Corcoran City Council Agenda
June 27, 2024
7:00 pm

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: 845 8754 1654

Video Link and Instructions:
https://us02web.zoom.us/j/84587541654
visit http://www.zoom.us and enter
Meeting ID: 845 8754 1654

*Please note in-person comments will be taken at the scheduled meeting where noted. Comments received via email to City Administrator Tobin at jtobin@corcoranmn.gov or via public comment cards will also be accepted. All email and public comment cards must be received by the Wednesday prior to scheduled Council meeting.

For more information on options to provide public comment visit:
www.corcoranmn.gov

1. **Call to Order / Roll Call**
2. **Pledge of Allegiance**
3. **Agenda Approval**
4. **Commission Representatives***
5. **Open Forum – Public Comment Opportunity**
6. **Presentations/Recognition**
7. **Consent Agenda**
   a. REMOVED: May 21, 2024 DRAFT Regular Council Minutes*
   b. REMOVED: May 11, 2023 DRAFT Regular Council Minutes*
   c. REMOVED: May 25, 2023 DRAFT Regular Council Minutes*
   d. Financial Claims June 27, 2024*
   e. Conservation Residential Park Dedication and RSF-1 and RSF-2 Ordinance Amendment (City File 24-012)*
   f. Upward Acres Preliminary Plat (City File 24-015)*
   g. Shoreland Ordinance - Add Lakes (City File 24-022)*
   h. Joint Powers Agreement for Assessment Services*
   i. Cropland Bid Maintenance Update*
   j. Resolution 2024-75 Staffing Actions: Finance and Community Development*
   k. Resolution 2024-76 Designation of City Clerk Responsibilities*
   l. Resolution 2024-77 Authorization to Close on Property*
   m. The Stanchion Amplified Sound Waiver – July 14, 2024*
8. **Planning Business – Public Comment Opportunity**
   a. Mahaven Concept Plan*
   b. Rural Commercial Survey Results*
   c. Heather Meadows 3rd OS&P PP (City File 24-002)*
   d. Chastek Farms RZ, PP, PUD (City File 23-034)*
9. **Unfinished Business -- Public Comment Opportunity**
10. **New Business – Public Comment Opportunity**
    a. 2025 Budget Goals and Priorities*
11. **Staff Reports**
    a. Planning Project Update*
12. **Council Reports**
13. **2024 City Council Schedule***
14. **Adjournment**

***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.*

STAFF REPORT **Agenda Item: 4.**

Council Meeting June 27, 2024	**Prepared By** Michelle Friedrich
Topic Commission Representatives	**Action Required** Informational

Summary

The advisory commission representatives for the June 27, 2024, Council meeting are as follows:

- Planning Commission: Cecilia Kozicky
- Parks and Trails Commission: Val Nybo

Financial/Budget

N/A

Council Action

N/A

Attachments

N/A

STAFF REPORT **Agenda Item: 7a.**

Council Meeting June 27, 2024	**Prepared By** Michelle Friedrich
Topic Draft Regular Council Minutes – May 21, 2024	**Action Required** Informational

Summary

The draft Council Regular Minutes for May 21, 2024, will be scheduled to a future council meeting date.

Attachments

N/A

STAFF REPORT **Agenda Item: 7b.**

Council Meeting June 27, 2024	**Prepared By** Michelle Friedrich
Topic Draft Regular Council Minutes – May 11, 2023	**Action Required** Informational

Summary

The draft Council Regular Minutes for May 11, 2023, will be scheduled to a future council meeting date.

Attachments

N/A

STAFF REPORT **Agenda Item: 7c.**

Council Meeting June 27, 2024	**Prepared By** Michelle Friedrich
Topic Draft Regular Council Minutes – May 25, 2023	**Action Required** Informational

Summary

The draft Council Regular Minutes for May 25, 2023, will be scheduled to a future council meeting date.

Attachments

N/A

Agenda Item 7d.
Council Meeting Date: 6/27/2024
Prepared By: Jodie Peterson

FINANCIAL CLAIMS

CHECK RANGE

FUND #500 ESCROW CLAIMS

Paid to	Amount	Project name
SEE THE REGISTER FOR #500 CLAIMS		
Total	$0.00	

Total Fund #500 = $ -
(See attached Payments Detail)

ALL OTHER FINANCIAL CLAIMS

Check Register		$1,226,358.13
(See attached Check Detail Registers)		
Total Checks		**$1,226,358.13**
Total of Auto Deductions	**$**	**165,725.16**
TOTAL EXPENDITURES FOR APPROVAL	**$**	**1,392,083.29**

Auto Deductions / Electronic Fund Transfer / Other Disbursements

Date	Paid to		Amount	Description
6/14/2024	MN PERA	$	25,905.68	Employee Pension
6/14/2024	ADP WAGE PAY	$	129,852.40	Net Payroll and Taxes
6/17/2024	EMPOWER	$	5,859.80	Employee Deferred Comp/Healthcare Savings
6/17/2024	Optum Bank	$	4,107.28	Employee HSA
Total		$	165,725.16	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF CORCORAN
EXP CHECK RUN DATES 06/14/2024 - 06/27/2024
JOURNALIZED
PAID - CHECK TYPE: PAPER CHECK
CHECK REGISTER - COUNCIL

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 35579							
100-41500-50300	05/31/24	ABDO LLP	AUDIT PREPERATION/FINANCIAL ASSIST	491155	06/27/24	42,812.20	35579
100-41900-50300	05/31/24	ABDO LLP	MAY HR AND PAYROLL CONSULTING	490334	06/27/24	27,575.00	35579
			Total For Check 35579			70,387.20	
Check 35580							
100-42100-50207	05/08/24	ABIGAIL EDSTROM	POLICE CONFERENCE REIMBURSEMENT -	05082024	06/27/24	343.16	35580
			Total For Check 35580			343.16	
Check 35581							
100-45200-50210	06/14/24	ACME TOOLS	DEWALT BACKPACK	12907121	06/27/24	247.61	35581
100-45200-50210	06/12/24	ACME TOOLS	CARBURETOR	12898642	06/27/24	55.31	35581
			Total For Check 35581			302.92	
Check 35582							
100-41900-50401	05/07/24	ADAMS PEST CONTROL, INC.	CITY HALL PEST CONTROL	3905623	06/27/24	130.57	35582
			Total For Check 35582			130.57	
Check 35583							
100-41110-50210	06/08/24	AMAZON CAPITAL SERVICES	COUNCIL IPADS	1X7M-WLQH-M4PD	06/27/24	987.00	35583
100-41110-50210	06/05/24	AMAZON CAPITAL SERVICES	DETACHABLE KEYBOARD	1XWT-LYLQ-N4PV	06/27/24	762.00	35583
100-41900-50200	06/09/24	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES TOILET PAPER	1M4N-LNLY-VTVM	06/27/24	149.33	35583
100-41900-50322	06/03/24	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	1QDW-MDKM-4377	06/27/24	81.54	35583
100-42100-50200	06/15/24	AMAZON CAPITAL SERVICES	CORDLESS VACUUM	11WY-NC7H-4MYC	06/27/24	349.99	35583
			Total For Check 35583			2,329.86	
Check 35584							
100-43122-50400	05/15/24	BEACH TRANSPORT INC	MATERIAL HAULING	2576	06/27/24	35,135.21	35584
			Total For Check 35584			35,135.21	
Check 35585							
100-41900-50212	06/03/24	BEAUDRY OIL COMPANY	UNLEADED FUEL	2647557	06/27/24	26.19	35585
100-42100-50212	06/03/24	BEAUDRY OIL COMPANY	UNLEADED FUEL	2647557	06/27/24	1,191.36	35585
100-43100-50212	06/03/24	BEAUDRY OIL COMPANY	UNLEADED FUEL	2647557	06/27/24	91.64	35585
100-43100-50212	06/03/24	BEAUDRY OIL COMPANY	DYED KODIAK FUEL	2647556	06/27/24	1,782.14	35585
			Total For Check 35585			3,091.33	
Check 35586							
100-42100-50210	06/10/24	BURDAS TOWING	WINCH STUCK MRAP CHERRY LN	24-188964	06/27/24	345.00	35586
100-42100-50210	06/10/24	BURDAS TOWING	TOWING CHERRY LN	24-189014	06/27/24	575.00	35586
			Total For Check 35586			920.00	
Check 35587							
100-00000-22205	06/13/24	CARSON, CLELLAND & SCHREDER	3019 ADDITION BP23-0042	5649-7	06/27/24	152.25	35587
100-00000-22205	06/13/24	CARSON, CLELLAND & SCHREDER	CHASTEK FARM BP24-0001	5649-3	06/27/24	239.25	35587
100-00000-22205	06/13/24	CARSON, CLELLAND & SCHREDER	KWIK TRIP BP23-0006	5649-4	06/27/24	207.25	35587
100-00000-22205	06/13/24	CARSON, CLELLAND & SCHREDER	KWIK TRIP BP23-0007	5649-5	06/27/24	125.50	35587
100-00000-22205	06/13/24	CARSON, CLELLAND & SCHREDER	KWIK TRIP BP24-0021	5649-6	06/27/24	182.00	35587
100-41600-50300	05/31/24	CARSON, CLELLAND & SCHREDER	BREDAHL LAND PURCHASE LEGAL INVOIC	5649-8	06/27/24	152.25	35587
100-41600-50300	05/31/24	CARSON, CLELLAND & SCHREDER	CROUSE LAND PURCHASE LEGAL INVOICE	5649	06/27/24	36.25	35587
100-41600-50300	05/31/24	CARSON, CLELLAND & SCHREDER	LEGAL SERVICES - MAY 2024	5649-2	06/27/24	6,851.25	35587
100-42100-50304	05/31/24	CARSON, CLELLAND & SCHREDER	LEGAL SERVICES - MAY 2024	5649-2	06/27/24	2,613.55	35587
			Total For Check 35587			10,559.55	
Check 35588							
411-43100-50520	05/09/24	CEMSTONE PRODUCTS COMPANY	4500 3/4 AG, AE	7431275	06/27/24	2,672.50	35588

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 35588							
411-43100-50520	04/23/24	CEMSTONE PRODUCTS COMPANY	THEAM CONVEYOR CHARGES	7419345	06/27/24	775.00	35588
411-43100-50520	04/25/24	CEMSTONE PRODUCTS COMPANY	THEM CONVEYOR CHARGES	7419169	06/27/24	1,168.75	35588
411-43100-50520	04/25/24	CEMSTONE PRODUCTS COMPANY	4500 3/4 AG, AE	7419168	06/27/24	7,330.00	35588
			Total For Check 35588			11,946.25	
Check 35589							
100-41900-50381	06/06/24	CENTERPOINT ENERGY	GAS BILL MAY 2024	06062024	06/27/24	17.10	35589
100-43100-50381	06/06/24	CENTERPOINT ENERGY	GAS BILL MAY 2024	06062024	06/27/24	27.10	35589
			Total For Check 35589			44.20	
Check 35590							
100-43100-50400	06/05/24	CINTAS - 470	SURFACE DISINFECTANT/LIQUID BANDAG	5214646745	06/27/24	27.57	35590
			Total For Check 35590			27.57	
Check 35591							
100-41900-50400	06/12/24	CINTAS - 470	CITY HALL MATS	4195648293	06/27/24	30.79	35591
100-43100-50400	06/12/24	CINTAS - 470	UNIFORM/DISPOSABLE BATHROOM MATS	4195648345	06/27/24	5.40	35591
100-43100-50400	06/12/24	CINTAS - 470	SMALL SHOP TOWELS	4195648333	06/27/24	25.52	35591
100-43100-50400	06/05/24	CINTAS - 470	SMALL SHOP TOWELS	4194930492	06/27/24	25.52	35591
100-43100-50400	06/05/24	CINTAS - 470	DISPOSABLE BATHROOM MATS/UNIFORMS	4194930450	06/27/24	28.89	35591
100-43100-50417	06/12/24	CINTAS - 470	UNIFORMS	4195648597	06/27/24	178.02	35591
100-43100-50417	06/12/24	CINTAS - 470	UNIFORM/DISPOSABLE BATHROOM MATS	4195648345	06/27/24	90.13	35591
100-43100-50417	06/05/24	CINTAS - 470	UNIFORMS	4194930620	06/27/24	191.94	35591
100-43100-50417	06/05/24	CINTAS - 470	DISPOSABLE BATHROOM MATS/UNIFORMS	4194930450	06/27/24	93.32	35591
			Total For Check 35591			669.53	
Check 35592							
100-41900-50321	06/05/24	COMCAST - 0023202	CITY HALL/POLICE INTERNET	06052024	06/27/24	269.18	35592
100-42100-50321	06/05/24	COMCAST - 0023202	CITY HALL/POLICE INTERNET	06052024	06/27/24	269.17	35592
			Total For Check 35592			538.35	
Check 35593							
100-43100-50380	06/01/24	COMCAST - 930899035	INTERNET JUNE 2024	203980029	06/27/24	295.05	35593
			Total For Check 35593			295.05	
Check 35594							
100-43100-50321	06/05/24	COMCAST 0044893	PHONE SERVICES 06/10/24-07/09/2024	06052024	06/27/24	128.32	35594
			Total For Check 35594			128.32	
Check 35595							
100-41920-50300	05/31/24	COMPUTER INTEGRATION TECH	MONTHLY MANAGED SERVICES HOURS	376918	06/27/24	93.00	35595
100-41920-50300	05/31/24	COMPUTER INTEGRATION TECH	MONTHLY MANAGED SERVICES RETAINER	37617	06/27/24	2,541.00	35595
100-41920-50300	05/31/24	COMPUTER INTEGRATION TECH	IT SUPPPORT SERVICES	376917	06/27/24	2,541.00	35595
100-41920-50300	06/07/24	COMPUTER INTEGRATION TECH	MANAGED SERVICES FOR JUNE 2024	376983	06/27/24	2,600.00	35595
100-41920-50300	06/14/24	COMPUTER INTEGRATION TECH	MONTHLY BILLING FOR JUNE 2024	377439	06/27/24	4,667.60	35595
100-41920-50300	06/14/24	COMPUTER INTEGRATION TECH	SIRIS 4 - P4000 BACKUP BILLING - J	377162	06/27/24	885.00	35595
100-41920-50300	06/14/24	COMPUTER INTEGRATION TECH	MANAGED SERVICES FOR JULY 2024	377927	06/27/24	3,816.00	35595
			Total For Check 35595			17,143.60	
Check 35596							
100-41900-50210	05/31/24	CULLIGAN BOTTLED WATER	OFFICE WATER	114X97679605	06/27/24	63.40	35596
			Total For Check 35596			63.40	
Check 35597							
100-41130-50350	05/30/24	ECM PUBLISHERS INC	MOWING BIDS PUBLICATION	1001065	06/27/24	146.64	35597

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 35597							
100-41130-50350	05/30/24	ECM PUBLISHERS INC	LAND MAINTENANCE BIDS	1001064	06/27/24	146.64	35597
100-41130-50350	05/30/24	ECM PUBLISHERS INC	CLASS 5 GRAVEL TWO YEAR CONTRACT	1001063	06/27/24	154.56	35597
			Total For Check 35597			447.84	
Check 35598							
601-49400-50210	05/27/24	FERGUSON WATERWORKS #2518	WATER METER	0527172	06/27/24	4,072.65	35598
601-49400-50210	06/04/24	FERGUSON WATERWORKS #2518	WATER METERS	0530514	06/27/24	3,051.45	35598
			Total For Check 35598			7,124.10	
Check 35599							
601-49400-50380	05/31/24	GOPHER STATE ONE CALL	MAY 2024 SUPPORT SERVICES	4050315	06/27/24	140.40	35599
602-49450-50380	05/31/24	GOPHER STATE ONE CALL	MAY 2024 SUPPORT SERVICES	4050315	06/27/24	140.40	35599
			Total For Check 35599			280.80	
Check 35600							
100-00000-21710	06/18/24	MATT GOTTSCHALK	DEPENDENT CARE REIMBURSEMENT	06182024	06/27/24	576.93	35600
			Total For Check 35600			576.93	
Check 35601							
100-43100-50300	06/05/24	GREGORY, ERIC	DOT PHYSICAL REIMBURSEMENT	06052024	06/27/24	100.00	35601
			Total For Check 35601			100.00	
Check 35602							
100-42100-50305	06/11/24	HENN CO SHERIFF	JAIL CHARGES APRIL 2024	1000228175	06/27/24	355.20	35602
			Total For Check 35602			355.20	
Check 35603							
100-41910-50300	06/04/24	HENNEPIN COUNTY ACCOUNTS REC	VIEW RECORDED DOCUMENTS	1000227539	06/27/24	2.50	35603
			Total For Check 35603			2.50	
Check 35604							
100-43100-50323	06/04/24	HENNEPIN COUNTY INFO TECH	RADIO FLEET MAY 2024	1000227953	06/27/24	1,477.62	35604
			Total For Check 35604			1,477.62	
Check 35605							
100-43100-50323	06/04/24	HENNEPIN COUNTY INFO TECH	RADIO FLEET FEE MAY 2023	1000228009	06/27/24	333.36	35605
			Total For Check 35605			333.36	
Check 35606							
100-42100-50300	05/31/24	HENNEPIN COUNTY INFO TECH	MENTAL HEALTH WORKER SHARE SERVICE	1000227271	06/27/24	11,817.00	35606
			Total For Check 35606			11,817.00	
Check 35607							
100-41550-50210	05/28/24	HENNEPIN COUNTY TREASURER	2024 PROPERTY TAXES FOR 35-119-23-	0078-2024	06/27/24	0.98	35607
			Total For Check 35607			0.98	
Check 35608							
100-41550-50210	05/28/24	HENNEPIN COUNTY TREASURER	2024 PROPERTY TAXES FOR 35-119-23-	0077-2024	06/27/24	0.98	35608
			Total For Check 35608			0.98	
Check 35609							
601-49400-50303	03/15/24	INDEPENDENT TESTING TECHNOLO	TESTING SERVICES	43663	06/27/24	10,825.00	35609
			Total For Check 35609			10,825.00	
Check 35610							

INVOICE GL DISTRIBUTION REPORT FOR CITY OF CORCORAN
EXP CHECK RUN DATES 06/14/2024 - 06/27/2024
JOURNALIZED
PAID - CHECK TYPE: PAPER CHECK
CHECK REGISTER - COUNCIL

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 35610							
100-43100-50210	05/24/24	JAMES GREGORY	WAGON RUNNING GEAR	05242024	06/27/24	200.00	35610
			Total For Check 35610			200.00	
Check 35611							
100-41320-50331	06/18/24	JASON TOBIN	MILEAGE REIMBURSEMENT MAR-MAY 2024	06182024	06/27/24	866.18	35611
			Total For Check 35611			866.18	
Check 35612							
100-42100-50210	06/06/24	LAWSON, JOSH	EXPENSE REIMBURSEMENT FOR POLICE E	06062024	06/27/24	2.99	35612
100-42100-50307	06/08/24	LAWSON, JOSH	WELLNESS REIMBURSEMENT	060824	06/27/24	330.27	35612
			Total For Check 35612			333.26	
Check 35613							
100-41110-50365	06/04/24	LEAGUE OF MN CITIES INSUR.TR	WORKERS' COMPENSATION COVERAGE PRE	07012024	06/27/24	4.00	35613
100-41910-50365	06/04/24	LEAGUE OF MN CITIES INSUR.TR	WORKERS' COMPENSATION COVERAGE PRE	07012024	06/27/24	2,206.00	35613
100-42100-50365	06/04/24	LEAGUE OF MN CITIES INSUR.TR	WORKERS' COMPENSATION COVERAGE PRE	07012024	06/27/24	12,070.00	35613
100-43100-50365	06/04/24	LEAGUE OF MN CITIES INSUR.TR	WORKERS' COMPENSATION COVERAGE PRE	07012024	06/27/24	9,120.00	35613
100-45200-50365	06/04/24	LEAGUE OF MN CITIES INSUR.TR	WORKERS' COMPENSATION COVERAGE PRE	07012024	06/27/24	680.00	35613
601-49400-50365	06/04/24	LEAGUE OF MN CITIES INSUR.TR	WORKERS' COMPENSATION COVERAGE PRE	07012024	06/27/24	439.00	35613
602-49450-50365	06/04/24	LEAGUE OF MN CITIES INSUR.TR	WORKERS' COMPENSATION COVERAGE PRE	07012024	06/27/24	465.00	35613
			Total For Check 35613			24,984.00	
Check 35614							
100-43122-50400	06/03/24	M&J TRUCKING CO., LLC	CLASS 5 MATERIAL HAULING	48203	06/27/24	26,616.80	35614
			Total For Check 35614			26,616.80	
Check 35615							
100-41600-50300	06/06/24	MADDEN, GALANTER, HANSEN LLP	LABOR RELATION SERVICES MAY 2024	06062024	06/27/24	172.00	35615
			Total For Check 35615			172.00	
Check 35616							
100-43201-50210	06/06/24	MAXIMUM RECYCLING LLC	CLEAN UP DAY 2024 RECYCLING CHARGE	7791	06/27/24	20.00	35616
			Total For Check 35616			20.00	
Check 35617							
416-42100-50210	06/11/24	MCDONOUGH K-9	K9 PATROL AND NARCOTICS TRAINING C	24-013	06/27/24	18,500.00	35617
			Total For Check 35617			18,500.00	
Check 35618							
100-43100-50210	06/06/24	MENARDS BUFFALO	BATHROOM CLEANING SUPPLIES	9184	06/27/24	37.80	35618
			Total For Check 35618			37.80	
Check 35619							
100-43100-50210	06/04/24	MENARDS MAPLE GROVE	LUMBER	33124	06/27/24	423.12	35619
100-43100-50210	06/04/24	MENARDS MAPLE GROVE	LUMBER RETURN	33125	06/27/24	(279.30)	35619
100-43100-50210	05/28/24	MENARDS MAPLE GROVE	POST MOUNT COMBO	32979	06/27/24	89.12	35619
100-43100-50220	05/30/24	MENARDS MAPLE GROVE	WATERTANK	32910	06/27/24	417.93	35619
100-43100-50223	05/31/24	MENARDS MAPLE GROVE	SEALANT KIT	32951	06/27/24	400.18	35619
			Total For Check 35619			1,051.05	
Check 35620							
602-00000-20800	06/01/24	METROPOLITAN COUNCIL	MAY 2024 SAC CHARGES	05-2024	06/27/24	74,550.00	35620
602-00000-36200	06/01/24	METROPOLITAN COUNCIL	MAY 2024 SAC CHARGES	05-2024	06/27/24	(745.50)	35620
			Total For Check 35620			73,804.50	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 35621							
100-43100-50220	03/06/24	MIDWEST MACHINERY CO.	OIL FILTERS	9942048	06/27/24	939.64	35621
100-45200-50210	01/23/24	MIDWEST MACHINERY CO.	PIN FASTNER/SCREW/LOCK NUT	9912040	06/27/24	271.51	35621
100-45200-50221	03/22/24	MIDWEST MACHINERY CO.	AIR FILTER/MOWER BLADE	9959967	06/27/24	690.20	35621
100-45200-50221	03/07/24	MIDWEST MACHINERY CO.	OIL FILTERS	9945374	06/27/24	1,783.66	35621
			Total For Check 35621			3,685.01	
Check 35622							
100-43100-50220	05/09/24	MILLER CHEVROLET	OIL FILTER	183834	06/27/24	183.72	35622
			Total For Check 35622			183.72	
Check 35623							
100-43100-50210	05/10/24	MIMBACH FLEET SUPPLY INC	GASKET AND ADAPTER	205016	06/27/24	64.87	35623
			Total For Check 35623			64.87	
Check 35624							
100-00000-20802	06/11/24	MINNESOTA EXTERIORS	PERMIT P24-0457 CANCELLATION REFUN	P24-0457	06/27/24	1.00	35624
100-00000-32210	06/11/24	MINNESOTA EXTERIORS	PERMIT P24-0457 CANCELLATION REFUN	P24-0457	06/27/24	90.00	35624
100-00000-36200	06/11/24	MINNESOTA EXTERIORS	PERMIT P24-0457 CANCELLATION REFUN	P24-0457	06/27/24	(25.00)	35624
			Total For Check 35624			66.00	
Check 35625							
100-41320-50433	06/17/24	MN CITY/COUNTY MGMT ASSOC	MCMA MEMBERSHIP - TOBIN	2024	06/27/24	185.00	35625
			Total For Check 35625			185.00	
Check 35626							
100-42100-50300	05/31/24	MN OCCUPATIONAL HEALTH	EMPLOYMENT PHYSICAL	461019	06/27/24	1,610.00	35626
			Total For Check 35626			1,610.00	
Check 35627							
416-42100-50210	06/11/24	MOTOROLA SOLUTIONS INC	APX6500 ENHANCED MOBILE	8281911769	06/27/24	5,981.04	35627
			Total For Check 35627			5,981.04	
Check 35628							
100-41900-50300	06/03/24	MUNIAID, LLC	JOB LISTING FEE	CORC-24-001	06/27/24	100.00	35628
			Total For Check 35628			100.00	
Check 35629							
100-42100-50220	06/14/24	NAPA AUTO PARTS - Corcoran	BATTERY GOLF CART	543547	06/27/24	131.49	35629
100-45200-50210	06/10/24	NAPA AUTO PARTS - Corcoran	BLADERUNNER BELT	542549	06/27/24	42.09	35629
			Total For Check 35629			173.58	
Check 35630							
100-00000-21710	06/17/24	NATALIE DAVIS MCKEOWN	DEPENDENT CARE REIMBURSEMENT	06172024	06/27/24	192.31	35630
			Total For Check 35630			192.31	
Check 35631							
100-43100-50220	06/17/24	NORTHERN SAFETY TECHNOLOGY	ION T-SERIES LIGHTS	57882	06/27/24	1,049.56	35631
			Total For Check 35631			1,049.56	
Check 35632							
601-49400-50610	06/06/24	NORTHLAND TRUST SERVICES	CORCO14B INTEREST PAYMENT	CORCO14B 06/24	06/27/24	13,993.00	35632
602-49450-50610	06/06/24	NORTHLAND TRUST SERVICES	CORCO14B INTEREST PAYMENT	CORCO14B 06/24	06/27/24	17,557.01	35632
			Total For Check 35632			31,550.01	
Check 35633							

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PAID - CHECK TYPE: PAPER CHECK
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GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 35633							
309-47000-50610	06/06/24	NORTHLAND TRUST SERVICES	CORCO16A INTEREST PAYMENT	CIRCI16A 06-202	06/27/24	700.00	35633
312-47000-50610	06/06/24	NORTHLAND TRUST SERVICES	CORCO16A INTEREST PAYMENT	CIRCI16A 06-202	06/27/24	10,890.00	35633
			Total For Check 35633			11,590.00	
Check 35634							
100-41900-50300	06/06/24	NORTHLAND TRUST SERVICES	CORCO18A INTEREST PAYMENT	CORCO18A 06-202	06/27/24	495.00	35634
309-47000-50610	06/06/24	NORTHLAND TRUST SERVICES	CORCO18A INTEREST PAYMENT	CORCO18A 06-202	06/27/24	4,275.00	35634
313-47000-50610	06/06/24	NORTHLAND TRUST SERVICES	CORCO18A INTEREST PAYMENT	CORCO18A 06-202	06/27/24	13,462.50	35634
			Total For Check 35634			18,232.50	
Check 35635							
100-41900-50300	06/06/24	NORTHLAND TRUST SERVICES	CORCO20A INTEREST PAYMENT	CORCO20A 06/202	06/27/24	495.00	35635
309-47000-50610	06/06/24	NORTHLAND TRUST SERVICES	CORCO20A INTEREST PAYMENT	CORCO20A 06/202	06/27/24	5,550.00	35635
601-49400-50610	06/06/24	NORTHLAND TRUST SERVICES	CORCO20A INTEREST PAYMENT	CORCO20A 06/202	06/27/24	8,250.00	35635
			Total For Check 35635			14,295.00	
Check 35636							
309-47000-50610	06/06/24	NORTHLAND TRUST SERVICES	CORCO20B INTEREST	CORCO20B 06/202	06/27/24	22,695.00	35636
			Total For Check 35636			22,695.00	
Check 35637							
100-41900-50300	06/06/24	NORTHLAND TRUST SERVICES	CORCO22A INTEREST PAYMENT	CORCO22A 06/202	06/27/24	495.00	35637
416-47000-50610	06/06/24	NORTHLAND TRUST SERVICES	CORCO22A INTEREST PAYMENT	CORCO22A 06/202	06/27/24	30,468.75	35637
			Total For Check 35637			30,963.75	
Check 35638							
314-47000-50610	06/06/24	NORTHLAND TRUST SERVICES	CORCORAN23A INTEREST	CORCOR23A 06/20	06/27/24	529,625.00	35638
			Total For Check 35638			529,625.00	
Check 35639							
100-45200-50221	06/11/24	NUTRIEN AG SOLUTIONS, INC.	LIME PELLETS	54624407	06/27/24	713.50	35639
			Total For Check 35639			713.50	
Check 35640							
100-41130-50350	06/04/24	POSTMASTER	SUMMER/FALL NEWSLETTER POSTAGE	06042024	06/27/24	2,400.00	35640
			Total For Check 35640			2,400.00	
Check 35641							
416-43100-50580	06/17/24	RDO EQUIPMENT CO.	SNOWBLOWER - 2023 PRONOVOST P800	1637152	06/27/24	11,494.98	35641
			Total For Check 35641			11,494.98	
Check 35642							
100-43100-50307	05/28/24	REINKING, MARK	RECRUITMENT AND RETENTION REIMBURS	05282024	06/27/24	1,500.00	35642
			Total For Check 35642			1,500.00	
Check 35643							
100-43100-50380	05/31/24	REPUBLIC SERVICES	PUBLIC WORKS GARBAGE	0894-006702647	06/27/24	167.72	35643
			Total For Check 35643			167.72	
Check 35644							
100-45200-50380	05/31/24	REPUBLIC SERVICES	WILDFLOWER PARK GARBAGE	0894-006703712	06/27/24	88.92	35644
			Total For Check 35644			88.92	
Check 35645							
100-43201-50300	05/31/24	REPUBLIC SERVICES	CITY RECYCLING	0894-006699087	06/27/24	919.23	35645

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 35645							
			Total For Check 35645			919.23	
Check 35646							
100-45100-50210	05/31/24	SANDI'S SCREEN PRINTING	2024 SOCCER SHIRTS	06172024	06/27/24	4,038.00	35646
			Total For Check 35646			4,038.00	
Check 35647							
100-00000-22205	05/31/24	STANTEC CONSULTING SERVICES	BELLWETHER	2238993	06/27/24	4,060.04	35647
100-00000-22205	05/31/24	STANTEC CONSULTING SERVICES	LARKIN ROAD IMPROVEMENTS	2239017	06/27/24	1,306.25	35647
100-00000-22205	06/07/24	STANTEC CONSULTING SERVICES	HOPE COMMUNITY BP23-0046	2239002	06/27/24	3,073.25	35647
100-00000-22205	06/11/24	STANTEC CONSULTING SERVICES	3019 ADDITION BP23-0042	2239001	06/27/24	3,726.20	35647
100-00000-22205	06/11/24	STANTEC CONSULTING SERVICES	CHASTEK FAMILY FARMS BP24-0002	2239008	06/27/24	6,993.00	35647
100-00000-22205	06/11/24	STANTEC CONSULTING SERVICES	HEATHER MEADOWS 3RD ADDITION BP24-	2239014	06/27/24	3,306.60	35647
100-00000-22205	06/11/24	STANTEC CONSULTING SERVICES	PIONEER TRAIL INDUSTRIAL PARK BP23	2238998	06/27/24	3,338.50	35647
100-00000-22205	06/11/24	STANTEC CONSULTING SERVICES	RED BARN PET RETREAT BP23-0001	2239003	06/27/24	827.20	35647
100-00000-22205	06/11/24	STANTEC CONSULTING SERVICES	CORCORAN STORAGE II BP23-0027	2239012	06/27/24	864.30	35647
100-00000-22205	06/11/24	STANTEC CONSULTING SERVICES	FAIRWAY SHORES VILLAS BP24-0010	2239011	06/27/24	5,132.75	35647
100-00000-22205	06/11/24	STANTEC CONSULTING SERVICES	KVAM CUP BP24-0015	2239016	06/27/24	45.00	35647
100-00000-22205	06/11/24	STANTEC CONSULTING SERVICES	WOODLAND HILLS BP23-0053	2239013	06/27/24	336.60	35647
100-00000-22205	06/11/24	STANTEC CONSULTING SERVICES	SCHARBER GARAGE CUP BP24-0007	2239015	06/27/24	107.60	35647
100-00000-22205	06/11/24	STANTEC CONSULTING SERVICES	KWIK TRIP CR 101 BP23-0006	2239010	06/27/24	548.00	35647
100-00000-22205	06/11/24	STANTEC CONSULTING SERVICES	WOODLAND HILLS WCA BP23-0056	2239018	06/27/24	1,237.50	35647
100-00000-22205	06/11/24	STANTEC CONSULTING SERVICES	FAIRWAY SHORES VILLAS BP24-0009	2239018-2	06/27/24	487.50	35647
100-00000-22205	06/11/24	STANTEC CONSULTING SERVICES	HOPE COMMUNITY BP23-0046	2239002-2	06/27/24	2,127.10	35647
100-00000-22205	05/31/24	STANTEC CONSULTING SERVICES	SCHERBER CR 30	2239009	06/27/24	1,682.60	35647
100-00000-22205	05/31/24	STANTEC CONSULTING SERVICES	KARINIEMI-MEADOWS	2239006	06/27/24	775.60	35647
100-00000-22205-013	05/31/24	STANTEC CONSULTING SERVICES	BECHTOLD FARM	2239007	06/27/24	948.40	35647
100-00000-22205-017	05/31/24	STANTEC CONSULTING SERVICES	COOK LAKE HIGHLANDS	2238994	06/27/24	1,325.08	35647
100-00000-22205-017	05/31/24	STANTEC CONSULTING SERVICES	COOK LAKE TURN LANES	2239027	06/27/24	431.25	35647
100-00000-22205-056	05/31/24	STANTEC CONSULTING SERVICES	TAVERA	2238995	06/27/24	7,083.26	35647
100-00000-22205-058	05/31/24	STANTEC CONSULTING SERVICES	RAVINIA	2238992	06/27/24	7,581.64	35647
100-00000-22205-076	05/31/24	STANTEC CONSULTING SERVICES	NELSON TRUCKING	2238996	06/27/24	37.50	35647
100-00000-22205-087	05/31/24	STANTEC CONSULTING SERVICES	STIEG ROAD IMPROVEMENTS	2239022	06/27/24	2,756.37	35647
100-00000-22205-087	05/31/24	STANTEC CONSULTING SERVICES	AMBERLY (1,2) BELLWETHER (6,7,9)	2239000	06/27/24	1,152.49	35647
100-00000-22205-098	05/31/24	STANTEC CONSULTING SERVICES	WCA	2239018-3	06/27/24	1,170.50	35647
100-00000-22205-098	05/31/24	STANTEC CONSULTING SERVICES	RUSH CREEK RESERVE	2238997	06/27/24	6,717.35	35647
100-00000-22205-111	05/31/24	STANTEC CONSULTING SERVICES	GARAGES TOO	2239005	06/27/24	828.60	35647
100-00000-22205-117	06/11/24	STANTEC CONSULTING SERVICES	ST THERESE BP22-0031	2239004	06/27/24	2,242.97	35647
100-00000-22205-130	05/31/24	STANTEC CONSULTING SERVICES	CITY CENTER DRIVE AND 79TH PLACE S	2239024	06/27/24	23,503.75	35647
100-00000-22205-132	06/11/24	STANTEC CONSULTING SERVICES	WALCOTT GLENN BP22-0016	2238999	06/27/24	6,203.02	35647
100-43170-50300	05/31/24	STANTEC CONSULTING SERVICES	CITY OF CORCORAN 2023 GENERAL ENGI	2239019	06/27/24	9,767.35	35647
100-43170-50300	05/30/24	STANTEC CONSULTING SERVICES	HORSHOE BEND DRIVE	2239023	06/27/24	1,207.60	35647
100-43170-50309	05/31/24	STANTEC CONSULTING SERVICES	CITY OF CORCORAN 2023 GENERAL ENGI	2239019	06/27/24	225.00	35647
601-00000-16500	05/16/24	STANTEC CONSULTING SERVICES	WATER SUPPLY TREATMENT AND STORAGE	2239021	06/27/24	34,606.95	35647
601-49400-50300	05/31/24	STANTEC CONSULTING SERVICES	NE CORCORAN TRUCK INFRASTRUCTURE	2239026	06/27/24	27,116.45	35647
601-49400-50303	05/31/24	STANTEC CONSULTING SERVICES	NE CORCORAN WATER TOWER	2239025	06/27/24	7,702.60	35647
			Total For Check 35647			182,583.72	
Check 35648							
100-42100-50403	05/07/24	SUPERIOR FORD	SQUAD 568 REPAIR	670203	06/27/24	1,018.07	35648
			Total For Check 35648			1,018.07	
Check 35649							
100-43100-50210	06/13/24	TERMINAL SUPPLY CO	SHOP SUPPLIES	44013-00	06/27/24	1,289.14	35649

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Check 35649							
			Total For Check 35649			1,289.14	
Check 35650							
100-42100-50417	05/01/24	TIDE CLEANERS	UNIFORM CLEANING APRIL 2024	05012024	06/27/24	328.02	35650
100-42100-50417	06/01/24	TIDE CLEANERS	UNIFORM CLEANING MAY 2024	06012024	06/27/24	473.69	35650
			Total For Check 35650			801.71	
Check 35651							
100-45100-50210	06/17/24	TIREWIZ LLC	ALL TRAIL TIRE	059082	06/27/24	372.00	35651
			Total For Check 35651			372.00	
Check 35652							
100-43100-50210	06/05/24	TRI STATE SURPLUS CO	TEARDROP BEAMS	42047	06/27/24	129.86	35652
			Total For Check 35652			129.86	
Check 35653							
100-45200-50210	06/14/24	TRUEMAN WELTERS	BELT PART	IE44536	06/27/24	123.72	35653
			Total For Check 35653			123.72	
Check 35654							
100-41500-50207	06/14/24	GOVERNMENT FINANCE OFFICERS	GFOA TRAINING - PETERSON	R3153853	06/27/24	1,107.00	35654
100-41900-50210	06/10/24	CREDIT CARD PURCHASES	OFFICE CHAIRS	US-2281	06/27/24	2,700.00	35654
100-41910-50207	06/17/24	CREDIT CARD PURCHASES	PLANETIZEN COURSES SUBSCRIPTION	100216	06/27/24	112.47	35654
100-41910-50207	06/17/24	CREDIT CARD PURCHASES	VIKING LAKES PROGRAM REGISTRATION	02783	06/27/24	96.00	35654
100-41910-50433	06/17/24	CREDIT CARD PURCHASES	PLANETIZEN COURSES SUBSCRIPTION	100216	06/27/24	112.48	35654
100-42100-50210	06/05/24	CREDIT CARD PURCHASES	MEAL FOR POLICE EVENT CHERRY LN	060524	06/27/24	279.65	35654
100-42100-50210	06/05/24	CREDIT CARD PURCHASES	WATERS FOR POLICE EVENT CHERRY LN	1673138	06/27/24	13.47	35654
100-42100-50210	06/06/24	CREDIT CARD PURCHASES	FOOD FOR POLICE EVENT CHERRY LN	1678914	06/27/24	48.84	35654
100-42100-50210	06/05/24	CREDIT CARD PURCHASES	SUPPLIES FOR POLICE EVENT CHERRY L	3506586	06/27/24	107.57	35654
100-42100-50300	06/09/24	FLEETIO	FLEET MANAGEMENT SOFTWARE 06/09/20	70558	06/27/24	60.00	35654
100-42100-50300	06/01/24	TRANSUNION RISK & ALTERNATIV	PD INVESTIGATIONS MAY 2024	3609221-202405-	06/27/24	4.40	35654
100-42151-50433	06/04/24	AMEM	AMEM MEMBERSHIP	120471339432	06/27/24	200.00	35654
			Total For Check 35654			4,841.88	
Check 35655							
100-43201-50210	05/31/24	VEIT DISPOSAL SYSTEMS	CLEAN UP DAY ROLL OFF SERVICES	VM 0000675174	06/27/24	1,783.09	35655
			Total For Check 35655			1,783.09	
Check 35656							
601-49400-50310	06/14/24	WATER LABORATORIES, INC.	COLIFORM WATER TESTING	88864	06/27/24	54.00	35656
			Total For Check 35656			54.00	
Check 35657							
100-43100-50225	06/04/24	WESTSIDE WHOLESALE TIRE	TIRE DISPOSAL	945392	06/27/24	32.00	35657
			Total For Check 35657			32.00	
Check 35658							
100-00000-22205	06/10/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031386726	06/27/24	346.60	35658
100-00000-22205-007	06/10/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031386726	06/27/24	269.05	35658
100-00000-22205-056	06/10/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031386726	06/27/24	793.00	35658
100-00000-22205-065	06/10/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031386726	06/27/24	1,150.62	35658
100-00000-22205-087	06/10/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031386726	06/27/24	601.60	35658
100-00000-22205-098	06/10/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031386726	06/27/24	209.55	35658
100-00000-22205-132	06/10/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031386726	06/27/24	92.40	35658
100-41900-50381	06/10/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031386726	06/27/24	1,571.10	35658

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100-42151-50381	06/10/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031386726	06/27/24	60.12	35658
100-43100-50381	06/10/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031386726	06/27/24	208.87	35658
100-45200-50381	06/10/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031386726	06/27/24	31.16	35658
601-49400-50380	06/10/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031386726	06/27/24	74.25	35658
602-49450-50380	06/10/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031386726	06/27/24	335.29	35658
			Total For Check 35658			5,743.61	
Check 35659							
601-49400-50381	06/03/24	XCEL ENERGY	9820 CO RD 101 WATER METER	879983485	06/27/24	15.99	35659
			Total For Check 35659			15.99	
Check 35660							
100-43100-50381	06/06/24	XCEL ENERGY	9700 CTY RD 19 STREET LIGHT	880542040	06/27/24	20.67	35660
			Total For Check 35660			20.67	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Fund Totals:							
			Fund 100 GENERAL FUND			358,125.67	
			Fund 309 D/S-EQUIPMENT CERTS			33,220.00	
			Fund 312 2016A DOWNTOWN IMPROVEMENT			10,890.00	
			Fund 313 ROCKFORD SCHOOL LAND 2018A			13,462.50	
			Fund 314 2023A DEBT SERVICE			529,625.00	
			Fund 411 PUBLIC WORKS FACILITY			11,946.25	
			Fund 416 CAPITAL-EQUIPMENT CERTS			66,444.77	
			Fund 601 WATER			110,341.74	
			Fund 602 SEWER			92,302.20	
			Total For All Funds:			1,226,358.13	

STAFF REPORT Agenda Item 7e.

City Council Meeting June 27, 2024	Prepared By Natalie Davis McKeown
Topic Conservation Residential Ordinance Amendments (City File No. 24-012)	Action Required Decision

60-Day Review Deadline: N/A

1. Request

On March 28, 2024, the City Council approved the creation of a Comprehensive Plan Amendment that established a new land use category called “Conservation Residential” to allow for development with a density of 2 to 3 units per acre within the Metropolitan Urban Service Area. Additional ordinance amendments were expected at that time. The proposed amendments handle the park dedication requirement and clarify the applicable zoning districts for the new land use category.

2. Planning Commission Review

The Planning Commission held a public hearing on this item at their June 6, 2024, regular meeting. No one from the public spoke on this item. The Planning Commission unanimously recommended approval of the proposed amendments.

3. Analysis:

Staff identified three areas in the current Subdivision and Zoning Ordinances that needed further updates to account for the new “Conservation Residential” land use category that was formally approved by the Metropolitan Council in May.

1. Section 955.020, Subd. 6 of the Subdivision Ordinance as it relates to the applicable park dedication requirements.
    a. The table for park dedication requirements is based on the land use category in the Comprehensive Plan.
    b. The proposed Ordinance adds Conservation Residential as a land use category to the table.
    c. At this time, Conservation Residential developments will have the same park dedication requirement as Low Density Residential developments. This will be further evaluated as part of a larger update to the park dedication requirements and fees. It is best practice that park dedication requirements are reviewed on an annual basis.

2. Section 1040.040, Subd. 1 of the Zoning Ordinance as it relates to allowing land guided as Conservation Residential to be zoned as RSF-1 (Single Family Residential).
    a. The proposed Ordinance clarifies that land guided as Conservation Residential as well as Low Density Residential in the Comprehensive Plan can be zoned RSF-1.

3. Section 1040.045, Subd. 1 of the Zoning Ordinance as it relates to allowing land guided as Conservation Residential to be zoned as RSF-2 (Single Family Residential).
    a. The proposed Ordinance clarifies that land guided as Conservation Residential as well as Low Density Residential in the Comprehensive Plan can be zoned RSF-2.

The purpose statement of RSF-3 was revised to account for the new land use designation as part of the Woodland Hills approvals in March. Staff found no other updates required at this time to account for the new land use category within the City Code. Should staff find a need for additional updates, these will be brought to the attention of the Planning Commission and City Council at that time.

3. Recommendation

Planning Commission and staff recommend approval of the following:

1. Ordinance 2024-524 to Sections 955.020, 1040.040, and 1040.045 of the City Code as it relates to the Conservation Residential land use category.
2. Summary Ordinance 2024-525 for Publication.
    a. Requires 4/5 majority vote.
3. Resolution 2024-68 with Findings of Fact for the Ordinance Amendments.

Attachments

1. Ordinance 2024-524 Amending Sections 955.020, 1040.040, and 1040.045 of the City Code
2. Summary Ordinance 2024-525 for Publication
3. Resolution 2024-68 with Findings of Fact

City of Corcoran
County of Hennepin
State of Minnesota

June 27, 2024

ORDINANCE NO. 2024-524

Motion By:
Seconded By:

AN ORDINANCE AMENDING THE TEXT OF SECTIONS 955.020, 1040.040, AND 1040.045 OF THE CORCORAN CITY CODE RELATED TO CONSERVATION RESIDENTIAL DEVELOPMENT (CITY FILE 24-012)

THE CITY OF CORCORAN ORDAINS:

SECTION 1. Amendment of the City Code. The text of Section 955.020, Subd. 6 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 6. **Area of Dedicated Land.** Subdividers shall be required to dedicate to the City for park, trail and open space the percentage of net land area identified below:

Land Dedication Requirements:

Land Use Category based on the Comprehensive Plan	**Units per acre (Density, Net – Pre-Development)**	**Percentage of land**
Rural/Ag Residential	Less than ~~3~~2	5%
Conservation and Low Density Residential	2~~3~~-5	10%
Medium-Density Residential	5-8	19%
Mixed Residential	8-10	30%
High-Density Residential	10-30	21%
Mixed Use	8-30	23%
Commercial and Industrial	N/A	4%

The City Council will identify a park dedication fee per residential unit to be paid in lieu of land dedication when the council determines that that land is not needed in the area of the proposed subdivision. If the council determines that land is needed in the subdivision, but in a lesser amount than the required percentage, the council will require payment of the per unit fee based on a pro-rata share of the land dedication that would otherwise be required.

SECTION 2. Amendment of the City Code. The text of Section 1040.040, Subd. 1 of the Corcoran City Code is hereby amended by adding the underlined material as follows:

Subd. 1. Purpose. The purpose of the RSF-1 district is to provide large, urban lots for single family homes and directly related complementary uses. The district includes existing neighborhoods that are currently served by private wells and septic systems. New development within this district will be allowed only when a full range of municipal services and facilities are available to serve the area. New development is intended to create low-density residential areas and to preserve and enhance transitional residential areas between lower and higher densities in areas served by public utilities. Areas zoned RSF-1 are guided Conservation Residential or Low Density

ORDINANCE NO. 2024-524

Residential on the City's 2040 Comprehensive Plan.

SECTION 3. Amendment of the City Code. The text of Section 1040.045, Subd. 1 of the Corcoran City Code is hereby amended by adding the underlined material as follows:

Subd. 1. Purpose. The purpose of the RSF-2 district is to provide urban sized lots for single family homes and directly related complementary uses. New development within this district will be allowed only when a full range of municipal services and facilities are available to serve the area. New development is intended to create low-density residential areas in moderate lot sizes to meet overall density requirements and provide greater variety in the housing choices. Areas zoned RSF-2 are guided Conservation Residential or Low Density of the City's 2040 Comprehensive Plan.

SECTION 4. Effective Date

This Ordinance shall be in full force and effect upon its adoption.

ADOPTED by the City Council on the 27th day of June 2024.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

_____
Tom McKee - Mayor

ATTEST:

_____ ***City Seal***

Nalisha Williams – Assistant City Administrator

City of Corcoran
County of Hennepin
State of Minnesota

June 27, 2024

ORDINANCE NO. 2024-525

Motion By:
Seconded By:

CITY OF CORCORAN

SUMMARY OF ORDINANCE NO. 2024-524

AN ORDINANCE AMENDING THE TEXT OF TITLE IX (SUBDIVISION ORDINANCE) AND TITLE X (ZONING ORDINANCE) OF THE CORCORAN CITY CODE RELATED TO CONSERVATION RESIDENTIAL DEVELOPMENT (CITY FILE 24-012)

Title IX and Title X of the City Code of the City of Corcoran, Minnesota, is hereby amended to account for the new land use designation of Conservation Residential within the Subdivision Ordinance and 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	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Ordinance is hereby declared adopted on this 27th day of June 2024.

_____
Tom McKee - Mayor

ATTEST:

City Seal

_____
Nalisha Williams – Assistant City Administrator

City of Corcoran
County of Hennepin
State of Minnesota

June 27, 2024

RESOLUTION NO. 2024-68

Motion By:
Seconded By:

APPROVING FINDINGS OF FACT FOR A ZONING TEXT AMENDMENT OF SECTIONS 955.020, 1040.040, AND 1040.045 OF THE CORCORAN CITY CODE AS IT RELATES TO CONSERVATION RESIDENTIAL DEVELOPEMNT (CITY FILE NO. 24-012)

WHEREAS, The City of Corcoran approved a Comprehensive Plan Amendment that created a new land use designation called "Conservation Residential" to allow for development at a minimum density of 2 units an acre and a maximum density of 3 units an acre; and

WHEREAS, The Metropolitan Council reviewed and approved the City's Comprehensive Plan Amendment; and

WHEREAS, Staff found additional areas in the City Code where the new land use designation needs to be identified for consistent application of park dedication fees and potential zoning districts; and

WHEREAS, the Planning Commission reviewed the ordinance amendments at a duly called Public Hearing and unanimously recommended approval, and;

WHEREAS, the City Council adopted an ordinance that clarifies how Conservation Residential will be treated for park dedication requirements and used within the RSF-1 (Single-Family Residential) and RSF-2 (Single Family Residential) zoning districts;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORCORAN, MINNESOTA, that it should and hereby does support the amendments to clarify Conservation Residential as it relates to park dedication as well as the RSF-1 and RSF-2 zoning districts, based on the following findings and conditions:

1. The ordinance amendments have been considered in relation to the specific policies and provisions of, and have been found to be consistent with, the City Comprehensive Plan, including public facilities and capital improvement plans.

2. The text amendments meet the purpose and intent of the Ordinance as it does not conflict with the outlined purpose and intent in Section 910.020 and Section 1010.020 of the City Code.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

RESOLUTION NO. 2024-68

Whereupon, said Resolution is hereby declared adopted on this 27th day of June 2024.

_____
Tom McKee - Mayor

ATTEST:

City Seal

_____
Nalisha Williams – Assistant City Administrator

STAFF REPORT Agenda Item 7f.

City Council Meeting: June 27, 2024	**Prepared By:** Natalie Davis McKeown
Topic: Upward Acres Preliminary Plat and Variance (PID 17-119-23-13-0001) (City File No. 24-015)	**Action Required:** Decision

120-Day Review Deadline for Preliminary Plat: September 11, 2024

60-Day Review Deadline for Variance: July 13, 2024

1. Request

The applicant, Skies Limit LLC, proposes a 6 residential lot subdivision on 61.55 acres located on County Road 10, west of Bechtold Road, at 22625 County Road 10. A variance is required for the existing residence to have a reduced setback from County Road 10.

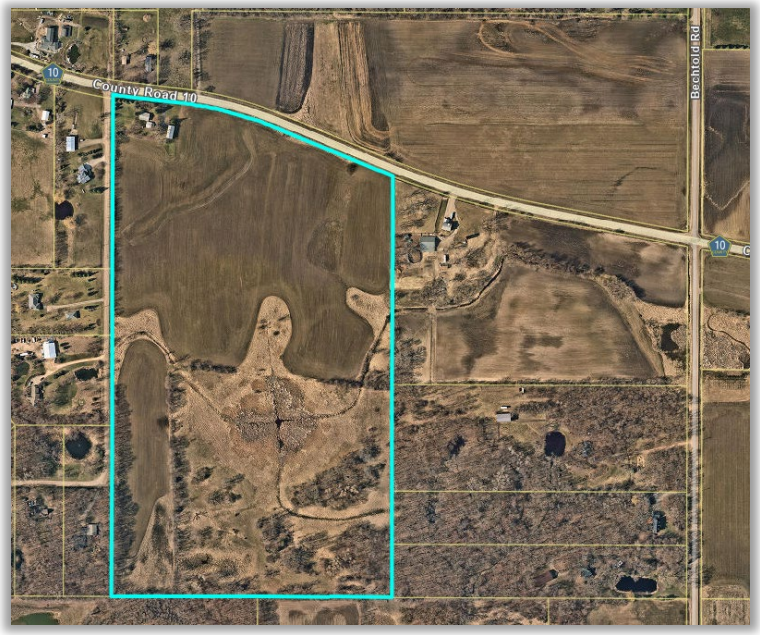


Figure 1 Site Location

2. Context

Background

The plat consists of on existing unplatted parcel used for agricultural purposes. There is an existing home on the property that was built in 1960 in addition to two agricultural/accessory structures that are proposed to remain on a 4.2-acre parcel.

Zoning and Land Use

The subject property is guided Rural/Ag Residential and zoned Rural Residential (RR). The site is located outside of the 2040 Metropolitan Urban Service Area (MUSA) boundary.

Surrounding Properties

All surrounding properties are guided Rural/Ag Residential and zoned Rural Residential. The surrounding properties are utilized for residential and agricultural uses.

Natural Characteristics of the Site

The 2040 Comprehensive Plan Natural Resources Inventory Areas Map indicates a high-quality maple/basswood community on the southern portion of the subject property. This map also identified a wet prairie community adjacent to the maple/basswood community.

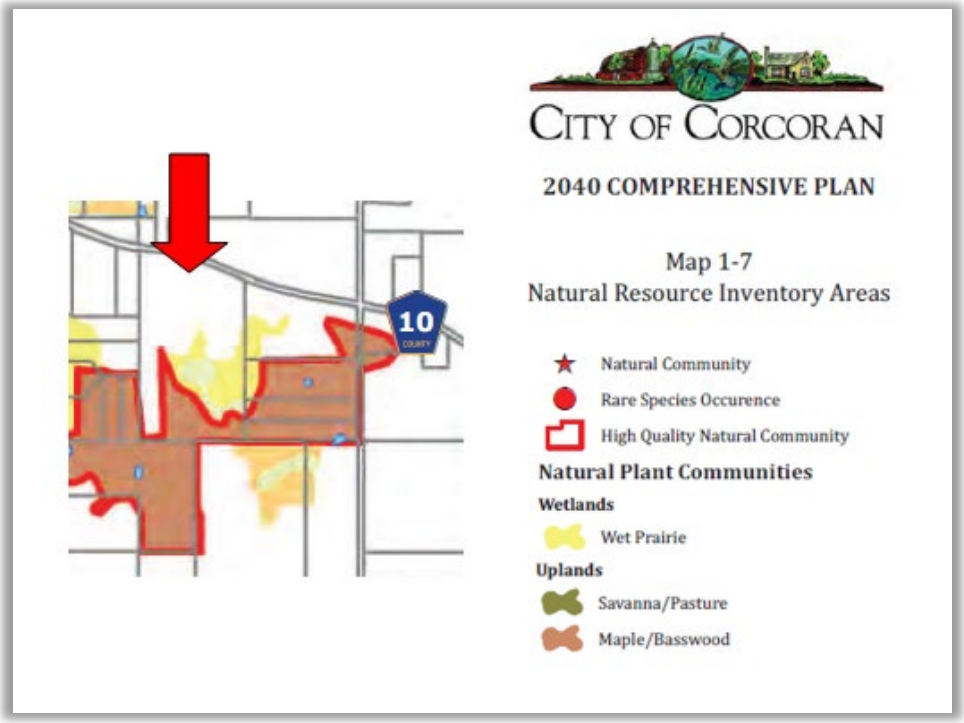


Figure 2 Natural Resources Inventory Areas Map

The applicant submitted a preliminary wetland report which is currently undergoing the formal wetland delineation process with the City.

Prior Review

The Parks and Trails Commission reviewed this item on May 16, 2024, and recommended park dedication be accepted as cash-in-lieu of land.

