,000 route miles of fiber— using the industry’s advanced optics/lasers and Internet Protocol (“IP”) routing technologies. Dozens of converged regional area networks interconnect to create this fiber backbone that delivers high-speed Internet, video, and voice services to tens of millions of customers throughout the country. IP technology ties all of this together, creating a highly scalable connectivity platform or “IP core.” Nearly all of the 60 million homes and businesses in our service areas can access our ultra-fast Xfinity Gigabit

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<sup>1</sup> Comcast considers homes and businesses passed if it can connect them to Comcast’s cable distribution system without further distribution plant construction (i.e., extending the street-level distribution line); this is estimated based on the best available information.

Internet and Comcast Business Gigabit services, including all of our customers in Minnesota, including in Corcoran.

Comcast's significant ongoing network and technology investments enable it to continually deliver innovative and scalable products and services that keep residents and business on the cutting edge and enable it to meet evolving community demands. In the last three years alone, Comcast has invested nearly \$444.7 million in private, at-risk capital in Minnesota, building, maintaining, and operating one of the most extensive fiber-based networks in the country. Moreover, Comcast doubles its network capacity every 2 ½ years to stay well ahead of demand. This is why during the COVID-19 pandemic when Internet traffic spiked more than 30% as people rapidly transitioned to working and learning from home, Comcast's network continued to deliver fast speeds, even under the heaviest usage, and even in the areas most severely affected by the pandemic.

Comcast has a cable franchise agreement with the City of Corcoran and has served areas in the eastern part of Corcoran since it acquired the network in 2002. Over half of the households in Corcoran already have access to the full suite of Comcast services, including the main downtown and commercial area of the City. With this Project, Comcast and the City propose to build upon their already existing partnership extend the Comcast network throughout Corcoran, covering the remaining rural homesteads and farms, up to the northern and western borders of the City. The average cost of construction to reach each of the remaining homes in the unserved Project area is over 5 times the typical cost of build calculation used by Comcast to expand its network in the normal course of business. Comcast is proposing to contribute \$1.5 Million to the Project, which accounts for 22% of the total Project cost.

Comcast proposes to construct the Project using all fiber-optic technology. Fiber-optic cables will be constructed to terminals directly connected to subscribers' homes, businesses, and/or community anchor institutions in Corcoran. Upon project completion, this network will be highly reliable and scalable, permitting bandwidth and low latency potential well beyond foreseeable needs. At the same time, the unserved households and businesses in Corcoran would have access to Comcast's full suite of products and services, including broadband Internet service at speeds ranging from 50 Mbps to 1.2 Gbps, as well as voice, video, and home security services.

## **2. DESCRIPTION OF PARTNERSHIP**

### ***About Corcoran***

Corcoran was first populated by the Lakota people, followed by European settlers in 1855, and continues to attract people who appreciate wide open spaces. Corcoran is a picturesque community with a balance of local businesses and a mix of residential neighborhoods, rural homesteads, and farms. With rolling hills, an attractive wooded countryside with wildlife enriched wetlands, the City of Corcoran maintains a rural atmosphere, nestled on the western edge of in Hennepin County, approximately 20 miles northwest of Minneapolis. To balance future growth, the City of Corcoran staff and City Council focus on community vision, environmental impacts, and economic responsibility, to support and guide sustainable growth in Corcoran.

The City has adopted the vision statement that it will become a vibrant, connected community while preserving its natural character and agricultural roots. This Project aligns perfectly with that agreed-upon vision, as well as the City's publicly stated core strategies, that include to enhance Corcoran's sense of place and identity; provide diverse community amenities and recreational opportunities; maintain excellence in safety and security for our community; ensure high-quality, market-driven growth; and to provide high-quality, innovative municipal services. The City's vision and core strategies can't be fulfilled until the entire City, including its important rural homesteads and farms, can have access to the same state-of-the-art technologies as its neighbors in the City's denser areas.

The City is more than capable of assuming primary operational and financial responsibility for completing the Project, should an award be made to it. The City of Corcoran has a full-time City Administrator, Brad Martens, that manages over 28 full-time City Staff and several contracted staff. The City has a full-time Public Works Director, Kevin Mattson. Kevin contracts with a well-known, well established, and scalable partner, Wenck Associates, Inc. for its engineering needs. The City and appropriate staff would plan to meet with Comcast representatives to regularly review the planned construction work, utility permit needs, milestone markers, and to work with Comcast to provide proper notice to impacted residents.

The City staff is already familiar and have strong relationships with Comcast's local teams. During the construction period the City staff trusts that Comcast will conduct the work in collaboration with the City and with consideration of City residents. Since the Project involves a network expansion of a highly reliable, high performing system, the City is content that Comcast's Proposal is among the most efficient way to extend high-speed broadband service to the rural areas of Corcoran, and that if awarded the grant, Comcast will seamlessly deliver the products and services, and the on-going beneficial franchise relationship, with the City.

### ***About Comcast***

Comcast is a leading communications provider in the United States, currently operating throughout 39 states and the District of Columbia. With over 31.4 million residential and business services broadband customers, 19 million video customers, and 10.8 million voice customers, Comcast passes over 60 million homes and businesses.

Over the past several decades, Comcast has invested in technology to build an advanced, highly scalable network that delivers among the fastest broadband speeds in the country, ranging from 25 Mbps to 2 Gbps for residential customers and up to 10 Gbps for business customers. Comcast is the nation's largest gigabit Internet provider, and nearly all of our 60 million homes and businesses passed in our service territory can access our ultra-fast Xfinity Gigabit Internet and Comcast Business Gigabit services, including all of our customers in Minnesota. Moreover, approximately 85 percent of our residential High-Speed Internet customers subscribe to speeds of 100 Mbps or higher.

We've spent nearly \$30 billion in the last decade building an expansive fiber-dense network comprised of 191,000 route miles that carries an immense amount of traffic and has demonstrated extraordinary performance throughout the pandemic. Comcast has established an

industrywide reputation for technology leadership, superior products, and operational efficiency. Comcast's broadband products are the service of choice for residential and business customers throughout our service area.

To support the growing needs of the digital world, Comcast is working hard to make its network smarter, by leveraging cloud, backbone, and architecture advancements to provide a faster, stronger, and more flexible network. By optimizing traffic routing and moving resources closer to where they are needed, our network provides the key to managing the ever increasing traffic demands of today's Internet. The powerful combination of our broadband and Wi-Fi network and the cloud is enabling us to innovate and bring transformative products to market, redefining how our customers enjoy entertainment, connect, and communicate inside and outside of their home or office.

***High-Speed Internet Services.*** Comcast's robust high-speed Internet services provide a range of fast, reliable Internet speed tiers to fit customers' needs, as well as access to over 20 million secure Wi-Fi hotspots nationwide so that customers can stay connected on the go. Customers also have access to the Xfinity app to optimize their home connections, view their plans, pay their bills, and get 24/7 real-time support. And they also have access to xFi – a simple, digital dashboard for customers to control their home Wi-Fi network. In addition to parental control features like pausing Wi-Fi and screen time scheduling, xFi provides content filters that ensure younger children can only access age-appropriate content. xFi now also comes with xFi Advanced Security, that protects all the devices connected to a customers' home network from malware and other security threats.

***Video Services.*** Comcast also offers a broad variety of video services, primarily through our X1 platform, an IP and cloud-enabled video platform that delivers the simplest, fastest, and most complete way for customers to access all their entertainment on all their screens. Video customers have access to hundreds of channels depending on the level of service, which typically range from limited basic service with access to between 20 and 60 channels to full service with access to more than 300 channels. Video services generally include programming provided by national broadcast networks, local broadcast stations, and national and regional cable networks, as well as government and public access programming. Our video services also include access to video on demand services and an interactive, on-screen program guide. Through the X1 platform, customers have integrated search functionality, including the use of the X1 Voice Remote, a voice-activated remote control that customers can use to change channels, search for shows, get recommendations, and more; and access to and the integration of Peacock, which X1 customers receive for no additional charge, certain third-party direct-to-consumer streaming services such as Amazon Prime Video, HBO Max, Hulu, Netflix, YouTube, and Disney+, and a variety of other Internet-based apps providing content and music. Customers have access to their video services through the Stream mobile app and an online portal that allow them to view certain live programming and OnDemand content and to browse program listings. For high-speed Internet customers that prefer streaming content over the Internet rather than linear cable television, Comcast offers Flex, a streaming device that provides access to certain online programming on their television with integrated search functionality, including the use of a voice-activated remote control and personalized recommendations. Flex uses IP technology and our own cloud network servers to deliver video and advanced search capabilities, including

through a voice-activated remote control, and that provide access to certain third-party internet apps. Flex programming includes Comcast's Peacock service and certain other Internet-based apps at no additional charge, access to pay-per-view and video on demand content, and access to and the integration of certain third-party direct-to-consumer streaming services such as Amazon Prime Video, HBO Max, Hulu, Netflix, YouTube, and Disney+. Additionally, a variety of music apps such as Pandora are offered through Flex.

**VoIP Services.** In addition, Comcast offers voice services using interconnected Voice over Internet Protocol technology. Service options provided include either unlimited or usage-based local and domestic long-distance calling, as well as options for international calling plans, voicemail, readable voicemail, nuisance call blocking tools and various call features such as caller ID and call waiting. Voice services also include the ability to access and manage voicemail and other account features through an online portal or mobile app.

**Xfinity Mobile.** Furthermore, Comcast offers wireless services for handsets, tablets and smart watches using mobile virtual network operator rights to provide the services over Verizon's wireless network and our existing network of more than 20 million in-home and outdoor Wi-Fi hotspots. We currently only offer these services as part of our bundled service offerings to residential customers that subscribe to high-speed Internet service within our cable distribution footprint and to a limited group of small business high-speed Internet customers on similar terms. Customers may choose to pay for services on an unlimited data plan, shared data plans, or per gigabyte of data used. Customers have the ability to bring their own device or purchase them from us with the option to pay upfront or finance the purchase interest-free over 24 months.

**Comcast Business Services.** Comcast Business Services offers a variety of products and services to businesses. High-speed Internet services provide downstream speeds that range up to 1Gbps and fiber-based speeds that range up to 100 Gbps. Our service offerings for small business locations primarily include high-speed Internet services, as well as voice and video services, that are similar to those provided to residential customers, cloud-based cybersecurity services, wireless backup connectivity, advanced Wi-Fi solutions, video monitoring services and cloud-based services that provide file sharing, online backup and web conferencing, among other features. Comcast also offers Ethernet network services that connect multiple locations and provide higher downstream and upstream speed options to medium-sized customers and larger enterprises, as well as advanced voice services, along with video solutions that serve hotels and other large venues. In addition, Comcast provides cellular backhaul services to mobile network operators to help them manage their network bandwidth. Comcast has expanded its service offerings to include a software-defined networking product for medium-sized and enterprise customers. Larger enterprises may also receive support services related to Wi-Fi networks, router management, network security, business continuity risks and other services. These service offerings are primarily provided to Fortune 1000 companies and other large enterprises with multiple locations both within and outside of Comcast's cable distribution footprint, where we have agreements with other companies to use their networks to provide coverage outside of our service areas.