The Planning Commission held a public hearing on this item at their regular meeting on June 6, 2024. No one from the public spoke during the public hearing. Planning Commission discussion was most focused on the requirement for additional right-of-way (ROW) to be dedicated to the west of the proposed cul-de-sac up to the west project boundary. The applicant proposed a compromise of dedicated a street easement, rather than ROW, but with the permission to grant the required stormwater ponding in this area until such a time that the roadway connection is needed. The thinking from the applicant

team is that should this roadway connection ever be needed, there will be a change in conditions that will allow for the stormwater ponding to be reconfigured. For example, the access for Lot 3 could change, which would then allow for the ponding to be moved to where the proposed driveway for Lot 3 is currently shown. The Planning Commission recommended that staff look into the viability of this compromise. If the compromise is not viable, the Planning Commission recommended that the City forego taking this additional ROW. The Commission unanimously recommended approval of the preliminary plat and variance.

3. Analysis

Staff reviewed the application for consistency with the Comprehensive Plan, Zoning Ordinance, Subdivision Ordinance, City Code requirements, and City policies. The City Engineer's comments are incorporated into this staff report with detailed comments included in the attached Engineering Memo. The attached resolution requires compliance with this memo. Public Safety did not have any comments on the proposed subdivision.

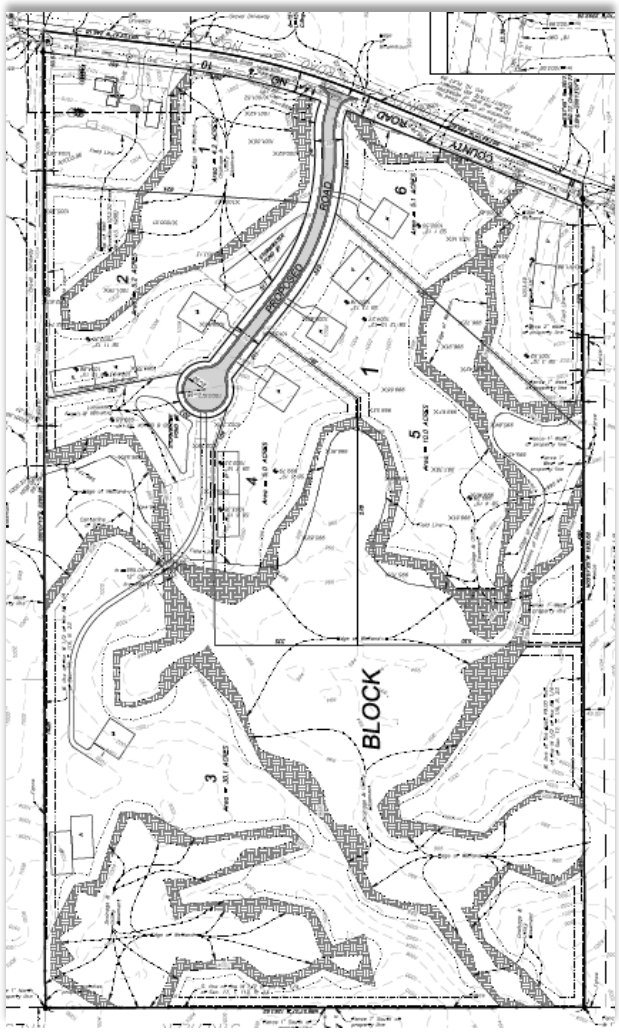


Figure 3 Preliminary Plat

A. Level of City Discretion in Decision-Making

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

The City has a higher level of discretion with a variance. A variance can only be granted should the City determine there are findings of fact that establish there is a practical difficulty in complying with the ordinance as written.

B. Preliminary Plat

The applicant proposes a preliminary plat that will subdivide 22625 County Road 10 into 6 lots. This property has 6 development rights shown on the City's Development Rights Map. All development rights assigned to this property will be exhausted with the proposed subdivision. The existing homestead will remain in 1 lot, and 5 new lots will be created.

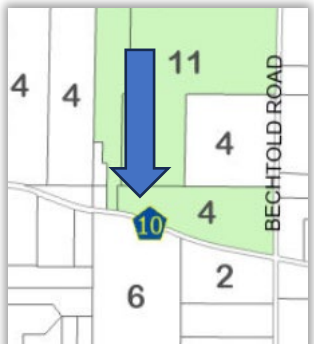


Figure 4 Development Rights Map

Lot Size and Setbacks

The following standards apply to this development:

Dimensional Standard	Rural Residential District Standard
Minimum Lot Area	2 acres
Minimum Lot Width	200 feet
Minimum Lot Depth	300 feet
Setbacks	
Front, Major Roadways	100 feet Can be reduced to 60' with additional landscaping
Front, All Other Streets	50 feet
Front Porch (Less than 120 sq. ft.)	40 feet
Side	25 feet
Rear	25 feet

The 6 lots within the plat range in size from 4.2 to 30.1 acres. All lots exceed the minimum dimensional standards. Lots 2 through 6 will be able to comply with the setback standards. On Lot 1, there is an existing residence, detached garage, and pole barn. However, the applicant's narrative states the detached garage will become attached to the house as part of this development. With the required dedication of new ROW for County Road 10 as part of the plat, the structures no longer meet the minimum setback requirement of 100'. The existing and proposed setbacks for the structures are provided in the table below.

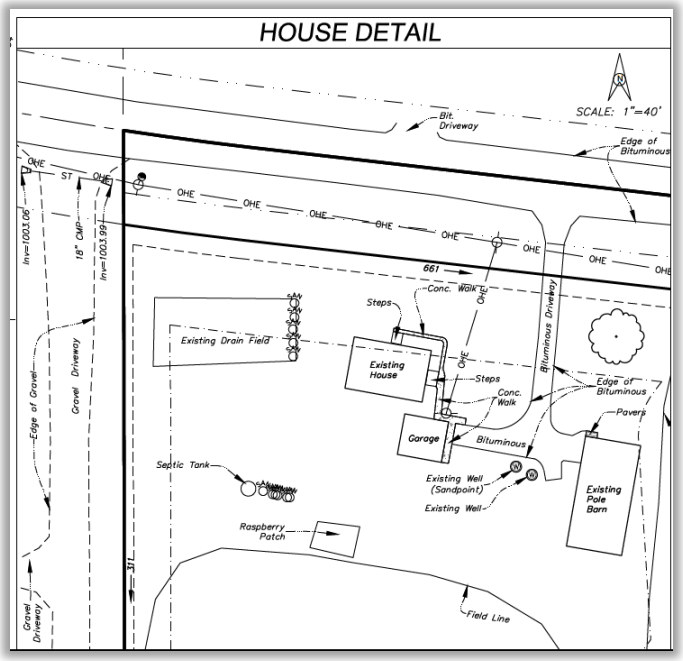


Figure 5 Lot 1 House Detail

Structure	Existing Setback from County Road 10	Proposed Setback from County Road 10
House	62’	44’
Garage	100’	Will become attached to the house.
Pole Barn	101’	83’

The pole barn will be able to meet a 60’ setback from County Road 10 which is allowed with additional landscaping provided in compliance with Section 1060.070, Subd. 2(K) of the Zoning Ordinance. As a proposed condition of approval in the resolution, landscaping must be provided to meet this standard along the property line adjacent to County Road 10 and the plans must be updated accordingly. Existing trees and shrubs in good condition that are preserved can count towards the required landscaping for a reduced setback; however, a tree survey will be required to confirm the number and quality of existing trees along this lot line.

The house is not able to meet a 60’ setback once the new ROW is dedicated along County Road 10. The existing setback is protected as a legal nonconformity since the house was built in the 1960s and long pre-dates the prevailing Zoning Ordinance. However, the subdivision proposes to increase the extent of the nonconformity from 62’ to 44’. A variance is required for the existing house to remain with the proposed setback. This will be discussed further in the Variance analysis portion of this report.

Streets/Access

A 50’ half ROW is shown on the preliminary plat. This is consistent with Hennepin County’s memo as well as the ROW taken as part of the plat for Woodland Court 2nd Addition located immediately west of this proposal, which is served by a private drive. The preliminary plat shows a new public street to serve Lots 2 through 6. The Engineering Memo notes that the plans must be revised to reflect an 80’ ROW for this new street which is the City’s requirement for rural roadways. Discussion with the applicant team on this requirement continued since the date of the Engineering Memo. Engineering confirmed this standard can be minimized to a 66’ ROW if the applicant team can show drainage and the home side of the ditch can be accommodated entirely within the ROW. The resolution of approval is updated accordingly to allow this flexibility.

Lot 1 has an existing driveway access on to County Road 10 which will remain per the applicant’s narrative. This will require approval from Hennepin County. The memo from Hennepin County and subsequent email chain, attached to this report, confirms the County understands it is impractical to have Lot 1 connect to the new proposed public street. However, should the existing private drive to the west ever become a public street, the County will likely review the access permit at that time and require direct access on County Road 10 to be removed. A condition of approval requires Hennepin

County approval for Lot 1 to continue to have a driveway with direct access on to County Road 10.

While a connection to the private drive to the west is not proposed, it is important for the City to consider the long-term road network in this area based on Hennepin County's desire to limit the long-term access locations along county roadways. Therefore, staff recommended extending a ROW stub to the western lot line as part of this plat. This would preserve land for a future connection should the private drive to the west ever turn into a public street and/or the area be redeveloped. This would be ROW only; the developer would not be responsible for constructing the physical roadway up to the west project boundary. Further road connections to the east and south were determined to be very unlikely due to the extent of wetlands in those directions.

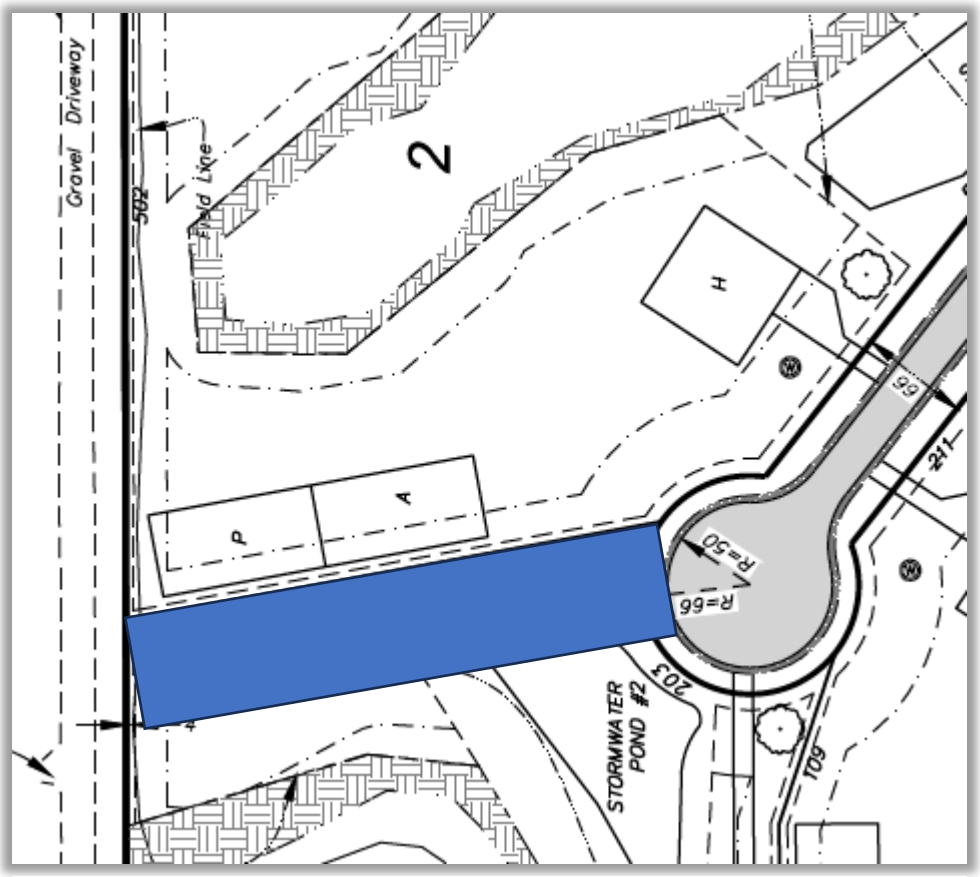


Figure 6 Rough Approximation of Additional ROW to be Dedicated.

During the Planning Commission meeting, the engineer for the applicant explained this requirement creates practical difficulties for the plat as an additional 66' ROW in this area will conflict with the shown stormwater ponding. Entering the site off County Road 10, the newly proposed street will follow an incline up a hill which later goes down to the wetland in the back of the site where there is the lowest elevation. This is the natural topography of the site where water flows currently. Water from the road is proposed to be collected in ditches going to the stormwater pond at the north end of the site near County Road 10 as well on the backside of the hill.

The stormwater ponding locations are not able to move from the current proposed locations. The sites are constrained by viable septic locations, the need for two viable septic locations for each site, the requirement for each lot to have 200’ of road frontage, and the driveway for Lot 3 must cross a creek which they are aligning with an existing crossing. Stormwater ponding on Lots 2 and 4 is not viable due to the elevations in the area. They are not able to physically get the water to that area to then outlet into a pond.

The Planning Commission made the recommendation for staff to consider a compromise to allow the stormwater ponding within the ROW or a road easement. If this compromise was determined to not be feasible, the Commission recommended the City to not take the additional ROW. Engineering staff reviewed the comments from the applicant team. They agreed that the area is constrained, and staff no longer recommends additional ROW past the cul-de-sac. The attached resolution was updated accordingly.

As mentioned above, a creek crossing is required to access the proposed house location for Lot 3. The Engineering Memo requires that the applicant get permit approval for this creek crossing prior to submittal of the final plat. Additionally, the proposed driveway will have wetland impacts that also must be approved prior to the final plat.

Utilities

All lots will be served by private well and septic systems as noted in the applicant’s narrative. The preliminary plat shows two existing wells and a septic system on Lot 1. Proposed primary and alternative septic locations are shown on Lots 2 through 6. Preliminary approval of the septic locations was provided by Hennepin County as of May 29, 2024. However, a 75’ septic setback is required from the edges of wetlands. Neither septic location shown for Lot 3 complies with this setback. The plans must be revised to show septic locations for Lot 3 in compliance with the 75’ setback from the wetland edge. Confirmation of approval from Hennepin County for the revised locations is required. The applicant team confirmed this was in process at the Planning Commission meeting. Proposed well locations are not shown on the preliminary plat. Per the Engineering Memo, proposed well locations must be shown to confirm compliance with setback requirements. Wells are to be approved and permitted through the Minnesota Department of Health.

Easements

The applicant provided drainage and utility easements over wetlands, wetland buffers, stormwater ponding, and along the perimeter of the lot lines. An encroachment agreement is required for all site improvements placed within the City ROW or easements. The existing conditions survey show overhead electric lines which suggest there is an additional easement within the project boundaries near County Road 10. The extent and location of the easement must be confirmed and shown on the survey and preliminary plat.

Grading, Stormwater, and Erosion Control

The Engineering Memo includes a number of items related to grading, stormwater, and erosion control. These items must be addressed prior to final plat submittal.

Accessory Structure Footprint

Lot 1 has two existing accessory structures. A 4.2-acre lot allows for an accessory structure footprint of 2,188 square feet. At the same time, the first 1,000 square feet of an attached accessory structure is exempt from this footprint calculation. The applicant's narrative explains they intend to attach the detached garage to the house. This will leave a pole barn with a footprint of about 1,800 square feet which complies with this standard. There is some concern that it will be difficult to enforce the requirement that the detached garage be attached to the existing house. However, the City has taken financial securities in the past to ensure demolition of buildings. Staff recommends a condition of approval that requires submittal of a financial security based on the estimated cost to demolish the garage. This would be used should the City not receive a building permit to attach the garage to the house within 1 year of the final plat being approved.

Wetlands

A wetland delineation application was submitted to the City in May of this year and is currently under review. The preliminary plans include 6 wetland areas as submitted in the report to be certified by the City. A condition of approval is that the wetland delineation must be finalized prior to the final plat submittal.

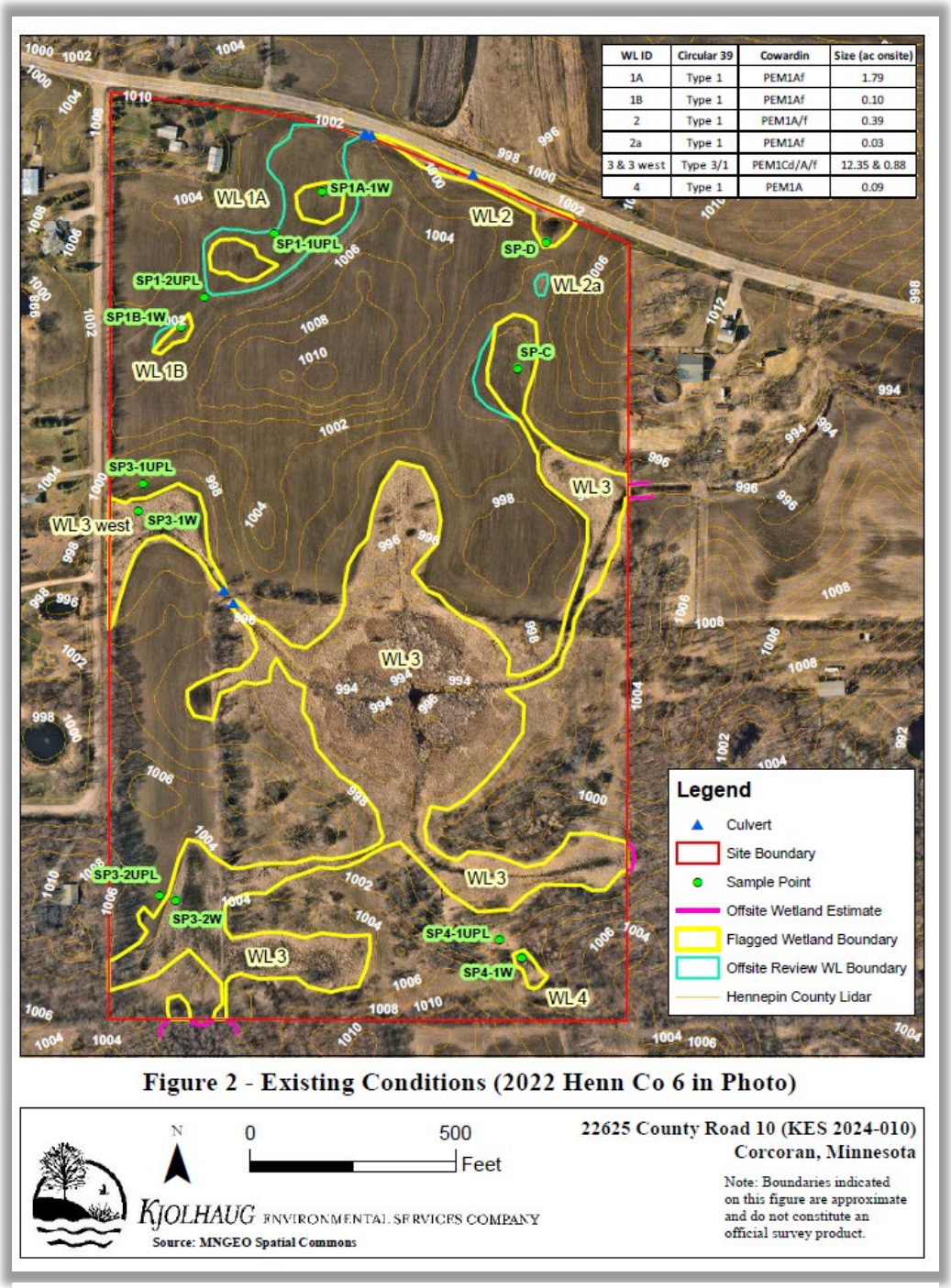


Figure 2 - Existing Conditions (2022 Henn Co 6 in Photo)

Figure 7 Wetland Boundaries

While there may be some impacts to the wetlands (specifically to Lot 3 where the driveway will cross the wetland), most of these wetlands are proposed to remain in their entirety. The wetlands will be subject to the Wetland Overlay District (Section 1050.010), which includes wetland buffers, wetland buffer monument signs, and an additional 15' structure setback from the edge of the buffer. The size of the buffer is dependent upon the quality of the wetland. The City's Natural Resources Community Quality Ranking map is based on the City's quality assessment of known wetlands within the City. Wetlands not shown on this map are assumed to be of medium quality; however, there is a process to confirm wetland quality through Minnesota Rapid Assessment (MNRAM) methodology should the applicant decide wetland quality on the site needs to be re-evaluated. The City's map shows a portion of Wetland 3 is low quality with a portion of the same wetland body considered medium quality. The remaining wetlands are not shown on this map and are assumed to be of medium quality.

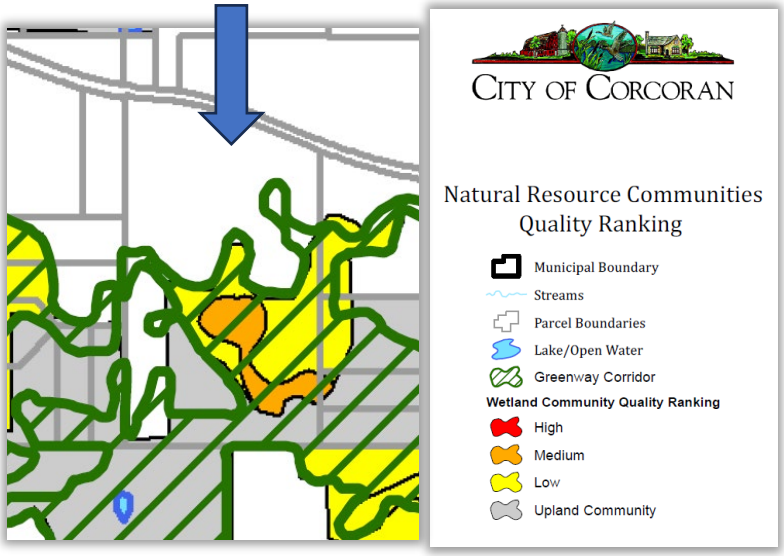


Figure 8 Natural Resource Communities Quality Ranking Map

The following requirements will be applied:

Standard	Medium	Low
Wetland Buffer Average Width	25'	15'**
Wetland Buffer Width (Min.)	20'	10'
Wetland Buffer Width (Max.)	40'	20'
Structure Setback from Buffer	15'	15'
Total Buffer and Setback (Average)*	40'	30'

* A 5' setback is required for roads and parking lots.

** The Elm Creek Watershed requires a wetland buffer average width of 25' for all wetlands with a minimum width of 10'. The applicant is responsible for satisfying the Watershed's requirements.

There are wetland buffers on the plan that do not meet the minimum width requirement and/or buffer widths that exceed the maximum allowed to count towards the required average width. As a condition of approval staff proposes preliminary wetland buffer plan must be revised to dimension the minimum and maximum wetland buffer width for each wetland to confirm compliance with Section 1050.010, Subd. 5. Additionally, the applicant's engineer must provide certification of the average width of each wetland buffer.

A permanent wetland buffer monument shall be installed at each lot line where it crosses a wetland buffe, and where to indicate the contour of the buffer. Monument buffer signs cannot exceed the maximum spacing requirement of 200 feet of wetland edge. There are a few areas where the proposed wetland signs do not meet these standards. Additionally, sign locations may need to be adjusted as the wetland buffer widths are finalized. Staff will continue to work with the applicant to appropriately place wetland buffer monuments.

The applicant submitted a ground cover plan which indicates all wetland buffers will be planted with a seed mix for wetlands buffers. The final seed mix to be utilized will be approved by the City's wetland specialist.

Landscaping

The plans show tree preservation areas on the south side of Lot 3 where there is a high-quality natural community of maple/basswood according to the City's Natural Resource Inventory Map. The City will be a named party to the tree preservation/conservation easements. The applicant will be required to submit easement agreements for review with the final plat.

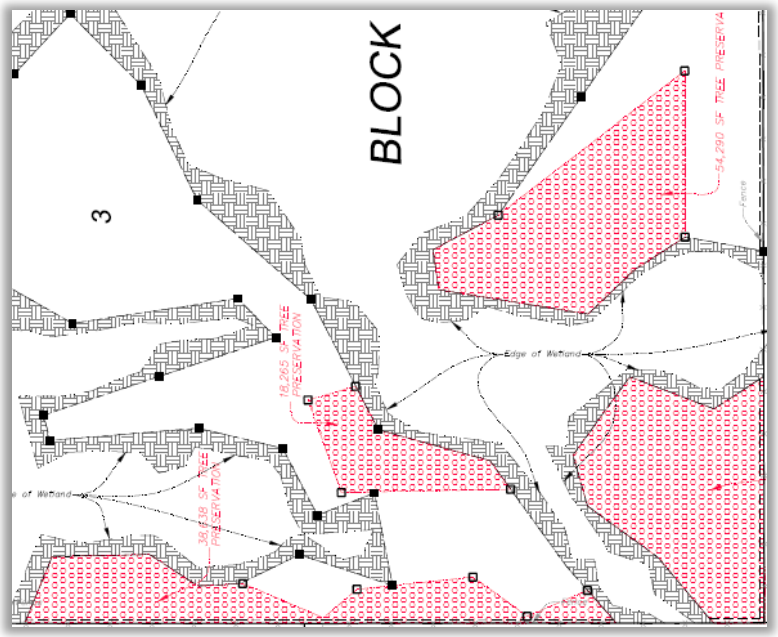


Figure 9 Tree Preservation Areas in Red

A preliminary landscaping plan and narrative was submitted with the application. The plan reflects 5 new trees of 2" caliper to be planted as part of the development, 1 for each new lot. The species of the trees are not noted. The narrative explains they want the individual home buyers to decide the type and quantity of trees to be planted as well as how the yard will be established. The narrative notes that the landscape

package may or may not be included with the build with the applicant's company. If not, the owner would be responsible for establishing the yard and planting trees.

While it is understandable that homeowners will want to be involved in the final landscaping design of their lots, holding the homeowner responsible will not work with the City's process because the landscaping security and warranty to meet the City requirements is the responsibility of the developer. While homebuyers can choose to plant more than the required minimum of trees, the developer is responsible for planting one new tree for each lot that meets the minimum standards of Section 1060.070. Additionally, the landscaping plan must show the basic ground cover that the applicant will be responsible for establishing on each lot. Should a homebuyer choose to change the type of ground cover later, the developer can make an amendment to the approved landscaping plan at that time. However, the responsibility for establishing the yard will fall on the developer, not the eventual homeowners.

Finally, the landscaping plan will need to address the landscaping requirement for a 60' setback from County Road 10.

Staff proposes the following conditions of approval in revising the landscaping plan to be brought in compliance with the Zoning Ordinance:

1. The landscaping plan must be revised to show overstory trees of at least 2.5" caliper at the time of planting.
2. Tree species must be shown on the landscaping plan.
    a. No more than 33% of the required trees can be of a single species.
3. The anticipated ground cover to be established must be shown.
4. The applicant will be responsible for installing the required trees and ground cover.
5. Plantings must be shown along County Road 10 for a reduced setback for the existing structures.

Lighting

A lighting plan was not submitted. The Engineering Memo states that an overhead streetlight should be provided at the corner of the proposed road and County Road 10 to be consistent with the lighting requirements for other rural subdivisions. Any lighting must comply with Section 1060.040 and is the responsibility of the developer until it Is accepted by the City.

Park Dedication

The 2040 Parks and Trails Map provides guidance to the City for acquiring land for parks and trails. There are no parks or off-road trails shown within the project boundaries. A proposed on-road trail is shown on County Road 10. This will likely be a painted shoulder on the roadway that is added once the road is improved. No sidewalks are proposed or required for this rural development.

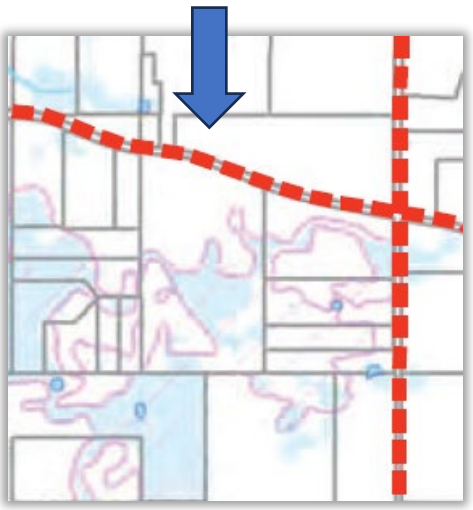


Figure 10 Parks and Trails Plan

The applicant's plan does not include any land for park dedication. Therefore, park dedication will be handled entirely as cash-in-lieu of land. There is one existing single-family home where 6 are now proposed. Each new lot (a total of 5 lots) will be required to pay park dedication fees per the fee schedule adopted at the time of final plat approval.

The 2024 fee schedule provides the park dedication fee for single-family units is $5,954. The estimated park dedication due with the final plat is as follows:

- 5 new single-family units x $5,954 = **$29,770**

C. Variance

The application requires a variance because the preliminary plat shows the existing residence on Lot 1 will have a setback of 44' once a 50' half ROW is provided for County Road 10.

Section 1070.040 provides the following standards to review variance requests.

1. *That there are practical difficulties in complying with the Zoning Ordinance.*

   The League of MN Cities defines a three-factor test for the term "practical difficulties":

- The property owner proposes to use the property in a reasonable manner not otherwise allowed by the Zoning Ordinance.
- The plight of the landowner is due to circumstances unique to the property and not created by the landowner; and
- The variance will not alter the essential character of the locality.

  Section 1070.040, Subd. 2(B) of the Zoning Ordinance specifically calls out the last two factors as their own standards and will be discussed individually. Therefore, the City typically uses this first standard to focus on evaluating the "reasonableness" of the request.

2. *That the conditions upon which a petition for a variation is based are unique to the parcel of land for which the variance is sought and were not created by the landowner.*
3. *That the granting of the variation will not alter the essential character of the locality.*
4. *The proposed variance would be in harmony with the general purposes and intent of the ordinance.*
5. *The variance is consistent with the Comprehensive Plan.*
6. *The City may impose conditions on the variance to address the impact of granting the variance.*

The applicant's narrative notes the desire for the existing residence to remain as-is on Lot 1. In recent history, the City has found that requiring removal or relocation of an existing residence to meet the setback requirements of a new plat can constitute a practical difficulty. Staff agrees that it may be reasonable for the existing residence to remain as requested. The existing residence and wetland to the east are fairly unique pre-existing conditions of the site that limit the viability of different locations for the house. Further, these conditions were not created by the current landowner.

Since the residence exists today in its current location with a setback of 62', granting a variance to allow a 44' setback after the new ROW is dedicated will not alter the essential character of the locality. Arguably, the residence built in the 1960s is part of the character expected in this area. The large setback from county roads was adopted as a way to provide more open, green space while also ensuring there is plenty of space between the road and the house for future road expansions. There are a number of trees along the north property line of Lot 1 that offer vegetated space, and there will be space to accommodate road expansions within the newly dedicated ROW.

Granting the variance would not conflict with the goal of the Comprehensive Plan for this area to remain rural with natural areas, planted fields, hobby farms, and large residential lots. While staff believe it makes sense to grant this variance, staff also recommend minimizing the extent of the variance granted by requiring the applicant to plant landscaping as required in Section 1060.070, Subd. 2(K) which allows for a reduced setback of 60'. This will require the landscaping plan to be updated.

4. Summary of Issues

1. Preliminary Plat
    a. Staff finds that reasonable conditions of approval can be added to ensure compliance with the preliminary plat standards.
    b. Proposed conditions of approval where the City has discretion:
        i. The security to ensure the detached garage on Lot 1 either becomes attached within 1 year of recording the final plat or gives the City the ability to demolish the structure to ensure compliance with the footprint limit on a 4.2-acre lot.
2. Variance
    a. Does the City Council find the practical difficulty standard has been met for a variance to allow a structure setback of 44’ from a county road?
    b. Does the City Council agree a reasonable stipulation of the variance is to require additional landscaping along the affected property line as would be required for a 60’ setback?

5. Recommendation

Planning Commission and staff recommend approval of the following:

a. Resolution 2024-70 Approving the Preliminary Plat for Upward Acres
b. Resolution 2024-71 Approving the Variance for Upward Acres

If the City Council finds the practical difficulty standard for the variance has not been satisfied, findings of fact should be provided for staff to bring back to City Council on July 11, 2024.

Attachments

1. Resolution 2024-70 Approving the Preliminary Plat for Upward Acres
2. Resolution 2024-71 Approving the Variance for Upward Acres
3. City Engineering Memo Dated May 28, 2024
4. Hennepin County Memo and Email Chain
5. Applicant Narrative
6. Public Comment
7. Existing Conditions Survey
8. Preliminary Plans

City of Corcoran
County of Hennepin
State of Minnesota

June 27, 2024

RESOLUTION NO. 2024-70

Motion By:
Seconded By:

A RESOLUTION APPROVING A PRELIMINARY PLAT FOR "UPWARD ACRES" ON THE PROPERTY LOCATED AT 22625 COUNTY ROAD 10 (PID 17-119-23-13-0001) (CITY FILE NO. 24-015)

WHEREAS, Skies Limit LLC ("the applicant") requests approval of a preliminary plat to create 6 single-family lots from property described as follows:

See Attachment A.

WHEREAS, the Planning Commission reviewed the preliminary plat at a duly called public hearing and recommended approval, and;

NOW, THEREFORE, BE IT RESOLVED that the Corcoran City Council approves the request for a preliminary subject to the following findings and conditions:

1. A preliminary plat is approved, in accordance with the plans received by the City on January 22, 2024, with additional material received as of April 16, 2024, May 9, 2024, and May 15, 2024, except as amended by this resolution.

2. The applicant shall comply with all requirements in the City Engineer Memo dated May 28, 2024.

    a. The required right-of-way for the proposed new street can be minimized down to 66 feet if drainage and the home-side of the ditch can be entirely accommodated within 66 feet.

3. Final approval by the Elm Creek Watershed Management Commission must be attained before any site grading or activity commences. The applicant is responsible for obtaining all required permits and approvals.

4. The wetland delineation must be finalized prior to submittal of the final plat.

5. 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 must be purchased from the City.

    b. Wetland signs must be installed on treated 4x4 wooden posts.

    c. Wetland buffer signs must be installed prior to issuance of building permits.

    d. The installation of the wetland monument buffer signs according the approved plan must be certified by a registered land surveyor.

e. Wetland buffers must be planted and inspected by the City prior to issuance of building permits unless an alternative timeline is approved by the City.

f. The final seed mix to be used in establishing the wetland buffers must be approved by the City's wetland specialist.

g. Where buffer areas are not vegetated or have been disturbed within the last 10 years, such buffer areas shall be replanted and maintained according to the standards in Section 1050.010, Subd. 8(C) of the Zoning Ordinance.

    i. The City's wetland buffer specialist must inspect existing wetland buffers proposed to remain to confirm the existing buffers are undisturbed and in an acceptable condition. This must be completed prior to submittal of the final plat application.

h. The minimum and maximum dimensions as well as the average width of all wetland buffers must be certified by the applicant's engineer.

i. Wetland buffer signs must be located where the buffer crosses a property line and to indicate changes in contour.

    i. Wetland buffer signs can be superseded by tree preservation monument signs where tree preservation areas extend further than the wetland buffer width.

j. Spacing between wetland buffer monument signs cannot exceed 200'.

k. A planting and maintenance plan must be submitted for the wetland buffers that address site preparation, proposed maintenance practices, and when the City will be notified for inspections to be approved by the City's Wetland Specialist.

6. Park dedication shall be satisfied by cash-in-lieu of land. Park dedication will be based on the park dedication ordinance in place at the time the final plat is approved.

    a. Park dedication is required based on the finding that the development will add 5 new single-family homes to the City.

    b. Residents of the development will need access to nearby existing and future trails and parks that do not exist today as guided by the Comprehensive Plan.

    c. Cash-in-lieu of land will be used only for the acquisition and development of parks, recreational facilities, playground, trails, wetlands, or open space based on the approved park plan in the Comprehensive Plan.

    d. Park dedication funds will be collected at the time of final plat in accordance with the City Code requirements. The code stipulates a dedication requirement of 5% of land for land guided at a density of less than 2 units an acre or an equivalent market value in cash, resulting in estimated park dedication fees of $29,770.

7. All homes must meet the minimum residential building standards outlined in Section 1030.030 and 1060.050, Subd. 1(B) of the Zoning Ordinance.

8. All residential lots must have a minimum of 2 parking spaces.

9. If a variance for a reduced setback from County Road 10 is not approved by the City for the existing residence on Lot 1, Block 1, the house shall be removed or relocated to comply with all setbacks which must be reflected on a revised preliminary plat. A security for this work must be provided to the City as part of the Development Contract.

10. Landscaping must be provided in compliance with Section 1070.060, Subd. 2(K) to allow for a reduced structure setback along County Road 10 on Lot 1, Block 1.

    a. For existing trees and/or shrubs to count towards the landscaping requirement, a tree survey of this area must be provided.

    b. Plantings in good condition can reduce the number of required new plantings to satisfy Section 1060.070, Subd. 2(K).

11. Proposed well locations must be shown on the preliminary plat and are subject to approval by the Minnesota Department of Health.

12. Hennepin County approval and permitting is required for the existing driveway of Lot 1 to remain with direct access to County Road 10.

13. All septic sites must meet a minimum setback of 75 feet from delineated wetland edges.

14. An easement for overhead electrical lines is implied that would impact Lot 1 and Lot 6 of Block 1. This easement must be confirmed and shown on the existing conditions survey and preliminary plat.

15. The existing detached garage on Lot 1, Block 1 must be attached to the house in order for the structure to remain.

    a. As part of the Development Contract, the applicant will be required to submit a financial security based on the estimated cost of demolishing the garage to be held until the garage is attached to the house.

    b. A building permit to attach the garage to the house must be applied for within 1 year of the final plat being recorded with Hennepin County, otherwise the security will be used by the City to remove the garage.

16. The applicant is responsible for installing the required trees and ground cover to meet the requirements of Section 1060.070.

17. Prior to submittal of the final plat, the applicant must complete the following:

    a. Revise the preliminary plat to show the following:

i. A 100-foot structure setback from the property lines adjacent to County Road 10.

ii. The septic locations for Lot 3, Block 1 must be revised to meet a 75-foot setback from the wetland edge.

1. The approval of this new location must be confirmed by Hennepin County.

iii. Show an 80-foot right-of-way for the proposed local street with a right-of-way stub extended from the proposed cul-de-sac to the western property line unless otherwise approved by the City Engineer.

iv. Proposed well locations and required setback must be shown.

v. Easement for the overhead electrical line must be confirmed and depicted. The eastern lot line of Lot 1, Block 5 shall be moved to the west per the Engineering Memo to allow for a future permittable road connection from Oakdale.

b. Revise the preliminary wetland buffer and tree preservation plan to show the following:

i. The minimum dimension of all wetland buffers.

ii. The maximum dimension of all wetland buffers.

iii. Certification of the average width of all wetland buffers.

iv. Wetland buffer monument signs at each contour and property line with a maximum spacing of 200’ in between signs.

c. Provide a wetland buffer planting and maintenance plan that identifies the process for site preparation, maintenance practices, and when the City will be notified for inspections.

d. Revise the preliminary landscaping plan to show the following:

i. Landscaping in compliance with Section 1060.070, Subd. 2(K) for a reduced setback along County Road 10 for Lot 1, Block 1.

ii. Revise the minimum size of overstory shade trees from 2 inches to 2.5 inches in diameter at the time of planting per Section 1060.070, Subd. 2(D).

iii. Tree species must be shown on the landscaping plan.

1. No more than 33% of the required trees can be of a single species.

iv. Ground cover must be shown on the landscaping plan.

18. As part of the final plat submittal, the applicant must provide the following for the proposed Tree Preservation areas:
    a. Tree Preservation Easement Exhibits
    b. Tree Preservation Easement Agreement
    c. Sign Detail for the Tree Preservation Monument Signs

19. The applicant is responsible for installing an overhead light as required at the intersection of the proposed local street and County Road 10.

    a. The final location to be approved by Public Safety and the City Engineer.

    b. The applicant shall provide specifications that demonstrate compliance with Section 1060.040 (Lighting) of the Zoning Ordinance.

20. Drainage and utility easements shall be provided over all wetlands, wetland buffers, stormwater ponds, and in compliance with the Engineering Memo.

21. Drainage and utility easements shall be provided along the perimeter of all lots.

22. All utility facilities, including but not limited to telephone, CATV, natural gas, and electric power, shall be located underground. Underground service connections to the street property line of each platted lot shall be installed at the subdivider's expense.

23. Mechanical equipment (including air conditioning units) must be located in the side or rear yard and must be located a minimum of 5' from the property line.

24. 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.

25. If a Homeowners Association is to be created, the applicant shall provide copies of the Homeowner's Association Documents/Covenants for City review as part of the final plat application.

26. Lawn sprinklers/irrigation systems (if provided) shall all have rain sensors to limit unnecessary watering.

27. All landscaping in rear yards and common areas shall be planted and inspected by the City within one year of issuance of a building permit unless an alternative timeline is approved by the City.

28. Trees in the front yard shall be planted prior to issuance of certificate of occupancy unless an alternative timeline is approved.

29. Parking shall be permitted on one side of local streets and shall be signed in accordance with City standards.

30. Sign permits will be required prior to construction of any signs, temporary or permanent.

RESOLUTION NO. 2024-70

31. The final plat shall address all conditions of approval.

32. Prior to release of final plat for recording, the applicant shall enter into the following:

    a. A Development Contract to provide a financial guarantee to protect the work.

    b. A stormwater maintenance agreement.

    c. An encroachment agreement for any site improvements within the City's drainage and utility easements.

    d. Tree Preservation Easement Agreement

33. Approval shall expire within one year of the date of approval unless the applicant has filed a complete application for approval of the final plat.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 27th day of June 2024.

_____
Tom McKee - Mayor

ATTEST:

City Seal

_____
Nalisha Williams – Assistant City Administrator

RESOLUTION NO. 2024-70

ATTACHMENT A

That part of the West Half of the Northeast Quarter of Section 17, Township 119, Range 23, Hennepin County, Minnesota, lying West of the East 49.00 feet thereof and South of County Road No. 10.

City of Corcoran
County of Hennepin
State of Minnesota

June 27, 2024

RESOLUTION NO. 2024-71

Motion By:
Seconded By:

A RESOLUTION APPROVING A VARIANCE FOR "UPWARD ACRES" ON THE PROPERTY LOCATED AT 22625 COUNTY ROAD 10 (PID 17-119-23-13-0001) (CITY FILE NO. 24-015)

WHEREAS, Skies Limit LLC ("the applicant") request approval of a preliminary plat for 6 residential lots on property described as follows:

See Attachment A

WHEREAS, the applicant also requests approval of a variance from a setback requirement;

WHEREAS, the Planning Commission reviewed the request at a duly called Public Hearing and recommended approval, and;

NOW, THEREFORE, BE IT RESOLVED that the Corcoran City Council approves the request for a variance subject to the following findings and conditions;

1. The requested variance to allow a 44-foot setback from the property line adjacent to County Road 10 for Lot 1, Block 1 is approved based on the following findings:

    a. That there are practical difficulties in complying with the Subdivision Ordinance. Lot 1, Block 1 has an existing residence setback roughly 62 feet from the existing property line which will be reduced to 44 feet from the property line with required dedication of right-of-way for County Road 10. The existing structure is proposed to remain in its current location.

    b. That the conditions upon which a petition for a variation is based are unique to the parcels of land for which the variance is sought and were not created by the landowners.

    c. That the granting of the variation will not alter the essential character of the locality. The structures exist today in their current capacity. The home was built in the 1960s and is part of the character expected in this area.

    d. The proposed variance would be in harmony with the general purposes and intent of the ordinance. This standard was adopted to provide open green space and ensure future road expansions will not conflict with existing structures. The area between the house and County Road 10 has existing vegetation and road expansions can be accommodated within the newly dedicated right-of-way.

    e. The variance is consistent with the Comprehensive Plan. The variance does not conflict with the intent for this area to remain rural with natural areas, planted fields, hobby farms, and large residential lots.

RESOLUTION NO. 2024-71

f. The City may impose conditions on the variance to address the impact on the variance.

i. The applicant must revise the landscaping plan to provide landscaping per Section 1060.070, Subd. 2(K) that allows for setback flexibility in exchange for increased landscaping.

1. Preserved vegetation in good condition can count towards the required plantings, but a Tree Survey must be provided to determine the amount of new plantings required.

2. The applicant is required to record this resolution with the Hennepin County's Recorder's Office and provide proof of recording to the City.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 27th day of June 2024.

_____
Tom McKee - Mayor

ATTEST:

City Seal

_____
Nalisha Williams – Assistant City Administrator

RESOLUTION NO. 2024-71

ATTACHMENT A

That part of the West Half of the Northeast Quarter of Section 17, Township 119, Range 23, Hennepin County, Minnesota, lying West of the East 49.00 feet thereof and South of County Road No. 10.

Stantec

Memo

To:	Kevin Mattson, PE Public Works Director	From:	Kent Torve, PE City Engineer Steve Hegland, PE
Project:	Upward Acres Preliminary Plat	Date:	May 28, 2024

Exhibits:
This Memorandum is based on a review of the following documents:

1. Preliminary Plans – Upward Acres by Otto Associates Dated 4/16/24.
2. Stormwater Management Plan – Upward Acres by Otto Associates Dated 4/12/24

Comments:
General:

1. Consistent with the review process, a comment response letter shall be provided in which the applicant provides a written response to each of the items below.
2. Final approval by the Elm Creek Watershed Management Commission must be attained before any site grading or activity may commence. Watershed process will first involve receiving City authorization to submit to ECWMC.
3. For any site activity (demo, grading, utilities, etc.) no closures or restrictions of any kind shall be imposed upon the public use of County Road 10 without City of Corcoran and Hennepin County permission. Should any lane restrictions be necessary, the Contractor shall notify the County and provide a Traffic Control Plan.
4. An encroachment agreement shall be required for all site improvements placed within the City ROW or easements.
5. Incorporate 2024 Corcoran Standard Detail Plates in construction plan set.

Plat:

1. ROW dedication along County Road 10 is shown as a 50’ half ROW. ROW dedication shall be reviewed and approved by Hennepin County.
2. ROW should be 80’ for rural roadways per Standard Details.
3. Drainage and utility easement required over entirety of all Outlots and pond HWLs.

Transportation

1. The proposed development is adding five homes along with proposing to retain the existing home in the northwest corner of the parcel.
2. Hennepin County controls the access within their roadway and shall review the proposed access. Historically, turn lanes are not a County requirement for a project of this size. They shall confirm that the existing driveway will be able to remain from County Road 10 as currently no driveway connection to the new internal roadway is proposed.

3. Based on Hennepin County wanting to limit the long term access locations along county roadways, we would recommend the applicant consider extending a ROW stub to the western lot line. Currently, a shared private drive remains to the west and this should remain as a privately owned shared private drive.
4. Consistent with other rural developments, an overhead light should be added at corner of proposed roadway and County Road 10.
5. Roadway detail sections shall be identified on plans. If sand section is added, draintile outlets shall be identified on the plans and protected.

Site Plans

1. The existing and proposed drainage and utility easements shown shall be clearly labeled on all plan drawings.
2. Identify on plans the 12' pond access route.
3. Provide a tree removal plan with the areas of trees to be removed clearly hatched.

Wetland Buffers

1. The Construction Plans shall identify if any existing vegetation is planned to be utilized with the buffer so they can be reviewed by the City for approval.
    - It is assumed that all wetland buffers will be established with the project.
    - The wetland buffer zones shall also be clearly identified and labeled.
    - A buffer establishment plan shall be provided noting the details on how and when the buffer will be planted as well as a plan and schedule for the maintenance to ensure they are properly established. The establishment plan shall identify specific seed mixes with the type and rates at which the mixes shall be applied.

Grading

1. Any retaining 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.
2. All drainage swales shall maintain a minimum of 2% slope and all slope should be 4:1 or flatter unless approved by the City Engineer.
3. Individual lot exhibits showing grading, driveway slopes, house elevations, and culverts within the ditch meeting Corcoran standard detail STO-15 shall be submitted at final plat.

Stormwater

1. Reference the City Stormwater Guidelines for Development Review for standards for stormwater systems and modeling.
2. Rational calculations shall be provided to confirm all pipe sizes and inlet capacity at the time of final plat. Provide rational method drainage map for individual inlets.
3. Show NWL and HWL level for all wetlands on all plan sheets.
4. Sumps will be required in all storm structures with drops in of 18" or greater as well as the last accessible structures prior to stormwater basins.
5. Provide profile views for all storm sewer at Final Plat.

6. Label clearly on plans EOFs for all areas where water will be collected including all low areas in roadways and greenspaces including wetlands if water is collected.
7. Provide a minimum of 0.5' of drop between the incoming tile line and the outlet pipe within the OCS.

Modeling

1. Extend subwatershed delineation and modeling for the northwest (E1) offsite areas or document no offsite drainage impacts the site.
2. Divide P5 into two subwatersheds to reflect the ultimate driveway condition.

Low Floors and Creek Crossing

1. Low openings shall be 2 feet above wetland delineated edge or wetland outlet, whichever is higher. WMO reviews low floors/low openings also.
2. Creek crossing for Lot 3 driveway shall be permitted prior to Final Plat. Wetland impacts for the driveway must also be addressed prior to Final Plat. Provide profile of existing 12-inch CMP and surrounding topo.
    a. Replace culvert and create crossing with the development infrastructure.

Detail Plates

1. Provide Standard Plate Details for each pond with individual elevations.
2. Due to overland flow downstream of the pond discharge, install City Standard Stilling Basin detail at each outlet.

Erosion Control/SWPPP

1. Preparation of and compliance with a SWPPP shall be required for construction.
2. Provide erosion control plan and restoration plan for review with final plat. Restoration plan shall identify the specific restoration types and practices for each area within the plat limits, including the areas which are currently used for agriculture.

Well/Septic

1. Hennepin County is permitting agency for septics. At time of grading, septic sites shall be clearly marked to ensure septic sites are kept viable.
2. MDH is permitting agency for wells. Approximate location to be shown on each lot to show setbacks can be achieved.

End of Comments

HENNEPIN COUNTY
MINNESOTA

May 16, 2024

Mr. Dwight Klingbeil
City of Corcoran
8200 County Road 116
Corcoran, MN 55340

Re: Upward Acres (Received 04/17/2024)
County State Aid Highway (CSAH) 10
Hennepin County Plat Review ID #4093 (Reviewed 04/23/2024)

Mr. Klingbeil:

Please consider the following county staff comments for the proposed subdivision of the agricultural lot into 6 single family residences on the south side of County Road 10.

Access: County staff support the new proposed access and maintaining the current driveway on County Road 10 for the existing home on Lot 1. When ownership of this home changes, county staff recommend closing the current driveway and directing access to the proposed road.

Right-of-way: County staff request 50 feet half right-of-way for drainage, utility and future multi-modal purposes.

Storm Water/Drainage: Plans need to be updated to reflect the existing culvert on County Road 10. Per Ordinance 22, discharge rates must remain less than existing flow rates. The county storm water system will not take water from new drainage areas. Additional treatments may be needed if flow rates cannot match existing. *Contact: Jordan Labat at 612-596-0703 or jordan.labat@hennepin.us*

Permits: Please inform the developer that all construction within county right-of-way requires an approved county permit prior to beginning construction. This includes, but is not limited to, driveway and street access, drainage and utility construction, sidewalk/trail development, and landscaping. *Contact: Michael Olmstead, Permits Coordinator at 612-596-0336 or michael.olmstead@hennepin.us*

Please contact Ashley Morello: 612-596-0359, *ashley.morello@hennepin.us* with any questions.

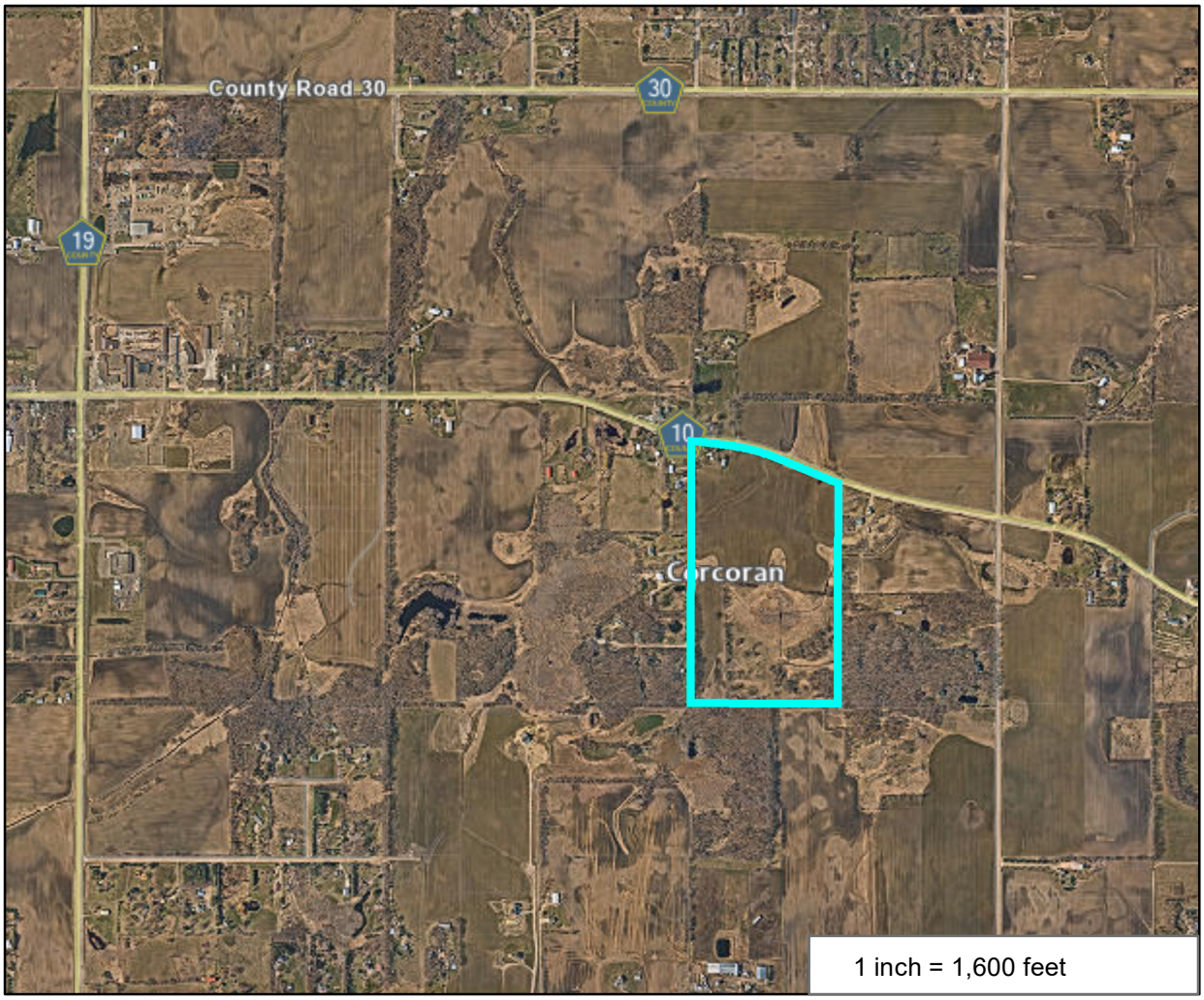
Sincerely,

Carla Stueve, PE
County Highway Engineer

Hennepin County Transportation Project Delivery
Public Works Facility, 1600 Prairie Drive, Medina, MN 55340
612-596-0300 | hennepin.us

Site Location - Upward Acres - CSAH 10, Corcoran - #4093

Date: 4/18/2024



PARCEL ID: 1711923130001

OWNER NAME: Skies Limit Llc

PARCEL ADDRESS: 22625 Co Rd No 10,Corcoran MN 55374

PARCEL AREA: 61.55 acres, 2,681,260 sq ft

A-T-B: Abstract

SALE PRICE: $70,495

SALE DATE: 02/2000

SALE CODE: Excluded From Ratio Studies

ASSESSED 2023, PAYABLE 2024
PROPERTY TYPE: Farm
HOMESTEAD: Homestead
MARKET VALUE: $599,700
TAX TOTAL: $4,224.20

ASSESSED 2024, PAYABLE 2025
PROPERTY TYPE: Farm
HOMESTEAD: Homestead
MARKET VALUE: $655,100

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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From: Ashley Morello <Ashley.Morello@hennepin.us>
Sent: Tuesday, April 23, 2024 4:10 PM
To: Dwight Klingbeil <DKlingbeil@corcoranmn.gov>
Cc: Transportation.Plats <Transportation.Plats@hennepin.us>; Chad D Ellos <Chad.Ellos@hennepin.us>
Subject: RE: [External] Upward Acres Pre-Plat Distribution (City File 24-015)

This message was sent from outside of the organization. Please do not click links or open attachments unless you recognize the source of this email and know the content is safe.

Dwight,

Thanks for sending this over. County staff had the opportunity to review. Since this is a preliminary plat, we'd like to provide a formal comment letter in the next couple of weeks for all of our records.

Before we finalize our letter, I'd like to get some clarification on a few items:

- There is an existing culvert a little east of the proposed access. Please have the applicant update the SWMP to reflect the culvert. County staff want to confirm that the culvert won't be taking on additional flow rates, to be consistent with our Ordinance 22 requirements.
- Can you provide more detail on the existing single family home (shown on lot 1) that abuts County Road 10?
    - It looks like the existing structures won't be impacted and that the goal is to maintain access to County Road 10. Is this both a short term and the long term plan for the property? Ideally, we'd like to consolidate access onto the county roadways for single family homes. Is this an exception parcel? If no changes can occur in the short term, can we consider long term updates? Ideally, we'd like to see this access be removed. Perhaps if the owner sells/moves, can we plan that the Lot 1 would redirect access to the proposed cul de sac?
- In terms of the cul de sac and access, it makes sense with this proposal. I'm curious how does this proposal reflects on city planning and visioning for the area? If the hope is that this area will continue to develop, it might be prudent for the developer to consider some long term internal connections with stubs that could be connected to in the future.

Again, staff will be working on a comment letter and hope to send that in a few weeks. In the interim, we're happy to continue the discussion. I'll be on PTO starting tomorrow, so Chad Ellos (cc'd) will likely be your best main contact.

Ashley Morello

she/her
Transportation Planning

Office: 612-596-0359
ashley.morello@hennepin.us | hennepin.us

From: Natalie Davis <ndavis@corcoranmn.gov>
Sent: Wednesday, May 22, 2024 1:09 PM
To: Ashley Morello <Ashley.Morello@hennepin.us>
Cc: Chad D Ellos <Chad.Ellos@hennepin.us>
Subject: RE: [External] Upward Acres Pre-Plat Distribution (City File 24-015)

Good afternoon Ashley,

I apologize for the significant delay in my response; this email became lost in the shuffle. My response to your comments are below in red:

- There is an existing culvert a little east of the proposed access. Please have the applicant update the SWMP to reflect the culvert. County staff want to confirm that the culvert won't be taking on additional flow rates, to be consistent with our Ordinance 22 requirements. - Noted
- Can you provide more detail on the existing single family home (shown on lot 1) that abuts County Road 10?
    - It looks like the existing structures won't be impacted and that the goal is to maintain access to County Road 10. Is this both a short term and the long term plan for the property? Ideally, we'd like to consolidate access onto the county roadways for single family homes. Is this an exception parcel? If no changes can occur in the short term, can we consider long term updates? Ideally, we'd like to see this access be removed. Perhaps if the owner sells/moves, can we plan that the Lot 1 would redirect access to the proposed cul de sac?
        - The applicant's intent in the narrative is to have the existing home and driveway remain in perpetuity. There is a significant wetland in between the house and the proposed road. It appears highly impractical to require this lot to connect to the new proposed road considering the existing conditions.
- In terms of the cul de sac and access, it makes sense with this proposal. I'm curious how does this proposal reflects on city planning and visioning for the area? If the hope is that this area will continue to develop, it might be prudent for the developer to consider some long term internal connections with stubs that could be connected to in the future.
    - The wetlands on the site make future road connections to the north and east impractical. Staff is willing to look at requiring ROW to extend from the cul-de-sac to the existing private drive to the west should the private drive ever be turned over as a public street or if that area is redeveloped. However, City Council will have the final say and this connection may stir some controversy with the existing neighborhood. Regardless, from the conversation this morning, staff intends to present this as a condition of approval.

Thank you,

Natalie Davis McKeown
Planner
Direct: 763-338-9288 | Main: 763-420-2288
Email: ndavis@corcoranmn.gov
www.corcoranmn.gov

From: Ashley Morello <Ashley.Morello@hennepin.us>
Sent: Tuesday, May 28, 2024 8:22 AM
To: Natalie Davis <ndavis@corcoranmn.gov>
Cc: Chad D Ellos <Chad.Ellos@hennepin.us>
Subject: RE: [External] Upward Acres Pre-Plat Distribution (City File 24-015)

Natalie,

Thanks for your response.

Understood that the existing wetland can make it tricky to connect this property to the proposed road. We appreciate the consideration of the city acquiring the ROW on the private drive to strengthen the internal network, and further understand that the city council has the final say. If the private drive were to become public, the county would advocate for the existing property on lot 1 to reroute access to the formerly private drive in the long term, or once ownership changes. As County Road 10 continues to develop in the future, we want to see access consolidated and the local network strengthened.

Ashley Morello
she/her
Transportation Planning

Office: 612-596-0359
ashley.morello@hennepin.us | hennepin.us

From: Natalie Davis <ndavis@corcoranmn.gov>
Sent: Friday, May 31, 2024 3:05 PM
To: Ashley Morello <Ashley.Morello@hennepin.us>
Cc: Chad D Ellos <Chad.Ellos@hennepin.us>
Subject: RE: [External] Upward Acres Pre-Plat Distribution (City File 24-015)

Good afternoon Ashley,

That makes sense. The proposed condition of approval for the Planning Commission discussion is for ROW to be provided to the west to allow for a possible connection in the future should the private drive become public.

Will your team be submitting a formal memo? This item goes to City Council on 6/27, so I would need a memo by Monday, 6/20, for it to be included in the Council packet. I know part of the delay on the memo was my own delay in response, so hopefully 6/20 will be a doable timeline for your.

Have a great weekend,

Natalie Davis McKeown
Planner
Direct: 763-338-9288 | Main: 763-420-2288
Email: ndavis@corcoranmn.gov
www.corcoranmn.gov

From: Ashley Morello <Ashley.Morello@hennepin.us>
Sent: Wednesday, June 5, 2024 8:51 AM
To: Natalie Davis <ndavis@corcoranmn.gov>
Cc: Chad D Ellos <Chad.Ellos@hennepin.us>
Subject: RE: [External] Upward Acres Pre-Plat Distribution (City File 24-015)

Thanks Natalie.

I wasn't planning to provide any formal documentation beyond the letter staff provided on May 16 (attached). Will our email thread since suffice, or would you prefer more formalized documentation for the city council materials?

Ashley Morello

she/her
Transportation Planning

Office: 612-596-0359
ashley.morello@hennepin.us | hennepin.us

Revised 12/18/20

Please attach a brief description of your project/reason for your request.

Application is to subdivide the subject property in to six smaller acreage lots. Five new lots would be created with this subdivision. The existing home will remain as well as the existing garage and additional outbuilding. This lot will be 4.2 acres. Applicant intends to tie existing garage in to the house so the lot is conforming when subdivided. The existing driveway off of County Road 10 will remain.

The five new lots will be accessed from a new street. Street name to be determined. This street would have a cul-de-sac at the end. Each lot would have individual driveways. Four of these lots will range in size from 5.0 acres to 10.0 acres. The southern most lot will be 30.1 acres. These lots would be served by private well, private septic and natural gas.

Upward Acres / Pre-liminary Plat
-Narrative for variance

To whom it concerns,

We, SKIES LIMIT LLC, the developer for the proposed Upward Acres concept plan relating to the subject property (PID 1711923130001) at 22625 County Rd 10 in Corcoran are requesting your consideration for approval of the requisite variance for a reduced setback from County Rd 10 as it pertains to the existing home, garage and shed. The existing 2 stall garage will be attached to the home at the developer's expense to make the lot comply with having no more than 1 out-building/detached structure. While compliant today the new concept plan changes the zoning requirement setbacks (see setback exhibit below from staff) for the new right-of-way (ROW) to a minimum of 100 ft from County Rd 10. The existing structures are in good condition and there are no tangible means by which to make them compliant with the new setbacks within the ordinance. It is our genuine hope that these findings of fact show there is practical difficulty in complying with the ordinance as written as we cannot move County Rd 10 further north nor can we reasonably move the existing home back away from the road.

Structure	Existing Setback from County Road 10	Proposed Setback from County Road 10
House	62'	44'
Garage	100'	Will become attached to the house.
Pole Barn	101'	83'

The pole barn will be able to meet a 60' setback from County Rd 10 which is allowed with additional landscaping provided in compliance with Section 1060.070, Subd 2(K) of the Zoning Ordinance. As a proposed condition of approval from the draft resolution the developer will install additional landscaping along the property line adjacent to County Rd 10 and the civil engineer/surveyor will update the concept plans accordingly showing this new landscaping. We will complete a tree survey on this Lot 1 to confirm the number and quality of existing tree's along the western half of Lot 1.

Unfortunately, the house is not able to meet a 60' setback once the new ROW is dedicated along County Rd 10. The exiting setback is protected as a legal nonconformity since the house was built in the 1960s and long pre-dates the prevailing Zoning Ordinance. Your consideration for granting approval of this variance will mean that while the existing setback will change from currently 60' to now 44' the home itself will remain exactly where it has been for over 60+ years, physically no closer or further from where County Rd 10 exists today. We intend to sell the existing home and structures in their current condition with of course the additional landscaping installed as a requirement of the plat approval/resolution/developer's agreement.

We thank you for your time and consideration.

~Donavon DesMarais & Phillip Kothrade
SKIES LIMIT (LLC)

Upward Acres Landscape Plan Narrative

The preliminary landscape plan for Upward Acres shows proposed locations for 2” trees in each of the five lots to be created. Once the lots are sold and built on it will be up to the new owners to determine exact quantity of trees to be planted. Also, how the yard will be established ex: seed, hydro seed or sod. The landscape package may or may not be included with the build with JPC Custom Homes. If not, it will be the owner’s responsibility to establish the yard and plant trees. Landscaping and lawn seeding will likely take place in 2025 when the builds are near or at completion.

From: Dwight Klingbeil
To: Natalie Davis
Subject: Fw: New Development proposed County Road 10
Date: Monday, June 17, 2024 11:51:15 AM
Attachments: image.png
Outlook-r0vcbtcg.png

From: Phil Bunkers <philbunkers@gmail.com>
Sent: Monday, June 17, 2024 11:25 AM
To: Dwight Klingbeil <DKlingbeil@corcoranmn.gov>
Subject: New Development proposed County Road 10

This message was sent from outside of the organization. Please do not click links or open attachments unless you recognize the source of this email and know the content is safe.

Dear council members,
I am a resident of Corcoran living off County Road 10 onto private drive Woodland Court. I have lived here for 31 years and have enjoyed the country, private living Corcoran has provided. I understand growth and development was inevitable. However I do have some concerns with the new development proposed across our private road.I attended the last planning meeting on June 6. After seeing the preliminary plat map I am concerned where the long term road network is proposed. It would connect at the end of my driveway and I'd rather not have an intersection at this point allowing for added traffic onto our private road. I'm concerned since our road is private how this can even be proposed. We have a beautiful tree line there that allows privacy and noise reduction from County road 10. I also have concerns about what this would do to my property value and the impact of selling my house in the future. I feel I can be the voice of the other 6 residents that own this road as well. I hope you are able to find another solution to this. Please feel free to reach out to me with questions. I have attached a picture for you to refer too. Sincerely, Philip Bunkers Address 22631 county Road 10

Certificate of Survey and Topographic Survey

N

0 100 200 Feet

PROPERTY DESCRIPTION:

That part of the West Half of the Northeast Quarter of Section 17, Township 119, Range 23, Hennepin County, Minnesota, lying West of the East 49.00 feet thereof and South of County Road No. 10.

Note: Wetlands shown are a Preliminary Delineation prepared by Kjolhaug Environmental Services Company.

LEGEND

- 988 — denotes Existing Contour
- 988.00 × — denotes Existing Spot Elevation
- FF=980.40 — denotes Finished Floor Elevation
- denotes Guy Wire
- denotes Power Pole
- denotes Sanitary Cleanout
- denotes Well
- denotes Soil Boring
- OHE — denotes Overhead Electric Line
- X — denotes Fence Line
- denotes Existing Culvert
- denotes Wetland

HOUSE DETAIL

SCALE: 1"=40'

Δ=2°05'24" R=1909.99
L=69.67 Chd=69.67
C.Brg.=S82°25'05"E

Bit. Driveway 1008

Edge of Bituminous

N83°27'47"W 246.18

33.38

50.57

Inv=1003.06

18" CMP

Inv=1003.99

S00°07'10"E 2292.26

61.8

Conc. Walk

Steps

1012 Existing Drain Field

Existing House

FF=1014.32

118.9

Edge of Gravel

Gravel Driveway

100.7

Pavers

Garage

FF=1012.09

147.0

Septic Tank

FF=1012.15

Existing Well (Sandpoint)

Existing Well

Existing Pole Barn

Field Line

Benchmark:
Top of Well
Elevation=1012.20 Feet
(N.A.V.D. 1988)

SEE HOUSE DETAIL

Δ=2°05'24" R=1909.99
L=69.67 Chd=69.67
C.Brg.=S82°25'05"E

Bit. Driveway

Gravel Driveway

Δ=15°43'32" R=1665.47
L=457.11 Chd=455.68
C.Brg.=N75°36'01"W

Edge of Bitur.

COUNTY ROAD NO. 10

Bituminous Road

Centerline of County Road No. 10 per the plat of HENNEPIN COUNTY STATE AID HIGHWAY NO. 10, PLAT 84

Δ=0°57'45" R=3617.72
L=60.77 Chd=60.77
C.Brg.=S68°13'07"E

N67°44'15"W 489.60

Gravel Driveway

Bit. Driveway

Benchmark:
Top of Well
Elevation=1012.20 Feet
(N.A.V.D. 1988)

Field Line

Edge of Wetland

Edge of Gravel

Gravel Driveway

Fence 1' East of property line

Fence 2' West of property line

Fence 1' West of property line

Fence 1' South & 1' East of property line

Fence 1' South of property line

Fence 1' North of property line

Fence matches property line.

Fence 1' West of property line

Centerline of Ditch

Inv=995.04
12" CMP
Inv=995.43

Inv=994.11
15" HDPE

Area = 62.53 ACRES

S. line of the W 1/2 of the NE 1/4 of Sec. 17, T. 119, R. 23

W. line of the W 1/2 of the NE 1/4 of Sec. 17, T. 119, R. 23

E. line of the W 1/2 of the NE 1/4 of Sec. 17, T. 119, R. 23

W. line of the East 49.00 feet of the W 1/2 of the NE 1/4 of Sec. 17, T. 119, R. 23

N00°07'26"W 1932.62

N89°57'07"E 1263.92

35.42

49.00

SB 1 1004.78
SB 2 1004.39
SB 3 1007.78
SB 4 1005.40
SB 5 1005.35
SB 6 1007.96
SB 7 1005.19
SB 8 1005.88
SB 9 1006.34
SB 10 1007.66
SB 11 1007.06
SB 12 1006.37
SB 13 1004.74
SB 14 1005.15
SB 15 1004.70
SB 16 1005.02
SB 17 1005.10
SB 18 1004.78
SB 19 1004.47
SB 20 1003.72
SB 21 1004.54
SB 22 1002.44
SB 23 1001.89
SB 24 1003.43
SB 25 1004.37
SB 26 1004.34
SB 27 1002.97
SB 28 1005.38
SB 29 1004.67
SB 30 1004.09
SB 31 1005.59
SB 32 1004.57
SB 33 1004.11
SB 34 1005.27
SB 35 1005.53
SB 36 1003.40

COUNTY ROAD NO. 10

WOODLAND 2ND ADDITION

WOODLAND COURT

STREHLER PRESERVE

Certificate of Survey and Topographic Survey on part of the W 1/2 of the NE 1/4 of Section 17, Township 119, Range 23, Hennepin County, Minnesota	I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota. Paul E. Otto License #40062 Date: 5-14-24	Requested By: Skies Limit, LLC		
Revised: ADD SOIL BORINGS T.J.B. 5-14-24		Date: 2-26-24	Drawn By: T.J.B.	Scale: 1"=100' / Checked By: P.E.O.

OTTO ASSOCIATES
Engineers & Land Surveyors, Inc.
www.ottoassociates.com
9 West Division Street
Buffalo, MN 55313
(763)682-4727
Fax: (763)682-3522

- ● denotes iron monument found
- ○ denotes 1/2 inch by 14 inch iron pipe set and marked by License #40062
- △ denotes P.K. nail set

Project No. 24-0103

PRELIMINARY PLAT OF UPWARD ACRES

SCALE: 1"=100'

Total Property Area = 62.4 Acres
PID: 1711923130001

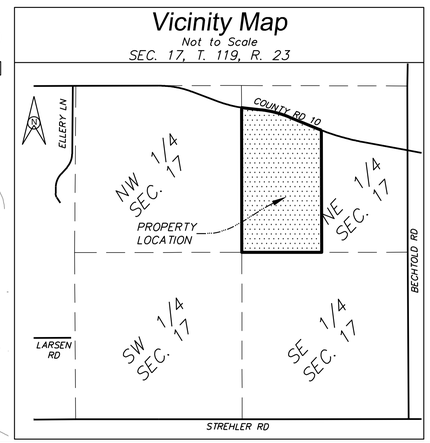
PROPERTY DESCRIPTION:

That part of the West Half of the Northeast Quarter of Section 17, Township 119, Range 23, Hennepin County, Minnesota, lying West of the East 49.00 feet thereof and South of County Road No. 10.

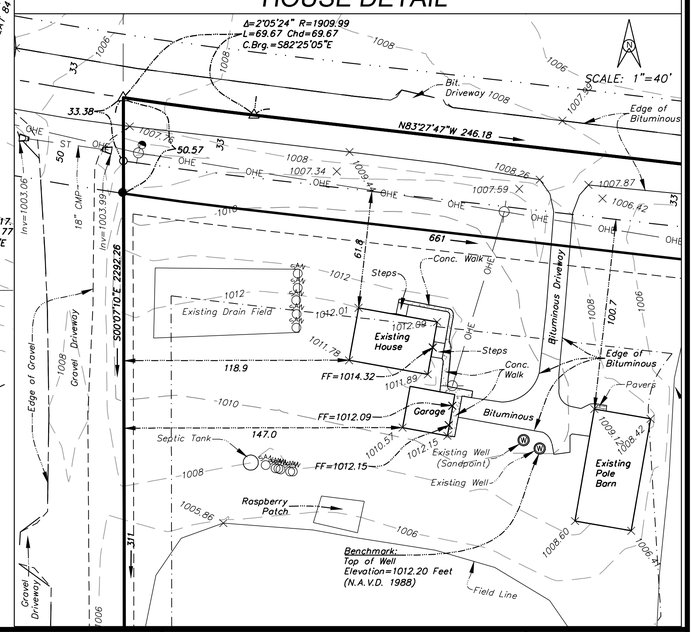
Note: Wetlands shown are a Preliminary Delineation prepared by Kjolhaug Environmental Services Company.

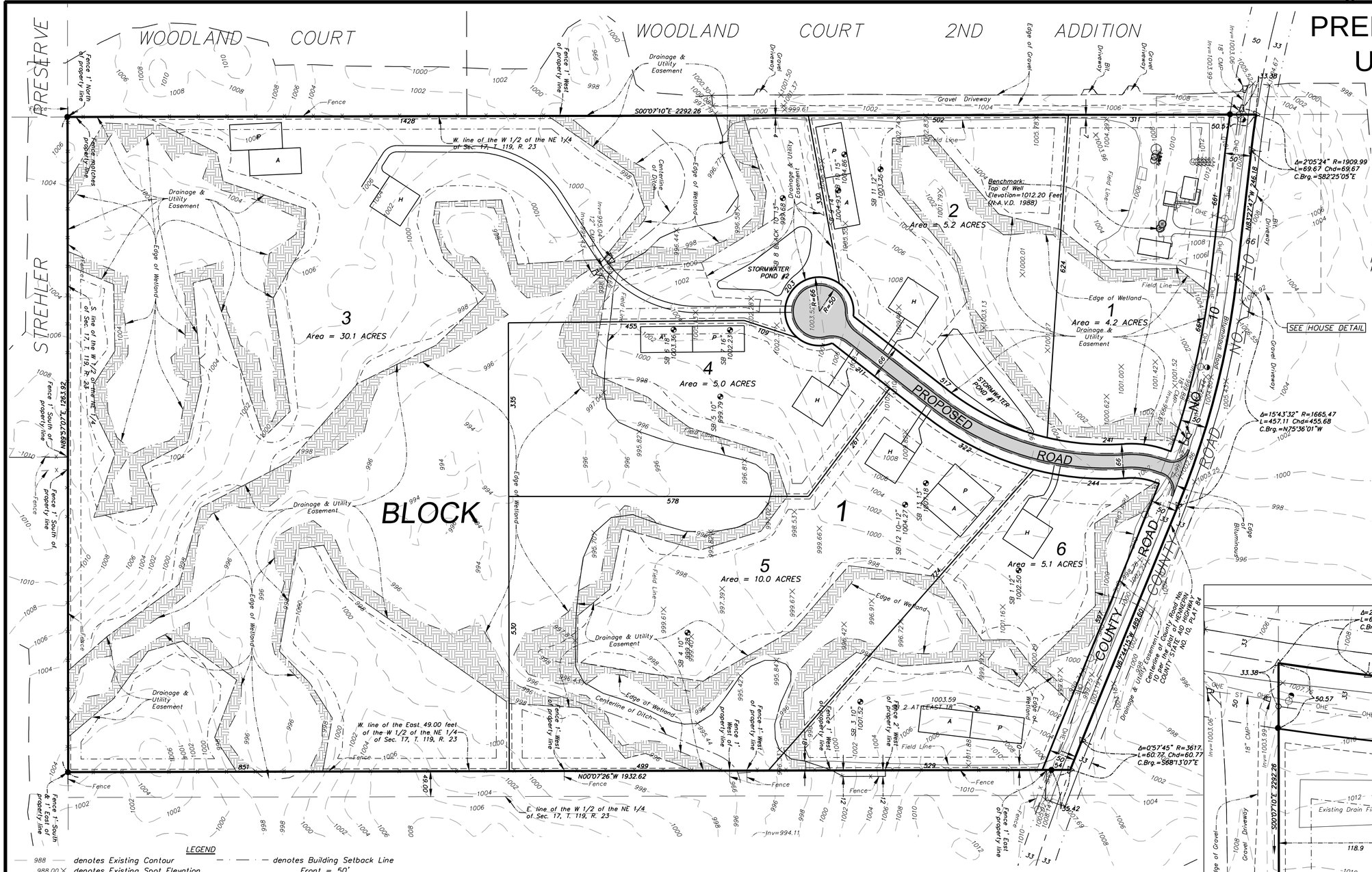
Vicinity Map

Not to Scale
SEC. 17, T. 119, R. 23



HOUSE DETAIL





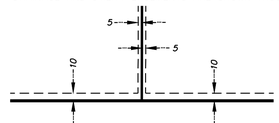
LEGEND

- 988 — denotes Existing Contour
- 988.00 × denotes Existing Spot Elevation
- FF=980.40 denotes Finished Floor Elevation
- denotes Guy Wire
- denotes Power Pole
- denotes Sanitary Cleanout
- denotes Well
- OHE — denotes Overhead Electric Line
- X — denotes Fence Line
- denotes Existing Culvert
- denotes Wetland
- denotes Drainage and Utility Easement
- denotes Wetland Buffer (25' average)
- denotes Soil Boring
- — · — · — denotes Building Setback Line
  - Front = 50'
  - Side = 25'
  - Rear = 25'
  - Wetland = 40'
- P 50 / 100 denotes Possible Primary Septic Area
- A 50 / 100 denotes Possible Alternate Septic Area
- H 70 / 70 denotes Possible House Pad Location

SHEET INDEX

SHEET NO.	DESCRIPTION
1	PRELIMINARY PLAT
2	PRELIMINARY WETLAND BUFFER & TREE PRESERVATION PLAN
3	PRELIMINARY STREET & STORM SEWER – PROPOSED ROAD
4	PRELIMINARY GRADING & EROSION CONTROL PLAN

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



BEING 10 FEET IN WIDTH, UNLESS OTHERWISE INDICATED, AND ADJOINING RIGHT-OF-WAY LINES, AND BEING 5 FEET IN WIDTH, UNLESS OTHERWISE INDICATED, AND ADJOINING LOT LINES, AS SHOWN ON THE PLAT.

REV. NO.	DATE	BY	DESCRIPTION

DESIGNED P.E.O. DRAWN T.J.B.
CHECKED P.E.O.

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Paul E. Otto
License #40062 Date: 4-16-24

OTTO ASSOCIATES
Engineers & Land Surveyors, Inc.
www.ottoassociates.com
9 West Division Street
Buffalo, MN 55313
(763)682-4727
Fax: (763)682-3522

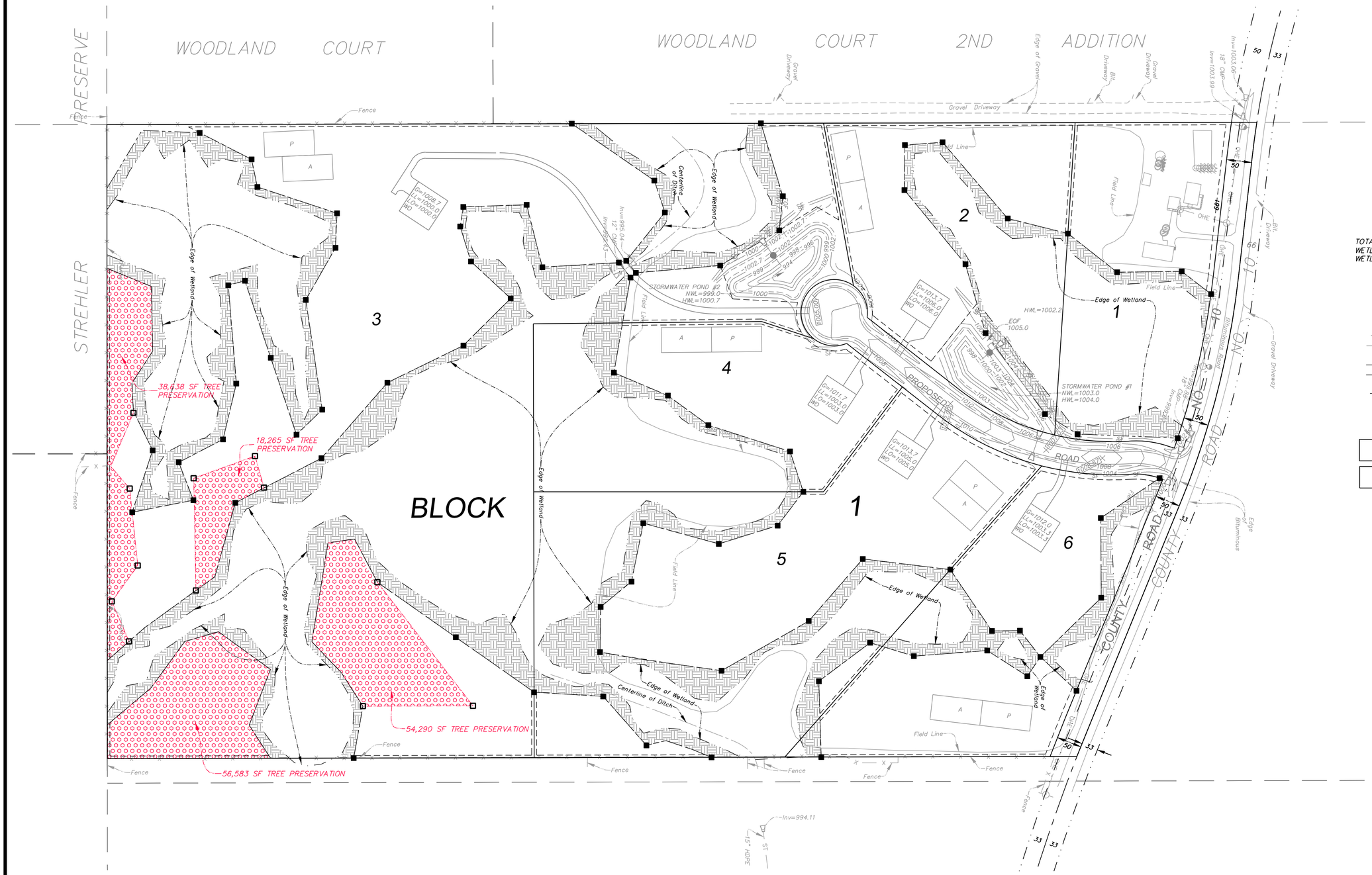
UPWARD ACRES
SKIES LIMIT, LLC
CORCORAN, MN

PRELIMINARY PLAT

SHEET NO. 1 OF 4 SHEETS

PROJECT NO: 24-0103

DATE: 4-16-24



Note: Wetlands shown are a Preliminary Delineation prepared by Kjolhaug Environmental Services Company.

TOTAL TREE PRESERVATION PROPOSED = 167,776 S.F.
WETLAND BUFFER REQ'D (25' AVERAGE) = 336,345 S.F.
WETLAND BUFFER PROPOSED = 336,833 S.F.

LEGEND

- denotes Guy Wire
- denotes Power Pole
- denotes Sanitary Cleanout
- denotes Well
- denotes Overhead Electric Line
- denotes Fence Line
- denotes Existing Culvert
- denotes Wetland
- denotes Drainage and Utility Easement
- denotes Building Setback Line
  - Front = 50'
  - Side = 25'
  - Rear = 25'
  - Wetland = 40'
- P 100 50 denotes Possible Primary Septic Area
- A 100 50 denotes Possible Alternate Septic Area
- H 70 70 denotes Possible House Pad Location
- denotes Tree Preservation Area – No Seeding/Management
- denotes 25' Wetland Buffer to be Seeded with MnDOT Seed Mix 35-241 or Approved Equal
- denotes Proposed Wetland Buffer Sign, Typ.
- denotes Proposed Conservation Area Sign

REV. NO.	DATE	BY	DESCRIPTION

DESIGNED P.E.O. DRAWN T.J.B.
CHECKED P.E.O.

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Paul E. Otto
License #40062 Date: 4-16-24

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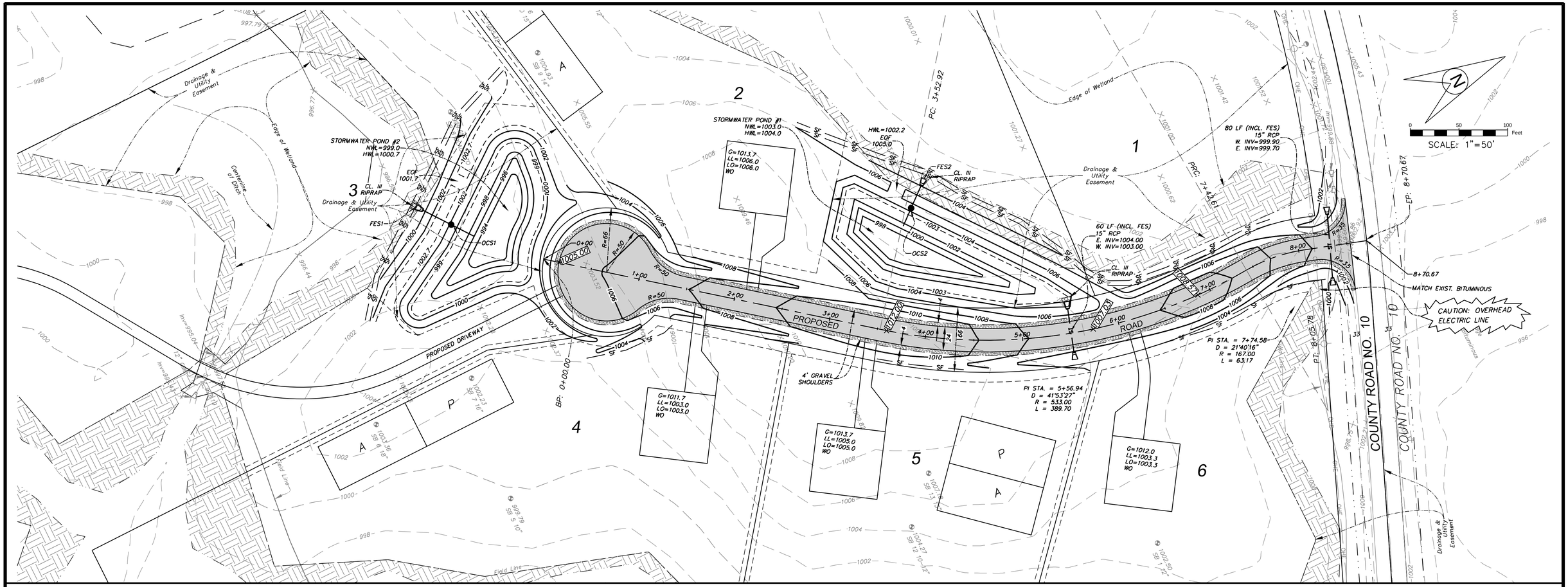
UPWARD ACRES
SKIES LIMIT, LLC
CORCORAN, MN

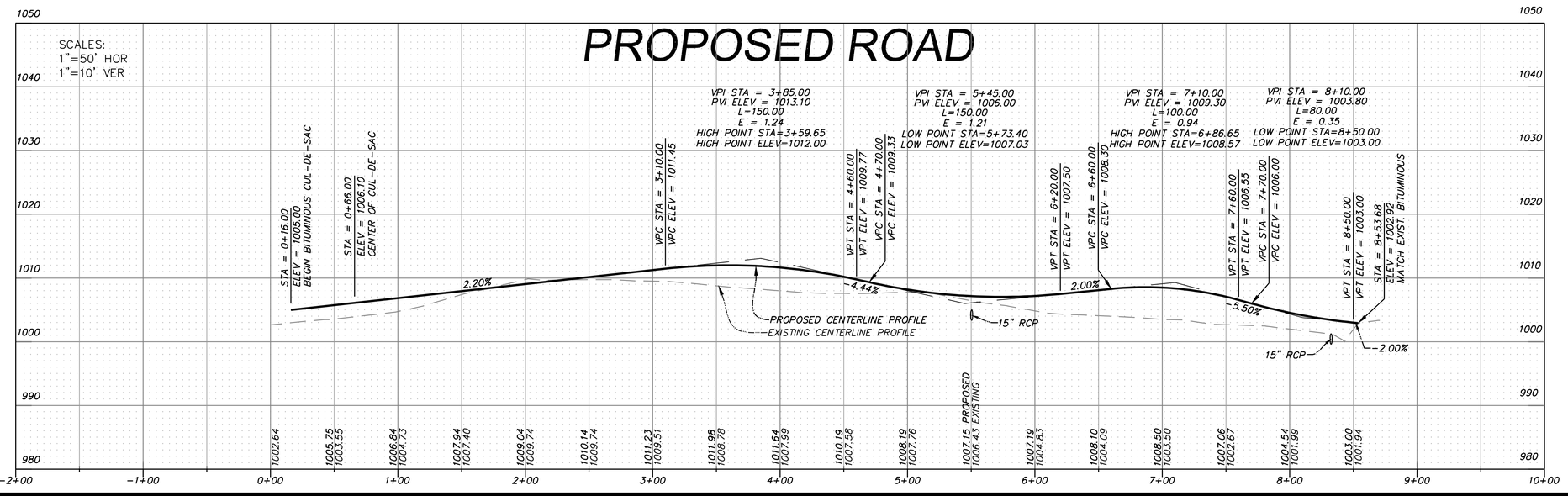
PRELIMINARY WETLAND BUFFER & TREE PRESERVATION PLAN

SHEET NO. 2 OF 4 SHEETS

PROJECT NO: 24-0103

DATE: 4-16-24





REV. NO.	DATE	BY	DESCRIPTION

DESIGNED P.E.O. DRAWN T.J.B.
CHECKED P.E.O.

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Paul E. Otto
License #40062 Date: 4-16-24

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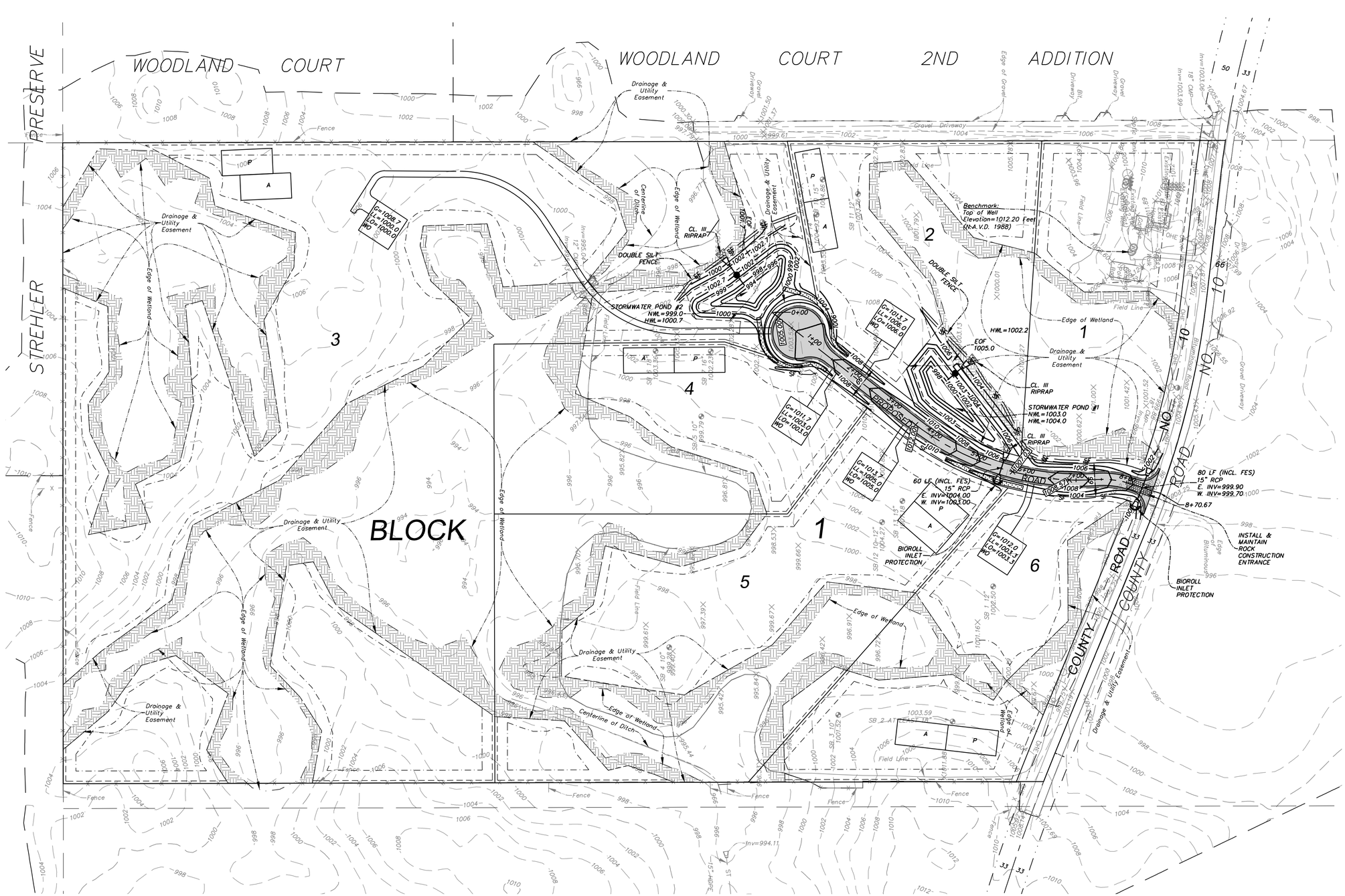
UPWARD ACRES
SKIES LIMIT, LLC
CORCORAN, MN

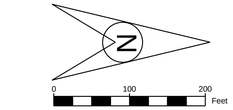
PRELIMINARY STREET & STORM SEWER PLAN - PROPOSED ROAD

PROJECT NO: 24-0103

SHEET NO. 3 OF 4 SHEETS

DATE: 4-16-24



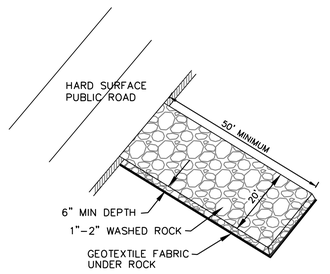


SCALE: 1"=100'

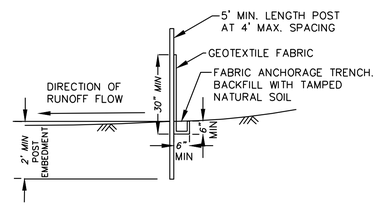
LEGEND

- denotes Existing Contour
- denotes Existing Spot Elevation
- denotes Finished Floor Elevation
- denotes Proposed Contour
- denotes Proposed Spot Elevation
- denotes Proposed Drainage
- denotes Guy Wire
- denotes Power Pole
- denotes Sanitary Cleanout
- denotes Well
- denotes Soil Boring
- denotes Overhead Electric Line
- denotes Fence Line
- denotes Existing Culvert
- denotes Wetland
- denotes Drainage and Utility Easement
- denotes Building Setback Line
  - Front = 50'
  - Side = 25'
  - Rear = 25'
  - Wetland = 40'
- denotes Possible Primary Septic Area
- denotes Possible Alternate Septic Area
- denotes Possible House Pad Location
- denotes 25' Wetland Buffer
- denotes Pre-construction Silt Fence
- denotes Cat. 3 Erosion Control Blanket

Note: Wetlands shown are a Preliminary Delineation prepared by Kjolhaug Environmental Services Company.



ROCK CONSTRUCTION ENTRANCE



SILT FENCE DETAIL

—SF—SF—SF— DENOTES SILT FENCE

REV. NO.	DATE	BY	DESCRIPTION

DESIGNED P.E.O. DRAWN T.J.B.
CHECKED P.E.O.

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Paul E. Otto
License #40062 Date: 4-16-24

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UPWARD ACRES

SKIES LIMIT, LLC
CORCORAN, MN

PRELIMINARY GRADING & EROSION CONTROL PLAN

SHEET NO. 4 OF 4 SHEETS

PROJECT NO: 24-0103

DATE: 4-16-24

WOODLAND COURT

WOODLAND COURT 2ND ADDITION

STEARNS COUNTY

SCALE: 1"=100'

Total Property Area = 62.4 Acres
PID: 1711923130001

Note: Wetlands shown are a Preliminary Delineation prepared by Kjolhaug Environmental Services Company.

LEGEND

- denotes Guy Wire
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- denotes Sanitary Cleanout
- denotes Well
- denotes Overhead Electric Line
- denotes Fence Line
- denotes Existing Culvert
- denotes Wetland
- denotes Drainage and Utility Easement
- denotes Wetland Buffer (25' average)
- denotes Building Setback Line
  - Front = 50'
  - Side = 25'
  - Rear = 25'
  - Wetland = 40'
- P 50 / 100 — denotes Possible Primary Septic Area
- A 50 / 100 — denotes Possible Alternate Septic Area
- H 70 / 70 — denotes Possible House Pad Location
- denotes Proposed 2" Caliper
- denotes Potential Well Location

NOTE:

ALL DISTURBED AREAS TO BE SEEDED WITH MNDOT 25-151.

SEE HOUSE DETAIL

BLOCK 1

PROPOSED ROAD

STORMWATER POND #1

STORMWATER POND #2

Bituminous Access Road

Gravel Driveway

Bit. Driveway

Drainage & Utility Easement

Edge of Wetland

Centerline of Ditch

Field Line

Fence

Fence 1' North of property line

Fence 1' West of property line

Fence 1' South of property line

Fence 1' East of property line

Fence 2' West of property line

Fence matches property line

W. line of the W 1/2 of the NE 1/4 of Sec. 17, T. 119, R. 23

S. line of the W 1/2 of the NE 1/4 of Sec. 17, T. 119, R. 23

W. line of the East 49.00 feet of the W 1/2 of the NE 1/4 of Sec. 17, T. 119, R. 23

E. line of the W 1/2 of the NE 1/4 of Sec. 17, T. 119, R. 23

Inv=995.04 12" CMP

Inv=1003.06 18" CMP

Inv=1003.99 18" CMP

Inv=994.11 15" HDPE

COUNTY STATE AID HIGHWAY NO. 10, PLAT 84

Drainage & Utility Easement — Centerline of County Road No. 10 per plat of HEMPEN ADDITION

HOUSE DETAIL

SCALE: 1"=40'

Existing House
Existing Pole Barn
Garage
Existing Drain Field
Existing Well (Sandpoint)
Existing Well
Septic Tank
Raspberry Patch
Steps
Conc. Walk
Pavers
Bituminous
Bituminous Driveway
Edge of Bituminous
Edge of Gravel
Gravel Driveway
Bit. Driveway
Field Line

REV. NO.	DATE	BY	DESCRIPTION

DESIGNED P.E.O. DRAWN T.J.B.
CHECKED P.E.O.

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Paul E. Otto
License #40062 Date: 05-07-24

OTTO ASSOCIATES
Engineers & Land Surveyors, Inc.
www.ottoassociates.com
9 West Division Street
Buffalo, MN 55313
(763)682-4727
Fax: (763)682-3522

UPWARD ACRES

SKIES LIMIT, LLC
CORCORAN, MN

PRELIMINARY LANDSCAPE PLAN

PROJECT NO: 24-0103

SHEET NO. 1 OF 1 SHEETS

DATE: 4-16-24

STAFF REPORT Agenda Item 7g.

City Council Meeting June 27, 2024	**Prepared By** Natalie Davis McKeown
Topic Shoreland Overlay Zoning Ordinance Amendment (City File No. 24-022)	**Action Required** Decision

Review Deadline: July 25, 2024

1. Request:

The City was made aware of the need to add two natural environment lakes to the City's Shoreland Overlay district in a letter from the MN Department of Natural Resources (DNR) on July 25, 2023. The proposed amendment will meet the requirement in compliance with the timeline provided by the DNR.

2. Planning Commission Review

The Planning Commission held a public hearing on this item at their regular meeting on June 6, 2024. No one from the public spoke on this item. The Commission unanimously recommended approval of the proposed zoning ordinance amendment.

3. Analysis:

he DNR sent a letter to the City in July 2023 stating two natural environment lakes must be identified within the City's adopted Shoreland Overlay district as there is shoreland (1000' from the ordinary high-water level of the lake) located within Corcoran:

- Cook Lake (north and south)
- An unnamed lake in Rogers with shoreland in Corcoran along County Road 117 and west of Trail Haven Rd.

The proposed ordinance identifies these waterbodies as required within the required timeline established by the DNR.

The City's Zoning Map already shows the shoreland for Cook Lake. As a result of this update, the Zoning Map will also be revised to show the shoreland for the unnamed lake in Rogers.

3. Recommendation

Planning Commission and staff recommend approval of the following:

1. Ordinance 2024-526 to Section 1050.020 to identify additional Natural Environment Lakes within the Shoreland Overlay District.
2. Summary Ordinance 2024-627 for Publication.
    - Requires a 4/5 majority vote.
3. Resolution 2024-69 with findings of fact for the zoning ordinance amendment.

Attachments

1. Ordinance 2024-526 Amending Section 1050.020 (Shoreland Overlay District)
2. Summary Ordinance 2024-527 for Publication.
3. Resolution 2024-69 with Findings of Fact
4. Letter from the DNR Dated July 25, 2023.
5. Conditional Approval Letter of Zoning Ordinance Amendment from the DNR.

City of Corcoran
County of Hennepin
State of Minnesota

June 27, 2024

ORDINANCE NO. 2024-526

Motion By:
Seconded By:

AN ORDINANCE AMENDING THE TEXT OF SECTION 1050.020 OF THE CORCORAN CITY CODE RELATED TO THE SHORELAND OVERLAY DISTRICT (CITY FILE 24-022)

THE CITY OF CORCORAN ORDAINS:

SECTION 1. Amendment of the City Code. The text of Section 1050.020, Subd. 3 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 3. Shoreland Classification. The public waters of the City of Corcoran have been classified below consistent with the criteria found in Minnesota Regulations, Part 6120.3300, and the Protected Waters Inventory Map for Hennepin County, Minnesota.

Natural Environment Lakes	*DNR Public Waters I.D. # ~~Protected Waters ID#~~*	*Legal Description*
Jubert Lake	*~~165P~~ 27016500*	*T119 R23W S29, 32*
Cook Lake (North)	*27012001*	*T119 R23W S24*
Cook Lake (South)	*27012002*	*T119 R23W S25*
Unnamed	*27016700*	*T119 R23W S4*

Tributary Rivers/Streams	*Legal Description*
North Fork Rush Creek	*T119 R23W Sections 2, 3, 4,5,7,8,11,18,19*
Rush Creek	*T119 R23W Sections 13, 21, 22, 23,24,28,29*
Unnamed Tributary	*T119 R23W Sections 11, 14, 15*
Spurzem Creek	*T119 R23W Sections 33, 34*
Unnamed Tributary	*T119 R23 W Sections 23, 26, 34, 35*

The shoreland area for these waterbodies shall be shown on the Official Zoning Map.

SECTION 2. Effective Date

This Ordinance shall be in full force and effect upon its adoption.

ADOPTED by the City Council on the 27th day of June 2024.

ORDINANCE NO. 2024-526

VOTING AYE

- ☐ **McKee, Tom**
- ☐ **Bottema, Jon**
- ☐ **Lanterman, Mark**
- ☐ **Nichols, Jeremy**
- ☐ **Vehrenkamp, Dean**

VOTING NAY

- ☐ **McKee, Tom**
- ☐ **Lanterman, Mark**
- ☐ **Bottema, Jon**
- ☐ **Nichols, Jeremy**
- ☐ **Vehrenkamp, Dean**

ATTEST:

Tom McKee - Mayor

City Seal

Nalisha Williams – Assistant City Administrator

City of Corcoran
County of Hennepin
State of Minnesota

June 27, 2024

ORDINANCE NO. 2024-527

Motion By:
Seconded By:

CITY OF CORCORAN

SUMMARY OF ORDINANCE NO. 2024-526

AN ORDINANCE AMENDING THE TEXT OF TITLE X (ZONING ORDINANCE) OF THE CORCORAN CITY CODE RELATED TO THE SHORELAND OVERLAY DISTRICT (CITY FILE 24-022)

Title IX and Title X of the City Code of the City of Corcoran, Minnesota, is hereby amended to identify additional natural environment lake shoreland within Corcoran within 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	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Ordinance is hereby declared adopted on this 27th day of June 2024.

_____
Tom McKee - Mayor

ATTEST:

City Seal

_____
Nalisha Williams – Assistant City Administrator

City of Corcoran
County of Hennepin
State of Minnesota

June 27, 2024

RESOLUTION NO. 2024-69

Motion By:
Seconded By:

APPROVING FINDINGS OF FACT FOR A ZONING TEXT AMENDMENT OF SECTION 1050.020 OF THE CORCORAN CITY CODE AS IT RELATES TO THE SHORELAND OVERLAY DISTRICT
(CITY FILE NO. 24-022)

WHEREAS, The City of Corcoran received a letter from the Minnesota Department of Natural Resources dated July 25, 2023, requiring the addition of natural environment lakes with shoreland in Corcoran to be added to the City's adopted Shoreland Overlay District; and

WHERE, Staff proposed amendments that accomplish this task within the required deadline established by the Minnesota Department of Natural Resources; and

WHEREAS, the Planning Commission reviewed the zoning ordinance amendment at a duly called Public Hearing and unanimously recommended approval, and;

WHEREAS, the City Council adopted an ordinance that identifies the natural environment lakes;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORCORAN, MINNESOTA, that it should and hereby does support the amendments to identify the shoreland located within Corcoran of natural environment lakes not previously identified within the Shoreland Overlay District text, based on the following findings and conditions:

1. The ordinance amendments have been considered in relation to the specific policies and provisions of, and have been found to be consistent with, the City Comprehensive Plan, including public facilities and capital improvement plans.

2. The text amendments meet the purpose and intent of the Ordinance as it does not conflict with the outlined purpose of the Shoreland Ordinance as described in Section 1050.020, Subd. 1 of the Zoning Ordinance.

3. The text amendments are in compliance with Minnesota State Statutes and Minnesota Regulations regarding the regulation of shoreland.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 27th day of June 2024.

RESOLUTION NO. 2024-69

_____
Tom McKee - Mayor

ATTEST:

City Seal

_____
Nalisha Williams – Assistant City Administrator

DEPARTMENT OF NATURAL RESOURCES

Ecological and Water Resources
1801 South Oak Street
Lake City, MN 55041

Transmitted via email

July 25, 2023

Tom McKee, Mayor
City of Corcoran
8200 County Road 116
Corcoran, MN 55340

RE: Amending the City's Shoreland Ordinance Public Waterbodies List

Dear Mayor McKee,

A recent development proposal in Corcoran was brought to the attention of the Department of Natural Resources (DNR). This initiated a DNR review of the City's current shoreland ordinance. DNR staff have found the City's shoreland ordinance does not contain a complete list of public waterbodies where shoreland protection is required. These can be viewed using the DNR's online map tool of shoreland classifications.

To be consistent with the State shoreland rules (6120.2500 – 6120.3900) the City needs to add the following two waterbodies to its shoreland ordinance.

Lake Name	DNR Lake ID	Classification
Cook Lake (north and south)	27012000	Natural Environment
Unnamed	27016700	Natural Environment

The purpose of this letter is to notify the City to amend its ordinance to be consistent with the shoreland rules. Under Minnesota Statute 103F.221 Subd. 1 (b), the City has one year from the date of this letter to amend its shoreland ordinance. Please begin this process by following the steps outlined on the DNR's Adopting & Amending Shoreland Ordinances page.

Thank you for your cooperation with these issues. Please contact Area Hydrologist Wes Saunders-Pearce at wes.saunders-pearce@state.mn.us or (651) 259-5822 with any questions.

Sincerely,

Megan JC Moore

Megan Moore
District Manager – Ecological and Water Resources

CC: Natalie Davis McKeown, City Planner
Dan Lais, DNR Division of Ecological Water and Resources Region 3 Manager
Dan Petrik, Shoreland Program Manager
Wes Saunders-Pearce, North Metro Area Hydrologist

Equal Opportunity Employer

DEPARTMENT OF NATURAL RESOURCES

Ecological and Water Resources
1801 South Oak Street
Lake City, MN 55041

Transmitted via email

June 13, 2024

Nancy Davis McKeown
Planner
City of Corcoran
8200 County Road 116
Corcoran, MN 55340

Re: Conditional Approval of City of Corcoran Shoreland Ordinance Amendment

Dear Nancy Davis McKeown:

Thank you for sending your proposed shoreland ordinance amendment to the DNR for conditional approval review. This responds to the DNR's notification letter to the city dated July 25, 2023 to amend the city's shoreland ordinance by adding shoreland classifications to two waterbodies. I am pleased to inform you that the proposed amendment is substantially compliant with the statewide rules and hereby approved, provided all of the conditions of approval in this letter are met.

Ordinance Evaluation

We have reviewed the following sections that you propose to amend in your draft ordinance received on May 24, 2024 for compliance with state shoreland rules (MR 6120.2500 – 6120.3900). Our conditional approval only applies to the specific sections listed below.

- 1050.020 Subd 3. Shoreland Classification.

Conditions of Approval

The following conditions must be met before the DNR will issue final approval

1. Return the attached "Ordinance Processing Checklist" and documents identified on the checklist.

Next Steps

Following are the steps for completing and receiving final DNR approval for your amendment:

1. Revise the amendment based on the conditions listed above under conditional approval.
2. The city council adopts the amendment revised according to the listed conditions.
3. Email the completed Ordinance Processing Checklist (attached) and the documents identified on the checklist within 10 days of city council adoption to:
    a. Wes Saunders-Pearce, wes.saunders-pearce@state.mn.us
    b. Ordinance.review.dnr@state.mn.us

4. We will review the amendment adopted by the city council for consistency with the above conditions.
5. If the adopted amendments are consistent with the conditions, I will send you a "final approval" letter. State rules require DNR final approval of shoreland ordinances and amendments for those ordinances to be effective.

A shoreland ordinance is an important land use regulation that helps to protect surface water quality, near shore habitat, and shoreland aesthetics of Minnesota's public waters. We appreciate your efforts to protect these resources for all present and future Minnesotans. Wes Saunders-Pearce is available to assist with ordinance technical guidance and to consult with you on other land and water-related projects.

Sincerely,

Megan JC Moore

Megan Moore
District Manager

Attachments:

Proposed Ordinance with DNR comments
Ordinance Processing Checklist

c: Wes Saunders-Pearce, DNR Area Hydrologist
Ordinance.review.dnr@state.mn.us

STAFF REPORT **Revised Agenda Item: 7h.**

Council Meeting June 27,2024	**Prepared By** Jay Tobin
Topic Joint Powers Agreement for Assessment Services	**Action Required** Decision

Summary

Hennepin County provides professional assessment services to the City of Corcoran, and the cost of those services has continued to rise. In 2024, Corcoran budgeted a projected $150,000.00 for Hennepin County assessment services.

City Council directed staff to explore alternatives to reduce assessment services expenses. Staff is pleased to report that an alternative will be unnecessary as the Hennepin County Board recently approved a resolution to offer assessing services at no cost to cities. Consequently, staff have been working with the Hennepin County Assessor and the City Attorney on drafting a joint powers agreement, which is attached for your review.

Staff requests feedback from City Council to take back to the County Assessor to help move toward agreement approval. There are many steps in the process remaining with a goal of County Board approval on July 23, 2024, to best posture us operationally in preparation for 2025.

Financial/Budget

Projected future savings of more than $150,000.00 in assessing fees.

Recommendation

Staff recommend approving the Joint Powers Agreement for Assessment Services.

Council Action

1. Approve the Joint Powers Agreement as written.
2. Decline the Joint Powers Agreement as written.
3. Propose amendments to the Joint Powers Agreement.
3. Direct staff to explore assessment alternatives.