**Comcast Internet Essentials.** Comcast also makes available its Internet Essentials program to qualifying low-income customers in its service areas, which is the nation's largest, most

successful, and most comprehensive broadband adoption program for low-income households, and Comcast's number one community impact initiative. Internet Essentials currently provides customers with broadband service at speeds of up to 50 Mbps/5 Mbps for \$9.95/month plus applicable taxes, fees and surcharges, as well as free digital skills training in person and online. Customers also have the option to purchase a low-cost Internet-ready computer.

Since launching in 2011, Comcast has made dozens of improvements to the program, including expanding eligibility 12 times—bringing Internet Essentials to new audiences such as public housing residents, low-income veterans, seniors, community college students, and most recently, to all qualified low-income households living in Comcast's service area. Comcast has also increased the speeds for Internet Essentials, with the most recent speed increase to 50 Mbps/5Mbps occurring earlier this year. Since 2011, Internet Essentials has connected a cumulative total of more than ten million Americans to the Internet.

**Customer Service.** In addition to Comcast's deep experience as a communications service provider offering a variety of services, Comcast also has the appropriate number of technicians, call center agents and backend support employees to care for additional customers. Comcast also maintains large, locally based engineering and technical operations teams that work around the clock to maintain service reliability and provide direct support to the company's business and residential customers. Moreover, Comcast proactively monitors and maintains its network 24/7 through its dedicated Network Operations Center (NOC). The NOC continuously monitors the network equipment, service health, and performance of the Comcast network, responds to network events and service degradations, dispatches local field technicians, and informs customers of service issues, in many cases before the customer has noticed the problem. The NOC group also provides technical support and responds to trouble calls from network service customers including carriers, TLS and Native ATM customers, and voice product customers, through a staff of Technical Support Representatives (TSRs). The NOC also operates a 24 x 7 x 365 Technical Customer Support helpdesk that responds to calls for all of Comcast's services. The NOC maintains a staff of engineers and technicians with an average of 12 years' tenure, thus ensuring business continuity.

We monitor our network 24/7 to provide reliable service, and to prevent potential problems before they occur. Our workforce is comprised of technicians, engineers, and other frontline team members who are always working to ensure fast, reliable Internet access. We have teams focused on expanding access and improving connectivity, in tandem with our operations centers performing health checks to pinpoint potential issues. Severe weather and power outages happen, and we know it can be frustrating when that interrupts Internet access. That's why we work to get you connected as quickly as possible once power is restored, ensuring the safety of our workforce in conjunction with rapid restoration of service.

### ***Security – Business Customers***

Commercial customers have their security needs served by a comprehensive program called Comcast Business SecurityEdge (CBSE). CBSE is a powerful first line of defense against malicious activity and threats: malware, ransomware, phishing, and botnet infections. It helps

make sure connected employee and guest devices are secure when connected to a Comcast-provided network.

Since CBSE is cloud-based, updates are continuous, without interruption to one’s business. Comcast’s solution sweeps the Internet every 10 minutes to identify and mitigate new risks. Cloud-based also means fast, easy set-up with no software downloads or additional equipment needed other than a Comcast Business Internet modem.

***Security – Residential Customers***

Residential customers have their Internet protection provided through Xfinity xFi Advanced Security (XAS). XAS delivers a smarter, more personalized security solution for one’s home network. From computers and mobile phones to home security cameras and smart thermostats, XAS protects all of a customer’s connected devices for added peace of mind. XAS is available at no cost to Xfinity Internet subscribers who rent a compatible xFi Gateway. Features and benefits include:

- Prevents customers from inadvertently visiting malicious sites and becoming a victim of phishing attacks.
- Blocks remote access to smart devices, like home cameras, from known dangerous sources.
- Helps monitor devices real-time and alerts a customer when devices are behaving in unusual ways that could indicate a network threat.
- Adapts to one’s home network and gets smarter to keep up with new threats over time.
- Provides real-time notifications and a dashboard to easily view and manage threats right from the Xfinity app or website.
- No additional hardware to install; all one needs is a compatible xFi Gateway.
- No software to install on individual devices; one’s entire network is protected once XAS is enabled.

***Table of Funded Project Participants***

As required by the NOFO, here is a table of Funded Project Participants and Unfunded Informal Collaborators.

<b>Name</b>	<b>Address</b>	<b>Role</b>	<b>Scope of Work</b>	<b>Funding Amount</b>
City of Corcoran	8200 County Road 116 Corcoran, MN	Applicant	Financial and operational responsibility for overseeing Project	\$5,200,000 to distribute to Comcast for construction of Project
Comcast	10 River Park Plaza St. Paul, MN	Subrecipient	Primary responsibility for construction of project	Propose to receive \$5,200,000 from City for construction of Project
Universal Service		Contractor for funded participants	Provide construction work to Comcast via contractor agreement	

Wenck Associates	7500 Olson Memorial Highway #300 Golden Valley, MN	Contractor for funded participants	Engineering Consultant
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**Resumes of Key Personnel**

The partners have attached the resumes of the key personnel that will have the primary responsibility of overseeing the Project.

**Experience Partnering with Public Agencies.** Comcast has experience partnering with public agencies to deploy broadband infrastructure in unserved areas. For example, in 2018 Comcast received a Last Mile Broadband grant from the Virginia Tobacco Region Revitalization Commission to provide broadband access to approximately 7,000 homes and businesses, and Comcast completed the project in 2020 ahead of schedule and provided access to over 1,000 more homes and addresses than originally estimated. Between 2018 and 2020, Comcast received three Virginia Telecommunications Initiative grants from the Virginia Department of Housing and Community Development and has now successfully deployed broadband to residences and businesses throughout each of the project footprints. Additionally, in 2016 in Massachusetts, Comcast was awarded a grant of \$4,000,000 from the Massachusetts Technology Collaborative for construction of line extensions to areas in nine towns whose costs to construct exceeded Comcast's economic standards. Comcast completed the project on time, on budget, and reached 20% more homes than originally anticipated.

**3. DESCRIPTION OF PROJECT**

**Project Description**

The City of Corcoran and Comcast propose to work together to deploy qualifying broadband service to 496 households in Corcoran. The Project is estimated to require 73 miles of fiber construction and require 12 months to complete. Comcast will seamlessly extend its existing network in Corcoran into the eligible service area. Comcast proposes to construct the project using all fiber-optic technology. Fiber-optic cables will be constructed to terminals directly connected to subscribers’ homes and businesses in Corcoran. Upon project completion, this network will be highly reliable and scalable, permitting bandwidth and low latency potential well beyond foreseeable needs.

**Services Offered**

As detailed in the table below, upon completion of the project, Comcast will be able to offer customers multiple choices of residential and commercial broadband services, depending on the customers’ specific needs:

<b>Residential Internet Tier</b>	<b>Speed (down/up)</b>	<b>EDP (Every Day Pricing)</b>
Performance Starter+	50 Mbps / 5 Mbps	\$50.00



Performance Select	100 Mbps / 5 Mbps	\$55.00
Performance Pro+	200 Mbps / 5 Mbps	\$70.00
Blast! Pro+	400 Mbps / 10 Mbps	\$80.00
Extreme Pro+	800 Mbps / 15 Mbps	\$90.00
Gigabit	1.2 Gbps / 35 Mbps	\$100.00
Gigabit Pro* (additional costs may be required)	2.0 Gbps / 2.0 Gbps	\$299.95

CB		
	Current	Rack Rate
Starter	35/5	\$69.95
BI100	100/15	\$159.95
BI200	200/20	\$259.95
BI300	300/30	\$309.95
BI600	600/35	\$359.95
BI 1G	1G/35	\$499.95

*Note: Prices do not include equipment or applicable taxes, fees and surcharges.*

In addition to the multiple residential broadband options above, all qualifying low-income families in Corcoran will also have the option of signing up for Comcast’s Internet Essentials program, which currently offers 50/5 Mbps service for \$9.95 a month plus applicable taxes, fees and surcharges and access to discounted computers, with no credit check, no term contract, and no cancellation fees.

In addition to having access to broadband services upon completion of this project, customers in Corcoran will also be offered Comcast’s full suite of products and services, including voice, video, and home security services. As detailed above, residential Xfinity Internet and Video customers will have access to Xfinity X1, Comcast’s video platform that delivers the simplest, fastest, and most complete way for customers to access all their entertainment on all their screens.

In addition, Comcast customers who subscribe to a Xfinity Internet package will have access to Xfinity WiFi hotspots, including those that would be newly added to the Comcast’s proposed network expansion into Corcoran, for no additional cost. Moreover, these customers would be able to access any of Comcast’s hotspots throughout Minnesota and across the country. Comcast has the country’s largest WiFi network, including more than 20 million hotspots nationwide. Combined with the company’s recently launched Xfinity xFi platform, a new and personalized home WiFi experience, Comcast will provide its customers in Corcoran with the fastest speeds, the best WiFi coverage, and ultimate WiFi control in their homes. Xfinity Internet customers may also have the option to sign up for Xfinity Mobile service, which includes up to five lines with unlimited talk and text.

As is Comcast’s usual practice through its footprint, Comcast will support all customers in Corcoran with call centers as well as self-service options such as digital and chat. Many customers take advantage of Comcast’s different tools, including the MyAccount feature within the Xfinity app, which is available on the web and mobile devices. Customers can manage their service in many ways through the app, such as by troubleshooting a device in the home, managing programming options, and receiving important notifications.

**Cost Details of Project**

The City of Corcoran and Comcast project that this project will cost \$6,706,583. This figure is based on the Project plan of adding 73 miles of fiber to extend Comcast’s network to cover the entire unserved area of Corcoran. Comcast estimates that each mile of fiber will cost approximately \$91, 871 to construct. Construction estimates are determined through a detailed project analysis that includes a field survey, an analysis of permitting costs (internal or external), a network impact study to determine necessary hub site preparation and possible infrastructure requirements, and a financial evaluation for overall build costs and likely return-on-investment. When contract labor is utilized, costs are accrued according to the fee schedule in the contract. This design and construction process is standard within the industry.

Federal funds are needed to implement this project because private, at risk capital is not likely to be invested by a private provider in this area due to low population density and the rural nature of the homesteads and farms. The construction estimates determined that the average cost per passing of this Project area is \$13,521. This is almost 5x higher than the average cost per passing in which Comcast would build in the normal course of busines. If undertaken alone, therefore, the extension of Comcast’s plant proposed herein would not meet the criteria of Comcast’s standard investment model.

**4. AREA TO BE SERVED**

Comcast will extend service to 496 unserved homes within the area provided in this application. The Project proposes to cover 100% of the remaining unserved areas of Corcoran. This area is residential. Comcast already provides service to the majority of households and the commercial district of Corcoran. At the conclusion of the Project, therefore, Comcast intends to provide service throughout the City of Corcoran, with immediate service available to homes that don’t require additional private easements or other non-standard build requirements. The Project will include the unserved areas of the following census blocks:

Census block ID's		
270530271021000	270530271023008	270530271024006
270530271021002	270530271023009	270530271024007
270530271021005	270530271023010	270530271024008
270530271021006	270530271023011	270530271024009
270530271022001	270530271023012	270530271024010
270530271022005	270530271023013	270530271024011
270530271022007	270530271023017	270530271024015
270530271022008	270530271023020	270530271024016

270530271022009	270530271023021	270530271024017
270530271022012	270530271023022	270530271024024
270530271022013	270530271023023	270530271024025
270530271022015	270530271024000	270530271024027
270530271022016	270530271024001	270530271024029
270530271022018	270530271024002	270530271021007
270530271022019	270530271024004	270530271023026
270530271023003	270530271024005	

As demonstrated in the attached map, the land area that encompasses the unserved parts of Corcoran is substantial, comprising all the central and western areas of the City. Corcoran is a large land city just under 36 square miles. The proposed Project will bring 73 miles of fiber into this less-dense, rural homestead and farmland area to provide service to the remaining 496 homes currently without service. There are not any commercial buildings or anchor institutions in the proposed Project area of Corcoran, but if that changes, upon completion of the Project, Comcast will be able to serve these passings as well.