Attachments

1. DRAFT Joint Powers Agreement for Assessment Services

JOINT POWERS AGREEMENT FOR ASSESSMENT SERVICES

THIS JOINT POWERS AGREEMENT ("**Agreement**") is made and entered into by and between the County of Hennepin, a body politic and corporate under the laws of the State of Minnesota (the "County"), and Corcoran (the "City").

RECITALS

1. WHEREAS, Pursuant to Minn. Stat. § 471.59, subdivision 1, the parties to this Agreement agree to exercise certain powers on behalf of the other or to cooperate with respect to their powers, to the extent and according to the terms provided herein;

2. WHEREAS, Minnesota Statutes Section 273.072 authorizes the County and any city or town lying wholly or partially within the County of Hennepin and constituting a separate assessment district to enter into an agreement, pursuant to Minnesota Statutes Section 471.59, for the provision of assessment services in the city or town by the county assessor;

3. WHEREAS, the City lies wholly or partially within the County of Hennepin and constitutes a separate assessment district;

4. WHEREAS, the City desires the County to perform property tax assessments on behalf of the City;

5. WHEREAS, the City is willing to share all information, records, data, reports, etc., necessary to allow the County to carry out its responsibilities under this agreement;

6. WHEREAS, the County is willing to cooperate with the City by completing property tax assessments in a proper manner; and

NOW, THEREFORE, for mutual consideration, the receipt and sufficiency of which is hereby acknowledged by the parties, the parties agree as follows:

AGREEMENT

1. Recitals. The foregoing recitals are incorporated in this Agreement.

2. Purpose. This Agreement describes the duties and responsibilities of each of the parties related to the provision of assessment services to the City by the County.

3. Indefinite Term. This Agreement shall become effective on the Effective Date and shall, unless otherwise terminated in accordance with the provisions hereof, continue in effect for an indefinite term of years.

4. Termination. This Agreement may be terminated by either party, with or without cause, upon ninety (90) days' written notice.

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5. County Responsibilities.

5.1 The County shall perform property assessments for the City in accordance with property assessment procedures and practices established and observed by the County, the validity and reasonableness of which are hereby acknowledged and approved by the City. Any such practices and procedures may be changed from time to time, by the County in its sole judgment, when good and efficient assessment procedures so require. Property assessments by the County shall be composed of those assessment services pursuant to Minnesota law and shall be performed pursuant to Minnesota law.

6. City Responsibilities:

6.1 The City shall provide to the County, at no cost, all information, records, data, reports, etc., necessary to allow the County to carry out its responsibilities hereunder, and the City agrees to cooperate in good faith with the County in carrying out the work under this Agreement.

6.2 The City shall provide to the County, at no cost, office space, office furniture, and personnel required by the County, as specifically set forth in Exhibit A, attached hereto and made a part hereof by this reference.

7. Non-Discrimination. In accordance with Hennepin County Affirmative Action Policy and the County Commissioners' policies against discrimination, no person shall be excluded from full employment rights or participation in or the benefits of any program, service or activity on the grounds of race, color, creed, religion, age, sex, disability, marital status, sexual orientation, public assistance status, ex-offender status or national origin; and no person who is protected by applicable Federal or State laws, rules and regulations against discrimination shall be otherwise subjected to discrimination.

8. Independent Contractor. It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of joint venturers or co-partners between the parties hereto or as constituting the City as the agent, representative or employee of the County for any purpose or in any manner whatsoever. Any and all personnel of City or other persons, while engaged in the performance of any activity under this Agreement, shall have no contractual relationship with the County and shall not be considered employees of the County and any and all claims that may or might arise under the Workers' Compensation Act of the State of Minnesota on behalf of said personnel or other persons while so engaged, and any and all claims whatsoever on behalf of any such person or personnel arising out of employment or alleged employment including, without limitation, claims of discrimination against the City, its officers, agents, City or employees shall in no way be the responsibility of the County, and City shall defend, indemnify and hold the County, its officials, officers, agents, employees and duly authorized volunteers harmless from any and all such claims regardless of any determination of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the County, including, without limitation, tenure

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rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Re-employment Compensation, disability, severance pay and retirement benefits.

Any and all personnel of County or other persons, while engaged in the performance of any activity under this Agreement, shall have no contractual relationship with the City and shall not be considered employees of the City and any and all claims that may or might arise under the Workers' Compensation Act of the State of Minnesota on behalf of said personnel or other persons while so engaged, and any and all claims whatsoever on behalf of any such person or personnel arising out of employment or alleged employment including, without limitation, claims of discrimination against the County, its officers, agents, or employees shall in no way be the responsibility of the City, and County shall defend, indemnify and hold the City, its officials, officers, agents, employees and duly authorized volunteers harmless from any and all such claims regardless of any determination of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the City, including, without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Re-employment Compensation, disability, severance pay and retirement benefits.

9. Indemnification.

9.1 City: The City agrees that it will defend, indemnify and hold the County, its elected officials, officers, agents, employees and duly authorized volunteers harmless from any and all liability (statutory or otherwise) claims, suits, damages, judgments, interest, costs or expenses (including reasonable attorney's fees, witness fees and disbursements incurred in the defense thereof) resulting from or caused by the negligent acts or omissions or willful misconduct of the City, its officers, agents, contractors, employees or duly authorized volunteers in the performance of the responsibilities provided by this Agreement. The City's liability shall be governed by Minn. Stat. Chapter 466 and other applicable law, rule and regulation, including common law.

9.2 County: The County agrees that it will defend, indemnify and hold the City, its elected officials, officers, agents, employees and duly authorized volunteers harmless from any and all liability (statutory or otherwise) claims, suits, damages, judgments, interest, costs or expenses (including reasonable attorney's fees, witness fees and disbursements incurred in the defense thereof) resulting from or caused by the negligent acts or omissions or willful misconduct of the County, its officers, agents, contractors, employees or duly authorized volunteers in the performance of the responsibilities provided by this Agreement. The County's liability shall be governed by Minn. Stat. Chapter 466 and other applicable law, rule and regulation, including common law.

10. Limitation of Liability. The County shall endeavor to perform all services called for herein in an efficient manner. Excepting the County's obligations set forth in Sections 8 and 9.2 supra, which shall not be limited or otherwise affected by this Section 10, the

DRAFT

City's sole and exclusive remedy for any breach of this Agreement by the County, including but not limited to liability arising out of, resulting from or in any manner related to contract, tort, warranty, statute or otherwise, shall be limited to correcting diligently any deficiency in said services as is reasonably possible under the pertinent circumstances.

11. **Dispute Resolution.** The parties will use a dispute resolution process for any unresolved dispute between the parties before exercising any legal remedies. The dispute resolution process is a three-level dispute resolution ladder that escalates a dispute from the project management level through the executive management level. At each level of the dispute resolution process, the parties' representatives will meet and explore resolution until either party determines that effective resolution is not possible or reasonably likely at the current level and notifies the other party that the process is elevated to the next level. The parties designate the following dispute resolution representatives: *County Assessor, Assistant County Administrator Resident Services, County Administrator.* The dispute resolution representatives shall promptly and diligently review and process disputes and failure of any representatives to process a dispute in this way shall operate as a waiver of all future dispute resolution for the dispute under review.

    The parties will complete the dispute resolution process in good faith before resorting to any other legal process or remedy. During the dispute resolution process, the parties agree that any claim filing deadlines shall be tolled.

12. **Force Majeure.** If a force majeure event occurs, neither party is responsible for a failure to perform or a delay in performance due to the force majeure event. A force majeure event is an event beyond a party's reasonable control, which materially affects a party's ability to perform as required by this Agreement, such as unusually severe weather, fire, floods, other acts of God, labor disputes, acts of war or terrorism, or public health emergencies.

13. **Records.** All records kept by the County and Council with respect to the Agreement are subject to examination by representatives of each party. All data collected, created, received, maintained or disseminated for any purpose by the County and Council under this Agreement are governed by Minnesota Statutes, Chapter 13 ("Act"), and the Minnesota Rules implementing the Act.

14. **Audit.** Under Minnesota Statutes, Section 16C.05, subdivision 5, the parties agree that the books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by either party and the state auditor or legislative auditor, as appropriate, for at least six years from the end of this Agreement.

15. **Notice.** Any notice or demand, which may or must be given or made by a party hereto, under the terms of this Agreement or any statute or ordinance, shall be in writing and shall either be personally served or shall be sent registered or certified mail to the other party addressed as follows:

    TO CITY: City Administrator

DRAFT

City of Corcoran
8200 County Road 116
Corcoran, MN 55340

TO COUNTY: Hennepin County Administrator
2300A Government Center
Minneapolis, MN 55487

copies to: County Assessor
Hennepin County
2103A Government Center
Minneapolis, MN 55487

Any party may designate a different addressee or address at any time by giving written notice thereof as above provided. Any notice, if mailed, properly addressed, postage prepaid, registered or certified mail, shall be deemed dispatched on the registered date or that stamped on the certified mail receipt and shall be deemed received within the second business day thereafter or when it is actually received, whichever is sooner. Any notice delivered by hand shall be deemed received upon actual delivery.

16. **Amendment.** Any modifications to this Agreement will be in writing as a formal amendment.

17. **Entire Agreement.** This Agreement is the entire agreement between the parties and supersedes all oral agreements and negotiations between the parties relating to this Agreement. All exhibits and attachments to this Agreement are incorporated into the Agreement. If there is a conflict between the terms of this Agreement and any of the exhibits the Agreement governs.

18. **Severability.** The provisions of this Agreement are severable. If a court finds any part of this Agreement void, invalid, or unenforceable, it will not affect the validity and enforceability of the remainder of this Agreement. A waiver by a party of any part of this Agreement is not a waiver of any other part of the Agreement or of a future breach of the Agreement.

19. **Counterparts.** This Agreement may be executed in multiple counterparts, all of which when taken together shall compromise one agreement. Delivery of an executed counterpart of a signature page of this Agreement by facsimile transmission or electronic transmission (e.g., 'pdf' or 'tif') shall be effective as delivery of a manually executed counterpart of this Agreement.

20. **Effective Date.** This Agreement will be effective when all parties have signed it. The date of this Agreement will be the date this Agreement is signed by the last party to sign it (as indicated by the date associated with that party's signature). Each party is signing this Agreement on the date stated below that party's signature.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK

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COUNTY BOARD AUTHORIZATION

Reviewed by the County Attorney's Office

_____
Assistant County Attorney

Date: _____

COUNTY OF HENNEPIN
STATE OF MINNESOTA

By: _____
Chair of Its County Board

ATTEST: _____
Deputy/Clerk of County Board

Date: _____

By: _____
County Administrator

Date: _____

By: _____
Assistant County Administrator
- Residential Services

Date:

_____

Recommended for Approval

By: _____
County Assessor/Director,
County Assessor Department

DRAFT

CITY OF CORCORAN

By:_____
Tom McKee, Mayor

Date:_____

By:_____
Jay Tobin, Administrator

Date:_____

DRAFT

EXHIBIT A
(Assessment Services – City of Corcoran)

During the contract term, the City shall:

1. The CITY agrees to furnish, without charge, secured office space as needed by the COUNTY at appropriate places in the CITY's offices. Such office space shall be sufficient in size to accommodate reasonably one (1) appraiser and any furniture placed therein. The office space shall be available for the COUNTY's use upon request during typical business hours, and during all such hours the COUNTY shall be provided with levels of heat, air conditioning and ventilation as are appropriate for the seasons.

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STAFF REPORT **Agenda Item: 7i.**

Council Meeting June 27, 2024	**Prepared By** Kevin Mattson
Topic Cropland Maintenance Update	**Action Required** Decision

Summary

Staff will provide an update on the status of the cropland maintenance plan for 2024. The Cropland Maintenance Update agenda item will be emailed to Council on Tuesday, June 25, 2024, with a hard copy provided the evening of the June 27, 2024 meeting.

STAFF REPORT **Agenda Item: 7j.**

Council Meeting June 27,2024	**Prepared By** Jay Tobin
Topic Resolution 2024-75 Transition Positions from Interim to Permanent	**Action Required** Decision

Summary

City Council approved necessary organizational changes on April 25, 2024, resulting in changes to planning and finance operations and staffing. The city established a much-needed Community Development Department appointing the Planner to serve as Interim Community Development Director, as Finance moved to report directly to the City Administrator appointing the Accountant to serve as Interim Finance Manager.

The labor market for critical planning and finance skills is very crowded and competitive, and Corcoran is fortunate to have planning and finance staff with the knowledge, skills, and attributes needed to step into the interim appointments. The Interim Community Development Director and Interim Finance Manager have demonstrated their abilities to do these difficult jobs with significantly increased responsibilities while operating understaffed in the busiest window of demanding city operations, and while still holding down all the responsibilities of their assigned roles as Planner and Accountant.

Because the City desires to foster a work environment that rewards performance and recognizes commitment to Corcoran's mission, vision, and values in ways that better posture staff to support current needs and future growth of the City of Corcoran. Staff recommend that temporary appointments be approved as permanent appointments for both Natalie Davis as Community Development Director and Jodie Peterson as Finance Manager.

Furthermore, because the city has qualified and experienced staff to fill the vacancy now created for the Planner, staff recommend immediate internal recruitment and hire. While the city does not have qualified or experienced staff to fill the vacancy now created for the Accountant, staff recommend authorization to recruit and hire the position at the appropriate time.

Updated job descriptions are included in the packet for review and approval, and a resolution capturing is included for decision.

Financial/Budget

The Finance Manager and Accountant are budgeted with some staff savings with vacancies applied to Abdo Finance Services contract. The Planner and Planning Technician are budgeted, and the Community Development Director position is not budgeted for 2024. A portion of the Community Development Director expense will be covered by leaving the Planning Technician position vacant the remainder of 2024 with the remainder covered by long-term planning.

Recommendation

Staff recommend approving permanent appointments for the Community Development Director and Finance Manager, and authorization to recruit and hire a Planner and Accountant.

Council Action

1. Approve permanent appointments for the Community Development Director and Finance Manager, and authorization to recruit and hire a Planner and Accountant all per updated job descriptions.
2. Decline the proposed actions.
3. Direct staff to review alternatives.

Attachments

1. Resolution 2024-75 Transition Staff Positions from Interim to Permanent
2. Community Development Director Job Description
3. Finance Manager Job Description
4. Planner Job Description
5. Accountant Job Description

City of Corcoran
County of Hennepin
State of Minnesota

RESOLUTION NO. 2024-75

June 27, 2024

Motion By:
Seconded By:

A RESOLUTION APPROVING STAFFING ACTIONS FOR FINANCE AND THE COMMUNITY DEVELOPMENT DEPARTMENT

WHEREAS, the City of Corcoran continues to experience growth which driving much needed organizational structure changes approved by Council on April 25, 2024 to support the needs of the City of Corcoran; and

WHEREAS, the market for critical skills of planning and finance is very crowded and competitive, while Corcoran is fortunate to have planning and finance staff with the knowledge, skills, and attributes needed to step into appointments and perform well as Interim Community Development Director and Interim Finance Manager demonstrating their abilities to do these difficult jobs operating understaffed in the busiest window of city operations; and

WHEREAS, the City desires to foster a work environment that rewards performance and recognizes commitment to Corcoran's mission, vision, and values in ways that better posture staff to support current needs and future growth of the City of Corcoran;

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Corcoran the following actions are effective June 27, 2024, unless otherwise noted:

1. Natalie Davis's temporary appointment as Interim Community Development Director is moved to permanent appointment as Community Development Director (per job description as of this date) at the Start Step of Grade 18 to begin pay period July 6, 2024.
2. Jodie Peterson's temporary appointment as Interim Finance Manager is moved to permanent appointment as Finance Manager (per job description as of this date) at the Start Step of Grade 13 to begin pay period starting July 6, 2024.
3. Planner (per job description as of this date) position is approved for internal recruitment and immediate hire at the Start Step of Grade 11 to begin pay period July 6, 2024.
4. Accountant (per job description as of this date) position is approved for recruitment and hire at appropriate Step of Grade 8 at the appropriate time.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 27th day of June, 2024.

ATTEST:

_____
Tom McKee – Mayor

City Seal

_____
Jason (Jay) Tobin – City Administrator

DRAFT

COMMUNITY DEVELOPMENT DIRECTOR

City of Corcoran

Department:	**Community Development**
Reports To:	**City Administrator**
Points:	**Comparable Market Rate 2024**
Grade:	**18**
FLSA:	**Exempt**
Bargaining Unit:	**NA**
Last Approved Date:	**June 2024**

Job Summary:

The Community Development Director is responsible for overseeing all aspects of the department's operations including management of personnel, equipment, budgets, city codes, planning applications, planning processes, and construction services including the building permits program. Areas of focus include parks and recreation programming and planning, budget oversight, long range planning, public presentations, community engagement, collaboration with other City departments and outside agencies, and other related work as apparent or assigned. Work involves setting policies and goals under the direction of the City Administrator. Departmental supervision is exercised over all personnel within the department.

Scope of Impact:

The Community Development Director supervises all department employees, oversees all City planning, monitors department performance, and provides work direction for consultant planning and building inspection staff.

Essential Duties and Responsibilities:

Planning Administration

- Administers planning programs to encourage orderly community development in accordance with applicable plans and policies.
- Coordinates, reviews, and evaluates proposed development plans.
- Establishes procedures that encourage thorough, consistent, and timely review of development proposals.
- Determines compatibility of development proposals with city development goals.
- Recommends city positions on development proposals based upon applicable ordinance provisions and professional judgement.
- Prepares staff reports on development applications to the Planning Commission and City Council.

Code Enforcement.

- Directs code enforcement activities as adopted by the City and ensures that City Council actions are implemented.
- Ensures compliance of the City Building Code and related policies and regulations.
- Ensures ordinance requirements and conditions of approval are met prior to authorizing permit issuance and release of plats and alike.
- Ensures planning requirements and contractual agreements are met prior to recommending release or reduction of financial guarantees.
- Establishes procedures that encourage consistent and timely permit issuance and inspection services.

Long-Term Planning

- Formulates long-term goals for community development programs.
- Oversees the implementation of the comprehensive plan and other plans to achieve City goals.

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- Evaluates new concepts, developments, and approaches, and determines applicability to community development functions.
- Recommends revisions to city land use policies and procedures to respond to the current development environment.

Communication Activities

- Acts as staff liaison to the Planning Commission including writing reports, answering questions, providing advice, and preparing agendas and minutes.
- Provides training and professional development to commission members.
- Acts as a City representative with adjacent communities, and metropolitan and state organizations where City interests are involved.
- Supports public information regarding community development by responding to questions and concerns, explaining procedures and policies, advising on code compliance, and keeping affected parties informed of issues and plans.
- Conducts special studies and provides topical information to advisory bodies as requested.

Budgeting and Finance

- Assists the City Administrator and Finance Director in preparing background information for the capital improvement program.
- Drafts and administers an annual operating budget for the department.
- Coordinates with Finance and Public Works to ensure accurate accounting and management of escrow.

Other Duties and Responsibilities

- Attends City Council, Planning Commission, staff, and special meetings and keeps the City Administrator informed of all significant matters.
- Oversees contracts for planning, code enforcement, and building inspections.
- Performs other duties as assigned

Minimum Qualifications:

- Bachelor's degree in Urban Studies, Urban Planning, Public Administration, or closely related field.
- Six years of professional planning experience, including two years in an urban setting.
- Two or more years of supervisory experience.
- Valid Class D Driver's License

Desired Qualifications:

- Master's degree
- American Institute of Certified Planners (AICP) or National Development Council Certification

Knowledge, Skills, and Abilities Required for Successful Job Performance:

- Ability to analyze and resolve problems.
- Customer service skills including demonstrated ability to build positive relationships and work well with employees, contractors, and the public.
- Strong interpersonal and communication skills in dealing with difficult situations and people.
- Ability to quickly learn, understand, interpret, and apply City codes and zoning ordinances as well as all applicable federal and state laws.
- Knowledge of the functions and responsibilities of City Departments, staff, and key community members.
- Ability to perform in a professional and courteous manner in responding to requests from the public and other staff members.

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- Ability to maintain a positive attitude toward work, the public, and coworkers.
- Knowledge of and ability to operate standard office software sufficient to manipulate data, draft reports and maintain records.
- The ability to work independently, manage time, prioritize work, and meet project deadlines without constant supervision.
- Verbal and high-level written communication skills sufficient to effectively present information and respond to questions from a wide variety of audiences, and reading comprehension skills sufficient to read, understand and interpret complex and varied work-related materials.
- Ability to understand and carry out verbal and/or written instructions efficiently and effectively.
- Problem-solving skills to gather relevant information to solve practical problems and address citizen inquiries and concerns.
- Demonstrates the desired standard of conduct and work performance including confidentiality and privacy requirements of City employees.
- Ability to work independently,
- Ability to work with neighboring municipalities and outside professional organizations to continue to learn and bring efficiencies within our organization.
- Ability to perform research, assemble information, and prepare reports and studies.
- Ability to exercise initiative, discretion, and independence of judgment.
- Ability to work effectively under pressure and to competently handle numerous diverse tasks in a single time-period.
- Promote and adhere to the City of Corcoran workplace values of accountability, teamwork, and commitment to the City's goals and measures.

Physical and Mental Requirements

Physical effort is light, with lifting or carrying up to 25 pounds intermittently. Report preparation and word processing will at times require extended use of a keyboard. Work interruptions are frequent.

Working Conditions

Work is performed in a normal office environment. May be the first person to whom a complaint is delivered by a citizen and may involve dealing with and calming individuals who are emotionally charged over an issue. Work includes driving within the City of Corcoran to observe conditions that require attention and visiting sites related to applications or complaints.

Some requirements in this job description may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other employees. All requirements are subject to modification to reasonably accommodate individuals with disabilities.

Requirements are representative of the minimum levels of knowledge, skills, and experience required. To perform this job successfully, the worker must possess the abilities and aptitudes to perform each duty proficiently.

This document does not create an employment contract, implied or otherwise, other than an "at will" employment relationship. The City Administrator retains the discretion to add duties or change the duties of this position at any time.

Employee Signature and Date:_____

Supervisor and / or Department Head Signature and Date:_____

FINANCE MANAGER

City of Corcoran

Department:	**Administration**
Reports To:	**City Administrator**
Points:	**358**
Grade:	**13**
FLSA:	**Exempt**
Bargaining Unit:	**N/A**
Revision Date:	**June 2024**

Job Summary:

Administers and supervises financial and payroll functions and serves as City Treasurer in accordance with state statutes, municipal ordinances and directives from the City Administrator, Mayor, and Council. Responsibilities include accurately accounting for financial transactions and funds; managing financial assets; managing all accounting functions including payroll and benefits; the management of investments and the purchase of insurance coverage.

Scope of Impact:

The Finance Manager works under the supervision of the City Administrator and is expected to perform assigned duties without a need for significant work direction on daily tasks. The Finance Manager has supervises the Accountant position and is responsible for the oversight of accounting and financial planning and activities for the City and performs high level accounting functions.

Essential Duties and Responsibilities:

- Maintain all financial records and reports on the financial condition of the City, including cash flow, indebtedness and borrowing requirements. Report financial information to the City Administrator, Council and department heads. This includes financial recordkeeping for the General Fund and Enterprise Funds. Applies knowledge of Generally Accepted Accounting Principles and State Auditors guidelines.
- Applies principles of prudent financial management to ensure that all resources are properly safeguarded.
- Ensures that resources are received and expended per policy.
- Maintain a system of internal control that provides reasonable assurance that the City's assets are clearly identified for purposes of decision making and management

- Collaborates with the City Administrator to maintain a purchasing policy in compliance with State Law and Generally Accepted Accounting Principles

- Supervises the administration of payroll, coordinates the payments of employee ancillary benefits, and stays apprised of city utility impacts and needs.
  - Remains current with changes in law that may affect worker's compensation insurance and employee benefit programs.
  - Performs periodic analysis of utility rates to assure that receipts adequately cover costs of the utility, and that financial stability is maintained.

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- Manage the annual audit and budget process.
    - Supervises the preparation of all required budget work papers including those submitted by departments.
    - Reviews department requests with the City Administrator and leadership team.
    - Coordinates the Capital Improvement Plan with department heads.
    - Formulates revenue projections for all funds within the constraints of applicable laws and matches income with expenditure requests for various departments.
    - Assists in presenting the proposed budget to the City Council.
    - Incorporates all City Council directed changes into the proposed budget.
    - Manages the preparation of the final adopted budget.
    - Files all necessary documents with the State and County regarding tax levies, levy limits, etc.
    - Provides a quarterly budget report to the City Council and monthly budget reports to departments and City Administrator.

- Maintains a system of financial control and debt management to protect the finance condition of the city and its various operations.
    - Ensures that all debt instruments issued by the City are adequately funded by tax levies, special assessments or other sources of revenue.
    - Advises the City Administrator and City Council, as necessary, on various financial matters.
    - Reviews all construction projects being proposed for their impact on available resources, bonded debt rating and the City's ability to provide future resources for those purposes.
    - Reviews fund balances for adequacy and recommends adjustments when necessary.
    - Identifies financing mechanisms for unusual or unanticipated financial needs.
    - Maintains files, monitors impact and advises as necessary regarding the collections of special assessments, including delinquencies, various deferral programs and tax forfeiture.

- Supervises the preparation of various reports.
    - Manages preparation of the Annual Financial Report and the Financial Management plan, as well as long range revenue and expenditure plans.
    - Prepares financial reports as required by the various state and federal regulations.
    - Prepares survey responses as requested by outside agencies or organizations.
    - Prepares special reports and analysis, determines scope, prepare reports and makes recommendations on special issues as necessary.

- Ensures that all City investments meet policy guidelines and state requirements. Design and supervise a system of investments that assures all idle cash is invested in a manner to protect investment principal and maximize investment yields in compliance with statutes and policy.

- Coordinate and supervise the issuance of bonds as directed by the City Council or as required by projects.
    - Reviews the requirements prepared for various construction projects and presents initial bonding proposals to the City Council.
    - Works with the city's financial consultant in issuing required debt and preparing rating presentations.
    - Review bids received on bonds and recommends action to the City Council.

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- Supervises maintenance of a fixed asset system that ensures that all City property is properly controlled and insured.

- Supports the administration of the City's insurance policies and programs, including liability, workers compensation, and property.
    - Assists in review of bid specifications, analysis of bids, and recommends action.
    - Assists in review of policies, claims, renewals and policy changes.
    - Remains current with changes in law that may affect insurance policies.
    - Recognizes potential legal liability for the city resulting from city policies or practices and recommends actions to control or minimize the potential liability of such activities.

- Oversees the data processing operation to assure the proper coordination with other departments and to evaluate the informational services being provided.

- Manages and supervises assigned operations to achieve goals within available resources.
    - Plans and organizes workloads and staff assignments; trains, develops, motivates, and evaluates assigned staff; reviews progress and directs changes as needed.
    - Determines work procedures, prepares work schedules and expedites workflow studies and standardizes procedures to improve efficiency and effectiveness or operations.
    - Issues written and oral instructions; assigns duties and examines work for exactness, neatness and conformance to policies and procedures.
    - Maintains harmony among workers and resolves grievances; assists subordinates in performing duties; corrects errors and complaints.
    - Periodically reviews the position description of finance and administration employees to ensure accuracy.
    - Performs timely performance evaluations of finance employees.

- Performs other duties and activities as apparent or assigned.

Minimum Qualifications:

Bachelor's degree in accounting, business administration, or public administration with an emphasis in accounting and/or public finance. Three years of experience in government and accounting operations, working with and/or supervising data processing operations.

Desired Qualifications:

Master's degree in accounting, business administration, or public administration with an emphasis in accounting and public finance. Certified Public Accountant. Supervisory experience.

Knowledge, Skills and Abilities Required for Successful Job Performance:

- Knowledge of Generally Accepted Accounting Principles as defined by GASB;
- Knowledge of governmental accounting procedures as defined by the GFOA;
- Knowledge of city operations and practices related to finance, budgeting, and accounting;
- Knowledge of laws, practices and regulations applicable to City government finances;
- Knowledge of investment options and banking activities;

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- Knowledge of the functions and responsibilities of city departments, staff, and key community members.
- Knowledge and understanding of the application of Minnesota Real Estate tax laws and other tax laws regarding municipal finance.
- Knowledge of and ability to operate accounting software and standard office software, including strong Excel skills sufficient to manipulate data, draft reports and maintain records.
- Knowledge of data privacy laws and ability to maintain highest confidentiality when dealing with sensitive or private information.
- Customer service skills including demonstrated ability to build positive relationships with employees and managers.
- Verbal and high-level written communication skills sufficient to effectively present information and respond to questions from a wide variety of audiences, and reading comprehension skills sufficient to read, understand and interpret complex and varied work-related materials.
- Ability to train department staff in the use of software.
- Ability to perform research, assemble information, and prepare reports and studies.
- Ability to exercise initiative, discretion, and independence of judgment.
- Ability to work effectively under pressure and to competently handle numerous diverse tasks in a single time-period.
- The ability to work independently and to prioritize work requests; ability to plan coordinate and prioritize workload to meet project deadlines.
- Ability to prepare and administer an annual budget.
- Ability to analyze and interpret financial information and accurately prepare financial statements and reports.

Physical and Mental Requirements:

Physical effort is light, with lifting or carrying up to 25 pounds intermittently. Report preparation and word processing will at times require extended use of a keyboard. Work interruptions are frequent.

Working Conditions:

Work is performed in a normal office environment. Attendance at evening meetings is required. Work may involve dealing with and calming individuals who are emotionally charged over an issue.

Some requirements in this job description may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other employees. All requirements are subject to modification to reasonably accommodate individuals with disabilities.

Requirements are representative of minimum levels of knowledge, skills, and experience required. To perform this job successfully, the worker must possess the abilities and aptitudes to perform each duty proficiently.

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Employee: _____ **Date:** _____

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PLANNER

City of Corcoran

Department:	**Community Development Department**
Reports To:	**Community Development Director**
Points:	**311**
Grade:	**11**
FLSA:	**Non-Exempt**
Bargaining Unit:	**N/A**
Revision Date:	**June 2024**

Job Description

The Planner completes moderately difficult professional planning tasks through the creation and implementation of the City's Comprehensive Plan and City Code, including the Zoning Ordinance, under the supervision of the Community Development Director. The Planner serves as a primary point of contact for citizens with questions about city codes, planning applications, planning processes, and code enforcement. The Planner assist the Community Development Director in coordinating and monitoring development projects to ensure all adopted plans, studies, policies, ordinances, and permit applications meet approved standards. The Planner carries out the City's Code Enforcement efforts.

Essential Duties and Responsibilities:

- Community Development/Zoning Administration (Land Use and Planning)
    - Reviews or assists in the review of basic to moderately difficult development proposals and provides recommendations to the Planning Commission and City Council.
    - Assists in carrying out planning studies, researches issues and legislation, collects and analyzes statistical data, and prepares findings to advise the City in the creation of new and updated policies, master plans, programs and regulations. development and land use applications, and other special projects.
    - Process land use applications, including receiving, setting up project files, distribution, draft and distribute public hearing notices, developing or producing city checklists and report per City, County, State, and Federal requirements.
    - Prepare planning reports, creation of new policies and programs, and updates to existing policies, programs, and regulations.
    - Assists in the development of the City's Comprehensive Plan.
    - Maintain land use and planning files and tracking systems.
    - Explains Zoning Ordinance and City Code requirements to residents, property owners, businesses, and interested citizens' developments and maintains handouts explaining policies and procedures.
    - Issues Administrative permits, conferring with the Community Development Director and City Engineering, as needed;
    - Coordinates with the Contract City Planning and Engineering in the completion of inspections, reports, presentations, and special projects as needed.
    - Assists in the administration of the City's Home Occupation Program, including classifying home businesses, processing applications, maintaining a database of approved home occupations, and completing regulation review and inspections to confirm ongoing compliance.
    - Creates and maintains all City maps for the Community Development Department within GIS and ensures they are published in accessible formats. Utilizes GIS to complete spatial and statistical analysis.

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  - Coordinating with contractors and other internal or external stakeholders as needed to include: County, State, and Regional entities as well as all Public Works, Public Safety, Engineering, Finance, and the City Clerk.
  - Completes field inspections to gather relevant data to the development review process and verify development projects comply with approved plans.
  - Schedule and conduct meetings as needed with internal staff, external agencies, residents, landowners, and developers.

- Assist with Planning Commission Meetings
  - Attends meetings and manages the meeting technology, including operation of the virtual meeting space.
  - Drafts minutes and information reports for the Commission.
  - Assembles agendas, packets, and memos for monthly meetings.
  - Assists in the training and orientation of Planning Commissioners.
  - Researches and complies information on project questions or concerns.

- Code Enforcement
  - Serves as the first point of contact in the administration of Code Enforcement.
  - Conducts complaint investigation and site inspections.
  - Collaborates with residents, property owners, business, and interested citizens to find solutions and options to resolving compliance problems within the City Code.
  - Prepares citations and property compliance agreements.
  - Assist City Clerk in the procedure of assessing parcels of property for nuisance abatement and weed/grass removal.
  - Coordinates with the Construction Services Supervisor and contract code enforcement services as needed.
  - Coordinates unresolved violations with the City Attorney's office, including providing all pertinent background information and documentation, and assists in court proceedings.
  - Recommends new opportunities and programs to enhance the community in collaboration with the Community Development Director.
  - Prepares and makes public presentations to report on activities, community issues, and related projects.
  - Assists in the administration of the City's Rental Home License program, to include processing applications, conducting background checks, updating the City's Rental License map and database, completion of rental property inspections, license approvals, license denials, and ongoing enforcement.

Performs other duties and activities as assigned.

Minimum Qualifications

Bachelor's degree with coursework in pollical science, housing studies, urban studies, public affairs/administration, planning or related field or equivalent combination of education and experience.

Valid driver's license.

Desired Qualifications
Experience with GIS programs and applications.

Knowledge, Skills, and Abilities Required for Successful Job Performance:

- Ability to analyze and resolve problems.
- Customer service skills including demonstrated ability to build positive relationships and work well with employees, contractors, and the public.
- Strong interpersonal and communication skills in dealing with difficult situations and people.
- Ability to quickly learn, understand, interpret, and apply City codes and zoning ordinances as well as all applicable federal and state laws.
- Knowledge of the functions and responsibilities of City Departments, staff, and key community members.
- Advanced knowledge of the philosophies, principals, practices, and techniques of planning.
- Ability to perform in a professional and courteous manner in responding to requests from the public and other staff members.
- Ability to maintain a positive attitude toward work, the public, and coworkers.
- Knowledge of and ability to operate standard office software sufficient to manipulate data, draft reports and maintain records.
- The ability to work independently manage time, prioritize work, and meet project deadlines without constant supervision.
- Verbal and high-level written communication skills sufficient to effectively present information and respond to questions from a wide variety of audiences, and reading comprehension skills sufficient to read, understand and interpret complex and varied work-related materials.
- Ability to understand and carry out verbal and/or written instructions efficiently and effectively.
- Problem-solving skills to gather relevant information to solve practical problems and address citizen inquiries and concerns.
- Demonstrates the desired standard of conduct and work performance including confidentiality and privacy requirements of City employees.
- Ability to work with neighboring municipalities and outside professional organizations to continue to learn and bring efficiencies within our organization.
- Ability to perform research, assemble information, and prepare reports and studies.
- Ability to exercise initiative, discretion, and independence of judgment.
- Ability to work effectively under pressure and to competently handle numerous diverse tasks in a single time-period.
- Promote and adhere to the City of Corcoran workplace values of accountability, teamwork, and commitment to the City's goals and measures.
- Excellent oral and written communication for skills for preparing and presenting planning reports and projects.
- Ability to facilitate group discussions and public participation activities, both in-person and virtual.
- Ability to provide effective supervision and staff management.

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Physical and Mental Requirements
Physical effort is light, with lifting or carrying up to 25 pounds intermittently. Report preparation and word processing will at times require extended use of a keyboard. Work interruptions are frequent.

Working Conditions
Work is performed in a normal office environment. May be the first person to whom a complaint is delivered by a citizen and may involve dealing with and calming individuals who are emotionally charged over an issue. Work includes driving within the City of Corcoran to observe conditions that require attention and visiting sites related to applications or complaints.

Some requirements in this job description may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other employees. All requirements are subject to modification to reasonably accommodate individuals with disabilities.

Requirements are representative of minimum levels of knowledge, skills, and experience required. To perform this job successfully, the worker must possess the abilities and aptitudes to perform each duty proficiently.

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ACCOUNTANT

City of Corcoran

Department	**Administration**
Reports To	**Finance Manager**
Points	**244**
Grade	**8**
FLSA	**Non-Exempt**
Bargaining Unit	**NA**
Revision Date	**June 2024**

Description

The Accountant performs complex accounting and financial tasks, assists in maintaining and ensuring the accuracy and integrity of the city's financial records, and performs other finance duties as directed by the Finance Manager. Duties include payroll, accounts receivable, accounts payable, and bank reconciliation. Additionally, the Accountant assists the Finance Manager with the annual audits. Work is guided by the Finance Manager. Work is performed with limited supervision of routine daily activities. Has no supervisory responsibility.

Location and Hours

This position will perform work at City Hall, 8200 County Rd 116, Corcoran, MN 55340 in an office environment. Work hours are Monday through Friday, 40 hours per week, determined by the Finance Manager.

Essential Duties and Responsibilities

- Applies knowledge of Generally Accepted Accounting Principles and State Auditors guidelines.
- Prepares, processes and monitors accounts payable transactions, verifies vendor information, and generates checks for payments.
- Prepares and processes payments to vendor.
- Prepares accounts receivable invoices (utility billing done separately) and oversees cash receipting processes, including review of data entry completed by support staff and reporting.
- Recording time off (paid or unpaid), prepares a payroll ledger with hours to be paid.
- Inputs payroll information in to accounting system, process payment for benefits, and reconciles related accounts.
- Calculates and appropriately documents necessary payroll transactions and adjustments (including retro pay, COLA increases, work comp adjustments, benefit changes and ACA regulations, etc.);
- Completes reporting requirements relating to payroll.
- Responds to inquiries from employees relating to payroll.
- Provide annual special assessment support.
- Assist with maintenance of the general ledger and sub ledgers, including preparation of journal entries for approval, ledger reconciliation and reporting. This includes bank reconciliation, permit payment reconciliation, insurance and payroll review, and credit card statement reconciliation.
- Perform variance analysis to ensure proper account posting and identify potential trends.
- Prepares Federal, State accounting and tax reports and prepares payments.
- Prepares bank deposits and reconciles accounts daily and monthly.
- Manages escrow accounts; send out invoices when there is a shortage of funds.

- Assist with preparations of various reports, such as building fee report.
- Assists with the city's various audits, including the annual audit.
- Assists with the budget process.
- Tracks and capitalize fixed assets and book depreciation at year end.
- Tracks balances in the memorial park fund, park fund, utility fund and other dedicated funds.
- Assist and provide back up support for utility billing processes.
- Oversee data retention for finance department.
- Perform special accounting projects and financial analysis as required.
- Performs other duties and activities as assigned.

Minimum Qualifications

The job requires an associate degree and three or more years of general accounting and customer service experience, or equivalent.

Desired Qualifications

Bachelor's degree in accounting, business administration, or finance. Additional desired qualifications include knowledge of governmental practices and policies and experience with municipal accounting software.

Knowledge, Skills and Abilities Required for Successful Job Performance

- Knowledge of or ability to learn Generally Accepted Accounting Principles as defined by GASB.
- Knowledge of or ability to learn governmental accounting procedures as defined by the GFOA.
- Knowledge of or ability to learn city operations and practices related to finance, budgeting, and accounting.
- Customer service skills including demonstrated ability to build positive relationships with employees and managers.
- Knowledge of the functions and responsibilities of city departments, staff, and key community members.
- Knowledge of public information laws, rules, and regulations applicable to city government.
- Knowledge of and ability to operate accounting software and standard office software, including strong Excel skills sufficient to manipulate data, draft reports and maintain records.
- Ability to analyze and resolve problems.
- Ability to exercise considerable judgement and accuracy.
- The ability to work independently and to prioritize work requests; ability to plan coordinate and prioritize workload to meet project deadlines.
- Verbal and high-level written communication skills sufficient to effectively present information and respond to questions from a wide variety of audiences, and reading comprehension skills sufficient to read, understand and interpret complex and varied work-related materials.
- Knowledge of data privacy laws and ability to maintain highest confidentiality when dealing with sensitive or private information.

Physical and Mental Requirements

Physical effort is light, with lifting or carrying up to 25 pounds intermittently. Report preparation and word processing will at times require extended use of a keyboard. Work interruptions are frequent. The Accountant must be able to use judgment to respond to situations occurring during the absence of the Finance Manager.

Working Conditions:
Work is performed in a normal office environment. Work may involve dealing with and calming individuals who are emotionally charged over an issue.

Some requirements in this job description may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other employees. All requirements are subject to modification to reasonably accommodate individuals with disabilities.

Requirements are representative of minimum levels of knowledge, skills, and experience required. To perform this job successfully, the worker must possess the abilities and aptitudes to perform each duty proficiently.

This document does not create an employment contract, implied or otherwise, other than an "at will" employment relationship. The City Administrator retains the discretion to add duties or change the duties of this position at any time.

Employee Signature and Date:

_____

Supervisor and / or Department Head Signature and Date:

_____

STAFF REPORT **Agenda Item: 7k.**

Council Meeting June 27,2024	**Prepared By** Jay Tobin
Topic Resolution 2024-76 Designation of City Clerk Responsibilities	**Action Required** Decision

Summary

City Council accepted the City Clerk's resignation on June 13, 2024, with a last day of June 21, 2024, and authorized staff to immediately begin recruitment and hiring activities to fill the vacancy, which is ongoing.

To ensure continuity of services during the transition period until the new City Clerk can be hired and onboarded, staff propose designating City Clerk responsibilities in the transition period as follows and as captured in Resolution 2024-76:

a) All matters requiring signature by the City Clerk, to include all items requiring the City Seal, will be signed by Jay Tobin, the City Administrator, until such a time that a City Clerk has been hired and can assume these duties.
b) All data requests and data retention issues typically handled by the City Clerk, will be directed to Nalisha Williams, the Assistant City Administrator, until such a time that a City Clerk has been hired and can assume these duties.
c) Any items requiring a notary to verify identity and witness signatures, normally handled by the City Clerk, will be handled by Linda Canton, Administrative Assistant, until such a time that a City Clerk has been hired and can assume these duties.

Financial/Budget
N/A

Recommendation
Staff recommend approving Resolution 2024-76 Designation of City Clerk Responsibilities.

Council Action

1. Approve Resolution 2024-76 Designation of City Clerk Responsibilities.
2. Decline to authorize closing.
3. Direct staff to review alternatives.

Attachments

1. Resolution 2024-76 Designation of City Clerk Responsibilities.

City of Corcoran
County of Hennepin
State of Minnesota

June 27, 2024

RESOLUTION NO. 2024-76

Motion By:
Seconded By:

A RESOLUTION DESIGNATING CITY CLERK RESPONSIBILITIES

WHEREAS, City Council accepted the City Clerk's resignation on June 13, 2024 with a last day of June 21, 2024; and

WHEREAS, City Council authorized staff to immediately begin recruitment and hiring activities to fill the vacancy, which is ongoing; and

WHEREAS, the City desires to ensure continuity of services during the transition period until the new City Clerk can be hired and onboarded;

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Corcoran the following actions are effective June 27, 2024:

1. All matters requiring signature by the City Clerk, to include all items requiring the City Seal, will be signed by Jay Tobin, the City Administrator, until such a time that a City Clerk has been hired and can assume these duties.
2. All data requests and data retention issues typically handled by the City Clerk, will be directed to Nalisha Williams, the Assistant City Administrator, until such a time that a City Clerk has been hired and can assume these duties.
3. Any items requiring a notary to verify identity and witness signatures, normally handled by the City Clerk, will be handled by Linda Canton, Administrative Assistant, until such a time that a City Clerk has been hired and can assume these duties.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 27th day of June, 2024.

_____
Tom McKee – Mayor

ATTEST:

City Seal

_____
Jason (Jay) Tobin – City Administrator

STAFF REPORT **Agenda Item: 7l.**

Council Meeting	**Prepared By**
June 27,2024	Jay Tobin
Topic	**Action Required**
Resolution 2024-77 Authorizing Closing on Purchase of Property	Decision

Summary

City Council previously approved and authorized execution of a purchase agreement between the City of Corcoran and Robert E. Crouse, contemplating terms of sale of the property, and purchase agreement was fully executed on May 21, 2024.

Staff has completed its due diligence process on the subject property and request authorization to close on the purchase and sale of the subject property from Mr. Crouse to the City.

Financial/Budget

All costs of purchasing subject property will be covered by the Long-range Planning Fund, and any future costs will be reflected in operational budgets.

Recommendation

Staff recommend authorizing the closing on the purchase of the property.

Council Action

1. Approve Resolution 2024-77 Authorizing Closing on Purchase of Property.
2. Decline to authorize closing.
3. Direct staff to review alternatives.

Attachments

1. Resolution 2024-77 Authorizing Closing on Purchase of Property.

City of Corcoran
County of Hennepin
State of Minnesota

June 27, 2024

RESOLUTION NO. 2024-77

Motion By:
Seconded By:

A RESOLUTION AUTHORIZING CLOSING ON THE PURCHASE OF CERTAIN REAL PROPERTY

WHEREAS, Robert E. Crouse (the "Seller") is the owner of certain real property within the City of Corcoran, described on the attached Exhibit A (the "Subject Property"); and

WHEREAS, the City Council previously approved and authorized execution of a purchase agreement between the City of Corcoran (the "City") and Seller, contemplating terms of sale of the Subject Property. Said purchase agreement was fully executed on May 21, 2024; and

WHEREAS, the City has completed its due diligence process on the Subject Property and the City and the Seller now desire to close on the purchase and sale of the Subject Property to the City, and the City desires to authorize payment of the purchase price and authorize the Mayor and the Administrator or their respective designees to execute any and all documents necessary and proper to facilitate closing of the transaction.

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Corcoran hereby authorizes City staff to make payment of the purchase price for the Subject Property and further authorizes the Mayor and the Administrator or their respective designees to execute any and all documents necessary and proper to facilitate closing of the transaction to purchase the Subject Property from Seller.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 27th day of June 2024.

_____
Tom McKee – Mayor

ATTEST:

_____
Jason (Jay) Tobin – City Administrator

City Seal

DRAFT

City of Corcoran
County of Hennepin
State of Minnesota

June 27, 2024

RESOLUTION NO. 2024-77

EXHIBIT A

The "Subject Property"

That part of the Southeast Quarter of Section 23, Township 119, Range 23, described as follows:

Beginning at a point on the West line of said Southeast Quarter distant 959.6 feet North of the Southwest corner thereof; thence due East a distance of 302.0 feet; thence North 47 degrees 27 minutes East a distance of 166.7 feet, more or less, to the center line of County Highway No. 10; thence Northwesterly along the center line of said County Highway No. 10 a distance of 677.45 feet, more or less, to its intersection with the West line of said Southeast Quarter; thence due South along the West line of said Southeast Quarter a distance of 640.3 feet, more or less, to the point of beginning, except that part lying within the Northwest Quarter of the Southeast Quarter thereof. For the purpose of this description, the West line of the Southeast Quarter shall be an assumed due North and South line;

as shown by instrument filed November 2, 1993, as Document No. 6175484, in the Office of the County Recorder of Hennepin County, Minnesota;

Except for the portion thereof legally described as follows:

That part of the Southwest Quarter of the Southeast Quarter of Section 23, Township 119, Range 23, Hennepin County, Minnesota, described as follows:

Commencing at the Southwest corner of said Southwest Quarter of the Southeast Quarter; thence on an assumed bearing of North along the West line of said Southwest Quarter of the Southeast Quarter, a distance of 959.60 feet to the point of beginning of the land to be described; thence on a bearing of East, a distance of 237.77 feet; thence North 73 degrees 10 minutes 15 seconds West, a distance of 46.10 feet; thence North 55 degrees 07 minutes 38 seconds West, a distance of 38.93 feet; thence North 48 degrees 55 minutes 48 seconds West, a distance of 40.86 feet; thence North 36 degrees 22 minutes 08 seconds West, a distance of 39.33 feet; thence North 30 degrees 12 minutes 16 seconds West, a distance of 59.17 feet; thence North 32 degrees 28 minutes 26 seconds West, a distance of 39.78 feet; thence North 37 degrees 06 minutes 48 seconds West, a distance of 35.19 feet; thence North 44 degrees 28 minutes 34 seconds West, a distance of 44.65 feet; thence North 01 degree 55 minutes 38 seconds West, a distance of 116.90 feet to the Northwest corner of said Southwest Quarter of the Southeast Quarter; thence South along said West line of the Southwest Quarter of the Southeast Quarter, a distance of 355.58 feet to the point of beginning;

conveyed to the City of Corcoran, as shown by instrument filed January 20, 1995, as Document No. 6389714, in the Office of the County Recorder of Hennepin County, Minnesota.

Hennepin County, Minnesota
Abstract Property

DRAFT

STAFF REPORT **Agenda Item: 7m.**

Council Meeting June 27th, 2024	**Prepared By** Deputy Director Burns
Topic Waiver Request for Amplified Sound. July 14th, 2024, 20037 County Road 10	**Action Required** Decision

Summary

1. The Stanchion Bar is requesting a wavier for amplified sound for Sunday, July 14th, 2024. From 12:00 P.M. to 6:00 P.M. at 20037 County Road 10. Request is for amplified sound outdoors under a tent for a celebration of life event. A live band will be playing. This is a public event, with on-street parking. Applicant has permission for additional parking at neighboring St. Thomas Church lots. If approved, this event may be shut down for public safety reasons. This request is due to the possibility of louder than normal music during daytime hours.

Financial/Budget

N/A

Options

1. Authorize a waiver for amplified sound until 12:00 P.M. on Sunday, July 14th, 2024.

2. Deny a waiver for amplified sound until 6:00 P.M. A.M. on Sunday, July 14th, 2024.

Council Action

1. Authorize a waiver for amplified sound 12:00 P.M. to 6 P.M. on Sunday, July 14th, 2024 for 20037 County Road 10.

Attachments

1. None

STAFF REPORT Agenda Item 8a.

City Council Meeting June 27, 2024	**Prepared By** Zeke Peters through Kendra Lindahl, AICP
Topic Sketch Plan for "New Mahavan Eco Farm Community" at 8750 Trail Haven Road (PID 15-119-23-32-0006) (city file no. 24-026)	**Action Required** Review and Comment

Review Deadline: July 28, 2024

1. Request

Kirti Agrawal of New Mahavan Farm Community has submitted a request for a sketch plan review of a sketch plan for a place of worship and organic farming collective on the property located at 8750 Trail Haven Road.

2. Context

Zoning and Land Use

The 5.65-acre site is guided Rural/Ag Residential in the Comprehensive Plan and zoned Rural Residential (RR). The land is currently farmed. The site is located outside of the Metropolitan Urban Service Area (MUSA).

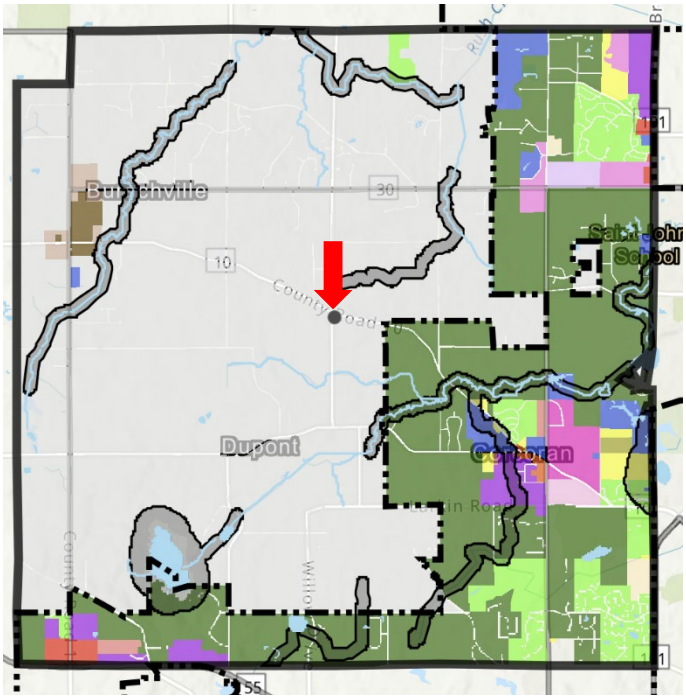


Figure 1: Corcoran City Zoning Map

Surrounding Properties

All surrounding properties are located outside of the MUSA. The properties to the north, across County Road 10, are guided Rural/Ag Residential and zoned Rural Residential (RR). Properties to the east, south, and west are guided Rural/Ag Residential and zoned Rural Residential (RR).

Natural Characteristics of the Site

The Natural Resources Inventory (NRI) map identifies existing farmland on the site and grassy areas site. The Parks and Trails map shows a proposed on-street bike trail along

County Road 10. There are no wetlands shown on the property, but a notice of determination will be required.

3. Analysis

Concept Plan

The property is currently farmed. There is an existing home in the northwest corner of the site and an existing pole barn in the southwest corner of the site.

The New Mahavan Eco Farm Community owns the lot and intends to use the property for 1) a place of worship and 2) an organic farming collective. The worship aspect will be used by a group of members studying and gathering together, while the collective will be an educational opportunity for congregation members and community members to grow their own produce on the farmland. In the Rural Residential district, Agriculture is a permitted use, Places of Worship are a conditional use and accessory structures and accessory uses incidental and customary to uses allowed in the district are permitted.

The farming will be done through volunteer work by members of the organization and interested residents of Corcoran. There will be no sale or payment for services on the farm nor for the produce harvested. The applicant has also identified the University of Minnesota's Extension Master Gardner Program as a potential partner for education on produce and gardening.

The existing pole barn will be repurposed as the place of worship and will be the principal use and structure. It is very common for a home accessory a place of worship for use by the institution and are permitted as accessory uses. In this case, the applicant has indicated that no one will reside in the home, but it will be used for meal preparation and storage of farming equipment and materials.

If the 2,800 sq. ft. home were considered an accessory structure rather than an accessory use, it would exceed the allowed accessory use structure size limit of 2,625 sq. ft. However, staff recommends that this be considered an accessory use (similar to the home at St. John's Evangelical Lutheran church at 9141 County Road 101) and permit it as accessory use with no size limitation. Alternatively, the City could determine that due to the change in uses, the place of worship is the principal structure and the home is a legal, non-conforming accessory structure due to size.

- Should this project move forward with a formal application, staff will coordinate with the City Attorney to determine the best approach to address the existing home and change of use.

Staff notes that the City's rental ordinance would require the applicant to come back to the Council if they desire to change the status of the accessory-use home to a rental of any type. This is not the intention of the applicant or mentioned in their plan for the existing home.

The application shows all existing structures and access points will remain, but the existing pole barn would have an addition of 400 square feet added to the east side. This would make the existing pole barn a total of 2,800 square feet. The plan also shows a new parking area behind the pole barn, with a small cart access lane added down the entire length of the parcel. The eastern two-thirds of the parcel will be for the organic farming collective.

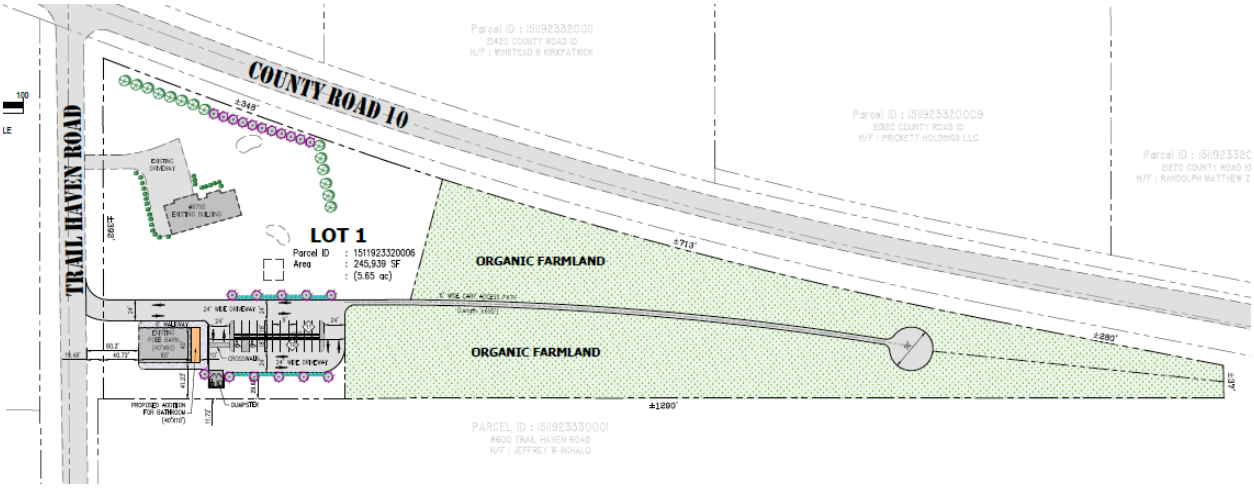


Figure 2 - Concept Plan

The plan shows no other changes to the existing property's sewage or stormwater management. The plan does show additional trees and shrubs being added, but it does not include all of the existing landscape on the site, and the provided renderings show additional landscaping not shown on the sketch plan.

Building Setbacks

The principal building would need to comply with the RR district standards shown in the table below:

	Required	Proposed
Minimum Principal Structure Setbacks		
Front, from major roadways	100 ft.	275 ft.
Front, from all other streets	50 ft.	40.72 ft.
Front Porch (≤ 120 square feet)	40 ft.	N/A
Side	25 ft.	41.23 ft.
Rear	25 ft.	>1,000 ft.

The existing front yard setback for the pole barn on Trail Haven Road is non-conforming and the applicant will not be allowed to expand in that direction without a variance from the setback requirements. They are allowed to expand other areas of the building as long as they conform with the above setback standards.

Buildings/Architecture

The applicant has not provided any architectural details for the proposed buildings but has provided some conceptual renderings. Building design must comply with Section 1060.050, Subd. 1(B) and Subd. 1(D) which provides standards for buildings in residential zoning districts and accessory structures.

Section 1060.050, Subd. 1(A)2 requires the existing facade of a building to be upgraded so that 25% or more of the existing structure conforms to the exterior building material requirements when expansions are proposed, unless otherwise approved by Conditional Use Permit. The improvements shall be concentrated on the side facing the public road and/or the side facing an area zoned for residential use. Metal siding is not permitted a primary material in the RR district. The applicant would need to upgrade the exterior material to comply with the ordinance or request a conditional use permit.

- Council may wish to provide feedback on whether they would support a conditional use permit to allow the barn exterior to remain as is or whether upgraded materials would be expected.

The rendering also shows a potential wall sign on the East face of the pole barn. This is not allowed under City Code Section 84.05 Subd. 1. No signs are allowed in the RR zone. A City Code amendment will be required to allow one on this property. Other residential districts with institutional uses, such as a place of worship, would be allowed a total of 32 sq. ft. on one freestanding sign no more than 6 feet in height. In order to allow signage on this site, the applicant would need to apply for an amendment to that code to allow signage.

Figure 3 Rendering of pole barn provided by the applicant

- Does the Council support a Code amendment to allow signage in the RR district similar to the signage allowed for non-residential uses in the urban residential districts?

Parking and Drive Aisles

Section 1060.060 requires that parking and drive aisles be setback 100 feet from County Road 10, 50 feet from Trail Haven Road and 10 feet from the side and rear property lines. The applicant is proposing a 111-foot front setback for parking and drive aisles along Trail Haven Road and a 180-foot setback from County Road 5. The parking complies with setback requirements.

Section 1060 of the Zoning Ordinance establishes the minimum number of parking spaces required. The pole barn has been identified in the concept plan as a “Place of Worship” and would then calculate 4 spaces for every seat, which is measured as 18 inches of seating space in the structure. The applicant has indicated the pole barn would hold 75 people. The concept plan shows 21 parking spaces, including 2 ADA spaces, which more than the required 19 spaces.

The concept plan shows the drive aisles as 24 feet wide and the parking spaces as 9 feet by 18 feet. These would need to be updated to reflect the standards outlined in Section 1060.60 Subd. 4(C)d, which requires 26-foot wide drive aisles and 9 feet by 18.6 feet parking stalls.

The plans would need to show compliance as part of the site plan submittal with the parking design changes.

Landscaping

The site is subject to the landscape standards in Section 1060.070 which requires the following:

- One overstory tree per 1,000 sq. ft. of gross building floor area or one tree per 50 lineal ft. of site perimeter, whichever is greater. *This would require 61 trees based on building size.*
- One understory shrub for each 300 sq. ft. of building or one tree per 30 lineal ft. of site perimeter, whichever is greater. *This would require 102 shrubs based on building size.*

Historically, the City practice has been to only calculate the required new trees and shrubs based the building addition and screening required for parking and loading areas. If calculated only on the addition, then the applicant has shown sufficient improvements in both trees and shrubs.

- Council should provide direction to the applicant.

Section 1060.060 requires that parking areas with four or more stalls be screened from properties guided or zoned residential and from public streets. Screening to a height of at least three ft. shall be provided to screen vehicle headlights. The concept plan shows added landscaping with trees and shrubs that would provide this type of screening on applicable sides of the designated parking area.

Access/Streets

The plan shows no access changes onto Trail Haven Road, which is currently a gravel road. The applicant, however, has indicated that they will widen the existing pole barn access point and move it north of the barn to provide better access to the planned parking facilities on the lot behind the pole barn.

The applicant has identified the normal use of the building to only need around 2-5 cars off-peak and 15-20 cars during peak hours of operation. They have also identified the need for yearly festivals that would draw around 75 people. The parking requirements are met for this based on the design of the pole barn and the expected capacity.

Both the engineering and public safety departments indicate that the driveway for parking onto Trail Haven Road needs to be expanded to allow both left and right turns. The attached engineer's memo provides additional comments on this plan.

Utilities

The site is located outside of the MUSA boundary and will be served by the existing individual septic system on the lot. The applicant will be responsible for obtaining approval from Hennepin County for the septic connection.

Stormwater

The applicant is creating new impervious surfaces, both with parking and a building addition. Currently, the plan appears to disturb less than 1 acre of land and would not require any stormwater improvements. If they do disturb more than this, they will be required to submit a stormwater management plan in accordance with city standards at the time of a formal application.

Public Safety

The Public Safety Committee reviewed the plans and provided the attached letter regarding access and fire code issues.

Summary

The proposed use is consistent with the uses allowed within the RR zone. The next step would be for the applicant to submit an application for approval of the Conditional Use Permit and Site Plan. This would require a public hearing at the Planning Commission and action by the City Council. The request could include a sign ordinance amendment as well.

4. Recommendation

Staff recommends that the City Council review and discuss the sketch plan and provide the applicant with informal comments.

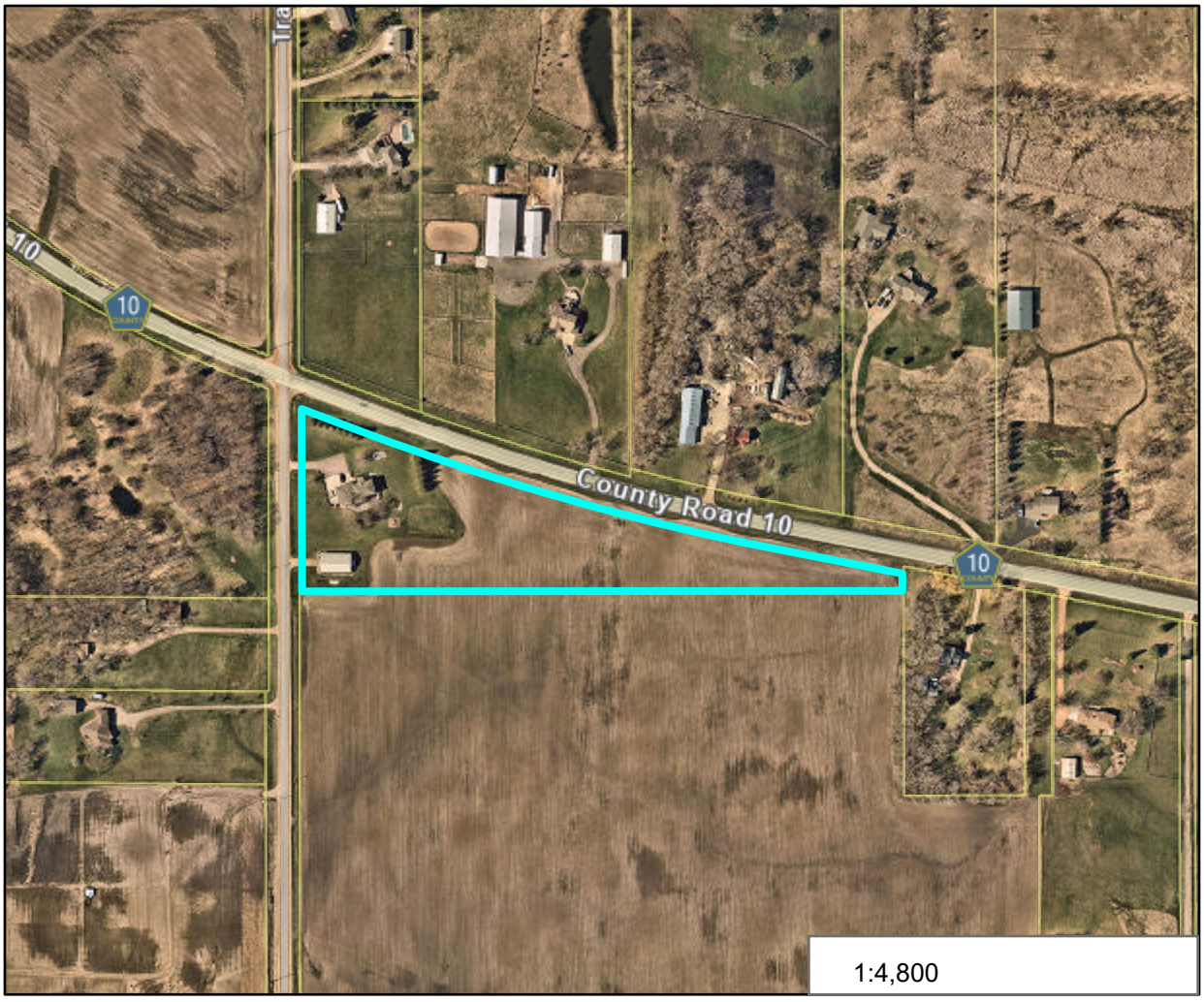
Any opinions or comments provided to the applicant by the City Council are considered advisory only and shall not constitute a binding decision on the request.

Attachments

1. Site Location Map
2. Applicant Narrative received June 14, 2024
3. Concept Site Plan received June 14, 2024
4. Example Elevations and Renderings received May 24, 2024
5. City Engineer Memo dated June 19, 2024
6. Public Safety Memo dated June 5, 2024
7. 2040 Land Use Plan

Hennepin County Property Map

Date: 6/19/2024



PARCEL ID: 1511923320006

OWNER NAME: New Mahavan Eco Farm Commun

PARCEL ADDRESS: 8750 Trail Haven Rd,Corcoran MN 55340

PARCEL AREA: 5.65 acres, 245,939 sq ft

A-T-B: Abstract

SALE PRICE: $785,000

SALE DATE: 02/2024

SALE CODE: Warranty Deed

ASSESSED 2023, PAYABLE 2024
PROPERTY TYPE: Residential
HOMESTEAD: Homestead
MARKET VALUE: $676,900
TAX TOTAL: $8,651.02

ASSESSED 2024, PAYABLE 2025
PROPERTY TYPE: Residential
HOMESTEAD: Homestead
MARKET VALUE: $688,500

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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Narrative:

New Mahavan serves the local community through two primary avenues. Firstly, we offer a welcoming place of worship that is open to individuals of all faiths. Here, people can gather peacefully to deepen their understanding of nature, the soul and the relationship between them.

Secondly, we engage the community by providing a space for the cultivation of organic vegetables, fruits, herbs, and flowers. This initiative not only offers individuals the opportunity to connect with nature but also serves as a learning platform, particularly for children, who can discover the principles of gardening and gain insight into the concept of farm-to-table living.

Through the allocation of 3.75 acres of land, we aim to involve local volunteers in the cultivation process, allowing them to benefit from the produce grown. Any surplus harvest will be donated to local food banks or made available to the local community free of charge, reinforcing our commitment to serving those in need and fostering community well-being.

Operating Hours:

For Place of Worship:

- **Morning Hours**:
  - Monday to Saturday: 5:00 AM to 6:30 AM
    - Expected Car Parking: 2-3 cars.
  - Sunday: 6:30 AM to 2:00 PM
    - Expected Car Parking: 15-20 cars.
- **Evening Hours:**
  - Monday to Sunday except Friday: 6:30 PM to 7:30 PM
    - Expected Car Parking: 2-3 cars.
  - Friday: 6:30 PM to 9:30 PM
    - Expected Car Parking: 15-20 cars.

For Organic Farming:

- **Mid-March to Mid-October: (Open for Registered Volunteers Only)**
  - Monday to Saturday: 8:00 AM to 6:00 PM
    - Expected Car Parking: 4-5 cars.
  - Sunday: 2:00 PM to 7:30 PM
    - Expected Car Parking: 4-5 cars.
- **Mid-October to Mid-March – Closed**

Funding:

Most of the funding will come from donations to the place of worship. These donations will support the maintenance of the parking facility, upkeep of the pole barn, acquisition of gardening equipment, and contribute significantly to the financing of organic farming activities.

Additional funding will be sourced from local businesses interested in promoting community outreach through the distribution of harvests to local senior care facilities, nursing homes, schools, etc.

Facilities:

- Restrooms will be shared by visitors to the place of worship and volunteers for organic farming.
- Learning seminars for organic farming will be conducted inside the pole barn.
- Registered volunteers will primarily be from the City of Corcoran and members of the New Mahavan Eco Farm community.
- Guidance and support for organic farming activities will be provided by the University of Minnesota Extension Program and trained Master Gardeners.
- The majority of initial funding for site upgrades will be sourced from donations from New Mahavan Eco Farm community members.

Frequently Asked Questions:

1) What is the purpose of New Manavan Eco Farm Community (NMEFC)?

The specific purpose of this nonprofit organization is charitable and to promote ecological sustainability by promoting an organic farming community dedicated to supporting spirituality, sustainable living, and community well-being.

For this purpose, NMEFC has purchased a 5.65-acre property which includes a single-family home and a pole barn in the city of Corcoran. Approximately 3.75 acres of the land in this property will be utilized for organic farming. This land will be used to grow vegetables, fruits and herbs.

2) How NMEFC will operate?

The Organic Farmland will be managed by a group of volunteers. There will be a registration process to become a volunteer. At this time the registration will be open to the city of Corcoran residents and members of NMEFC.

NMEFC will provide equipment, tools, seeds, organic fertilizer and other accessories needed to grow fruits, vegetables and herbs. Volunteers will choose the type of work

they like to help with. NMEFC will work closely with the University of MN extension program and their master gardeners to get expert advice to make this a success.

For more details on one of the success stories please read the below article:

https://extension.umn.edu/source-magazine/giving-gardens

Another story related to community Garden can be found here.

3) Why there is a need for a community garden? Why not use our backyard?

Firstly, there is no community garden available in the city of Corcoran where residents can come together to engage in gardening. Currently, residents are using the options that are available in the nearby city of Maple Grove and Plymouth.

Secondly, community gardens create a sense of community by bringing people together, promoting social interaction, and building stronger neighborhood bonds. It also provides a space for residents to learn from each other, share gardening tips, and educate children about nature and sustainability.

While individual backyard gardens are valuable, community gardens offer a wide range of additional benefits including opportunities for engagement and education.

4) Will NMEFC sell vegetables and fruits in the market or to the residents?

NO – this community garden will be run by Volunteers, and they will get vegetables and fruits at no charge. The rest will be donated to local food shelves, senior care and nursing facilities.

5) Will there be any fee that volunteers must pay or will there be an assigned parcel of land for individual volunteers to grow their own food?

There will be NO fee charged and there will be no dedicated parcel of land. It's a new way for the community to come together and engage in gardening. NMEFC will not be charging any fee for the piece of land like it is normally charged by other community gardens.

6) Will the Single-Family home be occupied, or someone will be living there as a resident?

No - House will be used for administrative and storage purpose only.

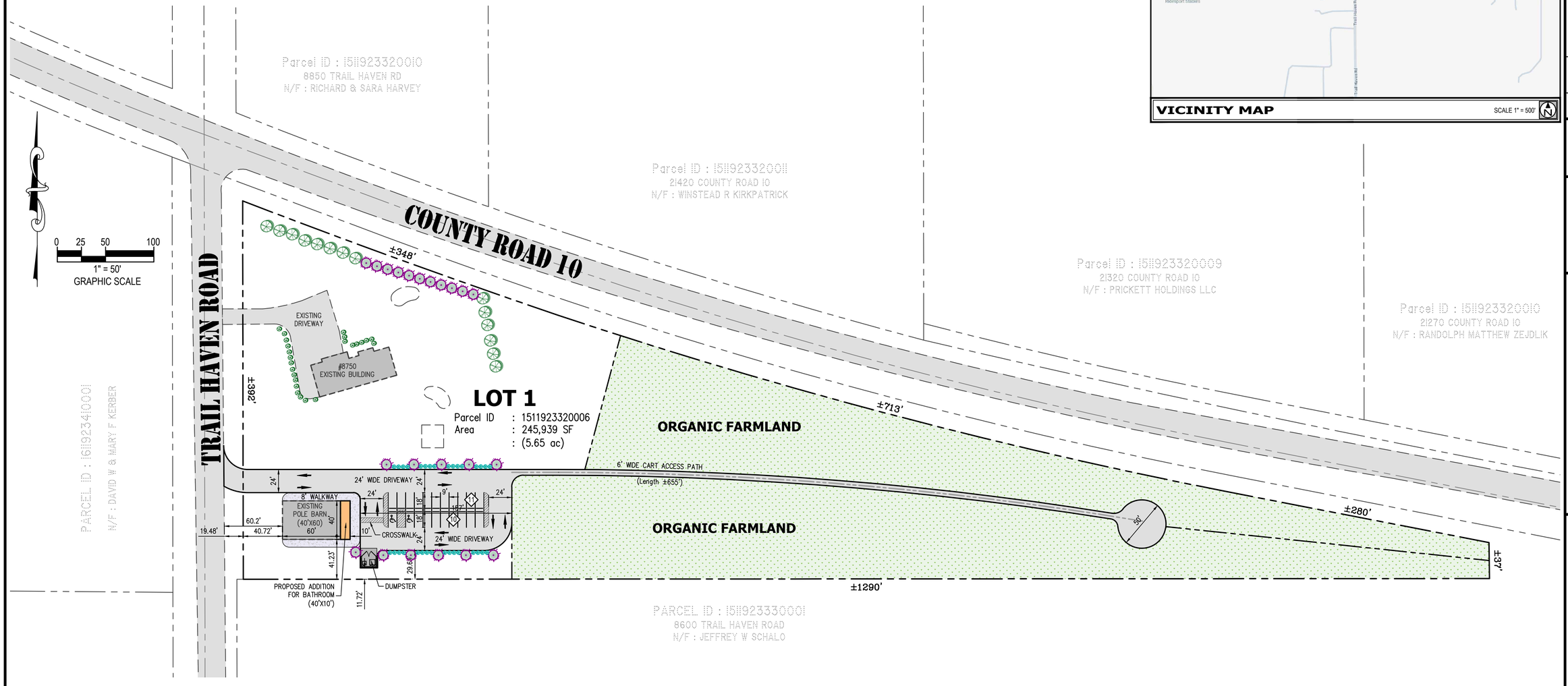
7) What is the purpose of pole barn and how it is used for place of worship?

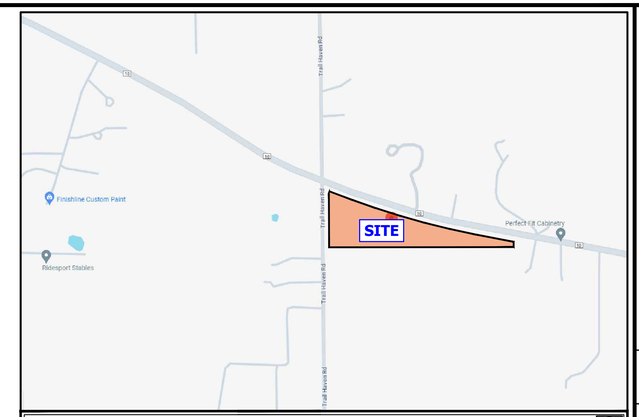
A group of 8 to 10 families meets twice a week to discuss scriptures. Previously, the group rented spaces at various churches in Plymouth. However, with some members moving to the City of Corcoran, we decided to look for a place which is peaceful and

close to nature that aligns with our core values of promoting a healthy lifestyle. Renting or purchasing property in commercial districts would not meet our primary goal of being close to nature and promoting collective efforts for a noble cause. This group is also part of the NMEFC' initiative through significant financial contributions to help realize the innovative concept of a community garden.

SITE PLAN

8750 TRAIL HAVEN RD, CORCORAN, MN
HENNEPIN COUNTY





REVISION | DATE | NO.

DATE : MAY-04-2024
CHECKED BY : SS
DESIGNED BY : SS
FILE NO : FO418908CB984

GENERAL NOTES:

1. THE PROPERTY LINE INFORMATION SHOWN HERE IS OBTAINED FROM THE HENNEPIN COUNTY GIS.
2. A BOUNDARY SURVEY IS RECOMMENDED TO DETERMINE THE EXACT LOCATION OF BOUNDARY LINES AND IMPROVEMENTS.

SITE INFORMATION:

PROPERTY ADDRESS	: 8750 TRAIL HAVEN RD, CORCORAN, MN 55340, USA
OWNER NAME	: NEW MAHAVAN ECO FARM COMMUN
COUNTY	: HENNEPIN COUNTY
PROPERTY ID	: 1511923320006
LOT AREA	: ± 5.65 AC

TOTAL PARKING = 21 NOS (INCLUDING 2 ADA PARKING)

THIS IS NOT A LEGAL SURVEY, AND IT IS NOT INTENDED TO REPLACE A LEGAL SURVEY.

LEGEND:

- PROPERTY LINE
- ADJACENT PROPERTY LINE
- BUILDING SETBACK LINE
- ROAD CURB & GUTTER
- EXISTING TREE
- PROPOSED TREE
- PROPOSED SHRUB

SITE PLAN
LOT 1, BLK 2, D G HAVEL JR BUCK RUN
8750 TRAIL HAVEN RD, CORCORAN, MN
HENNEPIN COUNTY

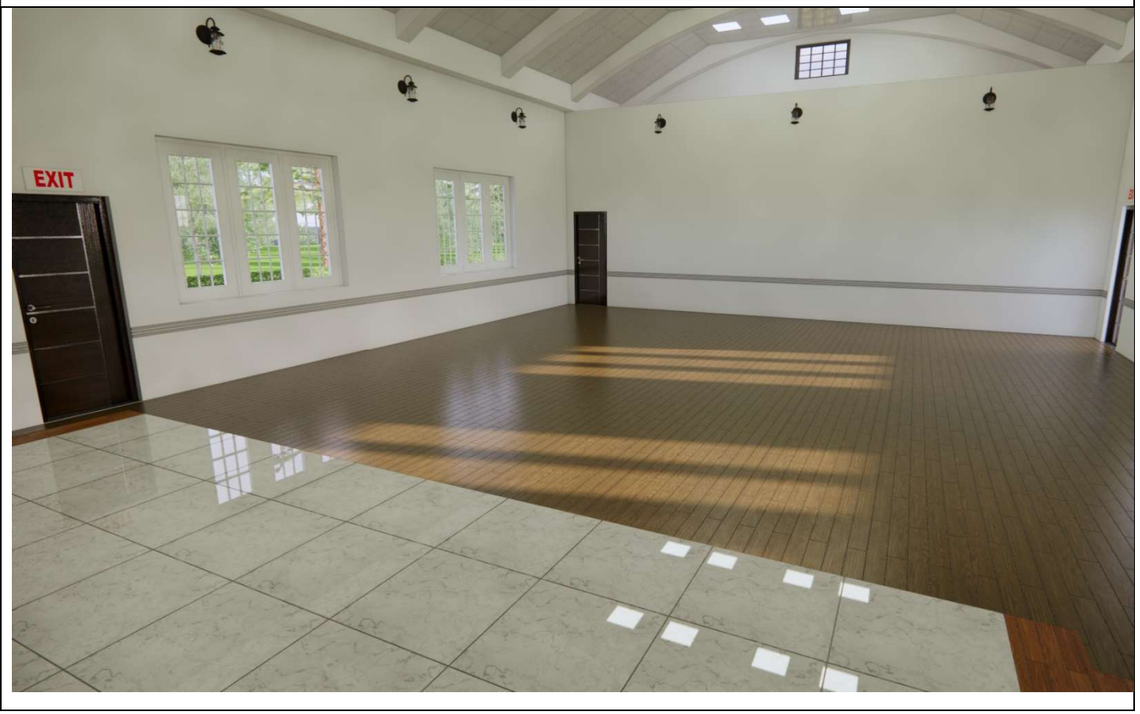
Sheet : **1** of 1

NOTE: ALL DIMENSIONS, LOCATIONS AND FEATURES SHOWN ON THIS PLOT PLAN ARE APPROXIMATE AND ARE ONLY AN ARTISTS RENDITION, EXACT LOCATION OF ALL FEATURES ARE SUBJECT TO CHANGE AND MAY NOT BE INSTALLED EXACTLY AS SHOWN ON PLANS AND/OR IN MODELS, PLACEMENT OF HOME, DRIVEWAY, SIDEWALKS AND EXTERIOR FEATURES ARE SUBJECT TO MODIFICATION AS DEEMED NECESSARY BY FIELD PERSONNEL

Parking lot and rendering of the proposed modification of the Pole Barn:

RESTROOM

EXIT


EXIT

Scale $\frac{1}{4}$" = 1'-0"

NO.	DATE	REVISION

DATE : JUN-14-2024
CHECKED BY : SS
DESIGNED BY : SS
FILE NO : FO3180B5B9D85

BARN FLOOR PLAN

LOT 1, BLK 2, D G HAVEL JR BUCK RUN

8750 TRAIL HAVEN RD, CORCORAN, MN

HENNEPIN COUNTY

Sheet : 1 of 1

Stantec

Memo

To:	Kevin Mattson, PE Public Works Director	From:	Kent Torve, PE, City Engineer Steve Hegland, PE
Project:	New Mahaven Eco Farm Concept Review	Date:	June 19, 2024

Exhibits:

This Memorandum is based on a review of the following document:

1. Site Plan – Lot 1 Block 2 DG Havel JR Buck Run with no date or signature.

Comments:

General:

1. An encroachment agreement shall be required for all site improvements or items placed within the City ROW or easements.
2. The site is proposed to be used for a place of worship as well as an organic farming operation. The site plan identifies a newly constructed parking lot for 21 stalls being accessed via a paved driveway.

Transportation

1. The proposed project access' Trail Haven Roadway south of County Road 10. The site plan is proposing to relocate the current shed access driveway approximately 40' to the North. The new proposed access location is approximately 300' from County Road 10. If this site plan moves forward, this access location should be further reviewed to identify and mitigate any conflicts with future turn lanes at this intersection.
2. The internal roadways and parking lot will be privately owned and maintained.
3. The proposed driveway appears to be oriented to allow vehicles to enter and exit to the north. A radius should be added to the south to allow for traffic from both the south and north to access the site.
4. The driveway is proposed at 24' in width which would comply with both the residential and commercial driveway standards.
5. The traffic and parking demands for the site should be reviewed in more detail during future submittals. Under initial review, it appears that additional stalls may be necessary to accommodate an overlap in parking for when the service and organic farmlands are both at the maximum parking demand.
6. The parking lot shall have concrete curbing or edging and shall have a paved surface.
7. Public Safety should review and comment on the size and layout of the internal drive aisles.

Grading /Stormwater

1. Based on the current site plan, the size of the disturbance is anticipated to be less than 1-acre so it is not anticipated to trigger any City of Corcoran, Watershed or MPCA stormwater improvements. If the

disturbance area changes or the site disturbance is enough to trigger stormwater compliance, the applicant shall be required to meet those standards.

2. The site should be reviewed to ensure no wetlands are present within the site. If present, the site plan should meet all applicable City and WCA regulations.
3. All drainage swales shall maintain a minimum of 2% slope and all slopes should be 4:1 or flatter unless approved by the City Engineer.

Watermain/Sanitary Sewer

1. The proposed site is not within the MUSA and will be served by private well and septic system.
2. The applicant shall confirm if the current septic system can be utilized for this use or if a new septic system will be necessary for the site.
3. The applicant shall confirm with MDH if the current well can be utilized for this use or if a new well will be necessary for the site.
4. The site plan should confirm if any irrigation will be anticipated for the organic farming operation and the source of the water. The current well was likely constructed for residential use and it should be verified to be adequate for any commercial irrigation needs.

End of Comments

CITY OF CORCORAN
8200 County Road 116, Corcoran, MN 55340
763.420.2288
E-mail - general@corcoranmn.gov / Web Site – www.corcoranmn.gov

Memo

To: Planning (Planners Lindahl and Davis McKeown)

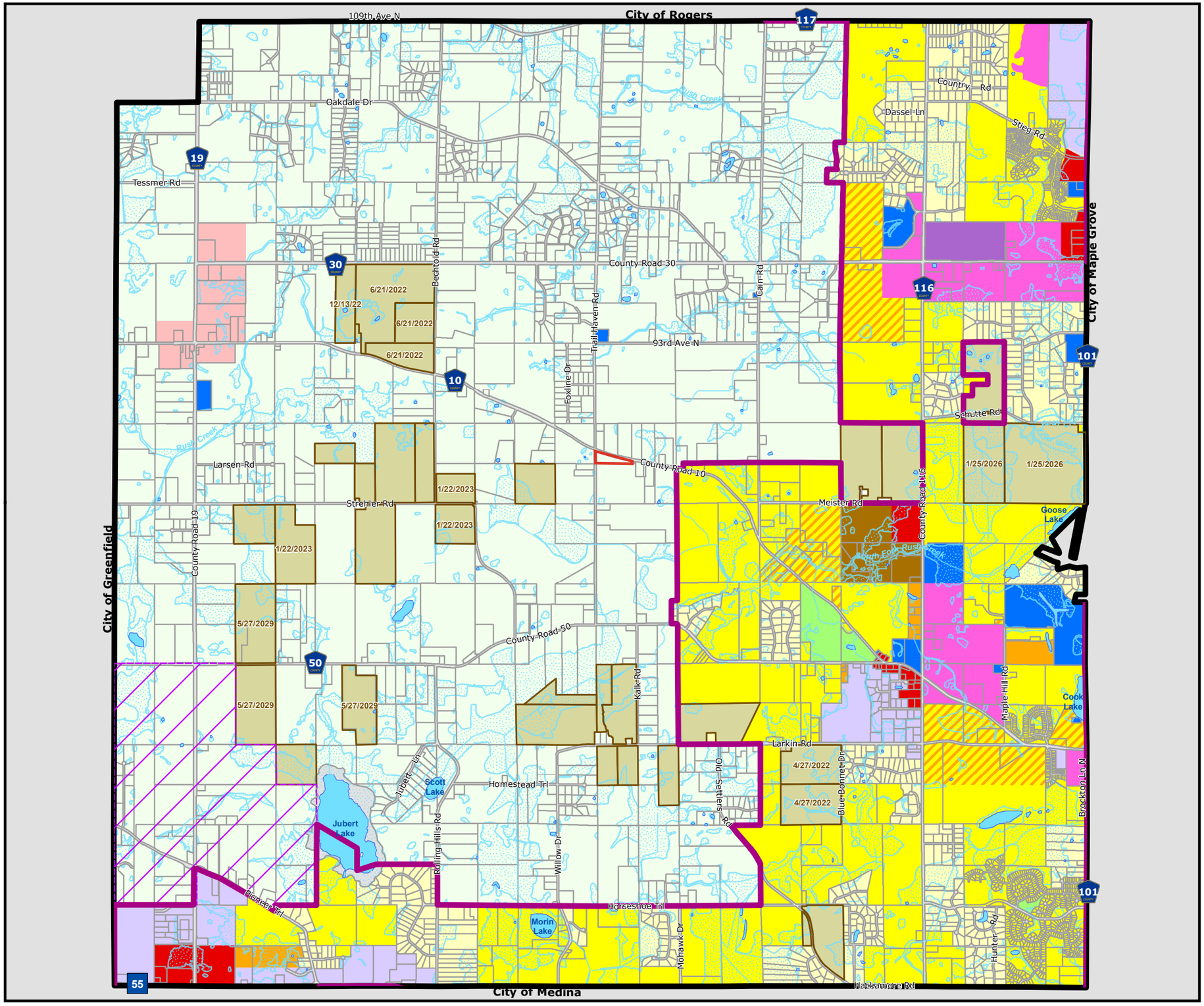
From: Lieutenant Burns

Date: June 5, 2024

Re: City File 24-026 New Mahavan Eco Farm Concept Plan

A Public Safety plan review meeting was held on June 5, 2024, to review the submitted application for the New Mahavan Eco Farm Concept Plan. In attendance were the following: Fire Chief Leuer, Fire Chief Malewicki, Fire Chief Fehrens, Building Official Rosenau, Construction Services Supervisor Pritchard, Planning Technician Klingbeil, and Planner Davis McKeown. The comments below are based on the concept plan received by the City as of May 28, 2024, and are intended as initial feedback. Further plan review will need to be completed as construction plans are finalized.

1. The Public Safety team would like a better understanding of the purpose and intent of the cul-de-sac and if there is intent to rent out farming plots to the larger community.
2. It is possible the building will need to be sprinklered. The final decision will be made by the Building Official.
3. A circulation plan for the parking lot will be needed with a formal application. A turnaround may be required if the parking lot cannot accommodate a fire truck.
4. Use of a single-family kitchen for cooking may trigger Minnesota Department of Health requirements. The kitchen can be used for staging pre-cooked food.
5. Driveway for the pole barn should be able to accommodate left and right turns.
6. Septic for an assembly use/public restrooms requires review and approval by Hennepin County.



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
- Parcel Boundaries
- Streams
- Lake/Open Water
- Wetlands

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

3,000 1,500 0 3,000
Feet

N

Path: \\MSPFSV02\DesignDepot\Library\Software\GIS\Client\City of Corcoran\City wide maps\2040 Future Land Use.mxd
Date: 10/27/2021 Time: 9:57:35 AM User: LPSRemote

STAFF REPORT Agenda Item: 8b.

City Council Meeting June 27, 2024	Prepared By Natalie Davis McKeown
Topic Conservation Residential Ordinance Amendments (City File No. 24-012)	Action Required Direction

The Rural Commercial Subdivision survey closed as of 12:01 AM on Monday, June 17, 2024. Thirty-five participants responded. Staff will complete an analysis of the data collected and present the findings during the City Council meeting on June 27, 2024. Staff anticipates sharing the PowerPoint presentation prior to the meeting, including posting the information on the City's website on the same landing page the survey was accessible. Staff will ask Council for further direction on how to proceed with updates regarding Rural Commercial after presenting the data.

STAFF REPORT Agenda Item 8c.

City Council Meeting: June 27, 2024	Prepared By: Natalie Davis McKeown
Topic: Heather Meadows 3rd Addition Open Space & Preservation Plat (OS&P), Conditional Use Permit (CUP), and Variance (PIDs 05-119-23-31-0001; 05-119-23-32-0001; 08-119-23-22-0011) (City File No. 24-002)	**Action Required:** Decision

Review Deadline: August 1, 2024

1. Request

The applicants, Mark and Markus Lee, propose an OS&P plat on 88.22 acres near Oakdale Drive and Heather Lane. The plat will result in 12 buildable lots ranging from 2.3 – 4 acres in size and 44.8 acres of open space to be preserved as farmland in two outlots. The request includes a CUP to allow for agriculture buildings on a lot of less than 10 acres that exceed the allowed footprint as well as thee variances from OS&P design standards and a setback requirement of 100' for an agricultural structure.

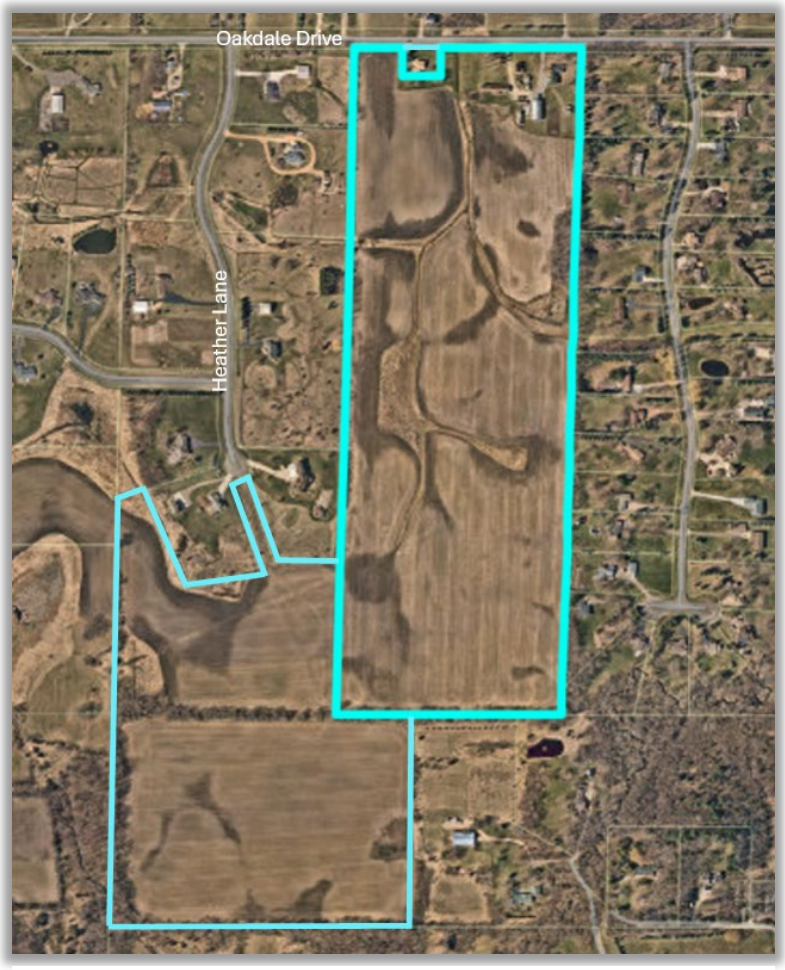


Figure 1 Site Location

2. Prior Council Review

The City Council discussed this application at their regular meeting on May 21, 2024. During the meeting there was discussion regarding the requirements for OS&P plats and how this proposal fits within those standards. Significant emphasis was placed on the intention of the

subdivider to continue farming the outlot as well as the lack of recreational trails through this open space. The discussion was tabled to the June 27, 2024, meeting.

Regarding the continued agricultural use of the open space, the OS&P standards specifically call this out as an objective of the OS&P and clarifies this is an acceptable use of proposed open space.

- Section 940.020, Subd. 1(C):

  Preserve viable tracts of land for long-term agricultural use.

- Section 940.050, Subd. 1(A)(2):

  Under an OS&P, land not used in the development may be retained by the owner and any successor in interest, subject to a covenant with the City that such land may not be developed until such time as urban sewer service is provided and at such time shall be subject to development standards with urban densities. Continued agricultural use shall be permitted until such time as sewer and water are available and orderly development occurs.

Regarding recreational trails through the farmed open space, it is important to clarify that there are separate levels of compliance expected with the different types of design standards for OS&P plats. There are required dimensional standards in Section 940.040, Subd. 1(D). The application appears to comply with these standards (septic locations for Lot 1, Block 4 and Lot 1, Block 5 must be confirmed/approved as a condition of approval) except for the 100' buffer that would be required along Oakdale Drive for Lot 1, Block 4 and Lot 1, Block 5. A variance is requested from this standard, and as a condition of approval staff proposes the applicant be required to plant the buffer to the extent possible (where there is not already existing vegetation) without creating a conflict with existing structures.

There are 4 development design guidelines in 940.040, Subd. 1(E) applicable to all OS&P developments. The application meets all standards except for the standard that "All lots shall front a paved street, internal to the site," as the two existing residences of Lot 1, Block 4 (the home of the applicant intending to farm the open space in perpetuity) and Lot 1, Block 5 front and directly access Oakdale Drive. The application includes a variance from this standard. Staff originally proposed removing one of the driveway accesses for Lot 1, Block 4, which currently has a U-shape driveway with two accesses directly on to Oakdale Drive as a potential condition of approval to minimize the extent of direct accesses on to Oakdale Drive. However, this was met with some opposition from the general public as well as the applicant as the U-shape better accommodates equipment and large semi-trucks that access the site on a fairly regular basis. The Planning Commission recommended not including this as a condition of approval, so there are no conditions tied to granting this variance currently proposed. This is discussed in detail in the original staff report.

The final set of design standards are the “design objectives” provided in 940.050, Subd. 1(F). The language for the design objectives does not state that developments shall be designed to achieve all objectives. Instead, the following language is used:

> *Residential lots should be designed to achieve as many of the following objectives as possible:*

This is the category that “recreation open spaces” falls under. The applicant is very concerned about including recreational pathways through the open space as this will create a liability concern from conflict with pedestrian usage of the site, thick cropland, and heavy machinery used in the operations of the farm. There are inherent dangers of pedestrian use of the farmland, and it may be better to minimize the expectation of recreational use in this area. The example the applicant provided in discussions with staff is the potential for a child to run off the path while heavy machinery is being used where the child may not be easily visible to the operator. Staff agrees there are safety implications of requiring the applicant to provide trails within the open space considering the intended long-term use. With the use of the language “*as many of the following objectives as possible”*, staff finds it reasonable to conclude that this objective is not possible to satisfy with this proposal for the following reasons:

1. The open space is not intended as recreational space.
2. The intent to continue farming the open space creates a conflict with pedestrian safety and liability of the farmer.

Staff believes the remaining design objectives are met or can be reasonably met with conditions of approval (e.g., a deed restriction for the ten new homes enforcing an architectural theme and/or requiring native vegetation with high wildlife conservation value to be used within the street right-of-way).

In addition to the preliminary plat, the application includes a Conditional Use Permit (CUP) for agricultural structures on Lot 1, Block 4 and three variances to allow existing structures to remain on both Lot 1, Block 4 and Lot 1, Block 5. If the variances are not granted, the applicant would need to redesign the preliminary plat accordingly, but theoretically the variances are not necessary for a 12-lot subdivision on these parcels to move forward. If the plat needs to be redesigned, it may make sense to table the CUP to a July meeting for the applicant and staff to determine how redesigning the plat would impact the proposed CUP. If the CUP were not to be granted, the applicant would be required to remove all agricultural structures in excess of the underlying footprint limit of a 4-acre parcel. It may be helpful for the City Council to structure the discussion as follows:

1. The preliminary plat
2. The variances
3. The CUP

The staff report for the May 21, 2024, meeting is attached to this report for detailed review. However, an updated summary of the discussion items is below.

Summary of Discussion Items

1. Preliminary Plat
    a. OS&P Design Objectives
        i. The City Council should review and discuss whether the proposal sufficiently meets the design objectives of the OS&P.
            1. The Planning Commission recommended including a condition of approval that the public right-of-way be planted with native seed.
            2. A condition of approval could be added that a deed restriction be applied to the 10 new lots to create a consistent architectural theme.
                a. This language would need to be added to the proposed resolution.
            3. The applicant remains concerned and opposed to creating recreational pathways in the intended farmed open space lots.
    b. The existing septic site for Lot 1, Block 5 may be in conflict with the Engineering requirement for the eastern lot line to be moved to the west (staff highly recommends by at least 15'). The City Council should provide feedback on the two pathways forward outlined for the applicant should this prove to be true.
        i. Find two new suitable septic sites for Lot 1, Block 5 to be approved by Hennepin County. Remove the existing septic system.
        ii. Apply for a rezoning and preliminary planned unit development application to allow for deviations from the minimum lot standard and/or off-site septic.
            1. This same option could also be applicable should an alternative suitable septic site for Lot 1, Block 4 and Lot 1, Block 5 cannot be found within the proposed lot boundaries.
        iii. The applicant is continuing to work through the septic requirements for Lot 1, Block 5 as well as Lot 1, Block 4 as of the week of June 17th. Further information is expected to be available for the June 27th meeting.
2. Variances
    a. An exemption from the OS&P requirement for a 100' perimeter buffer zone for portions of the site abutting a public street.
        i. Does the City Council find the practical difficulties standard is satisfied?

ii. Does the City Council agree with the proposed condition of approval to plant the 100’ perimeter buffer where it will not conflict with structures?
iii. Are there other conditions of approval to include that mitigate the impact of granting the variance? (For variances, there must be a clear nexus between conditions of approval and mitigating the impact of granting the variances).

b. An exemption from the OS&P requirement that all lots must front a paved, internal street.
    i. Does the City Council find the practical difficulties standard is satisfied?
    ii. Does the Council agree with the Planning Commission and recommendation that the horseshoe-shaped driveway on Lot 1, Block 4 should remain?
    iii. Are there other conditions of approval to add to mitigate the impact of granting the variance?
c. A 91’ setback for an agricultural structure where 100’ is required.
    i. Does the Council find the practical difficulties standard is satisfied?
    ii. Does the Council agree with the proposed condition of approval to plant the 91’ setback in accordance with the OS&P perimeter buffer requirement?
    iii. Are there other conditions of approval to add to mitigate the impact of granting the variance?

3. Conditional Use Permit
    a. Does the Council find the standards for a CUP have been met to allow agricultural structures in excess of the by-right footprint of a parcel less than 10 acres when it is adjacent to an actively farmed parcel under the same ownership?
    b. Are there other conditions of approval that should be added to mitigate the impact of granting the CUP?

3. Recommendation

The Planning Commission and staff recommend approval of the following:

1. Resolution 2024-50 Approving the Preliminary Plat
2. Resolution 2024-51 Approving the Conditional Use Permit
3. Resolution 2024-52 Approving the Variances

Attachments

1. Applicant Statement Regarding Open Space
2. Staff Report Dated May 21, 2024, Including Attachments (Resolutions Updated)

Narrative

Throughout the year we use heavy equipment (truck spades, tractors, combines ect) to plant, maintain and harvest trees and cash crop from our field. For safety and liability reasons we do not wish to allow individuals to use the open space for any reason. Children are not aware of the dangers of large farm equipment and wandering around the open space causes huge concern.

STAFF REPORT

City Council Meeting: May 21, 2024	**Prepared By:** Natalie Davis McKeown
Topic: Heather Meadows 3rd Addition Open Space & Preservation Plat (OS&P), Conditional Use Permit (CUP), and Variance (PIDs 05-119-23-31-0001; 05-119-23-32-0001; 08-119-23-22-0011) (City File No. 24-002)	**Action Required:** Decision

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1. Request

The applicants, Mark and Markus Lee, propose an OS&P plat on 88.22 acres near Oakdale Drive and Heather Lane. The plat will result in 12 buildable lots ranging from 2.3 – 4 acres in size and 44.8 acres of open space to be preserved as farmland in two outlots. The request includes a CUP to allow for agriculture buildings on a lot of less than 10 acres that exceed the allowed footprint as well as thee variances from OS&P design standards and a setback requirement of 100' for an agricultural structure.

Figure 1 Site Location

2. Background

The plat consists of three existing properties. A residential parcel of 0.39-acres, an original farmstead of 52.06 acres, and a 35.04-acre parcel that was platted as Outlot A of Heather Meadows 2nd Addition in 1999. The farmstead has 5 development rights, and the existing

residential parcel of 0.39-acres has 1 implied development right. The City's OS&P Plat allows for development rights to be increased (up to 200%) in exchange for half the acreage set aside as open space as well as other design standards, such as a paved public street with curb and gutter to serve the development.

The original farmstead and Outlot A are both actively used for agricultural purposes, specifically tree and crop production. The farmstead includes a rural home in good condition with an attached garage and several outbuildings. A second dwelling built in the late 1800's in need of restoration was demolished in 2022. The City Council reviewed a concept plan of this OS&P plat at their regular meeting on 7/14/2022.

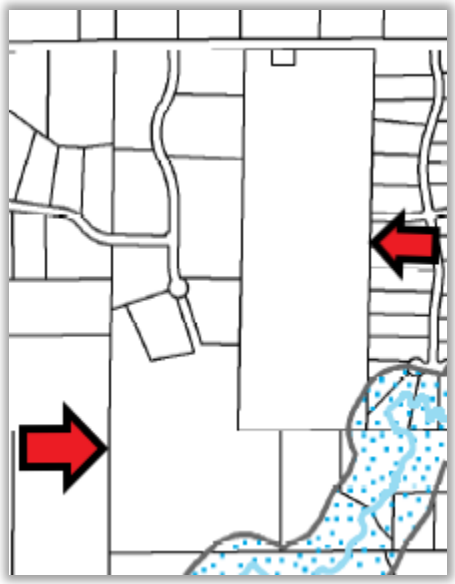


Figure 2 Zoning Map

3. Context

Zoning and Land Use

All three properties are guided Rural/Ag Residential and zoned Rural Residential (RR) with the Shoreland Overlay District touching the southeast portions of the existing Outlot A and 52-acre farmstead. The site is located outside of the 2040 Metropolitan Urban Service Area (MUSA) boundary.

Surrounding Properties

All surrounding properties are guided Rural/Ag Residential and zoned Rural Residential. The present use of the surrounding properties appears to be predominately residential.

Natural Characteristics of the Site

The 2040 Comprehensive Plan Natural Resources Inventory Areas Map does not identify any significant natural plant communities within the proposed site.

A wetland delineation for the site was completed in September 2023. Seven wetlands were found on the site (see page 3).

Rush Creek is nearby to the east of the existing farmstead and just south of existing Outlot A. The proximity to the creek is the reason why the shoreland overlay briefly touches both properties. It is also possible that there is floodplain on the site.

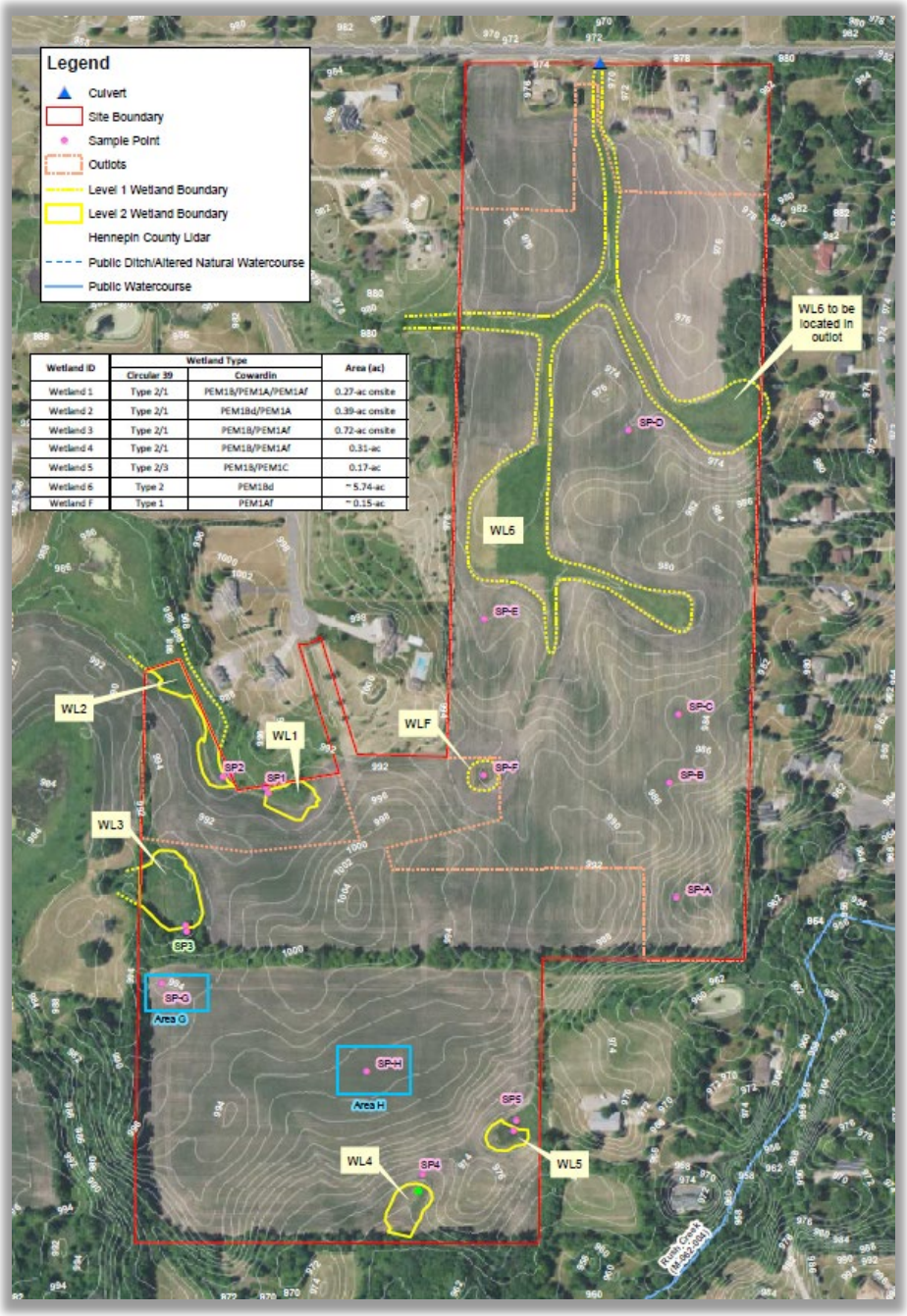


Figure 3 Wetland Delineation

Prior Review

The City Council reviewed a concept plan for this project (previously known as “Lee OS&P Sketch Plan” – City File No. 22-030) at their regular meeting on July 14, 2022. Discussion points on the concept plan included keeping two homes on a single lot (this resolved with demolition of one of said homes), an accessory structure footprint on one

lot that includes all the agricultural structures that will continue to be needed to farm the outlot, and the existing homes requiring a variance from a buffer requirement of the OS&P as well as from the standard that all lots shall front a paved street, internal to the site.

The Parks and Trails Commission reviewed this item at their meeting on April 18, 2024. They recommended accepting park dedication per the staff recommendation: cash-in-lieu of land.

The Planning Commission held a public hearing on this item at their meeting on May 2, 2024. Several members of the public spoke at the public hearing. Topics discussed by members of the public included:

- Support for keeping the horseshoe driveway on Lot 1, Block 4 with two accesses on to Oakdale Drive.
- Concerns about drainage and existing drain tile conditions on surrounding properties.
- Establishing road easements now on Outlot A for eventual street connections to surrounding properties.
    - Alignment with existing easement off Hage Drive.
- The affects of realigning the existing cul-de-sac on Heather Lane for the extension of Heather Lane, particularly to the homeowners that have a driveway on or near the existing cul-de-sac.
- The proposed size of the residential lots.
- The possibility for the outlots to be further developed if/when municipal sewer and water are available to the property.
- Access for the two outlots.
- Whether Heather Lane will be extended to eventually connect to County Road 19.

The Planning Commission provided the following detailed recommendations:

- Require the applicant to use native seed in the public right-of-way to meet an additional objective of the OS&P.
- Staff suggested that a condition of approval for one of the variances could be to remove the second driveway access on Lot 1, Block 4 to minimize the number of direct driveway accesses on to Oakdale Drive in perpetuity. The applicant explained at the meeting that the western driveway is utilized most for agricultural vehicles coming to the site, and the eastern driveway is utilized more to access the residence. Additionally, the horseshoe shape of the driveway is helpful when large trucks are at the site so that they do not have to back-up on to Oakdale Drive. The Commission found it was safer for the western driveway access to remain and did not recommend removal as a condition of approval for the variance.

The Commission unanimously recommended approval (5-0) of the preliminary plat, CUP, and the three variances.

4. Analysis

Staff reviewed the application for consistency with the Comprehensive Plan, Subdivision Ordinance, Zoning Ordinance, City Code requirements, and City policies. The City Engineer's comments are incorporated into this staff report, the detailed comments are included in the attached Engineering Memo. Approval conditions require compliance with the Memo. Public Safety reviewed the plat but did not have any comments.

A. Level of City Discretion in Decision-Making

The City's discretion in approving or denying a preliminary plat is limited to whether the proposed plat meets the standards outlined in the City's Subdivision and Zoning ordinance. If the proposal meets these standards, the City must approve the preliminary plat.

The City's discretion in approving or denying a CUP is limited to whether the proposed plan is in substantial conformance with standards outlined in the City Code. If the proposal meets those standards, or can reasonably meet those standards with conditions, the City must approve the CUP.

The City has a relatively high level of discretion in approving or denying a variance. The burden of proof is on the applicant to show the variance standards are satisfied.

B. Preliminary Plat

Development Rights

The applicant proposes 12 lots where 6 development rights exist. In exchange for substantial preservation of open space, OS&P plats are allowed to develop in the RR district at 150% of the development rights if the development is served by a public street constructed per the rural street section. OS&P developments are granted 200% of the available development rights if the subdivision is developed with the urban street section. The street plan indicates compliance with the City's urban street section (paved with curb and gutter).

Lot Size and Standards

The subdivision will create 12 lots for single-family homes as well as two outlots that will continue to be farmed as part of the applicant's tree farm. There is an existing house, 9 accessory buildings totaling a footprint of over 8,000 square feet on proposed Lot 1, Block 4. These accessory buildings will be discussed further in the CUP portion of this analysis. There is an existing house on Lot 1, Block 5.