**5. STATUTORY FUNDING PRIORITIES ADDRESSED**

This proposed project meets a number of statutory funding priorities detailed in the NOFO.

- 1) The project meets the first statutory priority because it is designed to and will provide broadband service to the greatest number of unserved households in Corcoran, specifically to the entire eligible service area of the City, which amounts to 496 residential customers (there are currently any businesses or anchor institutions in the project area). The Project, therefore, will provide qualifying broadband service to all the unserved households throughout Corcoran.
- 2) The proposed project is also cost-effective, meeting the third statutory priority, as Comcast proposes to contribute \$1.5 Million to this Project, or approximately 22% of the entire Project cost. Comcast is well positioned to provide the most cost-effective fiber solution to this eligible service area as it already has network adjacent to the eligible service area and can seamlessly extend the services provided from its state-of-the-art headend facility, and local hub site, into the proposed service area.
- 3) Finally, the proposed project exceeds the fourth statutory priority, as it will provide downstream speeds of up to 50 Mbps and upstream speeds of up to 1.2 Gig to households in Corcoran.

**6. EVALUATION CRITERIA SATISFIED**

**1. Project Purpose and Benefits**

**a. Level of Impact in the Proposed Service Area.** The Project will provide broadband service at speeds of 50 Mbps to 1.2 Gig to 496 residential customers in Corcoran. This is 100% of the unserved households in the eligible service area within Corcoran. Comcast’s service would also be available to any future businesses or anchor institutions that move into the area.

Corcoran's vision statement is that *"The City of Corcoran will become a vibrant, connected community while preserving its natural character and agricultural roots."* Corcoran is a large, land city comprised of 36 square miles, but only a population of approximately 6,400 residents. In order to fulfill its vision statement of both providing connection to its residents and also maintain its rural character, Corcoran requires this Grant to provide its residents border-to-border broadband service.

With approximately 1,900 homes in Corcoran, and 23% of the population under age 19, approximately 1,300 children attend preschool age programs, elementary, middle and high school, within the five school districts. These children need access to high-speed, reliable broadband service, in order to participate fully in all educational experiences and requirements, as demonstrated even more clearly during the recent COVID-19 pandemic.

Providing broadband service to this unserved area will greatly improve the community's quality of life by enabling residents to bridge the local skills gap, expand their career pathways, access, and engage in telehealth opportunities, pursue education, and more.

Today, the majority of employment opportunities are disseminated via online sources. Access to broadband will enable residents of Corcoran to easily search for and apply to open job listings and communicate with potential employers. It will also allow such residents to work from home.

Broadband access will also enable all Corcoran residents to take greater control over their health care. Residents will be able to remotely access important health-related resources and technology, as well as communicate directly with health care providers. This is particular the case with the elderly residents in Corcoran living in the rural homesteads and farms.

Furthermore, with access to broadband, Corcoran community residents will be able to pursue education from their own homes and on their own time, which could provide significant savings compared to an on-campus traditional education experience. Online courses can be taken by anyone: homeschooled children, college students, entrepreneurs, freelancers, officegoers, and retirees. Education resources such as those offered by universities allows students to obtain a degree at their own pace and schedule without the added costs of on-campus life. Without high-speed Internet and increased broadband capacity, residents lack the connectivity they need to pursue a modern education and compete in today's world.

Furthermore, with up to 1.2 Gbps Internet speeds becoming available to home-based businesses and entrepreneurs, it opens the residents of Corcoran to vast online resources and a worldwide marketplace. Providing broadband service to this underserved area will enable teleworkers to engage in on-line sales and marketing and increase the area's attractiveness for entrepreneurs and start-up entities, create economic development opportunities and help in the creation and retention of jobs.

**b. Affordability of Services Offered.** Under Comcast's Internet Essentials offering – the most comprehensive and successful low-income broadband adoption program in the nation – qualifying residential customers can obtain broadband service at speeds of up to 50 Mbps/5 Mbps for \$9.95/month plus applicable taxes, fees and surcharges, as well as free digital skills

training in person and online. Customers also have the option to purchase a low-cost Internet-ready computer. Internet Essentials is open to virtually *all* low-income households within Comcast's footprint, including families that qualify for federal assistance (e.g., National School Lunch Program, Medicaid, housing assistance) and low-income veterans, senior citizens, and persons with disabilities.

Moreover, Comcast is proud to be an approved provider supporting the FCC's Emergency Broadband Benefit (EBB) subsidy program. Under the temporary EBB subsidy, qualifying customers may apply a credit of up to \$50 per month (\$75 per month in Tribal lands) to any Xfinity Internet service tier, including Internet Essentials.

## **2. Project Viability.**

### **a. Technical Approach and Related Network Capacity and Performance.**

#### **b. Applicant's Organizational Capability.**

Comcast has decades of experience building broadband networks and has a track record of success with completing projects on or ahead of schedule. Our local employees have constructed and maintained hundreds of miles of network infrastructure throughout Hennepin County where the City of Corcoran is located. Over the past several years, Comcast has invested nearly \$2 billion in technology and infrastructure in Minnesota, including an extensive network enhancement within the last two-years which impacted multiple communities within Hennepin County.

The network enhancement project was successful due to pre-discussions with the cities' technical staff where a clear understanding of the project was presented, and any questions and concerns were addressed. The Comcast team provided a detailed understanding of how residents would be notified of construction on their street, and each city was provided with a direct, local Comcast contact to call should any questions from residents arise. In addition, Comcast worked closely with city staff, local officials, and elected officials to provide a full understanding of the upcoming project and set expectations to reduce any surprises. Moreover, the network enhancement project was completed months ahead of schedule.

The success from the network enhancement strategic plan was recently implemented on two residential builds and contract negotiation implementations in Hennepin County with cities of Dayton and Rogers. In both cases, the city leaders, local officials, county staff, and the Minnesota Office of Broadband, approached Comcast about unserved and underserved areas located in rural areas. Comcast had multiple conversations with city staff around the feasibility to bring service to these areas, including future growth and discussions around cost differences between aerial and underground opportunities. These conversations assisted in the development of a strong partnership that led to a successfully planned construction build to these areas. Moreover, many of the families in these areas are eligible for Comcast's low-income Internet Essentials Program. With the successful partnership to bring service into these areas, Comcast is also partnering with local and elected officials on providing information and signing-up families, who are eligible, for the low-cost Internet program.

The success of these projects is in large part due to the experience of the local Comcast team, and its deep understanding of these communities and customers, as demonstrated by the decades of experience listed in the resumes provided in Section 2.

These effective partnerships are in credit to the consistent communication with city authorities and the multiple construction meetings where buildout schedules, permitting updates, mapping, and detailed budget justifications are openly discussed. Due to the experience, tenure and engagement of Comcast's construction and technical operations teams, trust is quickly developed and open conversations around buildout timelines are consistently updated.

### **c. Project Budget and Sustainability.**

Comcast has been providing services adjacent to the proposed service area for over a decade and is continuously growing its network in Minnesota. Comcast has demonstrated that it has experience in budgeting for network expansion in Minnesota, including taking into consideration different costs associated with construction seasons, in Section 3 of this application. Comcast also relies on a known business formula to estimate a reasonable rate of return and relied on that calculation to determine the grant request herein. Comcast proposes to contribute \$1.5 Million of private capital towards the Project, which amounts to approximately 22% of the total Project cost.

Comcast respectfully submits that the sustainability of the Project is ensured by Comcast's demonstrated success in both constructing and operating a broadband network. Specifically, regarding the Project, Comcast is proposing to seamlessly extend its existing network and provide all the Xfinity products and services as demonstrated in Section 3. Comcast has already demonstrated its success in serving internet customers, and the proposed service area will be able to take reap the benefits of the technology and back-bone Comcast already has in place as described in Section 3.

Comcast proposes to build this project with fiber optics, of which the scalability and ability to integrate evolving advanced services is discussed further in Section 7.

## **7. SCALABILITY**

Comcast has built a fiber backbone at the core of its network that stretches across the country with more than 191,000 route miles of fiber— using the industry's most advanced optics/lasers and IP routing technologies. Dozens of converged regional area networks interconnect to create this fiber backbone that delivers video, voice, and high-speed Internet services to tens of millions of customers throughout the country. IP technology ties all of this together, creating a highly scalable connectivity platform or "IP core." Comcast has been building fiber into its network incrementally over the past decade. In 2015, Comcast introduced Gigabit Pro, the industry's first residential fiber-to-the-home 2 Gbps service ever offered by an Internet service provider in the United States.

Comcast proposes to construct the project using all fiber-optic technology. Fiber-optic cables emanating from Comcast's network hub will be constructed to terminals directly connected to

subscribers' homes, businesses, and/or community anchor institutions in Corcoran. This all-fiber network will be future-proof and highly scalable, permitting bandwidth potential well beyond foreseeable needs, fast symmetrical speeds, and low latency. Over time, the network will be readily scalable to meet consumer demands for even higher speeds and more bandwidth simply by upgrading modulating electronics within the already-deployed network.

Over the last several years, Comcast has made extensive, multi-million-dollar investments in new coaxial and fiber network throughout the nation, ensuring that Comcast's services to both business and residential customers are scalable and capable of expanding to meet evolving community needs. We have extended our infrastructure to more and more businesses since launching our commercial service less than 15 years ago, bringing competition and lower prices to the small, medium, and large business sector market. And we continue an aggressive and proactive multi-million-dollar construction investment effort to extend our network even further throughout the communities we serve. We have also been on a pace of doubling network capacity every 2 ½ years, which ensures that we stay well ahead of consumer demand.

As discussed in more detail above, our network services today include broadband offered on a wired and Wi-Fi basis in homes, businesses, and public locations. Comcast's broadband service capabilities include up to 10 Gigabit symmetrical services to businesses (and as high as 100 symmetrical Gigabits for businesses that meet specific criteria), and our residential broadband speeds in Minnesota range from 50 Mbps to 1.2 Gbps.

Comcast is also one of the first U.S. Internet Service Providers to offer a WiFi 6 Certified gateway with the latest version of its xFi Advanced Gateway, which is capable of delivering multi-Gigabit speeds via ethernet that has laid the groundwork for Gigabit speeds over WiFi. Customers on the new upgraded Xfinity Gigabit tier will require an xFi Advanced Gateway, or one of the WiFi 6 capable devices approved to work with the Xfinity network to receive the faster speeds.

## **8. PROJECT PLAN**

This grant will enable the partnership to extend broadband service at speeds ranging from 50 Mbps to 1.2 Gbps to 496 unserved homes in the proposed service area within a year of signing the grant agreement. The proposed project area will have access to some of the fastest and most reliable broadband speeds available nationwide.