The lot size is determined by the OS&P plat standards. There is no flat minimum lot size, but each single-family lot must be able to accommodate a primary and secondary septic site. There is a maximum lot size of 4 acres (twice the minimum lot area in the

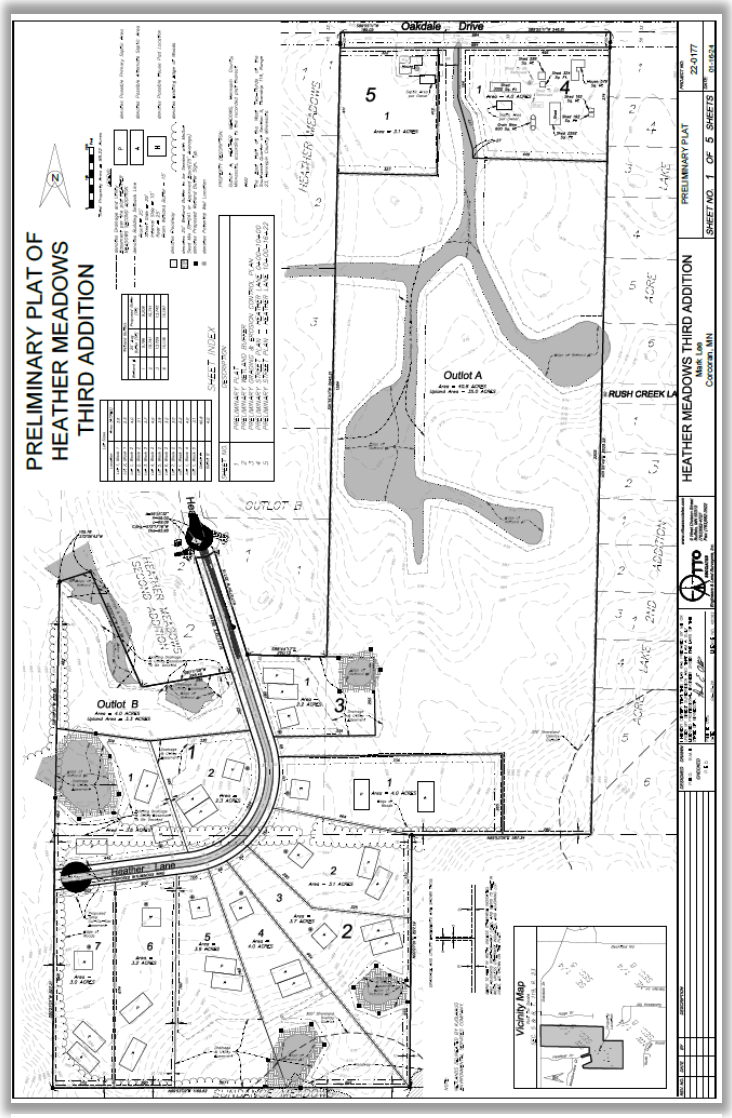


Figure 4 Preliminary Plat

RR district). The plat shows that the lot sizes ranges from 2.2-acres to 4-acres. For comparison, the standard minimum lot size in the RR is 2 acres.

Primary and secondary septic sites are shown for the 10 lots located in the southwest portion of the site. The existing septic sites are shown for Lot 1, Block 4 and Lot 1, Block 5. However, these lots are also required to have a secondary septic site approved through Hennepin County. This requirement is included as a condition of approval which is included in the resolution. Assuming a suitable alternative site can be located for both lots, the proposed lot sizes will comply with the OS&P standard. If a suitable alternative site cannot be located, the lot boundaries must be adjusted accordingly.

Open Space

OS&P plats require a minimum of 50% of the gross land area to be dedicated in no more than 2 non-contiguous pieces to be preserved as open space. Of the required land preserved as open space, 50% must consist of upland. The entire site is 88.22 acres which would require at least 44.11 acres to be set aside as open space. Outlot A is 40.8 acres and Outlot B is 4 acres for a total of 44.8 acres of open space that will continue to be used for agricultural purposes for the foreseeable future.

A total of 22.06 acres of this open space must be upland. The City adopted Ordinance No. 2023-510 on October 26, 2023, which defines upland as follows:

> ***Upland:*** *land not classified as a wetland, a floodplain, below the 100-year ordinary high-water level, or a water body and is generally dry.*

The exact amount of upland is not indicated on the plan set; however, it appears more than half of the open space is upland. A condition of approval is for the applicant to confirm the upland acreage of the open space meets or exceeds 22.06 acres.

Ownership of Open Space

Section 940.060, Subd. 1 list that the operations and maintenance of the open space must be handled through covenants to ensure continued operation at a reasonable standard. This section allows that the ownership of the common open space can be owned by one of the following:

A. Dedicated to the public where a community-wide use would be anticipated;
B. Subdivider's ownership and control; or
C. Homeowners Association (HOA)

The applicant plans to retain ownership of the common outlots. The open space shall be protected by a deed restriction in favor of the City which will remain in place until such time that municipal sewer and water are available to serve the site. At such time, the open space may be developed in accordance with the urban regulations in place at that time. Until then, the restrictive covenant will prevent the outlots from being further developed or sold to someone without an interest in the neighborhood. The covenant will outline the following options regarding how the open space can be handled:

1. The open space outlots can be dedicated to the City (if the City accepts).
2. The open space outlots can be sold to the owner of Lot 1, Block 4.
3. The open space outlots can be dedicated to a HOA that comprises a majority of the homes within this development.
4. The open space outlots can be sold to a developer once municipal sewer and water are available.

The restrictive covenant does not prevent the subdivider from renting the outlots to another farmer. However, if the agricultural structures on Lot 1, Block 4 are no longer being used in the operations of farming the outlots, then the footprint must be reduced to what is allowed by-right on the lot as they will no longer be able to satisfy the conditions of approval for the CUP. Staff notes that it would be very difficult for a HOA to be established years down the road and recommends that the applicant consider establishing an HOA prior to selling lots if there is a chance they will want to divest their rights in the land after ceasing agricultural operations in the future.

Setbacks

The following setbacks apply for this OS&P in the RR district:

Setback	**Minimum**
Front (Other Roadway)	25'
Side	10'
Rear	25'

All lots will be able to comply with the minimum required setbacks.

The applicant confirmed all accessory structures on Lot 1, Block 4 are used for agricultural purposes. Agricultural structures have a 100’ setback from all property lines. Most of the structures will continue to be able to comply with this standard. However, there are two small structures on the east side of the property that are closer to a 50’ setback. Staff finds that these structures are legal, nonconforming as they pre-date the current Zoning Ordinance, and the east lot line is not changing because of the new front property line established as part of this plat.

Additionally, the northern most accessory structure on Lot 1, Block 4 is currently setback roughly 100’. However, with the plat, the half right-of-way (ROW) requirement for Oakdale is 40’. This will result in a setback for the structure of roughly 91’. Since the setback is changing because of the new front property line established as part of this plat, a setback variance will need to be approved for the building to stay in its current location.

Buffer Zone

Per the OS&P standards, a buffer zone of at least 100’ shall be provided at the perimeter of the developed area of the site abutting public streets. The buffer zone shall be thickly planted with native grasses, shrubs, and trees to minimize land use conflicts. This buffer would apply to Lot 1, Block 4 and Lot 1, Block 5. However, the existing structures on these lots prevent a 100’ buffer from being planted. The applicant requested a variance from this standard which is discussed in the Variance portion of this analysis.

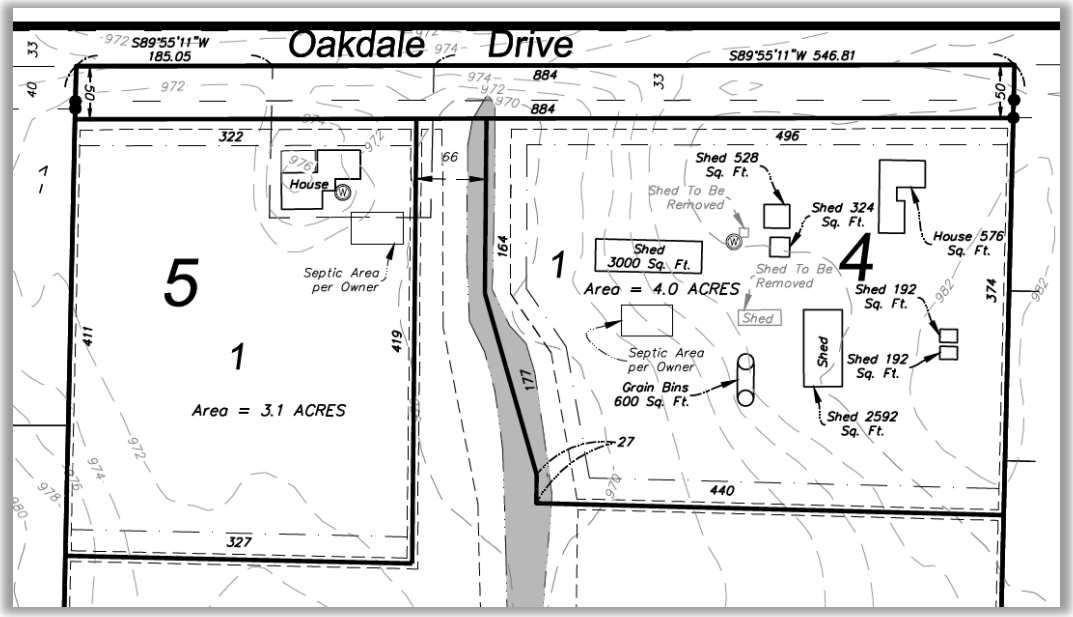


Figure 5 Zoom-in of Lot 1, Block 4 and Lot 1, Block 5

Well and Septic

As previously discussed, 10 of the 12 lots show a primary and alterative septic site for each lot. Alternative septic sites for the two lots with existing homes and systems must be confirmed as a condition of approval. All lots show a well location. The City received confirmation of preliminary approval of the septic sites from Hennepin County.

The plat shows that each site will be served by a private well. These are subject to approval by the MN State Department of Health.

OS&P Design Guidelines

There are four design guidelines that are applicable to all OS&P developments:

1. *All lots shall be clustered in a manner to create temporary open space that will be held in a covenant for future development at the time sewer is extended.*

Staff believes the proposed lot layout complies with this guideline.

2. *The temporary open space shall be contiguous land, or adjacent to a similar classified property, in order to facilitate future development*.

The plan complies with this guideline. It appears it would be difficult to further develop Outlot B in the future at an urban density. However, Outlot B may be able to accommodate a single-family home in the future.

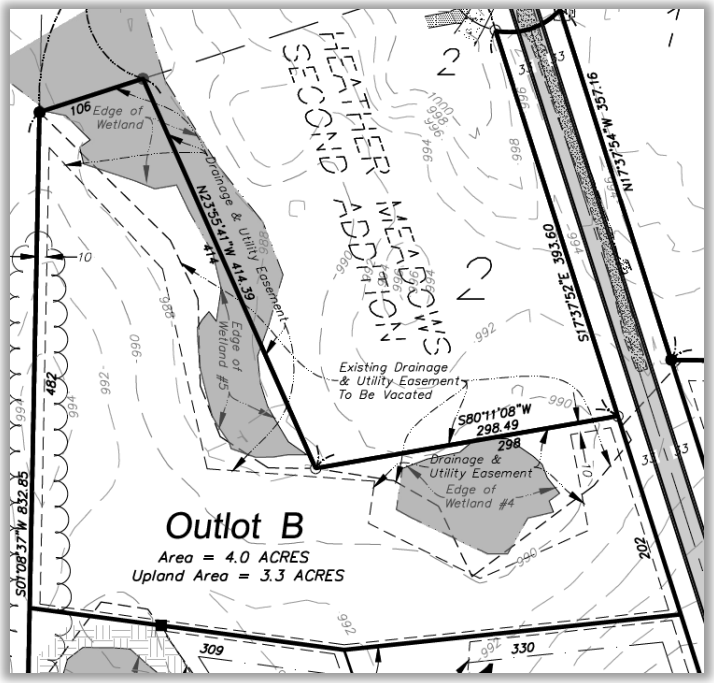


Figure 6 Zoom-in Outlot B

3. *A ghost plat shall be designed for all temporary open space areas at the same time as the Preliminary and Final plat is reviewed and approved. The ghost plats shall indicate future access, internal street network and connections, and future lot layout.*

A ghost plat was submitted for Outlot A. During the Engineering review, it was noted that the ghost plat shows future access from Oakdale Drive over the top of a ditch and wetlands. A condition of approval in the Engineering memo is to move the eastern lot line of Lot 1, Block 5 to allow for a permittable road in the future. Staff believes this lot line must be shifted at least 15' to the west. The ghost plat should also be revised.

Since the initial review for the Planning Commission, the applicant submitted revised plans showing the location of the existing septic site for Lot 1, Block 5. It is noted on the preliminary plat that the shown location was provided by the landowner. If it is determined that complying with the Engineering requirement will create a conflict with the actual location of the existing septic site, then the applicant will have two pathways forward to consider (the Council should provide feedback on their preferred route):

1. Find two new suitable septic sites (one primary and one alternative) for Lot 1, Block 5. Both locations must be approved by Hennepin County. The existing system must be removed. This option would be the cleanest in the long run and is preferred by staff.

2. Apply for and be granted approval of a rezoning and a planned unit development (PUD) plan to allow for a deviation from the minimum lot standards and the use of off-site septic.

    a. This is a requirement of the OS&P. Specifically, Section 940.030, Subd. 4 states the following:

    A Planned Unit Development (PUD) will be required for any application type that proposes a deviation from minimum lot standards and/or the use of off-lot septic or well or community septic or well.

    The way the OS&P section is written, it appears a variance for this type of request is precluded.

    b. The applicant should keep in mind this option will add additional cost and review time for the approval and review of their project as this would lead to three new application components that

must be processed (a rezoning, preliminary PUD plan, and a final PUD plan).

Ultimately, the road will not be constructed until municipal services are available to the area, which means the septic system would be unnecessary at that time. Staff strongly recommends planning the lot lines now for the eventuality of the roadway rather than basing the lot lines on an existing septic system that would be expected to go away with the development of Outlot A and the construction of the roadway. The City Council should provide feedback on this topic.

Figure 7 Ghost Plat

4. *All lots shall front a paved street, internal to the site.*

Most of the lots satisfy this design guideline with the majority of the lots served by the extension of Heather Lane. However, the two existing homes on Lot 1, Block 4 and Lot 1, Block 5 will not front a street internal to the site since these lots have existing

driveway access directly on to Oakdale Drive. This will be discussed further in the variance portion of this analysis.

OS&P Design Objectives

In addition to the design guidelines above, residential lots should be designed to achieve as many of the following objectives as possible:

1. *Arrange lots around a central focal point, such as:*
    a. *A central green, boulevard, or square.*
    b. *A physical amenity, such as a meadow, a stand of trees, a stream or water body, or some other natural feature.*

Six of the lots abut Outlot A and Outlot B which will be part of the tree farm. The tree farm will serve as the central focal point of the OS&P.

2. *Locate lots such that at least 50 percent of the lots within a neighborhood abut open space, or other amenity, on at least one side. A local street may separate lots from open space.*

Six of the lots (50%) within the development will abut the farmed open space outlots on at least one side.

3. *Preserve views from each building unit and from off-site vantage points to the maximum possible.*

The narrative notes that the extension of Heather Lane follows a ridge that will enable the proposed homes to overlook wetlands and perimeter tree stands. The open space is viewable from Oakdale Drive because Outlot A goes directly up to Oakdale Dr between Lot 1, Block 4 and Lot 1, Block 5. Additionally, half of the lots directly abut the open space.

4. *Locate neighborhood recreational open spaces such that they are an integral part of the neighborhood, are suitable for the projected demographic makeup of residents, are at an elevation appropriate to their intended recreational use, have boundaries that are clearly defined and are accessible to all neighborhood residents from a public street or trail. Connect individual home sites with pedestrian corridors or sidewalks to larger open spaces and places of destination on-site and off-site. Open spaces should be accessible to pedestrians at roughly 1,200-foot intervals along public roadways. Pedestrian corridoes between lots shall be at least 50 feet in width and buffered from view of adjacent properties.*

The open space in intended to remain privately owned and utilized for agricultural purposes. It will not serve as a recreational space, and no other recreational spaces are proposed on- or off-site. This design objective does not appear to apply to this proposal.

5. *Locate lots to preserve woodlands, farmland, or other natural features or character, including places of historic, archeological, or cultural value. Preserve natural resources as identified in the Comprehensive Plan to the maximum extent possible in a contiguous, connected configuration. Natural open spaces may include, but are not limited to, fields, wetlands, slopes, bluffs, woods, lakes, ponds, streams, shorelands, and other environmentally sensitive areas.*

Lots are located to preserve farmland to the maximum extent possible. No buildings are proposed within the shoreland area that touches Lots 3, 4, and 5 of Block 2 or Outlot A. The Comprehensive Plan does not identify any significant natural plant communities

Figure 8 Natural Resource Inventory

within the proposed site. According to the Natural Resource Inventory provided by the applicant, the limits of tree clearage will be minimal, and will be limited to what is required for the extension of Heather Lane. There are 7 wetlands on the property, and it does not appear any of these wetlands are proposed to be impacted by this development. The wetlands on the residential lots will be maintained with the required wetland buffers.

6. *Providing covenants to create an architectural theme to include items such as landscaping, porches, side, or rear loaded or detached garages. A written narrative describing the architectural theme shall be provided with the preliminary plat.*

The proposal does not include an architectural theme.

7. *Locates houses and garages such that the garages do not dominate the streetscape.*

   The applicant has not provided any information about the homes. Staff encourage the applicant to keep this objective in mind as they finalize builders and building plans. Snout houses would not meet this objective. The plat shows the house pad. The house pads and lots seem big enough to be able to accommodate a garage without these garages dominating the streetscape.

8. *Locate septic systems on the most suitable soils for subsurface septic disposal and in such manner as to provide for cost effective and least disruptive future connection of the wastewater treatment system(s) to urban service.*

Hennepin County preliminary confirmed the proposed septic sites for the 10 new lots meet their standards. A condition of approval is to have the primary septic sites confirmed for Lot 1, Block 4 and Lot 1, Block 5. An alternative site must also be approved by Hennepin County as a condition of approval.

9. *Landscape common areas and street rights-of-way with native vegetation with high wildlife conservation value.*

The open space will be used primarily as a tree farm, so this standard does not seem to apply to the outlots in this proposal. The applicant shared their intention to seed ROW. However, additional detail has not been provided to ensure that they will be using a seed mix for native vegetation with high wildlife conservation value. The Planning Commission recommended this condition be added and is included in the attached resolution for the Preliminary Plat.

The City Council should review and discuss whether the proposal sufficiently meets the design objectives of the OS&P

Streets

The applicant will dedicate additional ROW for Oakdale Drive. Two lots will be served by Oakdale Drive. The remaining 10 lots will be served by an extension of Heather Lane. A temporary cul-de-sac is required at the end of the proposed extension which will require a temporary cul-de-sac easement. The plans must be revised to show a minimum roadway width of 28’ face to face for the Heather Lane extension. This will allow for one-sided parking. The Engineering Memo explains the existing cul-de-sac on

Heather Lane should be removed, and the roadway should be extended through with the proposed development. The existing driveways and culverts should then be modified and extended as necessary. The applicant is responsible for working with the affected property owners to minimize disruption, and the applicant is also responsible for the cost of these improvements. Additional details of this process will be further pinpointed as the project moves forward with a final plat.

The ghost plat for Outlot A shows that an additional north/south street can be accommodated to provide a connection to the east as well as connect to Heather Lane to the west. As stated previously, the eastern lot line for Lot 1, Block 5 must be shifted to the west to allow for a permittable road access in the future as implied on the ghost plat. This is a condition of approval for the development.

Heather Lane is an existing roadway that is aging but should be able to support construction access. The Engineering Memo explains the City should document the condition of the roadway with high-definition video and photos prior to construction. Any localized damage attributed to the construction project should be corrected as part of the development.

Wetlands

A wetland delineation was completed in September 2023 which confirmed 7 wetlands within the project boundary. The plat does not propose filling any of these wetlands. These wetlands are subject to the Wetland Overlay District (Section 1050.010), which includes wetland buffers, wetland buffer monument signs, and an additional 15' structure setback from the edge of the buffer. The size of the buffer is dependent on the quality of the wetland. The City's Natural Resources Community Quality Ranking map is based on the City's quality assessment of known wetlands within the City. Wetlands not shown on this map are assumed to be of medium quality; however, there is a process to confirm wetland quality through Minnesota Rapid Assessment (MNRAM) methodology should the applicant decide wetland quality on the site needs to be re-evaluated. None of the wetlands within the project are shown on the City's map, so all the wetlands will be treated as medium quality.

Medium quality wetlands have the following buffer requirements:

Wetland Buffer Average Width	25'
Wetland Buffer Width (Min.)	20'
Wetland Buffer Width (Max.)	40'
Structure Setback From Buffer	15'
Total Buffer and Setback (Average)	40'

The preliminary wetland buffer plan shows wetland buffer widths that do not meet the minimum requirement of 20’ for the purposes of calculating the average buffer width. The minimum and maximum widths of each wetland buffer must be confirmed as a condition of approval.

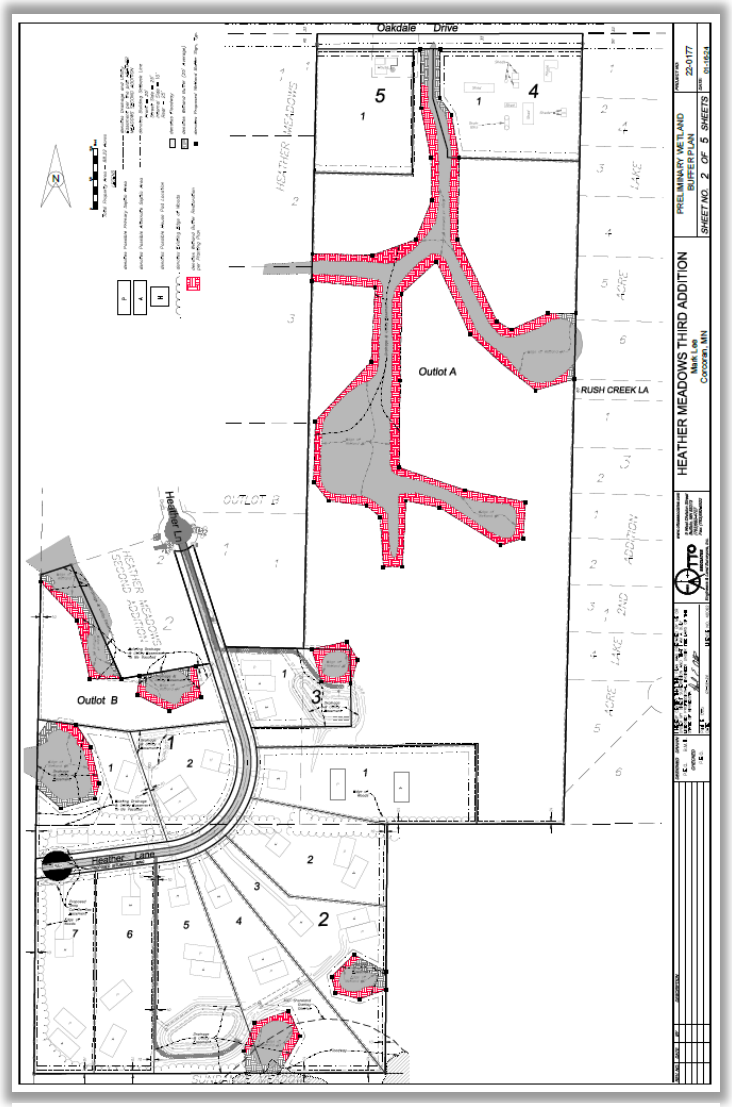


Figure 9 Wetland Buffer Plan

Wetland buffers are shown on the wetlands located within the two outlots. However, City practice allows outlots used for farming to defer the wetland buffers and monument signs until future development. In this instance, staff believe it makes sense to also require wetland buffers and monument signs be established, based on the prevailing ordinance at that time, if the farmed space is no longer used for agricultural purposes.

A permanent wetland buffer monument shall be installed at each lot line where it crosses a wetland buffer, and where to indicate the contour of the buffer, with a maximum spacing of 200’ of wetland edge. The preliminary plat mostly complies with this standard except two additional signs are needed on the shared lot line between Lot 4 and 5 of Block 2.

The preliminary wetland buffer plan indicates areas of undisturbed buffers as well as buffers that will need to be established. The areas marked as undisturbed are subject to an inspection by the City’s wetland specialist. If these areas do not meet the vegetation requirements for buffer strips, the plan will need to be updated accordingly. Further, additional detail is needed regarding the proposed vegetation/seeding to establish new wetland buffers, subject to approval by the wetland specialist.

Shoreland Overlay District

There is a small portion of the project that falls within the Shoreland Overlay district on Lots 3, 4, and 5 of Block 2 and Outlot A from a nearby stream. Since only a portion of

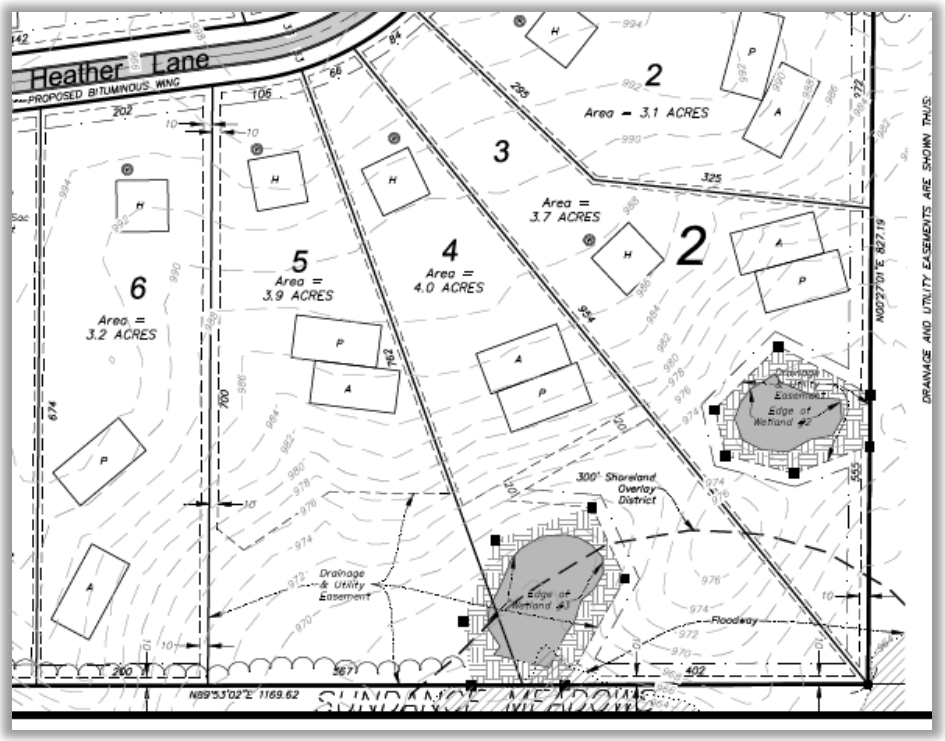


Figure 10 Shoreland Overlay District

these lots are subject to the Shoreland Overlay, the only standard that applies is the impervious surface maximum of 25% within the overlay. No structures are proposed within this area. These properties are not close enough to the 100-year ordinary high-water level to require shoreland buffers. These lots comply with the Shoreland Overlay district.

Landscaping

A landscaping plan was provided by the applicant which indicates 10 new trees will be planted on the 10 new lots. The landscaping plan must be revised to confirm compliance with Section 1060.070. This includes compliance with the minimum size requirements at the time of planting and confirmation that no more than 33% of any one tree species will be utilized. Finally, if a variance does not get approved to exempt the application from the 100' buffer yard requirement for the OS&P, the landscaping plan must be revised to comply with this standard. The Engineering Memo requires a tree removal plan with the areas of trees to be removed clearly hatched.

Lighting

As part of the final plat, Public Safety will review the plat to determine if an overhead light at Heather Lane and Oakdale Drive is appropriate, as has been done with recent

rural developments. Lighting must comply with Section 1060.040 of the Zoning Ordinance.

Drainage and Utility (D&U Easements)

There is an existing perimeter D&U on Outlot A of Heather Meadows 2nd Addition. There are at least portions of this existing perimeter that will conflict with the new lot lines established for Lot 1, Block 3, and Lots 1 and 2, Block 2. An easement vacation with the final plat will correct this. A condition of approval requires the existing conditions survey to be revised to reflect this established perimeter easement.

Blanket D&U easements are required over Outlot A and Outlot B. The plans indicate perimeter D&U easements on the lots and D&U easements over wetlands as possible. Additional D&U easements over stormwater ponding will be required per the Engineering Memo.

Grading and Stormwater

A number of detailed comments regarding grading and stormwater are provided in the Engineering Memo. The applicant is responsible for reviewing and complying with these comments.

Parks and Trails

The 2040 Parks and Trails Map provides guidance to the City for acquiring land for parks and trails. No parks or off-road trails are shown within the project boundaries. A proposed on-road trail is shown on Heather Lane and along Oakdale Drive.

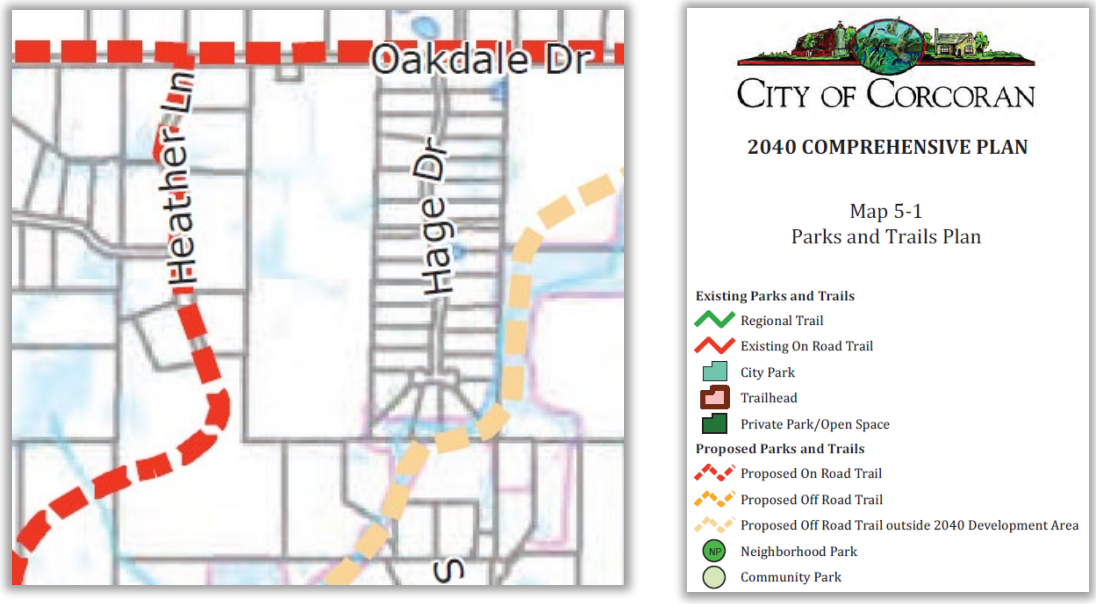


Figure 11 2040 Parks and Trails Map

No sidewalks are proposed or required for this rural development. The applicant will not be responsible for providing an on-road trail for Heather Lane and Oakdale Drive. A painted shoulder may be provided in the future as part of a larger road improvement project with the City.

Park Dedication Estimation

Park dedication will be handled entirely as cash-in-lieu of land. There are two existing lots/single-family homes today where 12 are now proposed. Each new lot (a total of 10 lots) will be required to pay park dedication fees per the fee schedule adopted at the time of final plat approval.

The 2024 fee schedule provides the park dedication fee for single-family units is $5,954. The estimated park dedication due with the final plat is as follows:

- 10 new single-family units x $5,954 = **$59,540**

C. Conditional Use Permit (CUP)

Staff estimates that Lot 1, Block 4 has an accessory structure footprint exceeding 8,000 square feet. However, two structures will be removed, and the preliminary plat confirms the remaining footprint is proposed to be 7,428 square feet.

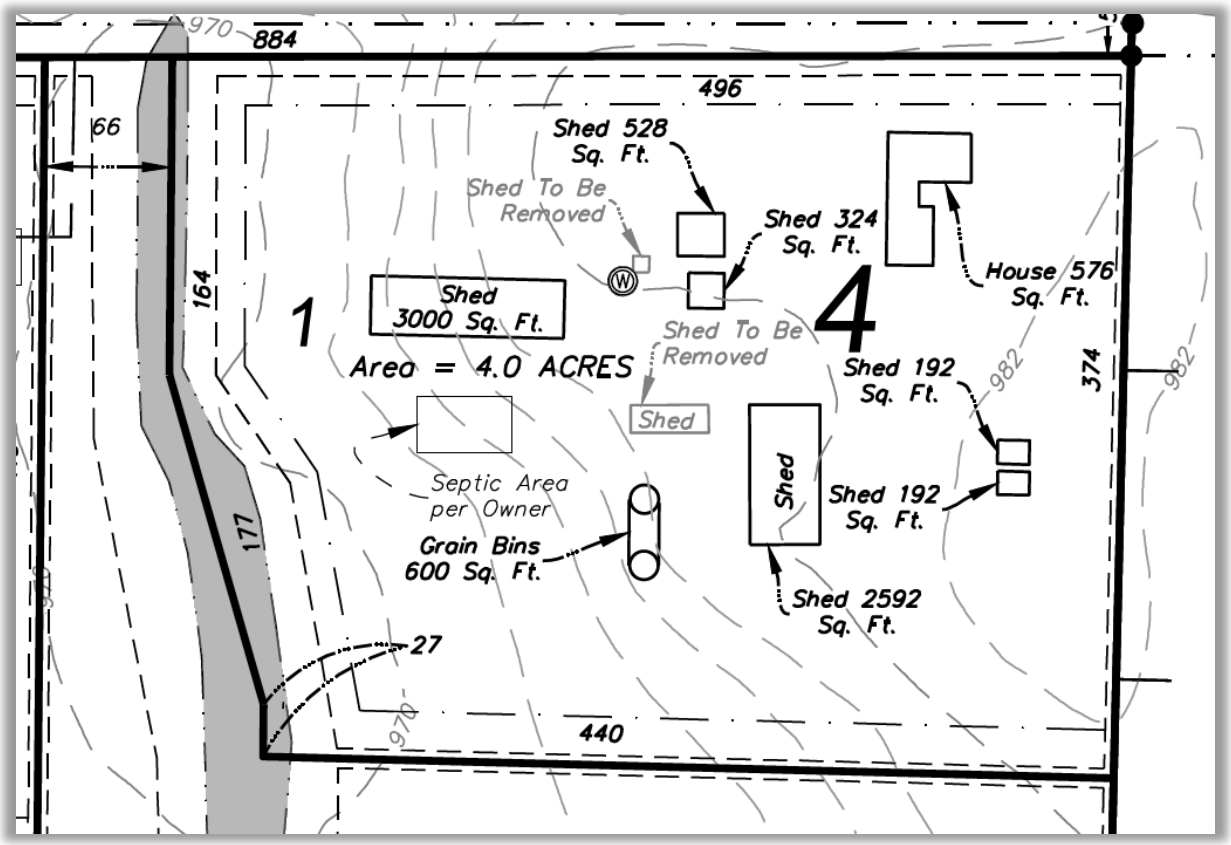


Figure 12 Accessory Structure Footprint

One structure of less than 200 square feet is exempt from the footprint calculation, so one of the smaller sheds on the east side of the property of 192 square feet can be removed from the calculation. Therefore, the CUP would approve a total footprint of 7,236 square feet. While this footprint is allowed for agricultural uses, the proposed plat will split the buildings from the farmed land. The structures will remain on a 4-acre parcel with the house. Four-acre parcels are allowed an accessory structure footprint limit of 2,125 square feet. The applicant requests the ability to keep 7 of the 9 structures on the property to be utilized for the applicant's ongoing agricultural operations and to maintain Outlot A and Outlot B.

Section 1030.020, Subd. 4 (I) provides the following:

> *Agricultural buildings in excess of the size limitations allowed by Subd. 4 (E) of this Section shall be allowed by conditional use permit on parcels that are located in the UR and RR district and are less than 10 acres in size, but are adjacent to actively farmed land under the same ownership or ownership by the landowner in a recognized legal relationship, shall be allowed subject to the following criteria:*
>
> 1. *The proposed use shall be in conformance with all City regulations.*

The proposed use is in conformance with all City regulations. Most of the structures on this property will either meet a 100' setback required for agricultural uses, or the proposed plat does not change the lot line where the structure is closer than 100' (and is considered a legal, nonconforming use). A condition of approval of the CUP includes that the northern most structure must be granted a variance for a 91' setback where 100' is required in order for the structure to remain. If the variance is not granted, the structure must be moved to meet setbacks or removed altogether.

The sidewall height of these structures is unclear, but these structures predate the current zoning ordinance requiring specific sidewall heights in the front, side, and rear yards. Since the change in lot lines for Lot 4, Block 1 does not change what is considered front yard, side yard, or rear yard, staff finds that sidewall heights more than 10' in the side yard and 13'6" in the rear yard would qualify as legal, nonconformities and are permitted. The building materials of these buildings also pre-date the current zoning ordinance, and any materials that would not comply with the Zoning Ordinance are protected as legal, non-conformities.

This property is located in the RR district and will be adjacent to actively farmed land that will remain under the same ownership. This property is eligible for the requested CUP. A condition of approval in the resolution for the CUP is that Outlot A must continue to be farmed and the accessory structures on Lot 1, Block 4 must continue to be used for agricultural purposes in the maintenance of Outlot A in order for the CUP approvals to remain valid. Should the agricultural use of Outlot A cease, the structures must be removed to be in compliance with the by-right accessory structure footprint.

However, flexibility is provided for some buildings to be used for personal uses as long as the footprint of the non-agricultural buildings does not exceed the by-right footprint for a 4-acre property. This is discussed further in the 5th standard discussed on the next page.

2. *A certificate of survey shall be required that identifies all existing structures on site, including buildings, septic sites, and wells. In addition, the survey shall include the proposed structure, flood plain, wetlands, and any recorded easements.*

The application includes a certificate of survey.

3. *The building material standards required by this Section have been met.*

Since these are pre-existing structures that pre-date the Zoning Ordinance, the building materials used are protected as a legal, nonconformity and may continue to remain.

4. *The applicant provides proof of ownership as required above.*

Hennepin County's Property Map confirms this property is owned by the applicant. The applicant confirms their intent for the Outlot to remain under their ownership as will Lot 1, Block 4. A condition of approval is for the owner of Lot 1, Block 4 to remain under the same ownership as Outlot A.

5. *The agricultural building is used for agricultural purposes only.*

The applicant confirmed the agricultural buildings are used for agricultural purposes only. A condition of approval requires the applicant to sign an affidavit to certify this requirement as well. Flexibility is provided for some buildings to be used for personal uses as long as the footprint of the non-agricultural buildings does not exceed the by-right footprint for a 4-acre property. Any structure that is not used entirely for agricultural purposes (e.g., storage of recreational vehicles, storage of equipment for a non-agricultural business, etc.) will be considered a non-agricultural building and treated as a standard accessory building. Should the non-agricultural structures on the property exceed the by-right footprint for a 4-acre parcel, structures must be removed to be in compliance with the by-right accessory structure footprint.

In addition to the CUP standards outlined specifically for this use in Section 1030.020, all CUPs are subject to the following review criteria outlined in Section 1070.020:

A. *Compliance with and effect upon the Comprehensive Plan, including public facilities and capital improvement plans.*

This CUP will be in compliance with the Comprehensive Plan, and there is not a negative effect upon the Comprehensive Plan including public facilities and capital improvement plans. This land is guided for Rural/Ag, and the proposed agricultural structures in conjunction with an adjacent farmed outlot are consistent with the uses envisioned for this area.

B. The establishment, maintenance, or operation of the conditional use will promote and enhance the general public welfare and will not be detrimental to or endanger the public health, safety, morals, or comfort.

Approving the requested CUP will enable the property owner to continue their farming operations, which includes a tree farm. This will preserve agricultural land in the Rual Residential area and will promote and enhance the general public welfare. Staff do not find reason to believe granting the CUP will be detrimental to or endanger the public health, safety, morals, or comfort of the surrounding area.

C. The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish or impair property values within the neighborhood.

Granting the CUP will not be injurious to the use and enjoyment of surrounding property, nor negatively impact property values within the neighborhood, as these structures exist and are used regularly today. Additionally, two structures that are not currently utilized are proposed to be removed as a way to reduce potential impact in the future.

D. The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

Granting the CUP will not impede the development of surrounding properties.

E. Adequate public facilities and services are available or can be reasonably provided to accommodate the proposed use.

Public facilities are not required for the proposed conditional use.

F. The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located.

With the proposed conditions of approval, the use conforms with applicable regulations in the district. The portions of the structures that do not comply with the prevailing standards are protected as legal, nonconformities.

G. The conditional use and site conform to performance standards as specified by this Chapter.

With the proposed conditions of approval, the use and site conform with the applicable performance standards.

D. Variance

The application requires a variance from the following three variances:

1. An exemption from the OS&P requirement for a 100’ perimeter buffer zone for portions of the site abutting a public street.

2. An exemption from the OS&P requirement that all lots must front a paved, internal street.
3. A 91' setback for an agricultural structure where 100' is required.

Section 1070.040 provides the following standards to review variance requests.

1. *That there are practical difficulties in complying with the Zoning Ordinance.*

   The League of MN Cities defines a three-factor test for the term "practical difficulties":

- The property owner proposes to use the property in a reasonable manner not otherwise allowed by the Zoning Ordinance.
- The plight of the landowner is due to circumstances unique to the property and not created by the landowner; and
- The variance will not alter the essential character of the locality.

   Section 1070.040, Subd. 2(B) of the Zoning Ordinance specifically calls out the last two factors as their own standards and will be discussed individually. Therefore, the City typically uses this first standard to focus on evaluating the "reasonableness" of the request.

2. *That the conditions upon which a petition for a variation is based are unique to the parcel of land for which the variance is sought and were not created by the landowner.*
3. *That the granting of the variation will not alter the essential character of the locality.*
4. *The proposed variance would be in harmony with the general purposes and intent of the ordinance.*
5. *The variance is consistent with the Comprehensive Plan.*
6. *The City may impose conditions on the variance to address the impact of granting the variance.*

The applicant must show that these standards are satisfied with their request.

The applicant's narrative explains Lot 1, Block 4 and Lot 1, Block 5 are existing residences along Oakdale Drive, and they request the structures on these lots be allowed to remain. Staff believe it is helpful to keep in mind that the subdivider's family lives in what will become Lot 1, Block 4, and they will continue to utilize the outlots for their farming operations. Further Lot 1, Block 5 will be taking a property that is only 0.39-acre today (which did not meet the minimum lot standards for the RR district) and will be adding land to that residence to make it a 3-acre lot.

Staff Analysis on Variance #1: OS&P Buffer Zone of 100':

Staff agrees there is a practical difficulty for the existing residences to comply with this buffer requirement. If the variance were to be denied, this would force the subdivider's family to demolish/move a fairly new house on their homestead as well as

remove/relocate an existing agricultural structure by 9' that is relied upon in the operations of their farm. This would also require the well and house for Lot 1, Block 5 to be removed/relocated. Staff agree it is reasonable for existing residences to remain. The structures as pre-existing conditions of the site are fairly unique and are not a condition created by the current landowner. Since the lots and structures exist today in their current capacity, granting a variance from the buffer requirement will not alter the essential character of the locality. Arguably, the visibility of the agricultural structures is part of the rural character expected in this area.

It is unclear why this requirement was adopted; however, it can be speculated this standard provides screening from denser development in the rural area. However, there will only be two residential lots visible from Oakdale Drive which are already visible today. The majority of the subdivision will not be visible from Oakdale Drive. Granting the variance would not conflict with the goal of the Comprehensive Plan for this area to remain rural with natural areas, planted fields, hobby farms, and large residential lots.

While staff believe it makes sense to grant this variance, staff also recommend minimizing the extent of the variance granted. There are areas on both lots that would be able to accommodate a 100' buffer yard as required by the OS&P. Staff recommends that the applicant be required to plant the buffer yard where it will not conflict with existing structures as a condition of granting the variance. This was affirmed with the Planning Commission's recommendation and is included in the variance resolution. The landscaping plan is required to be updated accordingly.

Staff Analysis on Variance 2: OS&P Requirement for All Lots to Front a Paved Street, Internal to The Site

Again, the reasonableness of this request stems from the fact that these two lots have direct access onto Oakdale Drive today, and that access is requested to remain. The current residence on Lot 1, Block 4 cannot be easily served by the creation of a paved street internal to these two lots. The driveway for Lot 1, Block 5 is on the west side of the house, so there would also be practical difficulty in flipping the orientation of the driveway

Figure 13 Aerial Image Showing Driveways

towards an internal street to the east. The lot access on Oakdale Drive is a pre-existing condition of the sites that is unique to these lots and was not created by the current landowner.

Since direct access onto Oakdale Drive exists for these lots today, granting a variance to this OS&P standard will not alter the essential character of the locality. It is speculated this standard was adopted so that denser development was served by an internal roadway rather than having multiple driveways access on higher volume roadways and/or roads designed for lots with a minimum requirement of 200' of road frontage (reducing the spacing of driveways). The existing driveway from Lot 1, Block 5 is more than 200' away from the western most driveway on Lot 1, Block 4. Granting the variance would not conflict with the goal of the Comprehensive Plan for this area to remain rural with natural areas, planted fields, hobby farms, and large residential lots.

The City could condition granting the variance on removal of one of the two driveways that serve Lot 1, Block 4 as a way to minimize the impact of granting the variance and reducing the number of driveways with direct access to Oakdale Drive. The Planning Commission did not recommend this as a condition of granting the variance as it was found that the current horseshoe-shaped driveway is safer for the large vehicles and trucks that regularly access the site so that these vehicles do not need to backup onto Oakdale Drive. This is not included as a condition of approval in the variance resolution.

Staff Analysis on Variance 3: A 91' setback for an agricultural structure where 100' is required.

The reasonableness of this request again relies on the argument that the northern most agricultural structure exists today and is relied upon by the subdivider in the operations of their farm. Moving the structure 9' to comply with a 100' setback creates a burden on the landowner when the location of the structure is not changing (it is just the amount of public ROW that will be changing with the plat). The pre-existing nature of the structure is unique, and the dedication of additional ROW is a requirement of the City on collector roads. While the applicant is pursuing this plat, they would gladly keep their northern lot line the same if it were allowed by the City.

Since the agricultural structure exists today, granting a variance for a 91' setback will not alter the essential character of the locality. It is speculated this standard was adopted to provide a buffer between residential lots and agricultural uses. A 91' setback from the property line will still provide a majority of the required setback to provide separation from residential uses north of Oakdale Drive. Granting the variance would not conflict with the goal of the Comprehensive Plan to keep this area rural with agricultural uses as it will allow an existing farm to continue with minimal disruption.

The City could condition granting the variance on planting the 91' setback with the required buffer yard for OS&Ps as a way to screen the structure from Oakdale Drive. This condition was affirmed by the Planning Commission recommendation and is included in the variance resolution.

E. Summary of Discussion Items

1. Preliminary Plat
    a. OS&P Design Objectives
        i. The City Council should review and discuss whether the proposal sufficiently meets the design objectives of the OS&P. The Planning Commission recommended including a condition of approval that the public right-of-way be planted with native seed.
    b. The existing septic site for Lot 1, Block 5 may be in conflict with the Engineering requirement for the eastern lot line to be moved to the west (staff highly recommends by at least 15'). The City Council should provide feedback on the two pathways forward outlined for the applicant should this prove to be true.
        i. Find two new suitable septic sites for Lot 1, Block 5 to be approved by Hennepin County. Remove the existing septic system.
        ii. Apply for a rezoning and preliminary planned unit development application to allow for deviations from the minimum lot standard and/or off-site septic.
            1. This same option could also be applicable should an alternative suitable septic site for Lot 1, Block 4 and Lot 1, Block 5 cannot be found within the proposed lot boundaries.
2. Conditional Use Permit
    a. Does the Council find the standards for a CUP have been met to allow agricultural structures in excess of the by-right footprint of a parcel less than 10 acres when it is adjacent to an actively farmed parcel under the same ownership?
    b. Are there other conditions of approval that should be added to mitigate the impact of granting the CUP?
3. Variances
    a. An exemption from the OS&P requirement for a 100' perimeter buffer zone for portions of the site abutting a public street.
        i. Does the City Council find the practical difficulties standard is satisfied?
        ii. Does the City Council agree with the proposed condition of approval to plant the 100' perimeter buffer where it will not conflict with structures?
        iii. Are there other conditions of approval to include that mitigate the impact of granting the variance?
    b. An exemption from the OS&P requirement that all lots must front a paved, internal street.
        i. Does the City Council find the practical difficulties standard is satisfied?

ii. Does the Council agree that the horseshoe-shaped driveway on Lot 1, Block 4 should remain?
iii. Are there other conditions of approval to add to mitigate the impact of granting the variance?

c. A 91’ setback for an agricultural structure where 100’ is required.
i. Does the Council find the practical difficulties standard is satisfied?
ii. Does the Council agree with the proposed condition of approval to plant the 91’ setback in accordance with the OS&P perimeter buffer requirement?
iii. Are there other conditions of approval to add to mitigate the impact of granting the variance?

5. Recommendation

The Planning Commission and staff recommend approval of the following:

1. Resolution 2024-50 Approving the Preliminary Plat
2. Resolution 2024-51 Approving the Conditional Use Permit
3. Resolution 2024-52 Approving the Variances

Attachments

1. Resolution 2024-50 Approving the Preliminary Plat
2. Resolution 2024-51 Approving the Conditional Use Permit
3. Resolution 2024-52 Approving the Variances
4. Engineering Memo
5. Applicant Narrative
6. Plans
7. Public Comment

City of Corcoran *June 27, 2024*
County of Hennepin
State of Minnesota

RESOLUTION NO. 2024-50

Motion By:
Seconded By:

A RESOLUTION APPROVING A PRELIMINARY PLAT FOR "HEATHER MEADOWS 3RD ADDITION" ON THE PROPERTIES LOCATED NEAR OAKDALE DRIVE AND HEATHER LANE (PID 05-119-23-31-0001; 05-119-23-32-001; 08-119-23-22-0011) (CITY FILE NO. 24-002)

WHEREAS, Mark and Markus Lee ("the applicant") request approval of a preliminary plat to create 12 single-family lots and 2 outlots from three properties described as follows:

See Attachment A.

WHEREAS, the Planning Commission reviewed the preliminary plat at a duly called public hearing and recommended approval, and;

NOW, THEREFORE, BE IT RESOLVED that the Corcoran City Council approves the request for a preliminary subject to the following findings and conditions:

1. A preliminary plat is approved, in accordance with the plans received by the City on January 22, 2024, with additional material received as of April 2, 2024, April 3, 2024, April 11, 2024, April 12, 2024, April 22, 2024, and April 29, 2024, except as amended by this resolution.

2. Approval is contingent upon City Council approval of the variance for Lot 1, Block 4 and Lot 1, Block 5 to not front a paved street, internal to the site. The applicant shall comply with all conditions of approval.

3. The applicant shall comply with all requirements in the City Engineer Memo dated April 23, 2024.

4. Final approval by the Elm Creek Watershed Management Commission must be attained before any site grading or activity commences. The applicant is responsible for obtaining all required permits and approvals.

5. 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 must be purchased from the City.

    b. Wetland signs must be installed on treated 4x4 wooden posts.

    c. Wetland buffer signs must be installed prior to issuance of building permits.

    d. The installation of the wetland monument buffer signs according the approved plan must be certified by a registered land surveyor.

e. Wetland buffers must be planted and inspected by the City prior to issuance of building permits unless an alternative timeline is approved by the City.

f. Where buffer areas are not vegetated or have been disturbed within the last 10 years, such buffer areas shall be replanted and maintained according to the standards in Section 1050.010, Subd. 8(C) of the Zoning Ordinance.

    i. The City's wetland buffer specialist must inspect existing wetland buffers proposed to remain to confirm the existing buffers are undisturbed and in an acceptable condition. This must be completed prior to submittal of the final plat application.

g. The minimum and maximum dimensions of all wetland buffers must be confirmed.

h. Spacing between wetland buffer monument signs cannot exceed 200'.

i. Two additional wetland buffer monument signs are needed on Wetland 3 where the buffer crosses the shared lot line of Lot 4 and Lot 5 of Block 2.

j. Wetland buffer plantings and wetland buffer monument signs are deferred on Outlot A and Outlot B until the property is no longer farmed or is further developed, whichever comes first. The planting and sign requirement for these buffers will be based on the prevailing ordinance at such time.

6. Park dedication shall be satisfied by cash-in-lieu of land. Park dedication will be based on the park dedication ordinance in place at the time the final plat is approved.

    a. Park dedication is required based on the finding that the development will add 10 new single-family homes to the City.

    b. Residents of the development will need access to nearby existing and future trails and parks that do not exist today as guided by the Comprehensive Plan.

    c. Cash-in-lieu of land will be used only for the acquisition and development of parks, recreational facilities, playground, trails, wetlands, or open space based on the approved park plan in the Comprehensive Plan.

    d. Park dedication funds will be collected at the time of final plat in accordance with the City Code requirements. The code stipulates a dedication requirement of 5% of land for land guided at a density of less than 3 units an acre or an equivalent market value in cash, resulting in estimated park dedication fees of $59,540.

7. All homes must meet the minimum residential building standards outlined in Section 1030.030 and 1060.050, Subd. 1(B) of the Zoning Ordinance.

8. All residential lots must have a minimum of 2 parking spaces.

9. If a conditional use permit for Lot 1, Block 4 is not granted to allow an agricultural accessory structure footprint of 7,428 square feet, the plans must be revised to reduce the

footprint to the square footage allowed for accessory structures on a 4-acre lot per Section 1030.020, Subd. 4.

10. If a variance is not granted to waive the planted buffer requirement of 100' on Lot 1, Block 4 and Lot 1, Block 5, the plans must be revised to show a buffer yard that complies with this requirement as outlined in Section 940.050, Subd. 1(D)(7).

    a. The preliminary plat must be revised to remove or relocate structures within the 100' buffer.

    b. The landscaping plan must be revised to show the landscaping within the buffer area as required.

11. If a variance is not granted for a 91' setback for an existing agricultural structure on Lot 1, Block 4, then the plans must be revised to indicate the building will be removed or relocated.

12. The previous perimeter drainage and utility easement on Outlot A of Heather Meadows 2nd Addition must be vacated with the final plat to allow for new perimeter drainage and utility easements to be established based on the proposed lot lines.

13. Well locations are subject to approval by the Minnesota Department of Health.

14. A preservation, restoration, and management plan for the open space shall be submitted with the final plat.

15. Outlot A and Outlot B will be protected by a restrictive covenant in favor of the City that will remain in place until such time that municipal sewer and water are available to serve the site. The covenant will outline the following options in how the open space can be owned until municipal services are available:

    a. The open space outlots can be dedicated to the City if accepted by the City.

    b. The open space outlots can be sold to the owner of Lot 1, Block 4.

    c. The open space outlots can be dedicated to a Homeowners Association that comprises a majority of the homes within this development.

    d. The open space outlots can be sold to a developer once municipal sewer and water are available.

16. The applicant must use a native seed mix for all public rights-of-way.

17. Prior to submittal of the final plat, the applicant must complete the following:

    a. Revise the preliminary plat to show the following:

i. The eastern lot line of Lot 1, Block 5 shall be moved to the west per the Engineering Memo to allow for a future permittable road connection from Oakdale.

1. The final lot line location for this lot shall be approved by the City Engineer. It is expected that the lot line must be moved at least 9' to the west.

2. The ghost plat shall also be revised accordingly.

3. Should it be determined that this requirement creates a conflict with the actual location of the existing septic system, the applicant has two options:

a. Identify two new suitable septic sites for this lot to be approved by Hennepin County and remove the existing system as part of the required site improvements for the plat.

b. Apply for and be granted approval of a rezoning and a planned unit development (PUD) plan to allow for deviation from the minimum lot standards and the use of off-site septic.

ii. An alternative septic site must be shown and approved by Hennepin County for Lot 1, Block 4 and Lot 1, Block 5.

1. If a suitable alternative septic site cannot be found within the proposed lot boundary, the applicant must either:

a. Adjust the boundary for the affected lot(s); or

b. Apply for and be granted approval of a rezoning and a planned unit development (PUD) plan allowing for deviation in minimum lot standards and/or off-site septic.

iii. The upland acreage of the open space outlots (defined as gross acres minus wetlands, floodplains, land below the 100-year ordinary high-water level, and any water bodies) must be confirmed to meet or exceed 22.06 acres.

iv. The minimum, maximum, and average width of each wetland buffer shall be provided.

v. Show two additional wetland buffer monument signs on Wetland 3 where the buffer crosses the shared lot line of Lot 4 and Lot 5 of Block 2 as required by Ordinance.

b. Revise the preliminary plans to satisfy the Engineering Memo.

i. This includes providing a formal Tree Removal Plan.

c. Revise the preliminary landscaping plan to confirm compliance with Section 1060.070.

i. Minimum size at the time of planting.

ii. Indicate tree species. No more than 33% of the planted trees can be of the same species.

iii. Indicate use of a native seed mix for planting in the public rights-of-ways.

d. Revise the existing conditions survey to reflect the existing perimeter drainage and utility easement on Outlot A of Heather Meadows 2nd Addition.

18. The final locations for street lighting will be approved by Public Safety and the City Engineer.

    a. If required, the applicant shall provide specifications that demonstrate compliance with Section 1060.040 (Lighting) of the Zoning Ordinance.

19. Drainage and utility easements shall be provided over all wetlands, wetland buffers, stormwater ponds, floodplain, and outlots.

20. Drainage and utility easements shall be provided along the perimeter of all units.

21. A temporary cul-de-sac easement and agreement for the proposed cul-de-sac at the end of Heather Lane must be recorded with the final plat.

22. The applicant is responsible for the cost of modifying and extending the existing driveways and culverts along Heather Lane as found to be necessary to extend the roadway.

    a. The applicant is expected to work with affected property owners to minimize disruptions.

    b. The applicant is responsible for correcting any localized damage to the existing portion of Heather Lane that is attributed to the construction project.

23. All utility facilities, including but not limited to telephone, CATV, natural gas, and electric power, shall be located underground. Underground service connections to the street property line of each platted lot shall be installed at the subdivider's expense.

24. Mechanical equipment (including air conditioning units) must be located in the side or rear yard and must be located a minimum of 5' from the property line.

25. 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.

26. If a Homeowners Association is to be created, the applicant shall provide copies of the Homeowner's Association Documents/Covenants for City review as part of the final plat application.

27. Lawn sprinklers/irrigation systems (if provided) shall all have rain sensors to limit unnecessary watering.

28. All landscaping in rear yards and common areas shall be planted and inspected by the City within one year of issuance of a building permit unless an alternative timeline is approved by the City.

29. Trees in the front yard shall be planted prior to issuance of certificate of occupancy unless an alternative timeline is approved.

30. Parking shall be permitted on one side of local streets and shall be signed in accordance with City standards.

31. Sign permits will be required prior to construction of any signs, temporary or permanent.

32. The final plat shall address all conditions of approval.

33. Prior to release of final plat for recording, the applicant shall enter into the following:

    a. A Development Contract to provide a financial guarantee to protect the work.

    b. A stormwater maintenance agreement.

    c. A temporary cul-de-sac easement and agreement.

34. Approval shall expire within one year of the date of approval unless the applicant has filed a complete application for approval of the final plat.

RESOLUTION NO. 2024-50

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 27th day of June 2024.

_____
Tom McKee - Mayor

ATTEST:

City Seal

_____
Nalisha Williams – Assistant City Administrator

RESOLUTION NO. 2024-50

ATTACHMENT A

Outlot A, HEATHER MEADOWS, Hennepin County, Minnesota, according to the recorded plat thereof.

AND

The East Half of the West Two-Thirds of the Southwest Quarter of Section 5, Township 119, Range 23, Hennepin County, Minnesota.

City of Corcoran *June 27, 2024*
County of Hennepin
State of Minnesota

RESOLUTION NO. 2024-51

Motion By:
Seconded By:

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR AN AGRICULTURAL ACCESSORY STRUCTURE FOOTPRINT ON A 4-ACRE PARCEL NEAR OAKDALE DRIVE AND HEATHER LANE
(PID 05-119-23-31-0001)
(CITY FILE NO. 24-002)

WHEREAS, Mark and Markus Lee ("the applicant") request approval of a preliminary plat for 12 residential lots and 2 outlots on property described as follows:

See Attachment A

WHEREAS, the applicant also requests approval of a conditional use permit to allow an accessory structure footprint of 7,236 square feet on a 4-acre property to be subdivided into Lot 1, Block 4 of Heather Meadows 3rd Addition;

WHEREAS, the 4-acre parcel will be directly adjacent to an actively farmed outlot under the same ownership;

WHEREAS, the Planning Commission reviewed the conditional use permit request at a duly called Public Hearing and recommends approval, and;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORCORAN, MINNESOTA, that it should and hereby does approve the conditional use permit request, subject to the following findings and conditions:

1. A conditional permit is approved, in accordance with the application materials received by the City on January 22, 2024, with additional materials received as of April 2, 2024, April 3, 2024, April 11, 2024, April 12, 2024, April 22, 2024, and April 29, 2024, except as amended by this resolution.

2. A conditional use permit is approved to allow an accessory structure footprint of 7,236 square feet to facilitate the farming operations of Outlot A and Outlot B of Heather Meadows 3rd Addition based on the finding that the following conditional use permit standards in Section 1030.020, Subd. 4(I) have been satisfied.

    a. The proposed use shall be in conformance with all City regulations.

        i. If a variance is not granted to allow a 91' setback for the northern most agricultural structure on Lot 1, Block 4, the structure must be removed or relocated to meet the required setback.

        ii. The setback from the east property line and sidewall height of the structures are accepted as legal nonconformities.

b. A certificate of survey was submitted that identifies all existing structures on the site.

c. The building material standards required by the Zoning Ordinance have been met. Where building materials do not satisfy the Zoning Ordinance, these are accepted as legal nonconformities.

d. The applicant shall provide proof that ownership of Lot 1, Block 4 and Outlot A of the Heather Meadows 3rd Addition plat continues to remain under the same ownership after the final plat is recorded.

    i. A restrictive covenant required as part of the plat will restrict sale of the farmed outlots.

e. The agricultural buildings are used for agricultural purposes only.

    i. The applicant can use some accessory structures for non-agricultural uses as long as the footprint of the non-agricultural buildings does not exceed the by-right accessory structure footprint for a 4-acre parcel of 2,125 square feet, per Section 1030.020, Subd. 4.

        1. Accessory structures in excess of the by-right footprint can only be used for agricultural purposes.

        2. Any structure that is not entirely used for agricultural purposes will be considered a non-agricultural structure.

            a. Even if some portions of a structure are used for agricultural purposes, the entire footprint of the building will be calculated in determining compliance with this standard if portions of the building are utilized for non-agricultural purposes.

3. The following conditional use permit standards in Section 1070.020 are satisfied:

a. Compliance with and effect upon the Comprehensive Plan, including public facilities and capital improvement plans. The land is guided for Rural/Ag Residential, and the proposed agricultural structures to serve an adjacent farmed outlot is consistent with the uses envisioned in this area.

b. The establishment, maintenance, or operation of the conditional use will promote and enhance the general public welfare and will not be detrimental to or endanger the public health, safety, morals, or comfort. Granting the conditional use will enable the property owner to continue their farm operation which will preserve agricultural land in the Rural Residential area.

c. The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish or impair property values within the neighborhood. These structures exist

and are used regularly today. Two structures that are not currently utilized are proposed to be removed to reduce potential impact in the future.

d. The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

e. The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located. Conditions of approval will ensure compliance with this standard. Portions of the structures that do not comply with the prevailing standards are protected as legal nonconformities.

f. The conditional use and site conform to performance standards of the Zoning Ordinance. Conditions of approval will ensure compliance with this standard.

4. The agricultural structures must continue to be used for agricultural purposes only in conjunction with agricultural operations on Outlot A of Heather Meadows 3rd Addition.

    a. Should the agricultural use of the buildings and/or Outlot A of Heather Meadows 3rd Addition cease, the accessory structure footprint must be reduced to 2,125 square feet.

5. The two existing structures indicated for removal on the preliminary plat shall be removed.

6. Outlot A of Heather Meadows 3rd Addition shall remain under the same ownership of Lot 1, Block 4 of Heather Meadows 3rd Addition.

7. The applicant must sign an affidavit that states all structures in excess of the by-right footprint are used for agricultural purposes only.

8. None of the structures can be used for commercial purposes unless the applicant applies for City approval of a home occupation and such approval is granted.

9. None of the structures can be used as an Accessory Dwelling Unit unless the applicant applies for approval and such approval is granted.

10. Prior to release and close out of the escrow account, the applicant must complete the following:

    a. The approving resolution must be recorded at Hennepin County.

    b. The applicant must provide proof of recording to the City.

    c. The applicant must remove the two buildings identified for removal.

        i. A final inspection must be completed by the City to confirm removal and stabilization of the land.

RESOLUTION NO. 2024-51

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Lanterman, Mark**	☐ **Lanterman, Mar**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 27th day of June 2024.

_____
Tom McKee - Mayor

ATTEST:

City Seal

_____
Nalisha Williams – Assistant City Administrator

RESOLUTION NO. 2024-51

ATTACHEMENT A

Outlot A, HEATHER MEADOWS, Hennepin County, Minnesota, according to the recorded plat thereof.

AND

The East Half of the West Two-Thirds of the Southwest Quarter of Section 5, Township 119, Range 23, Hennepin County, Minnesota.

City of Corcoran *June 27, 2024*
County of Hennepin
State of Minnesota

RESOLUTION NO. 2024-52

Motion By:
Seconded By:

A RESOLUTION APPROVING THREE VARIANCES FOR "HEATHER MEADOWS 3RD ADDITION" ON THE PROPERTIES LOCATED NEAR OAKDALE DRIVE AND HEATHER LANE (PID 05-119-23-31-0001; 05-119-23-32-001; 08-119-23-22-0011) (CITY FILE NO. 24-002)

WHEREAS, Mark and Markus Lee ("the applicant") request approval of a preliminary plat for 12 residential lots and 2 outlots on property described as follows:

See Attachment A

WHEREAS, the applicant also requests approval of three variances from a setback requirement and underlying open space and preservation plat standards;

WHEREAS, the Planning Commission reviewed the request at a duly called Public Hearing and recommended approval, and;

NOW, THEREFORE, BE IT RESOLVED that the Corcoran City Council approves the request for three variances subject to the following findings and conditions;

1. The requested variance from Section 940.050, Subd. 1(D)(7) to exempt Lot 1, Block 4 and Lot 1, Block 5 from the 100' buffer requirement along Oakdale Drive is approved based on the following findings:

    a. That there are practical difficulties in complying with the Subdivision Ordinance. Both lots have existing structures within the required 100' buffer yard. It is reasonable for the existing structures to remain in their current location.

    b. That the conditions upon which a petition for a variation is based are unique to the parcels of land for which the variance is sought and were not created by the landowners.

    c. That the granting of the variation will not alter the essential character of the locality. The structures exist today in their current capacity. The visibility of agricultural structures is part of the rural character expected in this area.

    d. The proposed variance would be in harmony with the general purposes and intent of the ordinance. This standard was adopted to provide screening from denser development within the rural area. There will only be two residential lots visible from Oakdale Drive, and these lots are visible today. The majority of the subdivision will not be visible from Oakdale Drive.

    e. The variance is consistent with the Comprehensive Plan. The variance does not conflict with the intent for this area to remain rural with natural areas, planted fields, hobby farms, and large residential lots.

f. The City may impose conditions on the variance to address the impact on the variance.

i. The applicant must revise the landscaping plan to plant the required buffer on Lot 1, Block 4 and Lot 1, Block 5, where such buffer will not conflict with existing structures.

2. The requested variance from Section 940.050, Subd. 1(E)(4) to allow Lot 1, Block 4 and Lot 1, Block 5 to front a paved street that is not internal to the development is approved based on the following findings

a. That there are practical difficulties in complying with the Subdivision Ordinance standard. Both lots have existing direct access to Oakdale Drive. The existing driveways and house locations were constructed based on this access. It is reasonable to request direct access remains.

b. That the conditions upon which a petition for a variation is based are unique to the parcel of land for which the variance is sought and are not a condition created by the existing landowner. The established access is a pre-exiting condition unique to the site.

c. That the granting of the variation will not alter the essential character of the locality. The access on to Oakdale Drive for these lots exists today.

d. The proposed variance is in harmony with the general purposes and intent of the ordinance. It is speculated this standard was adopted so that denser development was served by an internal roadway rather than having multiple driveways access a road designed for lots with a minimum requirement of 200’ of road frontage to reduce the spacing of driveways. The existing driveway from Lot 1, Block 5 is more than 200’ away from the western most driveway on Lot 1, Block 4.

e. The variance is consistent with the Comprehensive Plan as a deviation does not conflict with the goal for this are to remain rural with natural areas, planted fields, hobby farms, and large residential lots.

f. The City does not find it necessary to impose conditions on this variance request to address the impact of the variance.

2. The requested variance for flexibility from Section 1030.020, Subd. 3(E)(1)(d) to allow a 91’ setback for an agricultural structure is approved based on the following findings:

a. That there are practical difficulties in complying with the zoning ordinance. The northern most agricultural structure on the property exists today and is not proposed to be moved. Moving the structure 9’ to comply with a 100’ setback creates an unnecessary burden on the landowner when the change in setback is the result of additional right-of-way provided to the City for Oakdale Drive.

b. That the conditions upon which a petition for a variation is based are unique to the parcel of land for which the variance is sought and was not created by the landowner. The pre-existing nature of the structure is unique, and the additional right-of-way requirement is not the fault of the landowner.

c. That the granting of the variation will not alter the essential character of the locality. The agricultural structure exists today and is an expected use that fits with the character of the locality.

d. The proposed variance is in harmony with the general purposes and intent of the ordinance. It is speculated the large setback was established to provide separation from residential and agricultural uses. A 91' setback is still a large separation to meet the intent of the ordinance.

e. The variance is consistent with the Comprehensive Plan as a setback of 91' does not interfere with the desire to encourage rural/agricultural uses in this area. Granting the variance will allow an existing farm to continue operations with minimal disruptions.

f. The City may impose conditions on the variance to address the impact on the variance.

    i. Where it will not create a conflict with the building, the 91' setback should be planted with the required buffer yard required for the open space and preservation plat to provide screening along Oakdale Drive.

3. The applicant is required to record this resolution with the Hennepin County's Recorder's Office and provide proof of recording to the City.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 27th day of June 2024.

_____
Tom McKee - Mayor

ATTEST:

City Seal

_____
Nalisha Williams – Assistant City Administrator

RESOLUTION NO. 2024-52

ATTACHMENT A

Outlot A, HEATHER MEADOWS, Hennepin County, Minnesota, according to the recorded plat thereof.

AND

The East Half of the West Two-Thirds of the Southwest Quarter of Section 5, Township 119, Range 23, Hennepin County, Minnesota.

Stantec

Memo

To:	Kevin Mattson, City of Corcoran	From:	Kent Torve, City Engineer Steve Hegland, PE
Project:	Heather Meadows 3rd Addition	Date:	April 23, 2024

Exhibits:
This Memorandum is based on a review of the following documents:

1. Preliminary Plans – Heather Meadows 3rd dated 04/02/2024.

Comments:

General:

1. Consistent with the review process, a comment response letter shall be provided in which the applicant provides a written response to each of the items below.
2. In addition to engineering comments, the proposed plans are subject to review by planning, zoning, and land-use and shall meet 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. For any site activity (demo, grading, utilities, etc.) no closures or restrictions of any kind shall be imposed upon the public use of Oakdale Drive or Heather Lane without the City's permission. Should any lane restrictions be necessary, the Contractor shall notify the City at least 7 days in advance and provide a Traffic Control Plan.
5. An encroachment agreement shall be required for all site improvements or items placed within the City ROW or easements.
6. Review missing icons and hatches in Sheet 3 Legend.
7. Incorporate 2024 Corcoran standard detail plates in construction plan set.

Plat:

1. Clarify easement linework on back half of Lot 4 Block 2.
2. ROW dedication along Oakdale shown as a 50' half ROW. ROW dedication for collector street is typically 40' half ROW with 10' of D&U easement.
3. 66' stub for ROW connection to Oakdale is shown directly over wetland and drainage ditch. Wetland permitting will require avoidance which will likely obstruct permitting this access location. Shift ROW location and access to it can be permitted and constructed at future date.
4. Label ROW on sheet 4 as 66' ROW.
5. Drainage and utility easement required over entirety of all outlots and Pond HWL; Show line on plans identifying the limits of the HWL. Easement should be far enough from the HWL to allow for construction tolerances so constructed HWL does not end up outside of easement.

Erosion Control/SWPPP

1. Preparation of and compliance with a SWPPP shall be required for construction.
2. Provide erosion control plan and restoration plan for review with final plat.

Transportation

1. The proposed development is adding an additional 9 residential homes by the extension of an existing rural residential roadway.
2. The existing intersection of Heather Lane and Oakdale Drive operates adequately today with clear and safe sightlines in either direction. The addition of 9 residential homes on this rural roadway would not require turn lane improvements on Oakdale Drive as the City has typically required 20-new homes, or the equivalent there of, to require turn lane improvements of the development.
3. Heather Lane is approximately 25 years old and was constructed at the time of the Heather Meadows 2nd addition. The roadway is showing signs of aging with some transverse and longitudinal cracking, however appears to be in an adequate structural condition for its age. The roadway should be able to structurally support being used as the access to the construction project, with construction vehicles abiding by 10-ton weight restrictions. The City should document the condition of the roadway with high-definition video and photos prior to construction which can be reviewed post construction. Any localized damage attributed to the construction project should be corrected by the development.
4. Update roadway width to be a minimum of 28' face to face to allow for one sided parking.
5. Reference Corcoran standard detail for temporary cul-de-sac radius and remove the bituminous wings.
6. Existing cul-de-sac should be removed, and roadway extended through with proposed development. Existing driveways and culverts should be modified and extended as necessary.
7. The proposed roadway will operate as a significantly long cul-de-sac under the current condition. The roadway is being extended to the property line so it can be looped when future development occurs to the west. As this area is not in the MUSA the timing of that is unknown.
8. Public safety should review to determine if an overhead light at Heather Lane and Oakdale Drive is appropriate, as has been done with recent rural developments.
9. Include line work for street drain tile clean-out locations on storm sewer plans for final plat review.

Site Plans

1. The existing and proposed drainage and utility easements shown shall be clearly labeled on all plan drawings. The wetland buffer zones shall also be clearly identified and labeled.
2. Include 12' pond access route for Dry Pond on Block 1 Lot 2.
3. Provide a tree removal plan with the areas of trees to be removed clearly hatched.
4. A small, farmed upland piece is located to the northwest of the plat. Confirm if farmed land will be accessible through Outlot B.

Grading /Stormwater

1. The Construction Plans shall identify if any existing vegetation is planned to be utilized with the buffer so they can be reviewed by the City for approval.
    - It is assumed that all wetland buffers will be established with the project.

- A buffer establishment plan shall be provided noting the details on how and when the buffer will be planted as well as a plan and schedule for the maintenance to ensure they are properly established. The establishment plan shall identify specific seed mixes with the type and rates at which the mixes shall be applied.

2. Any retaining 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.
3. All drainage swales shall maintain a minimum of 2% slope and all slope should be 4:1 or flatter unless approved by the City Engineer.
4. Individual lot exhibits showing grading, driveway slopes, house elevations, and culverts within the ditch meeting Corcoran standard detail STO-15 shall be submitted at final plat.
5. A mapped FEMA floodplain is just adjacent to the southern edge of the development. The grading plans shall identify the floodplain elevations and any low areas which are below the adjacent flood elevation. The plans should then show any proposed mitigation of floodplain volume within the site.

Stormwater

1. Reference the City of Corcoran Stormwater Guidelines for Development Review for standards for stormwater systems and modeling.
2. Provide MIDS or a similar calculation to demonstrate that the site meets the total phosphorous and total suspended solids reduction standards for all treatment practices.
3. Rational calculations shall be provided to confirm all pipe sizes and inlet capacity at the time of final plat.
4. Provide rational method drainage map for individual inlets.
5. Show NWL and HWL level for all wetlands on all plan sheets.
6. Model Wetland 5 and Wetland 6 in HydroCAD to establish low floor elevation.
7. Sumps will be required in all storm structures with drops in of 18" or greater as well as the last accessible structures prior to stormwater basins.
8. Provide profile views for all storm sewer to be installed for final plat review.
9. The wetland buffer signage shall also be clearly identified and labeled. There appear to be missing signs around Wetland 5 and Weland 6.
10. Provide scale bar and north arrow on existing and proposed drainage figures.
11. Label clearly on plans EOF's for all areas where water will be collected including all low areas in roadways and greenspaces including wetlands if water is collected.
12. All stormwater ponds require a 10:1 safety bench.
13. Show labels and details for trash guards and rip rap on construction plans for final plat review.
14. Provide a minimum of 0.5' of drop between the incoming tile line and the outlet pipe within the OCS.
15. Correct STO-17 detail Section A-A elevations to match the elevations shown in the model.
16. Starting water surface elevation of Pond 2 in the model must start at the constructed weir wall elevation of 970.
17. Show the primary 15" outlet for Pry Pond on construction plans.
18. Provide NWL, EOF elevation and EOF flow path for dry pond located in Block 2.
19. Provide a minimum separation of 1' from the HWL to the EOF and an additional 1' from the EOF to top of berm. Plans show stormwater pond 2 and dry basin do not meet these requirements.

Watermain/Sanitary Sewer

1. Hennepin County shall review and approve of all septic locations. At time of grading, septic sites shall be clearly marked to ensure septic sites are kept viable.
2. Wells to be reviewed and approved by MDH at time of well permitting.

End of Comments

NARRATIVE
HEATHER MEADOWS 3RD ADDITION

LOCATION:
22901 Oakdale Drive, Corcoran, MN 55374
PID 05-119-23-33-0001

CONTACT INFORMATION:

Owner:	Markus Lee, Mark Lee 22901 Oakdale Drive Corcoran, MN 55374 763-350-3290 (Markus) 612-599-9294 (Mark) markus@leestreefarm.com Leebluewater@yahoo.com
Engineer & Land Surveyor:	Otto Associates, Inc. Paul Otto 9 West Division Street Buffalo, MN 55313 (763)682-4727 paul@ottoassoicates.com

SITE DATA:
Area: 88.22 acres
Number of Lots: 12
Development Type: Open Space & Preservation
Construction: Summer 2024 – Fall 2024 (wear course in 2025)

DEVELOPMENT DESCRIPTION:
The development proposes to preserve two large outlots for farming activities that will be owned by the current owner. It is anticipated that these will be future residential lots.

Six of the twelve proposed lots are adjacent to the outlots. Only one lot is proposed adjacent to the existing Heather Meadows development in order to provide buffer from the new homes. The nearest proposed home is approximately 400’ away from the existing home.

The street follows a ridge such that the proposed homes overlook wetlands and perimeter tree stands. It will be constructed as a single phase.

Two existing homesteads are being platted into lots along Oakdale Drive. The existing outbuildings will be preserved with the exception of 2 buildings to be removed within Lot 1 Block 4. Buildings have been identified by Markus and city representatives during an onsite visit.

UTILITIES:
Individual septic systems and wells are proposed.

LOT 1, BLOCK 4:
This lot will remain under the same ownership as the actively farmed outlot. The Accessory Structures will remain with the exception of two buildings to be removed that have been specified during an onsite visit with city representatives and Markus Lee.

Variance:
Since the lots platted along Oakdale Drive aren't new but rather the existing homesteads are being preserved, we are requesting a variance from the buffer standard.

Conditional Use Permit:
We are requesting a conditional use permit to continue to operate Lot 1 Block 4 under current Ag status. Lee's Tree Farm (owned by Markus and Mark Lee) currently uses Lot 1 Block 4 and outlots as a staging area to grow, maintain and harvest trees. We are currently a tree farm and plan to continue growing trees in both out lots. Areas of the out lots that are not planted into trees will be planted into some sort of Ag crop. If Farming stops outbuildings on Lot 1 Block 4 will be removed and Lot 1 Block 4 will conform to current rural residential standards. There will be no impact to adjoining properties. We have been using this property to Farm trees for 3 years and plan to continue normal operations. There will be very little or no change to how it is currently being used. Under current Ag status we are able to successfully operate our farm and wish to keep current Ag status inclusive with the CUP.

Tree Preservation Plan:
There will be very minimal tree removal during this project. There is a current row of trees (wind break) running east and west that the road will have to go through. Very few trees will need to be removed during construction.

Landscape Plan:
Each Lot will have a minimum of one tree planted. Tree will be at least 2'' caliper.

HOMEOWNER'S ASSOCATION (HOA): There will be no HOA unless required by city.

Covenants:
We will not have any covenants that exceed current city requirements.

PRELIMINARY PLAT OF HEATHER MEADOWS THIRD ADDITION

Lot Sizes	
Location	Area (ACRES)
Lot 1, Block 1	3.6
Lot 2, Block 1	2.3
Lot 1, Block 2	4.0
Lot 2, Block 2	3.1
Lot 3, Block 2	3.7
Lot 4, Block 2	4.0
Lot 5, Block 2	3.9
Lot 6, Block 2	3.2
Lot 7, Block 2	3.0
Lot 1, Block 3	2.2
Lot 1, Block 4	4.0
Lot 1, Block 5	3.1
Outlot A	40.8
Outlot B	4.0

Wetland Buffers		
Wetland #	25' Avg Buffer (SF)	Proposed Buffer (SF)
1	9,196	9,208
2	10,741	10,741
3	13,729	13,745
6	15,136	15,187

Total Property Area = 88.22 Acres

LEGEND

- denotes Drainage and Utility Easement per the plat HEATHER MEADOWS SECOND ADDITION
- denotes Building Setback Line
  - Front = 25'
  - Street Side = 25'
  - Internal Side = 10'
  - Rear = 25'
  - From Wetland Buffer = 15'
- denotes Floodway
- denotes 25' Wetland Buffer to be Seeded with MnDot Seed Mix 35-241 or Approved Equal(25' Average)
- denotes Proposed Wetland Buffer Sign, Typ.
- denotes Potential Well Location
- P — denotes Possible Primary Septic Area
- A — denotes Possible Alternate Septic Area
- H — denotes Possible House Pad Location
- denotes Existing Edge of Woods

SHEET INDEX

SHEET NO.	DESCRIPTION
1	PRELIMINARY PLAT
2	PRELIMINARY WETLAND BUFFER
3	PRELIMINARY GRADING & EROSION CONTROL PLAN
4	PRELIMINARY STREET PLAN - HEATHER LANE 0+00-10+00
5	PRELIMINARY STREET PLAN - HEATHER LANE 10+00-16+22

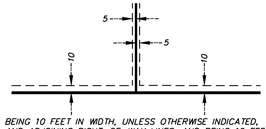
PROPERTY DESCRIPTION:

Outlot A, HEATHER MEADOWS, Hennepin County, Minnesota, according to the recorded plat thereof.

AND

The East Half of the West Two-Thirds of the Southwest Quarter of Section 5, Township 119, Range 23, Hennepin County, Minnesota.

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



BEING 10 FEET IN WIDTH, UNLESS OTHERWISE INDICATED, AND ADJOINING RIGHT-OF-WAY LINES, AND BEING 10 FEET IN WIDTH, UNLESS OTHERWISE INDICATED, AND ADJOINING LOT LINES, AS SHOWN ON THE PLAT.

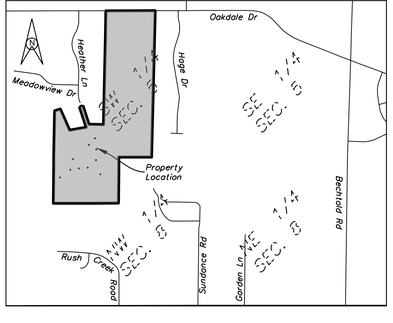
NOTE:

WETLANDS DELINEATED BY KJOLHAUG ENVIRONMENTAL SERVICES COMPANY.

Vicinity Map

Not to Scale

SEC. 5 & 8, T. 119, R. 23



REV. NO.	DATE	BY	DESCRIPTION

DESIGNED P.E.O. DRAWN B.M.H. CHECKED P.E.O.

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

Paul E. Otto

DATE: 04-23-24 LICENSE NO. 40062

OTTO ASSOCIATES
Engineers & Land Surveyors, Inc.
www.ottoassociates.com
9 West Division Street
Buffalo, MN 55313
(763)682-4727
Fax: (763)682-3522

HEATHER MEADOWS THIRD ADDITION
Mark Lee
Corcoran, MN

PRELIMINARY PLAT

SHEET NO. 1 OF 5 SHEETS

PROJECT NO: 22-0177

DATE: 01-16-24

PRELIMINARY PLAT OF HEATHER MEADOWS THIRD ADDITION

Lot Sizes	
Location	Area (ACRES)
Lot 1, Block 1	3.6
Lot 2, Block 1	2.3
Lot 1, Block 2	4.0
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Lot 3, Block 2	3.7
Lot 4, Block 2	4.0
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Outlot A	40.8
Outlot B	4.0

Wetland Buffers		
Wetland #	25' Avg Buffer (SF)	Proposed Buffer (SF)
1	9,196	9,208
2	10,741	10,748
3	13,729	13,754
4	10,475	10,480
5	16,039	16,126
6	15,136	15,177
7	161,320	161,321

Total Property Area = 88.22 Acres

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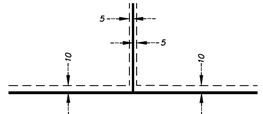

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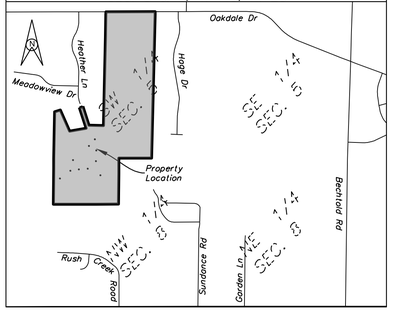

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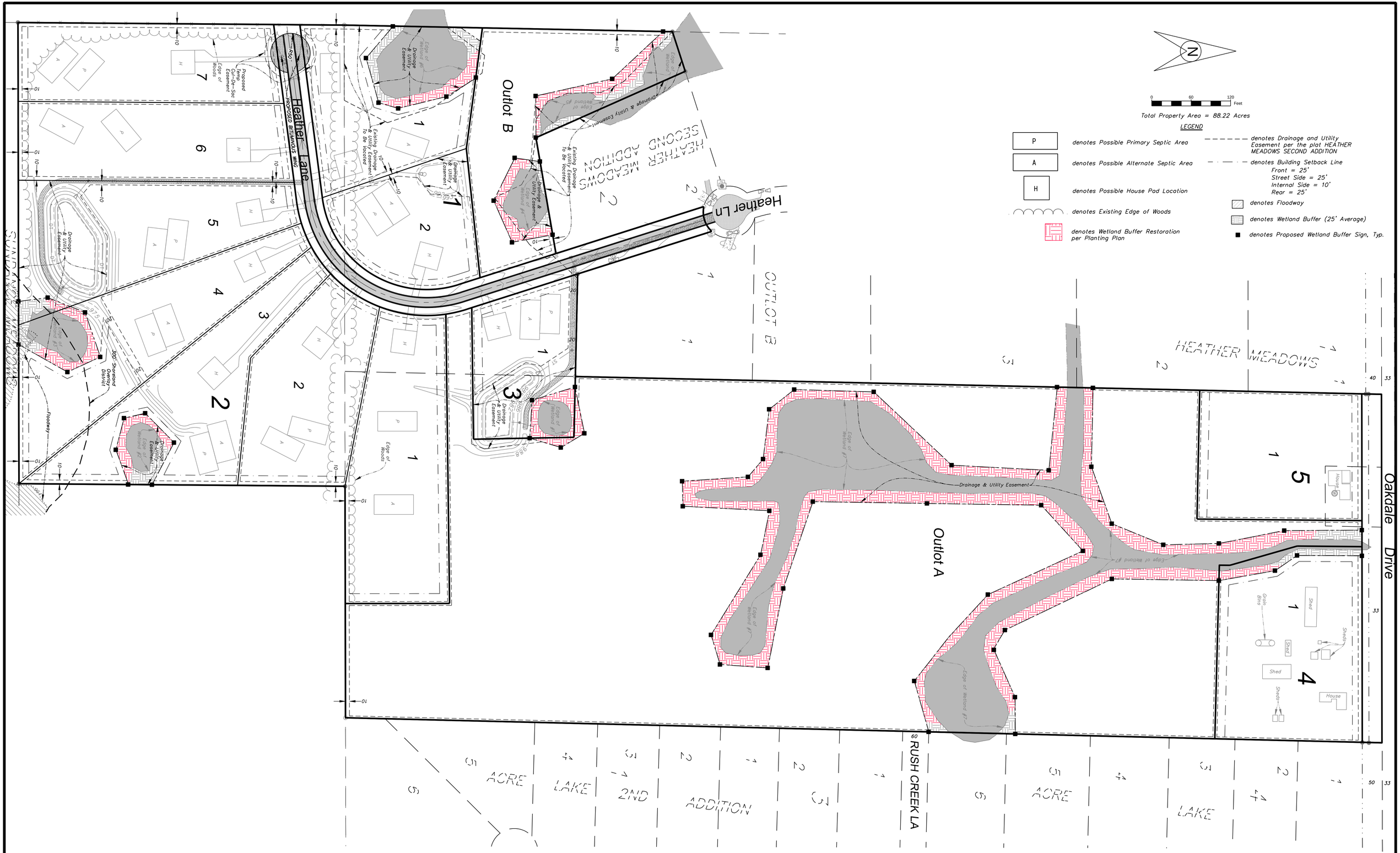
HEATHER MEADOWS THIRD ADDITION
Mark Lee
Corcoran, MN

PRELIMINARY PLAT

SHEET NO. 1 OF 6 SHEETS

PROJECT NO: 22-0177

DATE: 01-16-24



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HEATHER MEADOWS THIRD ADDITION

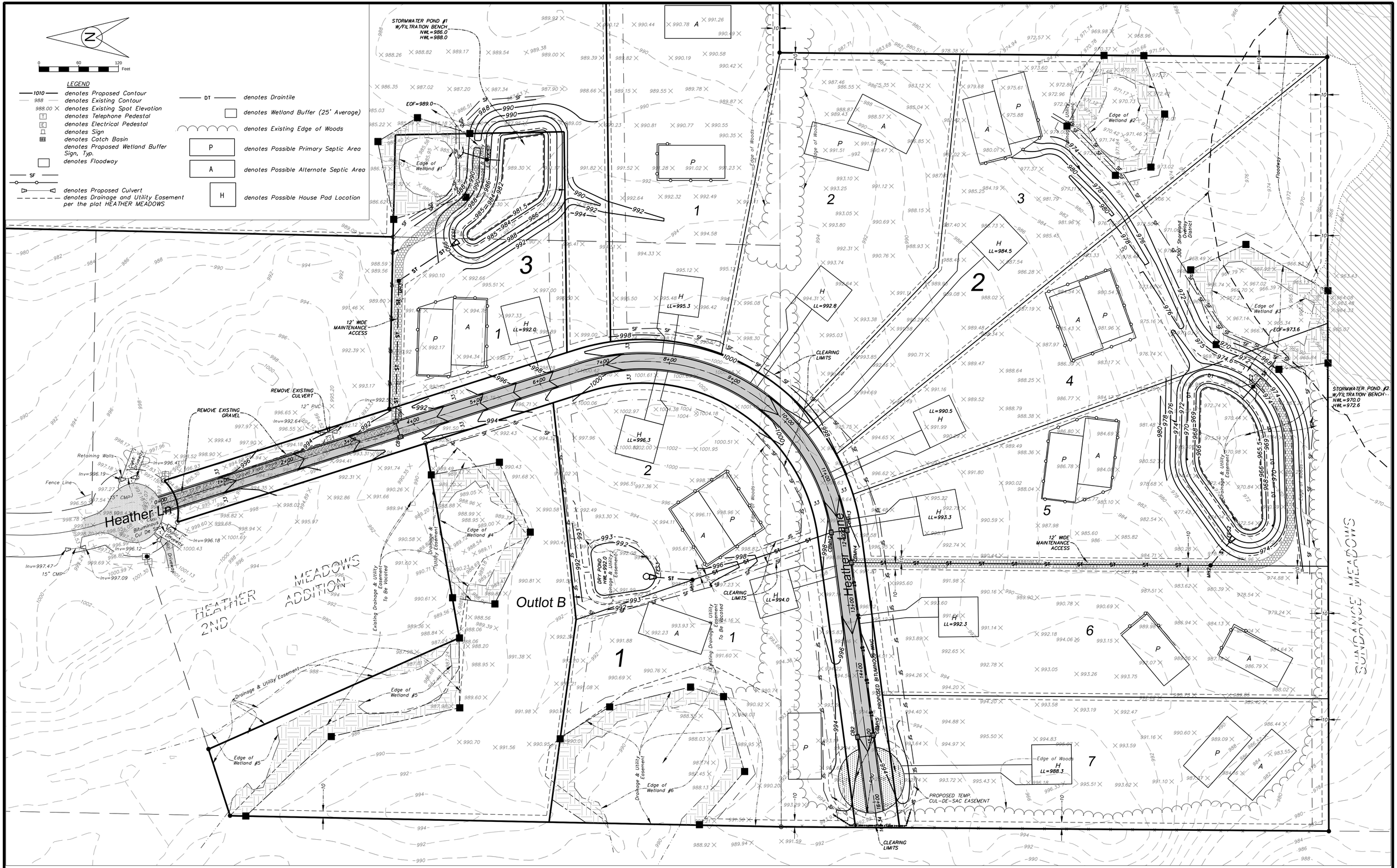
Mark Lee
Corcoran, MN

PRELIMINARY WETLAND BUFFER PLAN

SHEET NO. 2 OF 5 SHEETS

PROJECT NO: 22-0177

DATE: 01-16-24



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HEATHER MEADOWS THIRD ADDITION

Mark Lee
Corcoran, MN

PRELIMINARY STREET GRADING & EROSION CONTROL PLAN

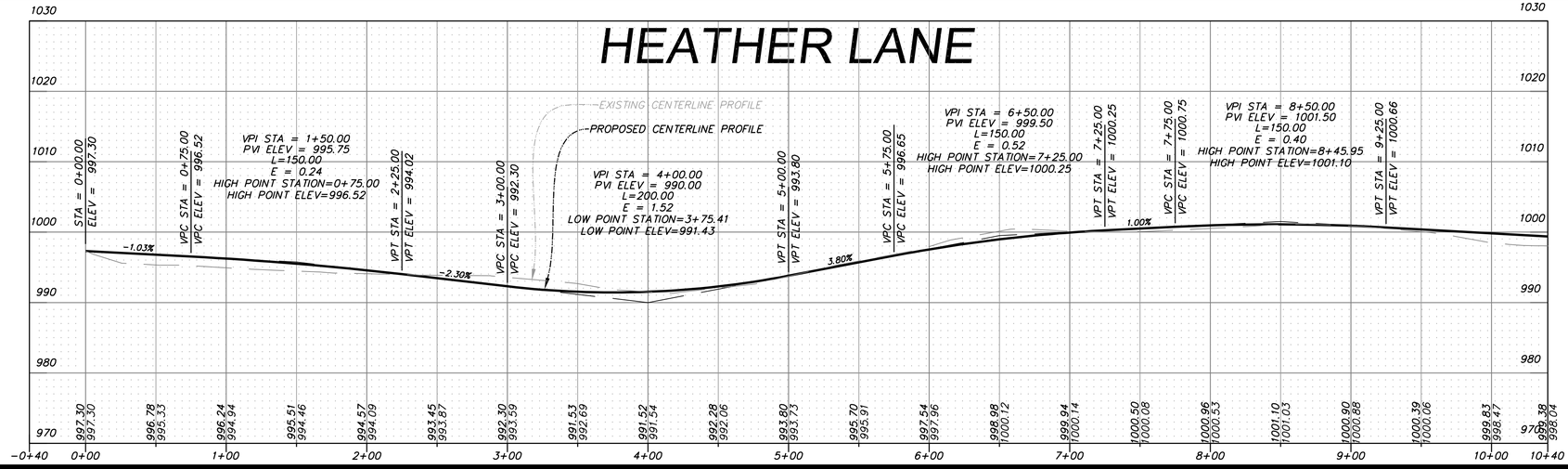
SHEET NO. 3 OF 5 SHEETS

PROJECT NO: 22-0177

DATE: 01-16-24

SCALE: 1"=50'

SCALES:
1"=50' HOR
1"=10' VER



REV. NO.	DATE	BY	DESCRIPTION

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CHECKED P.E.O.

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Paul E. Otto
License # 40062 Date: 01-16-24

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HEATHER MEADOWS THIRD ADDITION

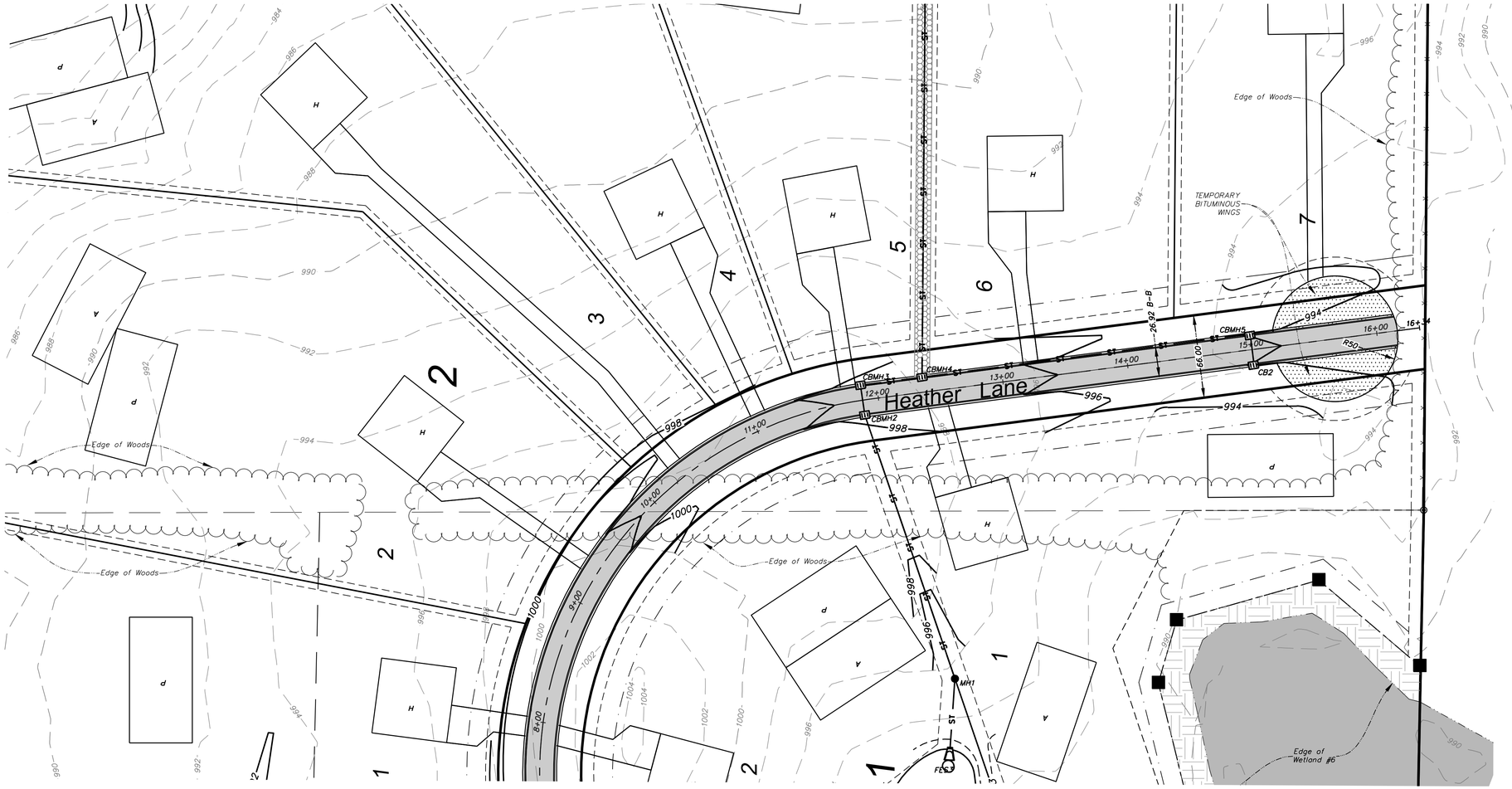
Mark Lee
Corcoran, MN

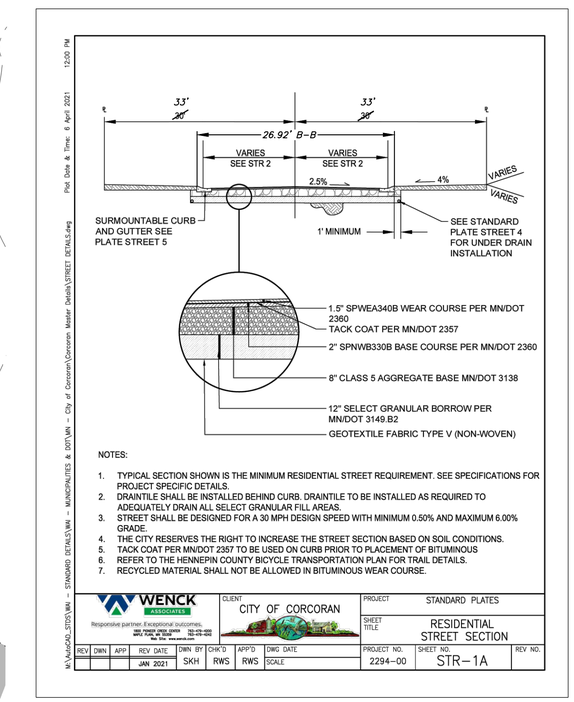
PRELIMINARY STREET PLAN HEATHER LANE
STA 0+00 TO STA 10+00

PROJECT NO: 22-0177

SHEET NO. 4 OF 5 SHEETS

DATE: 01-16-24





NOTES:

1. TYPICAL SECTION SHOWN IS THE MINIMUM RESIDENTIAL STREET REQUIREMENT. SEE SPECIFICATIONS FOR PROJECT SPECIFIC DETAILS.
2. DRAINTILE SHALL BE INSTALLED BEHIND CURB. DRAINTILE TO BE INSTALLED AS REQUIRED TO ADEQUATELY DRAIN ALL SELECT GRANULAR FILL AREAS.
3. STREET SHALL BE DESIGNED FOR A 30 MPH DESIGN SPEED WITH MINIMUM 0.50% AND MAXIMUM 6.00% GRADE.
4. THE CITY RESERVES THE RIGHT TO INCREASE THE STREET SECTION BASED ON SOIL CONDITIONS.
5. TACK COAT PER MN/DOT 2357 TO BE USED ON CURB PRIOR TO PLACEMENT OF BITUMINOUS
6. REFER TO THE HENNEPIN COUNTY BICYCLE TRANSPORTATION PLAN FOR TRAIL DETAILS.
7. RECYCLED MATERIAL SHALL NOT BE ALLOWED IN BITUMINOUS WEAR COURSE.

M:\Autocad_STDS\Mn - STANDARD DETAILS\Mn - MUNICIPALITIES & 2007\Mn - City of Corcoran\Corcoran Master Details\STREET DETAILS.dwg 13:00 PM Pat Zahn & Times, 6 April 2021

WENCK ASSOCIATES — Responsive partner. Exceptional outcomes.

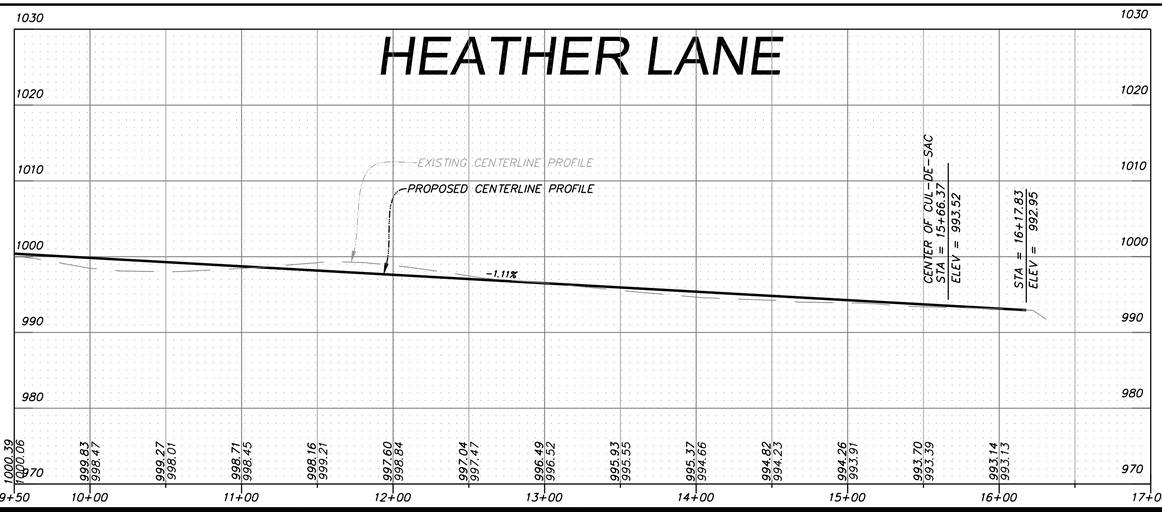
CLIENT: CITY OF CORCORAN

REV	DWN	APP	REV DATE	DWN BY	CHK'D	APP'D	DWG DATE
			JAN 2021	SKH	RWS	RWS	SCALE

PROJECT NO.	SHEET NO.	REV NO.
2294-00	STR-1A	

PROJECT: STANDARD PLATES
SHEET TITLE: RESIDENTIAL STREET SECTION

SCALES:
1"=50' HOR
1"=10' VER



REV. NO.	DATE	BY	DESCRIPTION

DESIGNED P.E.O. DRAWN B.M.H.
CHECKED P.E.O.

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Paul E. Otto
License # 40062 Date: 01-16-24

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HEATHER MEADOWS THIRD ADDITION

Mark Lee
Corcoran, MN

PRELIMINARY STREET PLAN HEATHER LANE
STA 10+00 TO STA 16+18

SHEET NO. 5 OF 5 SHEETS

PROJECT NO: 22-0177

DATE: 01-16-24

REV. NO.	DATE	BY	DESCRIPTION

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HEATHER MEADOWS THIRD ADDITION

Mark Lee
Corcoran, MN

RESOURCE INVENTORY

SHEET NO. 1 OF 1 SHEETS

PROJECT NO: 22-0177

DATE: 01-16-24

NOTE:

ROADWAYS TO BE SEEDED WITH MNDOT 35-241. OTHER DISTURBED AREAS TO BE SEEDED WITH MNDOT SEED MIX 25-151.

N

0 100 200 Feet

Total Property Area = 88.22 Acres

LEGEND

- denotes Floodway
- denotes Wetland Buffer (25' Average)
- denotes Proposed Wetland Buffer Sign, Typ.
- denotes Potential Well Location
- P — denotes Possible Primary Septic Area
- A — denotes Possible Alternate Septic Area
- H — denotes Possible House Pad Location
- denotes Existing Edge of Woods
- denotes Proposed 2" Caliper

Heather Lane

Heather Ln

Outlot B

Outlot A

HEATHER MEADOWS SECOND ADDITION

HEATHER MEADOWS

OUTLOT B

SAINT JOHNS WOODS

RUSH CREEK LAKE 2ND ADDITION

RUSH CREEK LAKE ACRES

Oakdale Drive

Edge of Wetland #1

Edge of Wetland #2

Edge of Wetland #3

Edge of Wetland #4

Edge of Wetland #5

Edge of Wetland #6

Edge of Woods

300' Shoreland Overlay District

Roadway

Septic Area per Owner

House

Shed 3000 Sq. Ft.

Septic Area per Owner Grain Bins 600 Sq. Ft.

Shed To Be Removed

Shed 528 Sq. Ft.

Shed

Shed 324 Sq. Ft.

Shed 192 Sq. Ft.

Shed 2592 Sq. Ft.

House 576 Sq. Ft.

REV. NO.	DATE	BY	DESCRIPTION

DESIGNED P.E.O. DRAWN B.M.H. CHECKED P.E.O.

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

Paul E. Otto

Paul E. Otto

DATE: 04-23-24 LICENSE NO. 40062

OTTO ASSOCIATES Engineers & Land Surveyors, Inc.
www.ottoassociates.com
9 West Division Street
Buffalo, MN 55313
(763)682-4727
Fax: (763)682-3522

HEATHER MEADOWS THIRD ADDITION

Mark Lee
Corcoran, MN

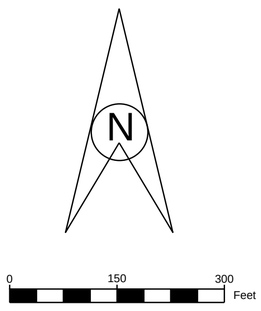
PRELIMINARY LANDSCAPE PLAN

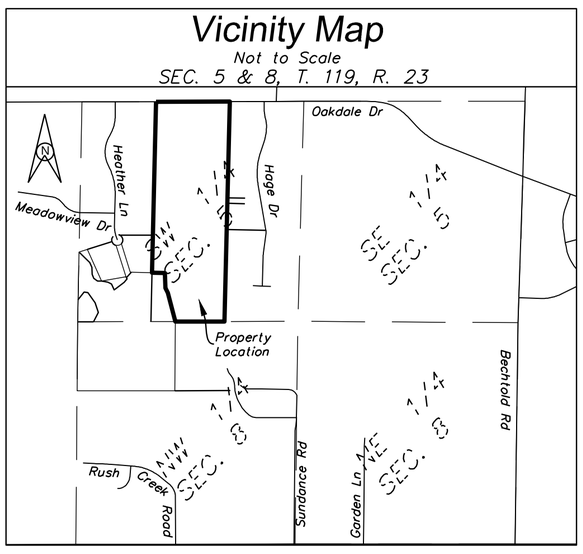
SHEET NO. 1 OF 1 SHEETS

PROJECT NO: 22-0177

DATE: 4-11-24

Ghost Plat





Ghost Plat on Part of Section 5, and Section 8, Township 119, Range 23, Hennepin County, Minnesota	I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota. Paul E. Otto License #40062 Date: 04-23-24	Requested By: Mark Lee	OTTO ASSOCIATES Engineers & Land Surveyors, Inc.	● denotes iron monument found ○ denotes 1/2 inch by 14 inch iron pipe set and marked by License #40062
Revised:		Date: 4-19-22 / Drawn By: T.R.K. / Scale: 1"=150' / Checked By: P.E.O.	www.ottoassociates.com 9 West Division Street Buffalo, MN 55313 (763)682-4727 Fax: (763)682-3522	Project No. 22-0177

From: Daniel Buchholtz
To: Natalie Davis
Subject: Heather Meadows 3rd Addition
Date: Tuesday, April 23, 2024 12:18:31 PM

This message was sent from outside of the organization. Please do not click links or open attachments unless you recognize the source of this email and know the content is safe.

Natalie,

My name is Daniel Buchholtz and I live at 23153 Meadowview Dr. I received the public hearing notice for Heather Meadows 3rd Addition and I have some questions.

1. What landscaping is being proposed for Outlot B. Will there be trees planted along the west property line of Outlot B to screen the new development?

2. There is open space being preserved, presumably Outlot A, that will provide a density bonus for this development. Is that open space secured by a permanent easement? Who holds the easement?

3. This field currently drains into a wetland that is on my property. What steps will be taken to protect water quality in this wetland?

4. Will the City trim the arborvitae that is located within the site triangle at the intersection of Heather Lane/Meadowview Drive? With only three houses currently, this isn't a big deal, but if there are going to be twelve additional homes, this intersection could become more dangerous should that arborvitae remain at its current size.

5. What tree preservation will be required. WIll the existing tree line remain (minus the road going through)?

I would appreciate your answers to these questions, as well as a copy of the development applications. I would also appreciate a copy of your planning report when completed.

Thanks!

Dan

STAFF REPORT Agenda Item 8d.

City Council Meeting June 27, 2024	Prepared By Natalie Davis McKeown
Topic "Chastek Family Farm" Rezoning, Preliminary Planned Unit Development (PUD), Preliminary Plat (PID 21-119-23-12-0002) (City File No. 23-034)	**Action Required** Decision

Review Deadline: July 30, 2024

1. Request

The applicant, Trek Real Estate and Development and Hempel Real Estate DBA Emerald Rose, LLC, requests approval of a land use application that includes a preliminary plat to create 116 single-family residential lots and 7 outlots at 7600 Maple Hill Road. The subject property is located northeast of the County Road 10 and Maple Hill Road intersection, south of Maple Hill Estates and north of Bass Lake Crossing.

Figure 1 Project Site 7600 Maple Hill Road

2. Context

Background

The Chastek property previously housed a wholesale greenhouse business known as "Chastek Greenhouses, Inc.". The property was previously platted in 1992 under the name "Chastek Farm" to carve off a 1.5-acre parcel for a single-family home. That single-family home is not part of the proposed development proposal.

Zoning and Land Use

The subject property is guided for low density residential development and currently zoned RSF-2 (Single-Family Residential 2). There is a small portion of the property in the southeast corner that is located within the Shoreland Overlay District. The property is within the Metropolitan Urban Service Area (MUSA) and Phase 1 of the 2040 Staging Plan.

Surrounding Properties

The existing land use, guiding, and zoning of the surrounding properties are provided in the table below:

Direction	Existing Land Use	Guided Land Use in 2040 Comp Plan	Zoning District
North	Maple Hill Estates	Medium Density Residential	Manufactured Home Park
East	Agriculture	Low Density Residential	RSF-2 Shoreland Overlay
South	Bass Lake Crossing	Low Density Residential	Planned Unit Development (PUD)
West - Adjacent/enclosed homestead	Residential	Low Density Residential	RSF-2
West - Across Maple Hill Rd	- Agriculture - Good Shepard Lutheran Church - Residential	- Mixed Use - Public/Semi-Public	- Downtown Mixed Use (DMU) - Public / Institutional

Natural Characteristics of The Site

The 2040 Comprehensive Plan's Natural Resource Inventory Areas map does not reflect any natural communities of note on the subject property. A wetland delineation was completed on this property and finalized in January 2023. This process confirmed five relatively small wetlands throughout the property as shown in the image to the right.