Construction on the proposed fiber build project is anticipated to start in April 2022 and to be completed by October 2022, assuming construction can start at the beginning of the Minnesota construction season. Throughout the duration of the project a dedicated Comcast construction team will be in direct contact with the city manager, director of public works and the city engineer, providing mapping, status updates and answering any questions the city may have throughout the construction timeframe. Comcast anticipates that the build will consist of both arial and underground. Comcast will use existing poles where they are accessible and build underground where there is no existing infrastructure to utilize.

If awarded the grant, between the months of November to April, Comcast and the City will discuss the scheduled mapped out areas and submit all necessary permits in advance of the

upcoming construction season. The major components and milestones are outlined below. Some of the major milestones will be completed in parallel when possible.

***Comcast Service Delivery Major Milestones***

- Outside and Inside Surveys – Comcast will conduct outside plant and customer site surveys. Surveys will take 60 days.
- Permits & Right of Entry Agreements – Comcast will obtain required permits and work with property owner to obtain Right of Entry/Access agreements. Permits and ROE will take 60 days.
- Service Configurations – Comcast National Team will implement Network Core Configurations. Service configurations will take 90 days.
- Outside and Inside Fiber – Comcast will complete outside and inside construction. Customer Premise Equipment Installation/Plant Test Date (PTD) – Comcast will dispatch to the customer’s premise to install CPE, connect CPE to Fiber, and call Comcast Test & Turn-up to complete plant test. Construction will take 120-150 days.
- Firm Order Commit (FOC) – Comcast Service will be available to the customer. FOC is 90 calendar days from customer signature. FOC will take 90 days.

***Comcast Responsibilities:***

- Construct all OSP and ISP fiber optic cabling up to the agreed upon locations from the site survey forms and connect the anticipated 496 homes.
- Call for locates of public utilities in the right of way.
- Restoration of disturbed grounds.
- Assemble, configure, and install all Comcast provided network equipment on customer premise.
- Test and verify all appropriate fiber connections.
- Test and verify all appropriate data interfaces/connections and verify throughput.
- Provide 24x7x365 network monitoring.
- Provide contact list information including escalation procedures and NOC information.
- Provide documentation detail services including customer network interface drawings.
- Any additional agreements per site survey document. Detailed information regarding the customer responsibilities is available in the Technical Specifications section of the proposal. Additional information can be provided upon request.

Comcast will need Pole Attachment Licenses for authority to attach to each pole within the project area. Comcast would submit pole attachment license applications to the respective pole owning utilities upon completion of the design engineering, which is anticipated to be approximately one month after Comcast receives a Notice to Proceed. In the normal course, under the terms of the pole attachment agreement, the pole owners are required to issue the license to attach to poles that do not require make ready within 45 days of application being received. Where the pole owner determines make ready is necessary, the Pole owners submit a cost estimate for the make ready construction on the pole. Once payment is received, the pole owners have 180 days or best reasonable effort to complete the pole make ready and issue a license to attach. These deadlines are often missed, and Comcast has no control over when the



license will be issued. Comcast is hopeful that, given the limited scope of this proposal, any required licenses would be issued in time for us to complete the construction. Comcast understands that failure to obtain the license will result in a delay of the project for which Comcast will be solely responsible.

Comcast has completed the planning and preliminary engineering phase for the proposed project area. Final design and construction shall commence upon the award of the grant. Comcast will need to obtain the necessary permits from the public works department for the local ROW. Comcast will work with Kevin Mattson, Public Works Director, to obtain the necessary permits and power supplies expeditiously. This coordination will begin immediately upon notice of the grant award.

We note that homes within the project area situated in excess of 300' from the road center would also have access to broadband service but may require a contribution in aid of the construction if the actual costs of connection exceed the standard installation costs. Actual costs of construction are determined based on a number of factors. Factors such as distance from the network, necessary underground trenching, distance from certain electronics on the network, and easement and franchise requirements, among other factors, would be considered. Comcast would provide each home with a contribution estimate, if any, prior to construction.

Upon receipt of the grant, Comcast will contact all “nonstandard drop” customers to determine if they will be interested in Comcast services and if they would allow Comcast to perform work on their private property. Material procurement and some pre-construction work will occur in this period and this will enable Comcast to proceed with actual construction as soon as the required government agencies issue the right of way permits. Activation of all Fiber plant will be completed by both in-house Comcast employees and select contract personnel.

The final quality control inspection of all new infrastructures will be completed by Comcast employees to ensure all new construction meets or exceeds FCC standards. Notice to potential customers of service availability will occur on a rolling basis as construction is completed.

## PROJECT AREA

The project will commence upon completion of a grant agreement. Comcast will promptly apply for and obtain all utility permits with the necessary City, County, or State agency (including the Department of Natural Resources) for all utility easements and right of way requirements. Comcast is subject to all obligations required by each government entity. Comcast will design the Project so that it will minimize the potential for adverse impacts on the environment. Comcast will cooperate with NTIA in identifying feasible measures to reduce or avoid any identified adverse environmental impacts of their proposed projects

Key risks include any make-ready work needed by the pole owner and delays in the permitting process. These risks will be mitigated by working in partnership with the pole owners to quickly address make-ready concerns and the right-of-way authorities to secure permits in a timely manner. The City will partner in any necessary way with this process.

**9. SUPPORT PROVIDED TO THE ISP**

Comcast has not previously received support through any of the programs described in this application. for the provision of broadband service in the project area described in this application.

**10. LABOR STANDARDS**

Comcast agrees to comply with all applicable federal and state statutes, rules, and regulations promoting fair employment practices or prohibiting employment discrimination and unfair labor practices. Comcast does not discriminate in the hiring of any applicant for employment, nor shall any qualified employee be demoted, discharged or otherwise subject to discrimination in the tenure, position, promotional opportunities, wages benefits or terms and conditions of their employment because of race, color, national origin, ancestry, age, sex, religion, disability, handicap, sexual orientation, gender identification, or for exercising any rights afforded by law.

Comcast will pay, or ensure payment of, prevailing wages if required by applicable laws or regulations for the covered broadband project. Comcast is unable to provide a description of labor standards without information from the State as to the labor laws and regulations that will apply to the covered broadband project.

**II. BUDGET NARRATIVE AND DETAILED BUDGET JUSTIFICATION**

Comcast and the City of Corcoran seek \$5,200,000 to complete the proposed project. Comcast, the co-applicant, upon award of the grant will be responsible for any matching funds and will provide the labor and materials to complete the provision of services to the area delineated in the attached map. The total value of the labor and materials provided by Comcast is \$1,506,583. NTIA requested funding of \$5,200,000 would represent approximately 78% of the total project cost. A breakdown of costs is attached below. **[Insert Table]**

**III. INDIRECT COST RATE AGREEMENT (AS APPLICABLE)**

**[To insert as applicable.]**

**IV. LETTERS OF COMMITMENT**

**Letter of Commitment of City of Corcoran for  
the NTIA Broadband Infrastructure Grant Program**



KEVIN ANDERSON  
DISTRICT 7



612-348-7887

HENNEPIN COUNTY BOARD OF COMMISSIONERS  
A-2400 GOVERNMENT CENTER  
MINNEAPOLIS, MINNESOTA 55487-0240

August 4, 2021

To whom it may concern:

I am pleased to submit this Letter of Support in conjunction with the joint application of the City of Corcoran ("City") and Comcast Cable Communications Management, LLC ("Comcast") for NTIA's Broadband Infrastructure Grant Program. The City and Comcast plan to deploy qualifying broadband service to 496 unserved households in Corcoran.

As a county with rural, suburban, and urban residents who lack adequate internet access, Hennepin County is actively pursuing opportunities to eliminate the digital divide and to ensure that quality, affordable broadband is available to all of our 1.2 million residents. I support the project proposed by Corcoran and Comcast, which would build a fiber last mile network to serve 496 residents.

Residents and businesses expect and rely on access to high-speed internet to function in our digital world; the COVID-19 pandemic reinforced the criticality of digital services in all sectors. In addition to Hennepin County's commitment to digital inclusion, this project aligns with our Climate Action Plan. With Corcoran planning for future growth, it is essential to invest in broadband in the unserved areas of the community and allow them full access to the digital economy.

The proposed project will bring these critical services to the community and enable residents to benefit from the myriad of services available via a high-speed internet connection. Please contact my office if I can provide any additional information or assistance.

Regards,

A handwritten signature in blue ink, appearing to read "Kevin Anderson".

Commissioner Anderson  
District 7

## STAFF REPORT

## Agenda Item 10b.

<b>Council Meeting:</b> August 12, 2021	<b>Prepared By:</b> Brad Martens
<b>Topic:</b> Request for Funds – Cross Services	<b>Action Required:</b> Direction

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### **Summary:**

The City has received the attached letter from CROSS Services, requesting financial assistance in the amount of \$84,000 to assist families in need. The letter outlines the need and how the funds would assist Corcoran families. Council should direct staff on whether or not to provide funds as requested.

### **Financial/Budget:**

The City will receive a total of \$656,250 in American Recovery Plan Act funds between 2021 and 2022. The funds are eligible for use for assistance of programs outlined in the request.

### **Options:**

1. Direct staff to draft approvals for funding assistance to Cross Services.
2. Decline the funding request.

### **Recommendation:**

Previous discussions on the use of funds included investments in technology, water infrastructure, park planning, asphalt improvements, and broadband. The request as submitted would use approximately 13% of funds allocated to the City. If Council is supportive of the funding request, staff recommends an amount that does not use such a large percent of available funds.

### **Council Action:**

Direct staff on action related to the Cross Services Funding request.

### **Attachments:**

1. Cross Services Funding Request



July 8, 2021

Tom McKee, Mayor  
Brad Martens, City Administrator  
City of Corcoran  
8200 County Road 116  
Corcoran, MN 55340

Dear Mayor McKee, Mr. Martens, and members of the Corcoran City Council:

It seems that we are finally beginning to emerge from the specter of the COVID-19 pandemic, but it's clear that the road back to community stability will be long. CROSS is grateful for our history of partnership with Corcoran in serving struggling families. As we move forward, rebuilding from the short- and long-term effects of the pandemic, we are requesting support from the City of Corcoran out of the American Rescue Plan Act (ARPA) funds received by cities for this purpose.

CROSS has seen firsthand the devastating effects of the pandemic on individuals and families, and we know it will take time and dedication to address them in a manner adequate to ensure long-term recovery. The following proposal outlines CROSS' need for ARPA funding and how those funds will be used to maximum impact in the City of Corcoran.

CROSS is requesting ARPA funds in the amount of \$28,000 per year for the next three years, for a total of \$84,000. These funds will be used to provide basic needs and ongoing support for families impacted by the pandemic in a variety of ways, as outlined in our proposal. We recognize that each city will be determining how best to use ARPA funds—please know that this requested dollar amount is not set in stone. We are happy to partner with the City in whatever way you need to help Corcoran families recover from the pandemic.

We would love the opportunity to show you firsthand how CROSS makes a difference in Corcoran and discuss options for working together to support the families in your community. I will give you a call to follow up in the next week or so. In the interim, please do not hesitate to call me at 763-425-1050 x106. I look forward to working with you.

Sincerely,

Elizabeth Brown  
CEO / Executive Director

# CROSS PROPOSAL FOR ARPA FUNDING SUPPORT FROM THE CITY OF CORCORAN

## THE NEED

### Effects of the COVID-19 Pandemic on Families

While the numbers show that Minnesota is beginning to recover from the dramatic effects of the pandemic on our economy, they don't paint an accurate picture of how low-income families continue to be impacted, and *will* continue to be impacted into the future. Feeding America points out that it took ten years following the great recession of 2007 to reach pre-recession levels of food insecurity.

#### *The Statistics<sup>1</sup>*

- While the unemployment rate has improved, jobs in low-paying industries are down twice as much as medium-wage industries and four times as much as high-paying industries. In other words, the families CROSS serves are disproportionately affected by unemployment, which causes ongoing housing and food insecurity even as the economy appears to be improving.
- The number of homeowners behind on their mortgages doubled in the past year, and most of these homeowners are more than three months behind.
- More than one in four renters with incomes under \$25,000 reported they were behind on rent.
- Once eviction moratoria end, most of these renters will be at risk of eviction: some estimates project an eviction rate of 15-19% higher than normal.
- 20% of Minnesotans currently report difficulty covering usual household expenses.
- While SNAP food benefits have increased 15% to help families with food insecurity, food prices have risen 10% or more during the pandemic, meaning that the increase in SNAP benefits has had little net impact on food security.
- Food insecurity jumped from 11% (1 in 9 individuals) to 14% (1 in 7 individuals) due to the pandemic. Among children, food insecurity went from 15% to 20%. That means one *out of every five children did not consistently have enough to eat*.
- Overall increases in food insecurity are expected to persist through and even beyond 2021.

#### *What We're Seeing at CROSS*

- Every day our family advocates hear stories from people impacted by the pandemic. More than half of the people seeking help at CROSS right now have either lost jobs or had their hours reduced as a direct result.
  - John\* was furloughed from the company he worked for due to the pandemic. He had a good paying job and he was the sole income earner for his family of five. When it was time for him to return, many months later, his company shortened his hours from 40 hours a week to 30. He was seeking help paying several months of his housing costs, which CROSS was able to provide.

- Claire\*, a single mom of three, lost her job due to the stress caused by juggling work and administering her children’s education. She, too, was months behind in her rent, which CROSS was able to pay.
- Pat\* held a very good paying job before the pandemic hit, but then this job was terminated. Pat had never needed help paying bills or buying food. They were at a very low point and had never been in this place before. They had been at the place where they were saving money for retirement, but they had to drain their savings to pay their bills. And then there wasn’t enough to cover the mortgage.
- Chris\* came in needing help to feed their family. They were so humbled to have to ask for help. Their job was terminated due to the pandemic and their whole family was severely compromised. As they walked into the warehouse and saw the food they could choose from there were tears of thankfulness. They could not remember when they could actually have a full shopping cart of groceries.
- When the City of Maple Grove made \$500,000 in CARES funding available to help community members with housing and food, CROSS assisted 99 families in just six weeks before funds ran out, indicating that the housing crisis in our communities is extensive.

### Effects of the COVID-19 Pandemic on CROSS Funding

As people are beginning once again to gather, however slowly and cautiously, we are still feeling the impact of the pandemic on our program funding.

- In 2020-2021, civic organizations and faith communities were unable to meet and fund-raise through their usual events. For example, donations from one group of civic organizations in our area dropped 38%, from \$58,000 in 2019 to \$36,000 in 2020.
- Initially, many foundations offered special funding to address the increased need caused by the pandemic, but these funds were limited and the need has persisted long after the funding was no longer available.
- Donor fatigue is a concern for us at CROSS. The pandemic resulted in an outpouring of individual support, which allowed CROSS to provide necessary services to families in crisis. As the increased need persists into the foreseeable future, CROSS anticipates a decline in individual donations, and needs to seek a broader base of funders.

### REQUESTED FUNDS

CROSS is requesting ARPA funds in the total amount of \$84,000 over the next three years.

\$23,000/year x 3 years:	\$69,000	CROSS Peace of Mind Financial Assistance
<u>\$ 5,000/year x 3 years:</u>	<u>\$15,000</u>	CROSS Food Programs
\$28,000/year x 3 years:	<b>\$84,000</b>	<b>Total ARPA Funds</b>

These requested amounts are a starting place for conversation between the City of Corcoran and CROSS. We are committed to working in partnership with you in whatever way will ensure the best outcomes for struggling families in your community. We are happy to do more (or less) as funding allows.



## USE OF FUNDS

### Peace of Mind Financial Assistance

The CROSS Peace of Mind Financial Assistance program assists families at risk of losing their home by providing rent or mortgage assistance as well as other financial support (utilities, car repairs, etc.) allowing them to stabilize their current situation and develop a long range financial plan. Peace of Mind intervention allows the family to regroup and keep the crisis from becoming a downhill slide into homelessness and financial devastation.

We anticipate the cost of serving a single household with financial assistance to prevent homelessness will be approximately \$4,538. This breaks out to \$4,200 in rent cost (an average of 3 months' rent) and \$338 in staffing and administrative costs (7%).

**\$69,000 in ARPA funding from the City of Corcoran would provide homelessness prevention assistance to an estimated 15 Corcoran families.**

### CROSS Food Programs

CROSS is committed to providing healthy food choices for families coming to us from food insecure households. We partner with multiple organizations to ensure a supply of quality protein, produce, dairy, breads, culturally specific foods, and nutritious snacks for kids. Families can shop in our grocery-store-style food pantry, or visit one of our mobile outreach sites. Additionally, CROSS provides weekend food for kids in food-insecure homes, and food for seniors through two different programs.

The cost of serving a single individual in our food programs is \$57.54. This breaks out to roughly \$50 in food, hygiene, and cleaning product expense (87%) and \$7.54 in staffing and other expenses (13%).

**\$15,000 in ARPA funding from the City of Corcoran would provide food security through covering the costs of approximately 270 visits by Corcoran residents during this time when families continue to struggle in our challenging economy.**

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<sup>1</sup> Statistics sources:

- Center on Budget and Policy Priorities
- Consumer Financial Protection Bureau
- Feeding America
- Minnesota Compass
- Second Harvest Heartland

\* Names changed

## STAFF REPORT

## Agenda Item 10c.

<b>Council Meeting:</b> August 12, 2021	<b>Prepared By:</b> Brad Martens
<b>Topic:</b> Open Book Meeting Discussion	<b>Action Required:</b> Direction

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### Summary:

In 2015, the City Council transitioned from holding a Local Board of Appeals and Equalization hearing, to holding an Open Book Meeting with the City Assessor. Councilmember Bottema has requested the City discuss this decision and whether or not to return back to the Local Board of Appeals and Equalization hearing process.

The purpose of either the Local Board of Appeals and Equalization (LBAE) hearing or the Open Book Meeting, is to allow property owners an opportunity to appeal the valuation or classification of their property which has a direct correlation to the taxes levied. Currently the Open Book Meeting process allows property owners to speak directly to the County Assessor. In a LBAE format, property owners would attend a hearing at the City Council who would decide any action. At least one member must have attended an appeals and equalization course within the last four years.

Staff requests direction on how to proceed for 2022. The decision must be made prior to December 1<sup>st</sup>.

### Financial/Budget:

There are minimal costs associated with the current process. Moving to a Local Board of Appeals and Equalization Hearing would likely have some minor costs for training.

### Options:

1. Direct staff to continue with the Open Book Meeting process.
2. Direct staff to take action to move to a Local Board of Appeal and Equalization Hearing format.

### Recommendation:

Property classification and valuation is a complex topic. Staff recommends continuing with the Open Book Meeting format as staff has not heard of any complaints from residents. If the Council would like to return to the Local Board of Appeals and Equalization format, it is recommended that all members take the appeals and equalization course.

### Council Action:

Direct staff on the preferred process for valuation and classification appeals.

### Attachments:

1. MN Statutes Chapter 274

## CHAPTER 274

### ASSESSMENTS; REVIEW, CORRECTION, EQUALIZATION

274.01	BOARD OF APPEAL AND EQUALIZATION.	274.12	DUTIES OF AUDITOR AND ASSESSORS.
274.014	LOCAL BOARDS; APPEALS AND EQUALIZATION COURSE AND MEETING REQUIREMENTS.	274.13	COUNTY BOARD OF APPEAL AND EQUALIZATION.
274.03	NOTICE OF MEETING.	274.135	COUNTY BOARDS; APPEALS AND EQUALIZATION COURSE AND MEETING REQUIREMENTS.
274.07	LIST BY PERSON SICK OR ABSENT.	274.14	LENGTH OF SESSION; RECORD.
274.08	CORRECTION OF BOOKS.	274.16	CORRECTED LISTS.
274.09	CORRECTION OF FALSE LISTS AND RETURNS.	274.17	RECORD; ABSTRACT TO COUNTY AUDITORS.
274.10	PROPERTY OMITTED OR UNDERVALUED.	274.175	VALUES FINALIZED.
274.11	TAXES A LIEN ON PROPERTY IN EXAMINER'S LIST.	274.18	ABSTRACT OF REALTY ASSESSMENT ROLL TO TOWN CLERKS.

#### 274.01 BOARD OF APPEAL AND EQUALIZATION.

Subdivision 1. **Ordinary board; meetings, deadlines, grievances.** (a) The town board of a town, or the council or other governing body of a city, is the local board of appeal and equalization except (1) in cities whose charters provide for a board of equalization or (2) in any city or town that has transferred its local board of review power and duties to the county board as provided in subdivision 3. The county assessor shall fix a day and time when the local board of equalization shall meet in the assessment districts of the county. Notwithstanding any law or city charter to the contrary, a city board of equalization shall be referred to as a local board of appeal and equalization. On or before February 15 of each year the assessor shall give written notice of the time to the city or town clerk. Notwithstanding the provisions of any charter to the contrary, the meetings must be held between April 1 and May 31 each year. The clerk shall give published and posted notice of the meeting at least ten days before the date of the meeting.

The board shall meet either at a central location within the county or at the office of the clerk to review the assessment and classification of property in the town or city. No changes in valuation or classification which are intended to correct errors in judgment by the county assessor may be made by the county assessor after the board has adjourned in those cities or towns that hold a local board of review; however, corrections of errors that are merely clerical in nature or changes that extend homestead treatment to property are permitted after adjournment until the tax extension date for that assessment year. The changes must be fully documented and maintained in the assessor's office and must be available for review by any person. A copy of the changes made during this period in those cities or towns that hold a local board of review must be sent to the county board no later than December 31 of the assessment year.

(b) The board shall determine whether the taxable property in the town or city has been properly placed on the list and properly valued by the assessor. If real or personal property has been omitted, the board shall place it on the list with its market value, and correct the assessment so that each tract or lot of real property, and each article, parcel, or class of personal property, is entered on the assessment list at its market value. No assessment of the property of any person may be raised unless the person has been duly notified of the intent of the board to do so. On application of any person feeling aggrieved, the board shall review the assessment or classification, or both, and correct it as appears just. The board may not make an individual market value adjustment or classification change that would benefit the property if the owner or other person having control over the property has refused the assessor access to inspect the property and the interior of any buildings or structures as provided in section 273.20. A board member shall not participate in any actions of the board which result in market value adjustments or classification changes to property owned by the board member, the spouse, parent, stepparent, child, stepchild, grandparent, grandchild, brother, sister, uncle,

aunt, nephew, or niece of a board member, or property in which a board member has a financial interest. The relationship may be by blood or marriage.

(c) A local board may reduce assessments upon petition of the taxpayer but the total reductions must not reduce the aggregate assessment made by the county assessor by more than one percent. If the total reductions would lower the aggregate assessments made by the county assessor by more than one percent, none of the adjustments may be made. The assessor shall correct any clerical errors or double assessments discovered by the board without regard to the one percent limitation.

(d) A local board does not have authority to grant an exemption or to order property removed from the tax rolls.

(e) A majority of the members may act at the meeting, and adjourn from day to day until they finish hearing the cases presented. The assessor shall attend and take part in the proceedings, but must not vote. The county assessor, or an assistant delegated by the county assessor shall attend the meetings. The board shall list separately all omitted property added to the list by the board and all items of property increased or decreased, with the market value of each item of property, added or changed by the board. The county assessor shall enter all changes made by the board.

(f) Except as provided in subdivision 3, if a person fails to appear in person, by counsel, or by written communication before the board after being duly notified of the board's intent to raise the assessment of the property, or if a person feeling aggrieved by an assessment or classification fails to apply for a review of the assessment or classification, the person may not appear before the county board of appeal and equalization for a review. This paragraph does not apply if an assessment was made after the local board meeting, as provided in section 273.01, or if the person can establish not having received notice of market value at least five days before the local board meeting.

(g) The local board must complete its work and adjourn within 20 days from the time of convening stated in the notice of the clerk, unless a longer period is approved by the commissioner of revenue. No action taken after that date is valid. All complaints about an assessment or classification made after the meeting of the board must be heard and determined by the county board of equalization. A nonresident may, at any time, before the meeting of the board file written objections to an assessment or classification with the county assessor. The objections must be presented to the board at its meeting by the county assessor for its consideration.

Subd. 2. **Special board; duties delegated.** The governing body of a city may appoint a special board of review. The city may delegate to the special board of review all of the powers and duties in subdivision 1. The special board of review shall serve at the direction and discretion of the appointing body, subject to the restrictions imposed by law. The appointing body shall determine the number of members of the board, the compensation and expenses to be paid, and the term of office of each member. At least one member of the special board of review must be an appraiser, real estate broker, or other person familiar with property valuations in the assessment district.

Subd. 3. **Local board duties transferred to county.** The town board of any town or the governing body of any home rule charter or statutory city may transfer its powers and duties under subdivision 1 to the county board, and no longer perform the function of a local board. Before the town board or the governing body of a city transfers the powers and duties to the county board, the town board or city's governing body shall give public notice of the meeting at which the proposal for transfer is to be considered. The public notice shall follow the procedure contained in section 13D.04, subdivision 2. A transfer of duties as permitted under this subdivision must be communicated to the county assessor, in writing, before December 1 of any

year to be effective for the following year's assessment. This transfer of duties to the county may either be permanent or for a specified number of years, provided that the transfer cannot be for less than three years. Its length must be stated in writing. A town or city may renew its option to transfer. The option to transfer duties under this subdivision is only available to a town or city whose assessment is done by the county.

**History:** (2034) RL s 847; 1941 c 402 s 1; 1945 c 402 s 1; 1949 c 543 s 1; Ex1967 c 32 art 8 s 3; 1971 c 434 s 3; 1971 c 564 s 6; 1973 c 123 art 5 s 7; 1973 c 150 s 1; 1973 c 582 s 3; 1975 c 339 s 5; 1977 c 434 s 11; 1986 c 444; 1987 c 229 art 4 s 1; 1987 c 268 art 7 s 37; 1988 c 719 art 7 s 8; 1990 c 480 art 7 s 14; 1995 c 264 art 3 s 13; 1997 c 231 art 2 s 23; 1998 c 254 art 1 s 77; 1999 c 243 art 5 s 25; 1Sp2001 c 5 art 7 s 21; 2003 c 127 art 5 s 22; 1Sp2005 c 3 art 1 s 18; 2008 c 154 art 13 s 35; 2014 c 308 art 9 s 32,33; art 10 s 9; 2017 c 40 art 1 s 121; 1Sp2017 c 1 art 15 s 25

**274.013** [Repealed, 1976 c 44 s 70]

### **274.014 LOCAL BOARDS; APPEALS AND EQUALIZATION COURSE AND MEETING REQUIREMENTS.**

Subdivision 1. **Handbook for local boards.** By no later than January 1, 2005, the commissioner of revenue must develop a handbook detailing procedures, responsibilities, and requirements for local boards of appeal and equalization. The handbook must include, but need not be limited to, the role of the local board in the assessment process, the legal and policy reasons for fair and impartial appeal and equalization hearings, local board meeting procedures that foster fair and impartial assessment reviews and other best practices recommendations, quorum requirements for local boards, and explanations of alternate methods of appeal.

Subd. 2. **Appeals and equalization course.** Beginning in 2006, and each year thereafter, there must be at least one member at each meeting of a local board of appeal and equalization who has attended an appeals and equalization course developed or approved by the commissioner within the last four years, as certified by the commissioner. The course may be offered in conjunction with a meeting of the Minnesota League of Cities or the Minnesota Association of Townships. The course content must include, but need not be limited to, a review of the handbook developed by the commissioner under subdivision 1.

Subd. 3. **Proof of compliance; transfer of duties.** (a) Any city or town that conducts local boards of appeal and equalization meetings must comply with the training requirements of subdivision 2 by February 1, by having at least one member who has attended an appeals and equalization course described in subdivision 2 within the last four years. A city or town that does not comply with these requirements is deemed to have transferred its board of appeal and equalization powers to the county for a minimum of two assessment years, beginning with the current year's assessment and continuing thereafter unless the powers are reinstated under paragraph (c).

(b) The county shall notify the taxpayers when the board of appeal and equalization for a city or town has been transferred to the county under this subdivision and, prior to the meeting time of the county board of equalization, the county shall make available to those taxpayers a procedure for a review of the assessments, including, but not limited to, open book meetings. This alternate review process shall take place in April and May.

(c) A local board whose powers are transferred to the county under this subdivision may be reinstated by resolution of the governing body of the city or town and upon proof of compliance with the requirements of subdivision 2. The resolution and proofs must be provided to the county assessor by February 1 in order to be effective for the following year's assessment.

(d) A local board whose powers are transferred to the county under this subdivision may continue to employ a local assessor and is not deemed to have transferred its powers to make assessments.

**History:** 2003 c 127 art 2 s 16; 2005 c 151 art 5 s 25,26; 2008 c 366 art 15 s 16; 2014 c 308 art 10 s 10; 1Sp2017 c 1 art 20 s 8

**274.02** [Repealed, 1949 c 543 s 2]

**274.03 NOTICE OF MEETING.**

The clerk shall give at least ten days' posted notice of the time and place of the meeting of the board of review. Failure to give notice or hold the meeting does not vitiate any assessment, except as to the excess over the market value of the property.

**History:** (2036) RL s 849; 1941 c 402 s 2; 1975 c 339 s 8; 1987 c 229 art 4 s 1

**274.04** [Repealed, 2003 c 127 art 5 s 50]

**274.05** [Repealed, 2005 c 151 art 5 s 46]

**274.06** [Repealed, 1949 c 543 s 2]

**274.07 LIST BY PERSON SICK OR ABSENT.**

If any person required to list property for taxation is prevented by sickness or absence from listing it with the assessor, the person, or the person's agent in charge of the property, may give the auditor a statement of the property value as required by this chapter at any time before the taxes are extended by the county auditor. The auditor shall list the property and correct the corresponding items in the return made by the assessor. No statement may be received from any person who refused or neglected to attest to the statement when required by the assessor. No statement may be received from any person, unless the person makes and files with it an affidavit of absence from the town or district without design to avoid the listing of the property, or was prevented by sickness from giving the assessor the required statement when asked to do so.

**History:** (2041) RL s 851; 1986 c 444; 1987 c 229 art 4 s 1

**274.08 CORRECTION OF BOOKS.**

The county auditor shall carefully examine the assessment books. If any property has been omitted, the auditor shall enter it on the list. The auditor shall notify the assessor of the omission. Upon notification, the assessor shall immediately determine the value of the omitted property and correct the original return. If the assessor does not perform, the auditor shall determine the value of the property and make the necessary corrections.

**History:** (2042) RL s 852; 1986 c 444; 1987 c 229 art 4 s 1

**274.09 CORRECTION OF FALSE LISTS AND RETURNS.**

If the county auditor believes that any person has given the assessor a false statement of personal property, or that the assessor has not returned the full amount of all property required to be listed in the assessor's town or district, or has omitted, or made an erroneous return of, any property subject to taxation, the auditor shall correct the return of the assessor. At any time before the final settlement with the county treasurer, the auditor shall charge the owners of the property on the tax lists with the proper amount of taxes.

For purposes of this section the auditor may issue compulsory process, require the attendance of any person supposed to have a knowledge of the property, or its value, and examine the person, on oath, about the statement or return. Before making the entry on the tax list, the county auditor shall notify the person required to list the property of the right to show that the person's statement or the return of the assessor is correct. The county auditor shall file in the auditor's office a statement of the facts or evidence upon which the auditor made the corrections. The county auditor must not reduce the amount returned by the assessor without the written consent of the commissioner of revenue. A statement supporting the reduction must be submitted by the county auditor or the party aggrieved to the commissioner of revenue.

**History:** (2043) RL s 853; Ex1959 c 59 s 2; 1973 c 582 s 3; 1986 c 444; 1987 c 229 art 4 s 1

#### **274.10 PROPERTY OMITTED OR UNDERVALUED.**

Subdivision 1. **Examiner; appointment, duties.** The governor shall appoint an examiner when it appears to the governor on a verified complaint, or by the finding of a court or of the legislature, or any committee of the legislature, that a considerable amount of property in any county has been improperly omitted from the tax lists and assessment roll of the county for a year; or, if assessed, that the property has been grossly undervalued by the assessor or other county officials, whether or not the assessment has been reviewed by the county board of equalization. The appointment must be in writing. The appointee must be a competent citizen of the state, but not a resident of the county. The person appointed shall determine the character, location, value, and ownership of the real and personal property in the county omitted or undervalued. The person shall take an oath to faithfully perform the duties.

The person shall examine the subject and prepare a report in duplicate. A list must be attached to the report, showing the character, location, ownership, and valuation of all property that has been omitted or undervalued. The list must state the years or part of years that the property has been omitted or undervalued. The list must show opposite each piece or parcel of land or item of personal property undervalued, the amount of the assessment, its actual and market value at the time it should have been assessed, and the difference between its assessed and actual value. On or before January 1, in the assessment year, the examiner shall file the report and list with the county auditor and with the commissioner of management and budget. Lists must be verified substantially as follows:

"I, ....., solemnly swear that I have personally examined the real and personal property in the attached list, and that it is a correct and full list of the real and personal property subject to taxation in the county, and omitted from taxation for the years stated in it, or, if assessed for those years, grossly undervalued, and that the character, location, ownership, and valuation of the property as set down in the proper column, opposite the property, are correct, to the best of my knowledge and belief."

Subd. 2. **Deputies; appointment, duties.** When necessary to properly perform duties within the time prescribed by law, with the approval of the governor, the examiner may appoint one or more well-qualified citizens of the state as deputies to assist in the performance of examiner's duties. The deputies shall perform the duties assigned them by the examiner. The deputies must take an oath to faithfully perform the duties.

Subd. 3. **Compensation of examiner and deputies.** The examiner shall be paid \$3 for services, and each deputy shall be paid \$2, for every day they are necessarily employed in the performance of their duties. The examiner and deputies shall be paid their necessary expenses. Upon the approval by the governor, the compensation and expenses must be paid out of the general fund in the state treasury. The respective counties shall reimburse the state two years after the payments are made. The state auditor shall notify the county auditor of the amount to be paid. The county auditor shall levy a tax on the taxable property in the county

sufficient to pay it. When collected, the proceeds of the tax must be paid into the state treasury like other state taxes.

**History:** (2044, 2045, 2046) *RL s 854,855,856; 1973 c 492 s 14; 1975 c 339 s 8; 1986 c 444; 1987 c 229 art 4 s 1; 2009 c 101 art 2 s 109*

#### **274.11 TAXES A LIEN ON PROPERTY IN EXAMINER'S LIST.**

The taxes upon the property on the list of the examiner under section 274.10, and found to have been omitted from or undervalued in the tax list for any year, is a lien upon all the real property owned in the county by any person named in it as the owner. The lien attaches at the time the list is filed with the county auditor. The lien continues until the taxes are paid. The lien may be satisfied from the proceeds of the sale of any property in the county owned by the person.

**History:** (2047) *RL s 857; 1987 c 229 art 4 s 1*

#### **274.12 DUTIES OF AUDITOR AND ASSESSORS.**

Upon the receipt of the examiner's list, the county auditor shall enter the property described in it in the real and personal property assessment books. Upon receiving the books from the auditor, the assessor shall assess the property entered in it at its market value as shown by the list. A copy of the list must be furnished to the assessor with the assessment books of the district. The assessor shall also make the necessary corrections in any assessment made before receipt of the list to correspond with the market value of the property shown in the list and correct the returns accordingly. The auditor shall proceed under sections 273.02 and 274.09. On finding from the examiner's list that any property has been omitted from or undervalued in the lists of any prior year or years, the auditor shall enter it on the assessment and tax books for the year or years it was omitted or undervalued. The omitted and undervalued property must be assessed at the valuation and amounts shown on the list. The arrearages of taxes on the property accruing against it must be extended upon the tax list for the current year and collected like other taxes. An assessor or county auditor who neglects to perform a duty under this section is guilty of a misdemeanor. In addition to the usual penalty, the assessor or auditor is liable on official bond for all taxes on the property on the examiner's list.

**History:** (2048) *RL s 858; 1975 c 339 s 8; 1986 c 444; 1987 c 229 art 4 s 1*

#### **274.13 COUNTY BOARD OF APPEAL AND EQUALIZATION.**

Subdivision 1. **Members; meetings; rules for equalizing assessments.** The county commissioners, or a majority of them, with the county auditor, or, if the auditor cannot be present, the deputy county auditor, or, if there is no deputy, the court administrator of the district court, shall form a board for the equalization of the assessment of the property of the county, including the property of all cities whose charters provide for a board of equalization. This board shall be referred to as the county board of appeal and equalization. The board shall meet annually, on the date specified in section 274.14, at the office of the auditor. Each member shall take an oath to fairly and impartially perform duties as a member. Members shall not participate in any actions of the board which result in market value adjustments or classification changes to property owned by the board member, the spouse, parent, stepparent, child, stepchild, grandparent, grandchild, brother, sister, uncle, aunt, nephew, or niece of a board member, or property in which a board member has a financial interest. The relationship may be by blood or marriage. The board shall examine and compare the returns of the assessment of property of the towns or districts, and equalize them so that each tract or lot of real property and each article or class of personal property is entered on the assessment list at its market value, subject to the following rules:



(1) The board shall raise the valuation of each tract or lot of real property which in its opinion is returned below its market value to the sum believed to be its market value. The board must first give notice of intention to raise the valuation to the person in whose name it is assessed, if the person is a resident of the county. The notice must fix a time and place for a hearing.

(2) The board shall reduce the valuation of each tract or lot which in its opinion is returned above its market value to the sum believed to be its market value.

(3) The board shall raise the valuation of each class of personal property which in its opinion is returned below its market value to the sum believed to be its market value. It shall raise the aggregate value of the personal property of individuals, firms, or corporations, when it believes that the aggregate valuation, as returned, is less than the market value of the taxable personal property possessed by the individuals, firms, or corporations, to the sum it believes to be the market value. The board must first give notice to the persons of intention to do so. The notice must set a time and place for a hearing.

(4) The board shall reduce the valuation of each class of personal property that is returned above its market value to the sum it believes to be its market value. Upon complaint of a party aggrieved, the board shall reduce the aggregate valuation of the individual's personal property, or of any class of personal property for which the individual is assessed, which in its opinion has been assessed at too large a sum, to the sum it believes was the market value of the individual's personal property of that class.

(5) The board must not reduce the aggregate value of all the property of its county, as submitted to the county board of equalization, with the additions made by the auditor under this chapter, by more than one percent of its whole valuation. The board may raise the aggregate valuation of real property, and of each class of personal property, of the county, or of any town or district of the county, when it believes it is below the market value of the property, or class of property, to the aggregate amount it believes to be its market value.

(6) The board shall change the classification of any property which in its opinion is not properly classified.

(7) The board does not have the authority to grant an exemption or to order property removed from the tax rolls.

(8) The board may not make an individual market value adjustment or classification change that would benefit property if the owner or other person having control over the property has refused the assessor access to inspect the property and the interior of any buildings or structures as provided in section 273.20.

Subd. 1a. **Failure to appear or appeal.** If a person, other than a public utility, mining company, or the metropolitan airports commission for which the original assessments are determined by the commissioner of revenue, fails to appear in person, by counsel, or by written communication before the county board after being duly notified of the board's intent to raise the assessment of the person's property, or if a person fails to appeal a decision of the board of review as described in section 274.01 after appearing before the local board, the person may not appear before the commissioner of revenue under section 270C.92, subdivisions 1 and 2, to contest the valuation.

Subd. 1b. **Assessment changes.** No changes in valuation or classification that are intended to correct errors in judgment by the county assessor may be made by the county assessor after the county board of equalization has adjourned; however, corrections of errors that are merely clerical in nature or changes that extend homestead treatment to property are permitted after adjournment until the tax extension date for that assessment year. The changes must be fully documented and maintained in the assessor's office and must be available for review by any person.

Subd. 1c. **Alternative review option.** The county shall notify taxpayers whose town or city elected to transfer its powers and duties under section 274.01 to the county. Prior to the time of the county board of equalization, the county shall make available to those taxpayers a procedure for a review of its assessments, including, but not limited to, open book meetings. This alternative review process shall take place in April and May.

Subd. 2. **Special board; delegated duties.** The board of equalization for any county may appoint a special board of equalization and may delegate to it the powers and duties in subdivision 1. The special board of equalization shall serve at the direction and discretion of the appointing county board, subject to the restrictions imposed by law on the appointing board. The appointing board may determine the number of members to be appointed to the special board, the compensation and expenses to be paid, and the term of office of each member. At least one member of the special board of equalization must be an appraiser, real estate broker, or other person familiar with property valuations in the county. The county auditor is a nonvoting member and serves as the recorder for the special board. The special board is subject to the quorum requirements for county boards and the training requirements for county boards in section 274.135, subdivision 2.

**History:** (2049) RL s 859; 1945 c 401 s 1; 1949 c 543 s 3; 1971 c 564 s 8; 1975 c 339 s 6; 1977 c 434 s 12; 1980 c 437 s 7; 1986 c 444; 1Sp1986 c 3 art 1 s 82; 1987 c 229 art 4 s 1; 1993 c 375 art 3 s 22; 1997 c 231 art 2 s 24,25; 1Sp2001 c 5 art 7 s 22; 2003 c 127 art 5 s 23; 2005 c 151 art 2 s 17; 2008 c 154 art 13 s 36; 2009 c 88 art 10 s 11; 2017 c 40 art 1 s 121; 1Sp2017 c 1 art 15 s 26

#### **274.135 COUNTY BOARDS; APPEALS AND EQUALIZATION COURSE AND MEETING REQUIREMENTS.**

Subdivision 1. **Handbook for county boards.** By no later than January 1, 2009, the commissioner of revenue must develop a handbook detailing procedures, responsibilities, and requirements for county boards of appeal and equalization. The handbook must include, but need not be limited to, the role of the county board in the assessment process, the legal and policy reasons for fair and impartial appeal and equalization hearings, county board meeting procedures that foster fair and impartial assessment reviews and other best practices recommendations, quorum requirements for county boards, and explanations of alternate methods of appeal.

Subd. 2. **Appeals and equalization course.** Beginning in 2009, and each year thereafter, there must be at least one member at each meeting of a county board of appeal and equalization who has attended an appeals and equalization course developed or approved by the commissioner within the last four years, as certified by the commissioner. The course may be offered in conjunction with a meeting of the Minnesota Association of Assessment Officers. The course content must include, but need not be limited to, a review of the handbook developed by the commissioner under subdivision 1.

Subd. 3. **Proof of compliance; transfer of duties.** (a) Any county that conducts county boards of appeal and equalization meetings must comply with the training requirements of subdivision 2 by February 1, by having at least one member who has attended an appeals and equalization course described in subdivision 2 within the last four years. A county that does not comply with these requirements is deemed to have transferred its board of appeal and equalization powers to the special board of equalization appointed pursuant to section 274.13, subdivision 2, for a minimum of two assessment years, beginning with the current year's assessment and continuing thereafter unless the powers are reinstated under paragraph (c). A county that does not comply with the requirements of subdivision 2 and has not appointed a special board of equalization shall appoint a special board of equalization before the following year's assessment.

(b) The county shall notify the taxpayers when the board of appeal and equalization for a county has been transferred to the special board of equalization under this subdivision and, prior to the meeting time of the special board of equalization, the county shall make available to those taxpayers a procedure for a review of the assessments, including, but not limited to, open book meetings. This alternate review process must take place in April and May.

(c) A county board whose powers are transferred to the special board of equalization under this subdivision may be reinstated by resolution of the county board and upon proof of compliance with the requirements of subdivision 2. The resolution and proofs must be provided to the commissioner by February 1 in order to be effective for the current year's assessment.

(d) If a person who was entitled to appeal to the county board of appeal and equalization or to the county special board of equalization is not able to do so in a particular year because the county board or special board did not meet the quorum and training requirements in this section and section 274.13, or because the special board was not appointed, that person may instead appeal to the commissioner of revenue, provided that the appeal is received by the commissioner prior to August 1. The appeal is not subject to either chapter 14 or section 270C.92. The commissioner must issue an appropriate order to the county assessor in response to each timely appeal, either upholding or changing the valuation or classification of the property. Prior to October 1 of each year, the commissioner must charge and bill the county where the property is located \$500 for each tax parcel covered by an order issued under this paragraph in that year. Amounts received by the commissioner under this paragraph must be deposited in the state's general fund. If payment of a billed amount is not received by the commissioner before December 1 of the year when billed, the commissioner must deduct that unpaid amount from any state aid the commissioner would otherwise pay to the county under chapter 477A in the next year. Late payments may either be returned to the county uncashed and undeposited or may be accepted. If a late payment is accepted, the state aid paid to the county under chapter 477A must be adjusted within 12 months to eliminate any reduction that occurred because the payment was late. Amounts needed to make these adjustments are included in the appropriation under section 477A.03, subdivision 2.

**History:** 2008 c 154 art 13 s 37; 2009 c 88 art 10 s 12; 1Sp2017 c 1 art 20 s 9

#### **274.14 LENGTH OF SESSION; RECORD.**

The board must meet after the second Friday in June on at least one meeting day and may meet for up to ten consecutive meeting days. The actual meeting dates must be contained on the valuation notices mailed to each property owner in the county as provided in section 273.121. For this purpose, "meeting days" is defined as any day of the week excluding Sunday. At the board's discretion, "meeting days" may include Saturday. No action taken by the county board of review after June 30 is valid, except for corrections permitted in sections 273.01 and 274.01. The county auditor shall keep an accurate record of the proceedings and orders of the board. The record must be published like other proceedings of county commissioners. A copy of the published record must be sent to the commissioner of revenue within five days following final action of the county board of equalization.

For counties that conduct either regular board of review meetings or open book meetings, at least one of the meeting days must include a meeting that does not end before 7:00 p.m. For counties that require taxpayer appointments for the board of review, appointments must include some available times that extend

until at least 7:00 p.m. The county may have a Saturday meeting in lieu of, or in addition to, the extended meeting times under this paragraph.

**History:** (2050) *RL s 860; 1949 c 543 s 4; 1971 c 564 s 9; 1973 c 582 s 3; 1975 c 339 s 7; 1976 c 334 s 8; 1980 c 437 s 8; 1987 c 229 art 4 s 1; 1987 c 268 art 7 s 38; 1Sp1989 c 1 art 9 s 29; 1990 c 480 art 7 s 15; 1995 c 264 art 11 s 5; 2005 c 151 art 5 s 27; 2008 c 366 art 6 s 32; 2009 c 88 art 10 s 13; 1Sp2019 c 6 art 18 s 14*

**274.15** [Repealed, 1975 c 301 s 16]

### **274.16 CORRECTED LISTS.**

The county assessor or, in Ramsey County, the official designated by the board of county commissioners shall calculate the changes of the assessment lists determined by the county board of equalization, and make corrections accordingly, in the real or personal lists, or both, and shall make duplicates of them. One must be filed in the assessor's office, and one must be forwarded to the commissioner of revenue as provided in section 270C.89.

**History:** (2052) *RL s 862; 1949 c 543 s 5; 1955 c 71 s 1; 1971 c 25 s 56; 1971 c 564 s 10; 1973 c 582 s 3; 1978 c 743 s 11; 1986 c 444; 1987 c 229 art 4 s 1; 1987 c 268 art 7 s 39; 2005 c 151 art 2 s 17; 1Sp2019 c 6 art 18 s 15*

### **274.17 RECORD; ABSTRACT TO COUNTY AUDITORS.**

The secretary shall keep a record of the proceedings of the county board of equalization. The record must be published in the annual report of the commissioner of management and budget. Upon final adjournment the secretary shall send each county auditor an abstract of the proceedings, specifying: (1) the percent added to or deducted from the valuation of the real property of each of the towns and cities, and of the real property not in towns or cities, in case an equal percent has not been added to or deducted from each; (2) the percent added to or deducted from the classes of personal property in each of the towns and cities; and (3) the amounts added to the assessments of individuals, firms, or corporations.

The county auditor shall add to or deduct from each tract or lot of real property in the county the required percent on the valuation of the property after equalization by the county board, rounding the value of each separate tract or lot to the nearest dollar. The county auditor shall also add to or deduct from the classes of personal property in the county the required percent on the valuation of the property after equalization by the county board, rounding the value of each separate class of personal property to the nearest dollar. The county auditor shall also add to the assessments of individuals, firms, and corporations after equalization by the county board, the required amounts.

**History:** (2053) *RL s 864; 1973 c 123 art 5 s 7; 1973 c 492 s 14; 1986 c 444; 1987 c 229 art 4 s 1; 2009 c 101 art 2 s 109*

### **274.175 VALUES FINALIZED.**

The assessments recorded by the county assessor and the county auditor under sections 273.124, subdivision 9; 274.16; 274.17; or other law for real and personal property are final on July 1 of the assessment year, except for property added to the assessment rolls under section 272.02, subdivision 38, and assessments certified to the auditor under sections 270.87; 273.33, subdivision 2; 273.37, subdivision 2; and 273.3711 or deleted because of tax forfeiture pursuant to chapter 281. No changes in value may be made after July 1

of the assessment year, except for corrections permitted in sections 273.01 and 274.01, or assessments certified to the auditor under sections 270.87; 273.33, subdivision 2; 273.37, subdivision 2; and 273.3711.

**History:** *1Sp1989 c 1 art 9 s 30; 1990 c 480 art 7 s 16; 2009 c 88 art 10 s 14; 2011 c 112 art 3 s 8*

**274.18 ABSTRACT OF REALTY ASSESSMENT ROLL TO TOWN CLERKS.**

Once each year, the county auditor shall make out and send to each town clerk in the county who has requested it, a copy or abstract of the latest available real estate assessment roll of the town, as equalized by the county and state boards of equalization.

**History:** *(2054) RL s 865; 1979 c 50 s 31; 1986 c 444; 1987 c 229 art 4 s 1; 1993 c 375 art 3 s 23*

**274.19** [Repealed, 1993 c 375 art 3 s 47]

**274.20** [Repealed, 1993 c 375 art 3 s 47]

August 12, 2021

City of Corcoran  
County of Hennepin  
State of Minnesota

**RESOLUTION NO. 2021-90**

**Motion By:**  
**Seconded By:**

**A RESOLUTION RECOGNIZING THE 2019 NIGHT TO UNITE EVENTS AND DONATIONS**

**WHEREAS**, the City Council of the City of Corcoran, Minnesota, does hereby find as follows:

**WHEREAS**, Night to Unite is a statewide event that is done to celebrate & strengthen neighborhood and community relationships in participating communities; and

**WHEREAS**, the City of Corcoran supports the efforts of the 6<sup>th</sup> Annual Night to Unite Events on August 3, 2021; and

**WHEREAS**, the Corcoran Night to Unite events consisted of twelve neighborhood parties; and

**WHEREAS**, the success of this program is a direct result of support from the City Council, community volunteers, the City of Corcoran employees, the Northwest Area Jaycees, the Corcoran Lions, and our local businesses and sponsors; and

**WHEREAS**, the Exhibit A outlines the financial and in-kind contribution to the City of Corcoran to be utilized in support of the Night to Unite events;

**NOW THEREFORE BE IT RESOLVED**, the City Council of the City of Corcoran acknowledges the outstanding efforts by the Night to Unite planning team, event staff, and volunteers, and the generosity of all donors and graciously accepts the financial donations as listed.

**VOTING AYE**

- McKee, Tom**
- Bottema, Jon**
- Nichols, Jeremy**
- Schultz, Alan**

**VOTING NAY**

- McKee, Tom**
- Bottema, Jon**
- Nichols, Jeremy**
- Schultz, Alan**

**Whereupon, said Resolution is hereby declared adopted on this 12<sup>th</sup> day of August 2021.**

\_\_\_\_\_  
**Tom McKee –Mayor**

*City Seal*

**ATTEST:**

\_\_\_\_\_  
**Jessica Beise – Administrative Services Director**

**RESOLUTION NO. 2021-90**

*Exhibit A*

<b>Item</b>	<b>Donated amount</b>	<b>Company</b>
11 gift cards and Ice and	\$300.00	Corcoran Crossroads
	\$1,000.00	Corcoran Lions
4 - \$25 gift cards	\$100.00	Culvers (Maple Grove)
Free pizza coins	\$350.00	Dimagio's Pizza
Napkins	\$100.00	Farmer's State Bank of Hamel
8 Rocks	\$36.00	Hassen Sand & Gravel, Inc.
25 gift cards	\$250.00	Hometowne Pizza - Medina
sandwiches	\$1,500.00	Jersey Mike's
2x 4 games of bowling	\$76.00	Medina Entertainment Center
	\$6,000.00	NW Area Jaycees
2 \$30 gift cards	\$60.00	Phil's Quality Automotive
23x \$25 gift cards and	\$585.00	ProTech Automotive
Pizza cutters	\$100.00	Rosati's Pizza
14 rounds of golf	\$322.00	Shamrock Golf Course
13 \$5 gift cards	\$65.00	Target (Medina)
\$100 gift card	\$100.00	Tom Thumb
26 hats and 26 shirts	\$200.00	Westside Tire
5 x \$25 gift certificates	\$125.00	Wild Orchid

## STAFF REPORT

## Agenda Item 10e.

<b>Council Meeting:</b> August 12, 2021	<b>Prepared By:</b> Brad Martens
<b>Topic:</b> Work Session Schedule	<b>Action Required:</b> Schedule Work Sessions

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### Summary:

A work session is scheduled for September 9<sup>th</sup> to discuss fire service planning. Councilmember Bottema is unable to attend and has requested this work session be rescheduled to 5:30 pm on Thursday, September 23<sup>rd</sup>. Council should consider rescheduling this work session and discuss whether another topic should be considered at the September 9<sup>th</sup> work session time, or simply removing this meeting.

### Financial/Budget:

None.

### Options:

1. Schedule work sessions as needed.

### Recommendation:

Staff recommends rescheduling the September 9<sup>th</sup> work session to September 23<sup>rd</sup>. The September 9<sup>th</sup> work session could be utilized to further discuss the draft 2022 budget and financial management plan if needed.

### Council Action:

Schedule work sessions as needed.

### Attachments:

None.



**City of Corcoran  
2021 City Council Schedule**

**Agenda Item 13.**

**August 26, 2021 Work Session – 5:30 pm**

- Developer roundtable

**August 26, 2021**

- Officer Oath of Office
- Active Corcoran Planning Applications
- Sign Ordinance Update - Campaign Signs
- Accessory Structure Zoning Ordinance Amendment
- Dornsbach Conditional Use Permit
- Garages Too Rezoning, Variance, Conditional Use Permit, Site Plan, and Preliminary Plat
- Karinemi Concept Plan – 23185 County Road 10
- Public Hearing – Nuisance Ordinance (code enforcement changes)
- Recreational Vehicle Ordinance
- CSAH 101 & Future 105<sup>th</sup> Ave Turn Lane Improvements – Award Bid (Nelson)
- Corcoran Trail Street Improvements – Award Bid
- Call Assessment Hearings – Appaloosa Woods/Corcoran Trail East & West

**September 9, 2021 Work Session – 5:30 pm**

- To be determined

**September 9, 2021**

- Firearm ordinance update (shooting range, etc.)
- Construction Hours Update (definition?)
- Commissioner Appointment process
- Job Description Update – Police Administrative Assistant
- Stormwater Area Charge
- Grant Application Approval – City Park Master Plan

**September 9, 2021 Work Session – 5:30 pm (not scheduled)**

- Fire Service Work Plan

**September 23, 2021**

- Active Corcoran Planning Applications
- Conditional Uses in Residential Zoning Districts
- Assessment Hearings – Appaloosa Woods/Corcoran Trail East & West
- Zoning Amendment for Assembly Uses