Figure 2 Wetland Delineation

Prior Review

The Council reviewed a concept plan for this site on March 23, 2023. The concept was very similar to the current proposal except that the original concept was for a rental senior community of 141 homes with community amenities including a clubhouse with a social room, fitness center, pool, and pickleball/bocce ball courts.

Areas of flexibility from the underlying zoning code discussed as part of the concept plan included a minimum lot size of 5,000 square feet, a minimum lot width of 44', and a minimum side setback of 5'. The Council provided feedback to the applicant based on this concept. The applicant revised their application to incorporate this feedback. The proposed plan is no longer for a rental community, nor does the current application propose an age-restricted community. The proposed amenities were removed to be in line with a more traditional single-family home neighborhood and accommodate open space and larger lot sizes. The minimum lot size and minimum lot width increased with the current application, and the number of proposed lots decreased.

The Parks and Trails Commission reviewed this item at their regular meeting on March 21, 2024. They recommended approval of the proposed trail alignment with the rest of the park dedication to be accepted as cash-in-lieu of land. The Parks and Trails Commission provided positive feedback on an internal private trail shown behind houses within the proposed open space that includes a hydraulic green corridor in the middle of the site, but this private trail has since been moved to the front of the houses in this block. The development team made this change to avoid the general public walking through or near people's backyards, and it also appears a trail may be difficult in this area due to the proposed terrain and function of the area. The new proposal includes a connection between two view stations to lookout over the open space.

The Planning Commission held a public hearing on this item at their regular meeting on May 2, 2024. One resident spoke on this item asking for clarification on the developer for the project. The Planning Commission discussion included the expectation of the proposed road improvements, the public benefit of improved roads in this area, how the proposed open space fit within the PUD standards, the nature of the hydraulic corridor, and the higher architectural standards and elements proposed for the development. The Planning Commission determined the hydraulic green corridor provided a unique open space feature, and the fact that the site is taking on water from each direction justified a slight deviation in the open space requirement (at the time of the Planning Commission packet, staff estimated the proposal included 11.3% open space where 12% was required unless otherwise approved by the City, but this estimate was based off gross acreage instead of the pre-development acreage). The Planning Commission unanimously (5-0) recommended approval of the project.

3. Analysis

A. Level of Discretion 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 Ordinance and Zoning Ordinance and the conditions of the preliminary PUD approval. If it meets these standards, the City must approve the preliminary plat.

B. Consistency with Ordinance Standards

Staff reviewed the application for consistency with the Comprehensive Plan, Zoning Ordinance, Subdivision Ordinance, other City Code requirements, as well as City policies. Comments from the City's Engineering and Public Safety teams are incorporated into this staff report; detailed memos are attached to this report. The approval conditions require compliance with all requirements of the memos.

C. Rezoning (Zoning Ordinance Amendment – Map)

The subject property is currently zoned RSF-2. The applicant requests to rezone the property to PUD. The pre-development density for the project is estimated by the applicant at 3.45 units per acre. The rezoning would be consistent with the underlying Low Density Residential land use designation, which requires single-family home developments at 3-5 units per net acre.

The Zoning Ordinance establishes a PUD zoning district with the purpose of granting flexibility from site design requirements in return for creative community designs of exceptional quality with a combination of public benefits. The PUD ordinance clarifies that PUDs for land guided as low density residential is limited to the listed allowed uses (permitted, accessory, conditional, etc.) as contemplated within the single-family zoning districts: RSF-1, RSF-2, and RSF-3. The presumptive performance standards for this PUD default to the district regulations of the most closely related underlying zoning district. In this case, the proposed minimum lot standards are closest to the standards outlined for RSF-3. The RSF-3 district standards will prevail unless deviation from these standards is specifically approved as part of the PUD.

The project requests PUD flexibility for the following:

- Minimum lot width of 55'
- Minimum lot area of 6,875 square feet
- A side setback of 7.5'
- A rear setback of 25' except for a 20' setback to be applied to two specific lots
- 60% maximum garage frontage
- 20 lots to have the minimum lot width measured at the front setback

The concept plan for this development proposal was initially reviewed prior to the adoption of the City's PUD Public Benefit Policy on 5/23/2023. Therefore, the proposal will not be reviewed against the policy. However, a combination of public benefits is still expected. In exchange for the requested flexibility, the project narrative includes the following public benefits:

- Stormwater management design that includes off-site drainage.
- A variety of home exterior designs (more than 5 styles).
- An internal private trail/sidewalk system that provides view sheds of a hydraulic corridor.
- Improve public streets (if necessary) depending upon Maple Hill Road Feasibility Study.
- A 60' setback from Maple Hill Road.

Additionally, staff finds this application also includes the following public benefits within the City's PUD Public Benefit Policy, even though the application is exempt from the specifics of this policy:

- Collaboration with adjoining landowners.
- Lot size variety.
- Extensive internal landscaping
- Use of native plants in landscaping
- Use of preferred trees in landscaping

The PUD flexibilities and public benefits are discussed in more detail in the PUD development plan section of this report.

The City must consider how this rezoning requests fits with the following standards for PUDs:

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

The low-density residential land use designation expects single-family home development at a density of 3-5 units per acre. The proposal is for 116 single-family homes with a pre-development density estimated at 3.45 units per acre. A City off-road trail is shown along the northern boundary of this site on the Parks and Trails plan. A similar trail alignment is shown on the applicant's plan. The proposed PUD request complies with the Comprehensive Plan.

2. *The planned development is not in conflict with the intent of the underlying zoning district and is compatible with surrounding land uses.*

The underlying zoning district would become RSF-3 based on the proposed lot dimensions. The intent of the RSF-3 district is as follows (Section 1040.050):

> *Purpose. The RSF-3 district is intended to provide for new single-family neighborhoods with a lot area that is smaller than the City's traditional single-family lot as well as directly related, complementary uses. This zoning district is*

intended to be the primary single-family zoning district for future residential developments. The smaller lot area will make efficient use of the City's land supply and investment in public utilities and allow the City to efficiently protect and preserve its natural resources such as wetlands and woodlands. In addition, the smaller lot area will help the City meet its density goal for new single-family homes. Single family homes, as well as two-family dwellings, are allowed in this district. New development within this district will be allowed only when a full range of municipal serves and facilities are available to serve the area. Areas zoned RSF-3 are guided Low Density or Conservation Residential on the City's 2040 Comprehensive Plan. Development within this district must be within the density range identified for the applicable land use designation in the Comprehensive Plan.

The above-referenced paragraph includes a zoning ordinance amendment approved with the Woodland Hills application on March 28, 2024.

The proposed PUD allows for a variety of urban sized ranging from 6,875 square feet to 14,953 square feet. The PUD will meet the City's density requirements for low density residential. Additionally, the proposed development will provide efficient use of the City's land supply and investment in public utilities while preserving wetlands. Municipal services are available to the site. The proposal is consistent with the intent of the RSF-3 district.

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

The proposal 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 applicant will provide the above-noted public benefits.

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 as a complete unit without dependence upon any other subsequent unit or phase. There are design components of this development that are reliant on the adjacent development to the west (Fairway Shores Villas at Cook Lake) moving forward on a similar timeline. These design components are encouraged for efficiency and as part of efforts to have the two developments collaborate. With this being said, it is possible for the plans to be revised if necessary for these components to be accommodated on site should the adjacent development not move forward on a compatible timeline. A condition of approval in the resolution includes that should the adjacent development not move forward on a shared timeline, the plans for this development are subject to modifications approved by the City Engineer.

5. *The planned development will not create an excessive burden on parks, 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. Trunk sewer is available on site, water pressure and supply are adequate, and looping and stubs will be required typical of City policies.

Per the feasibility study completed by the City's engineering team, this development requires the following off-site roadway improvements to support the increase in traffic to the area caused by this development:

- County Road 10/Maple Hill Road
    - Construct a dedicated westbound right land and an eastbound left turn lane on County Road 10 each 300 feet in length to accommodate additional turning movement traffic.
    - Construct a dedicated southbound left turn and right turn lane each 300 feet in length.
    - At the time of construction, the alignment of the Maple Hill Road and County Road 10 shall be reviewed to ensure the proper intersection alignment.
- Maple Hill Road
    - The roadway must be improved from the northern property line of the development to County Road 10 to provide service to the additional traffic volume added by the development (1,132 weekday daily trips).

A condition of approval is that the project must comply with the findings of the feasibility study (attached to this report). The developer is responsible for all public infrastructure needed to serve the site at their expense.

The applicant team wants to continue discussion regarding the extent of improvements required. A letter from their attorney is attached to this report for reference. An alternative road

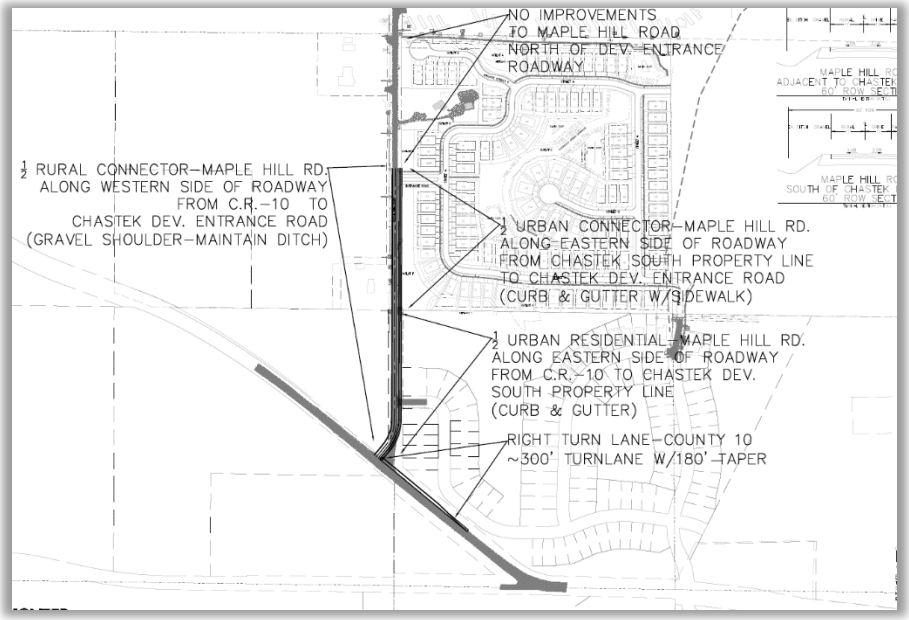


Figure 3 Applicant Proposed Offsite Improvement Plan

improvement proposal is attached to this report that was received by staff on June 20, 2024. Staff has the following initial notes on the applicant's proposed offsite improvement plan:

1. Full road improvements on Maple Hill Rd are necessary for the entirety of Maple Hill (from County Rd 10 to the north project boundary) because the full roadway will be used for the development.
2. City practice is for roadway improvements to extend to the property line of the subject property.
    a. This is an area where the City could provide some flexibility.
    b. However, street improvements will be required to support emergency access in the northwest corner of the property.
        i. This could be re-evaluated with a financially secured commitment for the off-site extension of Fir Lane N to the southeast boundary of the subject property providing this development with a second access point.
3. There may be an opportunity to be flexible on design on the west side of Maple Hill Rd to minimize the improvements required with this development, such as the placement of the curb which could be later expanded with the development of the property to the west.
4. There may be an opportunity to be flexible with the required sidewalk improvements on the east side of Maple Hill Rd, such as across the exception piece and along the Bass Lake Crossing western boundary.
5. All off-site turn lanes called out in the feasibility study are required.

The off-site transportation improvements should be a discussion point for the Council. However, staff highly recommend the Council review all other items of the PUD application prior to tackling this larger discussion. Should the Council determine the application meets all requirements for PUD approval, then the logistics and details of the required offsite improvements can be further discussed with the applicant team. The proposed condition of approval in the resolution for the PUD is that the applicant must comply with the findings of the feasibility study. Generally, roadway design is finalized after engineering escrow is taken to complete the design process, typically after final plat approval.

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

The planned development will provide a compatible use to the existing and proposed residential uses to the north, east, and south. The proposed design of the neighborhood is meant to improve pre-existing stormwater management conditions. Staff does not find that the development will create an undue and adverse impact on the reasonable enjoyment of the neighboring properties.

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 use 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 will provide quality building and site design; install and provide streets, utilities, and public facilities more efficiently; and create public benefit that is greater than may otherwise be achieved. The development will meet the City's density goals, provide a variety of lot sizes, address pre-existing stormwater drainage concerns in the vicinity of the project, enhance the natural features of the site with a hydraulic green corridor and intentional view corridors of the open space; and provides enhanced landscaping.

D. Preliminary PUD Development Plan

The PUD zoning district offers greater flexibility in site design requirements in exchange for creative community designs of exceptional quality. This may be accomplished through preservation, restoration, and/or enhancement of natural systems; above-average open space amenities; creative design in the layout of buildings, open space, and circulation; compatibility with surrounding land uses and neighborhood character; and provide greater efficiency in the layout and provision of roads, utilities, and other infrastructure.

Uses

Per the PUD ordinance, low density residential PUDs are presumed to include all listed uses within RSF-1, RSF-2, and RSF-3. The proposal includes 116 single-family dwellings. Single-family dwellings are a permitted use in these districts. There are no other buildings or facilities proposed.

Lot Standards

Per the PUD ordinance, the district regulations of the most closely related underlying zoning district are presumed to apply to the development but may be departed from as deemed appropriate to accomplish the purpose and intent of a PUD.

The dimensional standards of RSF-3 are provided in the table below. The requested flexibilities from RSF-3 standards are shown in red.

Dimensional Standard	**Proposed**	**RSF-3 (Single-Family)**
Minimum Lot Area	6,875 sq. ft.	7,500 sq. ft.
Minimum Lot Width	55 feet	65 feet
Minimum Principal Structure Setbacks:		
- Front	20 feet	20 feet

- Front (porch less than 120 sq. ft.)	15 feet	15 feet
- Side	7.5 feet	10 feet (living) 5 feet (garage)
- Rear	25 feet 20 feet on Lots 28 and 87	30 feet
Maximum Principal Building Height	35 feet	35 feet

Additionally, the application will require flexibility to measure the lot width for the following lots that are not located on a cul-de-sac at the minimum front setback: Lots 15-19, 28, 30, 31, 44, 81-87, and 111-114.

The applicant submitted an exhibit confirming that the Shoreland Overlay district of Cook Lake touches on a few lots in the southeast corner of the development: Lots 1, 56, 57, 58, and 59. However, none of these lots are entirely within the district. This means that just the impervious surface coverage limit of 25% and structure height limit of 25' will apply for the areas of each lot that fall within the overlay district. It appears the project will be able to comply with these standards.

PUD Design Standards

The application must satisfy the following PUD standards:

> A. *Appropriate Integration. PUDs shall be appropriately integrated into existing and proposed surrounding development. This does not mean the PUD reflects the specific standards of the surrounding area, such as lot size, density, setbacks, or design. While integration may be achieved through such standards, it may also be achieved through continuation of existing land use types, architectural transitions, landscaping buffering, or other means.*

The proposed subdivision will provide similar sized lots near Bass Lake Crossing to the south and Fairway Shores Villas at Cook Lake ("Fairway Shores") to the east. The development will continue the trail from Fairway Shores out to Maple Hill Rd. This trail system will connect this development to Bass Lake Crossing. The development consists of single-family homes which are compatible with the surrounding uses. Staff finds this standard is satisfied.

B. *Variety and Enhanced Design. Since PUDs are expected to exceed standards, most residential PUDs should include a wide variety of styles. Style refers to the exterior image and footprint, not the floor plan. Where a wide variety of styles does not make sense, the PUD should include enhanced building design that exceeds underlying standards.*

Figure 4 Example Elevation

I. PUDs with detached homes must provide house elevations for approval. There should be no less than 5 styles of detached homes.

The applicant submitted five different floor plans with 12 different styles of elevations. These elevations comply with and exceed this standard. Additional analysis on how these elevations comply with Section 1040.040, Subd. 8 (which details architectural requirements for single-family homes within the MUSA) is discussed under the "Single-Family Design Standards" section of this report.

C. *Open Space. A low-density residential PUD shall provide a percentage of the project area as open space based on the requested lot width minimum as shown in the subsequent table:*

Proposed Lot Width	**Required Open Space**
72' or more	0%
Less than 72' – 65'	7%
Less than 65' – 55'	12%
Less than 55'	15%

The application proposes a minimum lot width of 55' which has an open space requirement of 12%. Open space is a vegetated area or areas available for the common use of and is accessible by all residents or occupants of the buildings within the PUD. Open space shall consist of upland and be calculated on a net basis which excludes private yards, private streets, ROW, or any other non-recreational impervious surface area. Areas within easements shall be used in calculating open space unless the easement is over an inaccessible and/or unusable space, such as wetlands or stormwater ponds. The calculation is based off the net pre-development area.

Dedicated parkland or trails shall not be used in calculating open space for a development if it is anticipated in the 2040 Comprehensive Plan.

The net pre-development area of the development is 33.58 acres. This means a total of 4.03 acres of open space is required. The applicant submitted an open space plan which states 4.659 acres of open space is proposed. However, the applicant's density exhibits show that Outlot G is under the 100-year ordinary high-water level (OHWL) which does not qualify as upland. If Outlot G is removed from the open space calculation (0.1806 acres), the proposal still includes 4.4783 acres based on the open space exhibit. Staff includes a condition of approval for the applicant to provide a detailed upland calculation for each outlot to confirm the open space exceeds the required 12%.

Engineering review explained that the open space identified as part of the Hydraulic Green Corridor in the center of the site will not be accessible or usable as the area will serve as a conveyance ditch for stormwater. The applicant may be able to make more portions of Outlot C higher to serve as usable open space, but this would involve changing their stormwater design to utilize a pipe rather than a ditch for conveyance.

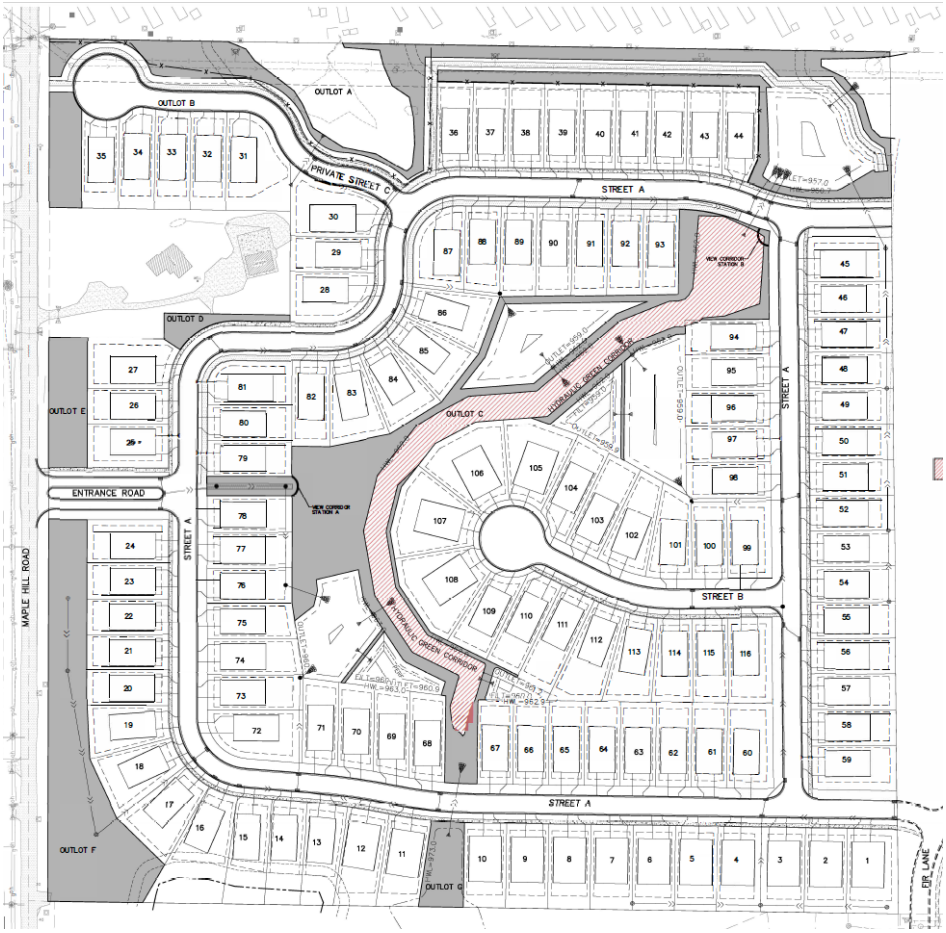


Figure 5 Open Space Plan

Alternatively, the applicant would like the Hydraulic Green Corridor, which will double as a prairie channel, to be considered in the open space calculations as it will be a viewable space and serve as a wildlife green corridor. The storm ponds within the space are not calculated in the open space calculation. The view areas will provide open space views of a grassy, wildflower setting to add visual interest for pedestrians and homes. The Planning Commission determined that a viewable open space corridor accessible to the neighborhood satisfies the open space requirement even if the space is not technically usable for recreation.

Staff believes the applicant is relying on the land area of Outlot C (that is not within the 100-year OHWL) to meet the 12% open space requirement. However, if the Council feels that a viewable open space does not satisfy the open space requirement, then the site plan likely does not meet (and will not meet) the minimum 12% standard without further design that may mean reduced lot sizes and rear yard setbacks.

The City Council can waive or reduce the open space requirement at their discretion when an applicant shows that the open space cannot be accommodated with other City requirements (including a minimum density requirement and/or proposed public benefits). The elevation of the subject project is relatively low compared to the surrounding properties. The Engineering Memo confirms this site is challenging due to passthrough drainage from all directions. The Hydraulic Green Corridor is a strategy proposed by the applicant to handle stormwater coming to the site. Even if the Council feels that open space should generally be accessible for recreation, a deviation in the open space requirement could be granted based on the site constraints and proposed public benefits. The Council should discuss why a deviation may or may not make sense for this proposal.

D. Perimeter Buffer. PUDs shall provide a landscaping buffer to screen homes from arterial and major collector roads.

This standard is not applicable to this application.

E. Public Accessibility. When a PUD includes natural features such as creeks, streams, ponds, and lakes, the PUD shall provide public access to these features.

This standard is not applicable to this application.

F. Discretionary Standards. In addition to the above standards, the City Council may impose such other standards for a PUD project as are reasonable and as the Council deems are necessary to protect and promote the general health, safety, and welfare of the community and surrounding areas.

The City Council should discuss if there are additional standards that are necessary to protect and promote the general health, safety, and welfare of the community.

G. Prohibited Features and Modifications.

I. *The City will not grant side setbacks that result in less than a 15-foot minimum required separation between two detached dwellings.*

The requested flexibility in the side setback standard will result in a 15' minimum separation between detached dwellings.

II. *PUDs with detached homes shall be designed to avoid interior perimeter roads that are parallel to arterial roadways. Roadways should be curvilinear wherever feasible with a variety of building orientation along arterial roadways.*

This feature is not present in this subdivision as Maple Hill Rd is not considered an arterial or major roadway.

III. *PUDs cannot request flexibility from meeting the minimum required screening and/or buffering standards otherwise required in the Zoning Ordinance unless the applicant can show there is a site constraint out of their control that justifies a deviation from these requirements, proposes an alternative screening method that will meet the intent of the requirements, and/or proposes relocating screening methods to a more beneficial location within the development.*

The applicant does not request flexibility from the minimum buffering requirements for this application.

PUD Benefits

The initial concept plan for this project was reviewed by the City Council prior to the adoption of the new PUD ordinance and PUD Public Benefit Policy on 5/25/2023. This application will not be reviewed against the PUD Public Benefit Policy. Regardless, proposed PUDs are expected to provide a combination of public benefits in exchange for flexibility from the Zoning Ordinance requirements. The size of the PUD, constraints of the site, and flexibility requested will be considerations for the City in determining whether an appropriate amount of public benefits are proposed to justify granting the PUD district.

The applicant requests deviation from minimum lot dimensions as well as a 60% maximum garage frontage requirement (instead of 55%). Additionally, the application will require flexibility to measure the lot width for 20 lots not on a cul-de-sac at the minimum required front setback.

In exchange the following PUD benefits are proposed in the project narrative:

- Stormwater management design that includes off-site drainage.
- A variety of home exterior designs (more than 5 styles).
    - 12 different styles in exterior designs submitted.

- An internal private trail/sidewalk system that provides view sheds of a hydraulic corridor.
- Improve public streets (if necessary) depending on Maple Hill Rd Feasibility Study.
- A 60’ setback from Maple Hill Rd.

Additionally, staff finds this application also includes the following public benefits within the City’s PUD Public Benefit Policy, even though the application is exempt from the specifics of this policy:

- Collaboration with adjoining landowners.
    - The applicant team worked with the development team for Fairway Shores to coordinate the shared boundary between the projects to create a more unified plan for the larger neighborhood. This involved coordinating the trail connection, the road connections, as well as other design components, such as stormwater management.
- Lot size variety.
    - A total of 60 lots (53%) are proposed with a lot area that exceeds 7,500 square feet.
- Extensive internal landscaping
    - The landscaping plan proposes nearly 200% the required amount of overstory trees and nearly 300% the required amount of understory trees in the underlying landscaping standards, including the buffer yard requirement.
- Use of native plants in landscaping
    - Most of the overstory coniferous trees are a native species as listed in the City’s Northeast District Plan and Design Guidelines (NE District Plan).
- Use of preferred trees in landscaping
    - Most of the tree species (all but 1) are from the preferred trees list in the NE District Plan.

The City Council should discuss and consider the proposed PUD public benefits in exchange for the requested flexibilities from the underlying Zoning Ordinance. The Planning Commission determined the proposed PUD public benefits in consideration of the size and constraints to the site justified granting the requested flexibilities.

Neighborhood Meeting

Applicants are required to host a neighborhood meeting with notice provided to property owners within 500’ of the proposed development. The applicant held an open house at City Hall on November 2, 2023. Approximately 25 people attended to learn about the project. The Bass Lake Crossing neighbors expressed concern about construction traffic on Fir Lane, however, this project does not have direct access on to Fir Lane N at this time. The neighbor living on the exception parcel is concerned about existing and future drainage, existing trees, and property lines. The Engineering Memo requires that

stormwater runoff that did not previously go to this site be captured and managed on site.

Single-Family Design Standards

All homes within this development will be expected to meet the architectural design requirements of both Section 1060.050, Subd. 1(B) as well as Section 1040.040, Subd 8. This includes design standards for the front elevation, materials, architectural elements, non-monotony requirements, garage door requirements, and treatment of elevations other than the front. The applicant does not request any flexibility from these standards except for a 60% garage maximum where 55% is allowed. The applicant is responsible for reading through the requirements of these sections.

Front elevations, for the purpose of these design standards, is the elevation facing the front lot lint on the street of the mailing address for the property. This front elevation must include brick, stone, stucco, fiber cement board, redwood, cedar, or other similar materials. A minimum of two different materials is required unless a house is entirely made of brick. Additionally, no more than 75% of one type of exterior finish can be utilized on the front elevation. The concept elevations do not provide a breakdown of the building materials, but they appear to be able to comply with this standard. The anticipated material percentage of each example elevation must be provided with the submittal of the final plat, and the material percentages will be further confirmed with each building permit.

The front elevation must consist of doors, windows, and variations of the wall face with the use of pilasters or columns, wainscots, canopies, or other architectural elements. Most of the example elevations comply with this standard. The exteriors for the Waterford floor plan will need to add an additional architectural element to comply with this standard.

This Section of the Zoning Ordinance provides that the garage shall not comprise more than 55% of the viewable ground floor street-facing linear building frontage. However, the applicant requests this be increased to 60% as part of the PUD to allow for 3-car garages. This standard is based on the measurement of the entire garage structure. Corner lots are exempt from this requirement on one street elevation. The concept elevations do not provide dimensions to be able to confirm the 60% maximum requested is satisfied. The applicant must provide this information with the final plat submittal and each building permit for confirmation.

Garage doors must be architecturally styled to match the exterior design of the home. This includes details such as raised panels, accent color, windows, etc. The concept elevations appear to comply with this standard.

Allowable roofing materials include asphalt shingles, wood shingles (including shake), concrete, clay, ceramic tile roofs, or residential steel roofing material with hidden fasteners. Additionally, the roof overhangs must meet a minimum of 12 inches. This

cannot be confirmed with the concept elevations and will be a requirement confirmed during the building permit review.

Each elevation facing a street must use a minimum of 2 different materials and/or styles compatible with the front elevation. The following lots appear to have multiple facades that are oriented to a public street: 1, 24, 25, 28, 36, 44, 45, 59, 60, 81, 87, 93, 94, 99, and 116. These lots will be required to meet the requirement for equal architectural treatment as the front elevation.

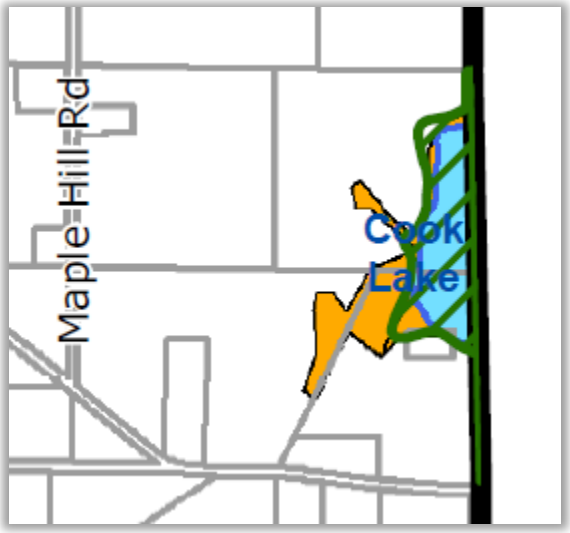
All other elevations shall make a good faith effort to demonstrate that elements of the front elevation have been considered for incorporation. Each side elevation will have at least one window or door opening. Finally, a maximum of 18 inches of the foundation wall may be exposed on any elevation. Compliance with these standards will be confirmed with each building permit.

Wetlands

A wetland delineation for this site was completed in January 2023. Five wetlands were confirmed on the site. Two wetlands are proposed to be impacted as part of this development. The remaining wetlands will be subject to the Wetland Overlay district (Section 1050.010). This includes wetland buffers, wetland buffer monument signs, and an additional 15' structure setback from the edge of the buffer (a 5' setback is applied for roads and parking lots).

Figure 6 Wetland Delineation

The size of the buffer is dependent on the quality of the wetland. The City's Natural Resources Community Quality Ranking map is based on a quality assessment of known wetlands within the City. Wetlands not shown on this map are assumed to be of medium quality; however, there is a process to confirm wetland quality through the Minnesota Rapid Assessment (MNRAM) methodology should the applicant decide wetland quality on the site needs to be re-evaluated. None of the delineated wetlands are shown on the City's map and are assumed to be medium quality wetlands.



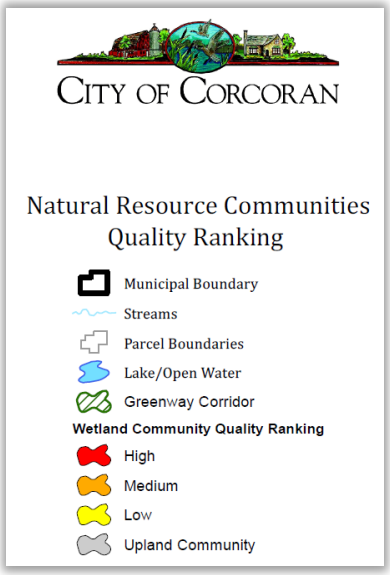


Figure 7 Natural Resources Community Quality Ranking Map

The following buffer requirements will be applied:

Requirement	**Medium Quality**
Wetland Buffer Average Width	25 feet
Wetland Buffer Width (Min.)	20 feet
Wetland Buffer Width (Max.)	40 feet
Structure Setback from Buffer	15 feet
Total Buffer and Structure Setback (Average)	40 feet

The Wetland Buffer Plan provides the minimum and maximum buffer widths on Wetland 4, but this information must also be provided to Wetland 1 and Wetland 3 to confirm compliance with the City's averaging requirements. It appears the plans will be able to comply with this standard although some modifications may be required. This is handled as a condition of approval.

The location of wetland buffer monument signs must also be further reviewed. These signs are required wherever a buffer crosses a property line or where a change in contour must be shown (with a maximum spacing of 200' between signs), and the proposed sign locations do not meet these requirements. Additionally, some wetland buffer signs appear to be located on the wetland setback when the sign should be located at the edge of the buffer. Revisions confirming compliance with the wetland buffer monument requirements is a condition of approval in the attached resolution.

The seeding plan does not indicate a separate seed mix to be utilized for wetland buffers. As a condition of approval in the resolution, the City's wetland specialist will provide final approval on the seeding mix to establish wetland buffers. A plan identifying

the establishment and maintenance procedures shall be provided at the time of the final plat also subject to approval by the City's Wetland Specialist.

Landscaping

Per Section 1060.070, dwelling units shall provide a minimum of 1 overstory tree. This means 116 overstory trees must be planted within the new development. Additionally, a buffer yard class A is required around the perimeter of the exception piece that fronts Maple Hills Rd in the northeast corner of the project boundary. Staff estimates the boundary around the exception piece is 900' (rounded up to the nearest hundred) which requires 9 overstory trees and 18 understory trees. In total, 125 overstory trees and 18 understory trees are required. A total of 237 overstory trees and 52 understory trees are proposed. This far exceeds the minimum quantities required by Code. However, staff notes that the 1 additional overstory tree and 6 additional understory trees need to be planted along the perimeter of the exception piece to fully satisfy the buffer yard requirement based on the formula used in the landscaping plan. The buffer yard could be increased to 15 feet or 20 feet to reduce the planting requirements around the perimeter of this adjacent property. However, this buffer yard will be subject to a permanent conservation easement. A condition of approval is for the preliminary plat to be revised to indicate the area proposed to be kept in a conservation easement to satisfy the buffer yard requirements and update the landscaping plan as necessary.

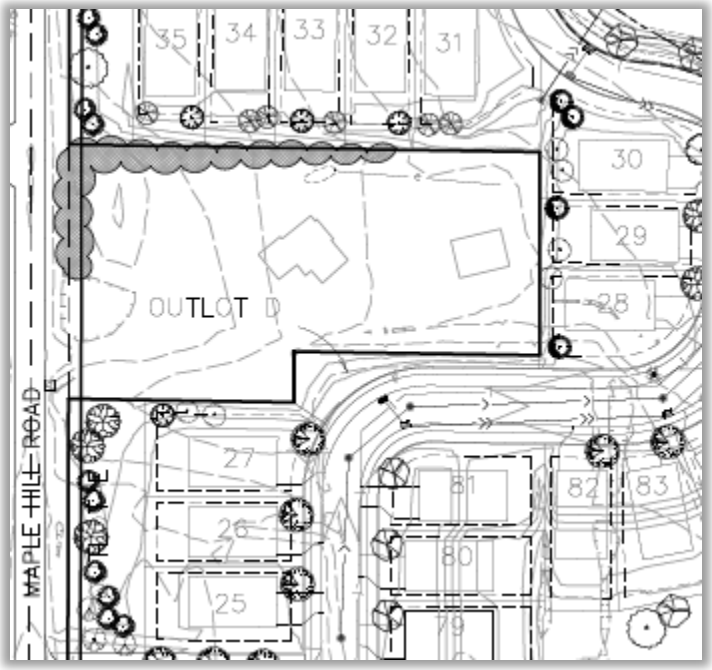


Figure 8 Landscaping Plan Around Exception Parcel

The planting schedule confirms the landscaping plan complies with the minimum size requirements for trees at the time of planting. Additionally, a variety of tree species are proposed and complies with the standard that no more than 33% of the proposed trees can be of a single species.

The buffer yard ordinance also will apply to the east and south property lines. A PUD district is established on both of the neighboring developments. The underlying zoning district for these PUDs is RSF-3. This means that a planted buffer yard is not required along these boundaries, but the side and rear setbacks must be maintained equivalent to the rear setback requirement. The RSF-3 district has an underlying rear setback standard of 30'. However, the PUDs for both neighboring developments approved a rear setback of 25'. The Chastek Family Farm PUD requests a rear setback of 20' on two specific lots. Otherwise, the applicant shared with the Planning Commission that they will comply with a 25' rear setback. Staff believes it makes sense for the rear setback of the adjacent PUD developments (25') to apply along the shared boundaries. The Planning Commission agreed with this recommendation.

Since there is no vegetation in this area, staff believe it makes sense for the PUD approval resolution and Homeowners Association documents to limit the use of these areas instead of a conservation easement. Staff provides a condition that Lots 1-16 and 45-59 are subject to a 25' rear setback (as no side lot lines abut the neighboring developments) that must comply with the use provisions of buffer yards as outlined in Section 1060.070, Subd. 2(J)(i). Within this area, plantings are allowed. However, no passive recreation, paths, storage containers, lighting fixtures, raised planting beds, or any permanent structures are allowed. Temporary structures, such as benches, are allowed. Stormwater and bio-retention ponds are also allowed to encroach up to a maximum of 10' into the required buffer yard.

Streets/Access

Primary access to the development will be provided from Maple Hill Rd. The main entrance is currently proposed 80' north of the access road shown on the Southeast District Plan. Per the Engineering Memo, the plans must be revised to shift the main entrance south by roughly 1 lot. The drive lanes at the entrance of the site shall be a minimum width of 20'.

The concept plan reflected emergency access in the northwest corner of the property with a connection to the private cul-de-sac in this area of the site. For Public Safety purposes, at least two accesses are required for developments wherever possible (i.e., when a site is not landlocked). An emergency access can serve as this second access point. It is noted that Fir Lane N will eventually serve as a second access for this development; however, the applicant must continue to plan for an emergency access in the northwest corner until the City has agreements and securities in place for the Fir Lane N road extension with the neighboring development (alternatively, the applicant can secure easement to ensure this connection in the event Fairway Shores does not move forward on the same timeline). Staff includes a condition of approval that two accesses must be provided to the development to allow for flexibility and collaboration with the Fairway Shores PUD.

As discussed previously, off-site improvements of Maple Hill Rd and the intersection of Maple Hill Rd and County Road 10 will be a requirement of this development to support the increased traffic to this site. The northeast and southeast portions of the development provide additional connections to the property to the east with access to Fir Lane. These additional connections were deemed necessary by Public Safety for long-term emergency planning.

Roadways are terminated at the shared property boundary with the proposed Fairway Shores development. If the Fairway Shores development does not occur on a shared timeline, temporary turnarounds will be required.

Access to the exception piece surrounded by the subject property (in the northwest corner of the site) shall be provided via the local street network within this development as required by the feasibility study. The plans must be revised to satisfy this requirement.

Sidewalks

The plans show a sidewalk on one side of the internal streets as required. Additionally, the plans indicate a private trail on the perimeter of the interior block of homes that circles the hydraulic green corridor. Staff recommend that the required sidewalk simply be moved to the perimeter of the entire interior block of homes to minimize the required pavement and provide a continuous path that minimizes the necessary street crossings. This is a condition of approval in the resolution.

Parking

Section 1060.060, Subd. 9 requires 2 parking spaces for a single-family home. The plans indicate a 20’ driveway in addition to garages for each lot. This means that all homes must have a minimum of a 2-car garage to provide the required parking. The applicant’s narrative confirms 2- and 3-car garages are proposed. Per the Engineering Memo, all 28’ roads shall be signed “no parking” on one side, and “no parking” signs are also required within all cul-de-sacs.

Utilities

The Engineering Memo provides detailed utility comments. Trunk sewer is available to the site. Water pressure and supply are adequate to serve the site. The applicant is required to comply with the requirements outlined in the Engineering Memo.

Easements

Drainage and utility (D&U) easements are required over all outlots, wetlands, wetland buffers, the 100-year floodplain, and at the perimeter of lot lines. Additional D&U easements may be required per the Engineering Memo. Easements must be provided over all storm sewer pipes that are not located in the ROW. These easements must be shown on the plat as well as the utility plan to ensure they are of adequate size. Easements are also required over all maintenance routes to ponds, inlets, and outlets.

The plan set must be revised so that all existing and proposed D&U easements and wetland buffer zones are shown and clearly identified on all plan drawings. Site improvements or items placed within the City ROW or easements will require an encroachment agreement.

There is an existing access easement granted in favor of the Leuer property to the east (Fairway Shores). This easement shall be vacated to accommodate the proposed development in this area of the site.

Grading and Stormwater

The Engineering Memo provides a number of additional items related to grading and stormwater that must be addressed with the final plat submittal. The project will require preparation and compliance with a Stormwater Pollution Prevention Plan (SWPPP), and an erosion control plan will be reviewed during the final plat review. The grading to the east property line must be coordinated with Fairway Shores to tie into their grading plan. If Fairway Shores does not proceed on a shared construction timeline, then the applicant must obtain an easement or other landowner permission to install the property line drainage for this development as currently shown. The current stormwater conveyance must be revised per the Engineering Memo to minimize impacts on Maple Hill Estates and the existing residence in the exception piece in the northwest area of this site. Where runoff did not previously go, it must be captured and managed on site. This could impact the viability of the current lot count and layout near Lots 28-30.

Lighting

Street lighting locations are not currently shown on the development plans. Final location will be reviewed and determined with the small utility permit, per the Engineering Memo. Based on staff's most recent understanding of the electrical company boundaries, Wright Hennepin will provide the street lighting for this development. Lighting must comply with the lighting requirements of Section 1060.040 of the Zoning Ordinance.

Fence

After working with a potential builder, the applicant expressed a desire to place a berm and fence along the north boundary to provide screening from the neighboring property. The desired area is highlighted yellow in the fence exhibit below. Staff is concerned about the location of the fence as it will make maintenance of Outlot A challenging, reduce the sense of open space in Outlot A, and could make the appearance of closing off the public trail. Staff highly recommend that the applicant consider vegetation to provide natural screening from the surrounding area. If the applicant proceeds with a fence, staff recommend a condition of approval that the fence be located along the north boundary but be no closer to Maple Hill Rd than the west lot line of Lot 35 (shown in light blue). This would minimize concerns with the current proposed location.

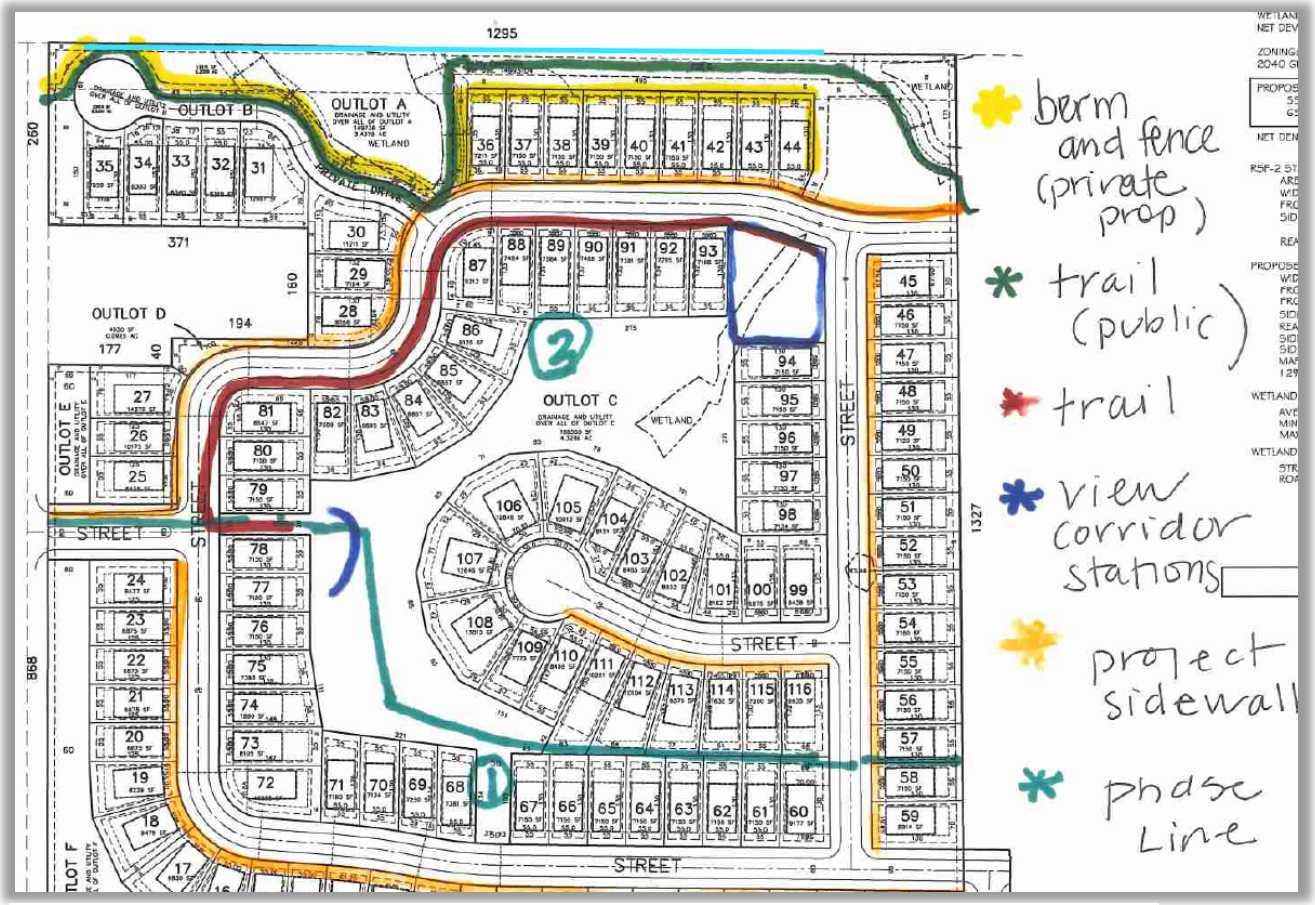


Figure 9 Fence Exhibit

Off-Road Trail

The 2040 Parks and Trails Map provides guidance to the City for acquiring land for parks and trails. No parks are shown within the vicinity of this project. A proposed off-road trail is shown along the northern property line.

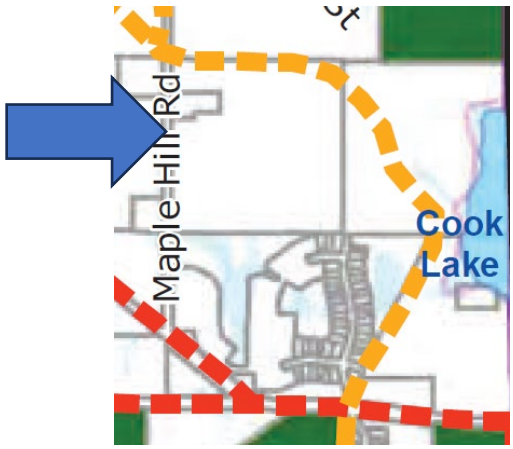
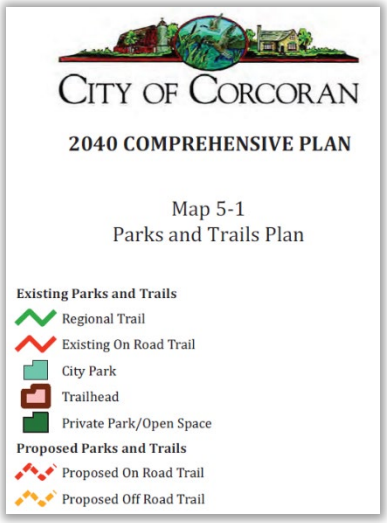


Figure 10 Parks and Trails Plan



The applicant's plans show the off-road trail along the northern portion of the development. For off-road trails, the City policy is to require an 8' wide trail in a 20' easement. A proposed trail alignment that meets these specifications is shown. A portion of the trail is woven between a stormwater basin and Wetland #3. After additional review of this location, staff concluded that a trail cannot be located in this area as it conflicts with the required wetland buffer. The trail location must be revised to wrap around Lot 44 before going east to tie into the trail corridor to be provided by Fairway Shores.

The developer is responsible for "making certain improvements to the developments for park, playground, trail, and public open space purposes, including, but not limited to, *finished grading and ground cover for all park, playground, trail, and public open spaces* within their developments. No credit towards the required dedication shall be given for this work. The City reserves the right to pave the trails or require the developer to pave these off-road trails. Should the City require the developer to pave the trails, the City shall reimburse the Developer for the costs for paving the trail."

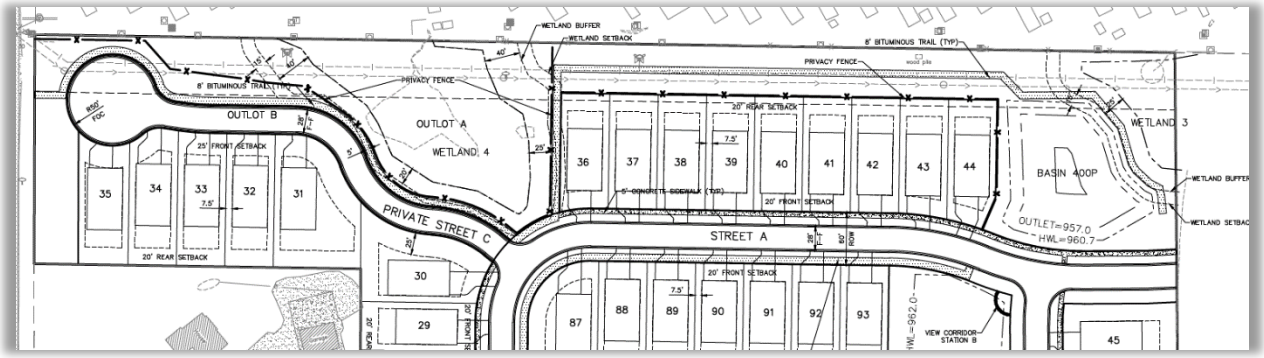


Figure 12 Proposed Trail

Park Dedication

The applicant's plans show a trail easement of approximately 0.80 acres to be dedicated to the City. This is a preliminary estimate. The exact dimensions of the trail easement area may be adjusted as the net acreage of the easement is confirmed and the alignment is finalized. The preliminary plat indicates a total site area of 38.16 acres. However, park dedication is based on the net land area which is calculated at 33.58 acres.

The current park dedication ordinance requires 10% of the land area (or the market value of that land) for a low-density residential development. In this case, the developer would be required to dedicate the following:

- 10% of 33.58 acres = 3.36 acres

Assuming the provided trail easement area of 0.80 acres does not include wetlands or floodplain, this would provide roughly 23.8% of the required park dedication. The final

park dedication calculation will be based on the final land area calculations. The remaining portion of park dedication would be cash-in-lieu of land.

The 2024 fee schedule provides that the park dedication fee for single-family units is $5,954. Park dedication is based on the adopted fee schedule in place at the time of the final plat, but for discussion purposes, the anticipated formula is as follows:

- 117 single-family units x $5,954 = $690,664
- Less 23.8% = $164,378.03
- **Remaining Estimated Cash Due = $526,285.97**

E. Preliminary Plat

The preliminary plat requests approval of 116 lots and 7 outlots to be built over two phases. The City does not typically allow the creation of unbuildable outlots unless there is an open space, stormwater, or wetland component to the outlots. These conditions apply to this plat. Ensured ongoing maintenance of all outlots will be the responsibility of a Homeowners Association. Outlot D is not ideal as the road network in this area makes the outlot an odd shape and size. However, this Outlot will likely need to be revised to provide and plan for an internal connection to the abutting exception piece in this area to comply with the feasibility study. If the preliminary PUD development plan is approved, then the preliminary plat will comply with the applicable City's standards. The approval conditions noted in the staff report and Engineering Memo may result in changes to the lot layout.

F. Summary of Discussion Items

1. Rezoning from RSF-2 to PUD.
    a. This is a policy choice where the City has a high degree of discretion.
2. Preliminary PUD Plan
    a. Proposed lot standards that deviate from minimum dimensions of RSF-3.
        ii. Minimum lot width of 55'
        iii. Minimum lot area of 6,875 square feet
        iv. A side setback of 7.5'
        v. A rear setback of 25' (two lots will have a rear setback of 20')
    b. Measure the lot width for 20 lots not on a cul-de-sac at the required front setback.
    c. 60% maximum garage frontage
    d. Open space requirement.
        i. Does the City Council believe the Hydraulic Green Corridor should count towards the open space requirement?
        ii. If not, are there site constraints and public benefits provided that justify deviating from the 12% open space requirement?
        iii. Alternatively, would the Council prefer to see smaller lot depths/sizes and rear yard setbacks in order to accommodate more open space?

e. PUD benefits.
    i. Stormwater management design to include off-site drainage.
    ii. A variety of home exterior designs (12 styles submitted).
    iii. An internal private trail/sidewalk system that provides view sheds of a Hydraulic Green Corridor.
    iv. Improve public streets (if necessary) depending upon Maple Hill Road Feasibility Study.
    v. A 60’ setback from Maple Hill Road.
    vi. Collaboration with adjoining landowners.
    vii. Lot size variety.
    viii. Extensive internal landscaping.
    ix. Use of native plants in landscaping.
    x. Use of preferred trees in landscaping.
f. Landscaping
    i. Does a 25’ setback for the buffer yard meet the intent of the buffer yard ordinance since both nearby PUDs have a rear setback of 25’ approved?
    ii. Instead of preserving this space (with no required plantings) under a conservation easement, staff propose the PUD approvals and HOA documents clarify this area is subject to the buffer yard requirements.
g. Sidewalks
    i. What are the City Council’s thoughts on staff’s recommendation for the sidewalk to wrap around the internal block of homes to provide a continuous path and minimize street crossings?
h. Fence
    i. What are the City Council’s thoughts on staff’s recommendation on the proposed fence for screening from the property to the north?

3. Preliminary Plat
    a. If all other requests are approved, the preliminary plat complies with the applicable ordinances and requirements. The requirements of the staff report and engineering memo may result in some changes to the lot layout.
4. Should the Council find the PUD application is in conformance with City standards, then the Council should discuss the required off-site roadway improvements as compared to the alternative plan proposed by the applicant. As a reminder, staff noted the following:
    a. Full road improvements on Maple Hill Rd are necessary for the entirety of Maple Hill because the full roadway will be used to serve the development.
    b. City practice is for roadway improvements to be extended to the property line of the subject property.
        i. This is an area where the City could provide some flexibility.

ii. However, street improvements will be required to support emergency access in the northwest corner of the property.
    1. This could be re-evaluated with a financially secured commitment for the off-site extension of Fir Lane N to the southeast boundary of the subject property which would provide this development with an alternative second access point.

c. There may be an opportunity to be flexible on design on the west side of Maple Hill Rd to minimize the improvements required with this development, such as the placement of the curb which could be later expanded with the development of the property to the west.
d. There may be an opportunity to be flexible with the required sidewalk improvements on the east side of Maple Hill Rd, such as across the exception piece and along the Bass Lake Crossing western boundary.
e. All off-site turn lanes called out in the feasibility study are required.

G. Conclusion

Staff reviewed the plan for consistency with the application standards outlined in the Comprehensive Plan, Zoning Ordinance, and Subdivision Ordinance (as well as other City Code provisions). The staff report discusses the outstanding issues that must be addressed, and conditions are included in the enclosed resolutions to address these issues. The Planning Commission recommended approval of the project without changes to the proposed open space.

The City has discretion when reviewing a PUD. The City Council may find that the standards for one or more components of the application have not been met and may vote to deny the project. Should the Council decide to deny the project, findings of fact should be provided to staff to be brought back at the July 11, 2024, City Council meeting for the final decision.

5. Recommendation

Planning Commission and staff recommend approval of the following:

a. Ordinance 2024-528 Rezoning to PUD
    i. 4/5 Majority of Seated Council Required
b. Summary Ordinance 2024-529 for Publication
    i. 4/5 Majority Required
c. Resolution 2024-72 Approving Findings of Fact for Rezoning
d. Resolution 2024-73 Approving Preliminary PUD Development Plan
e. Resolution 2024-74 Approving Preliminary Plat

Attachments:

1. Ordinance 2024-528 Rezoning to PUD

2. Summary Ordinance 2024-529 for Publication
3. Resolution 2024-72 Approving Findings of Fact for Rezoning
4. Resolution 2024-73 Approving Preliminary PUD Development Plan
5. Resolution 2024-74 Approving Preliminary Plat
6. City Engineer's Memo – Civil Review
7. City Engineer's Memo – Stormwater Review
8. Infrastructure Feasibility Study
9. Public Safety Memo
10. Applicant's Narrative
11. Letter from Applicant's Attorney
12. Preliminary Plans

City of Corcoran
County of Hennepin
State of Minnesota

June 27, 2024

ORDINANCE NO. 2024-528

Motion By:
Seconded By:

AN ORDINANCE AMENDING TITLE X (ZONING ORDINANCE) OF THE CITY CODE TO CLASSIFY CERTAIN LAND LOCATED NORTHEAST OF MAPLE HILL ROAD AND COUNTY ROAD 10 (PID 25-119-23-12-0002)
(CITY FILE NO. 23-034)

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 of the City of Corcoran Zoning Map from Single-Family Residential (RSF-2) to Planned Unit Development (PUD), on property legally described as follows:

See Attachment A

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

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Ordinance is hereby declared adopted on this 27th day of June 2024.

_____
Tom McKee - Mayor

ATTEST:

City Seal

_____
Nalisha Williams – Assistant City Administrator

ORDINANCE NO. 2024-528

ATTACHMENT A

Lot 1, Block 1, CHASTEK FARM according to the plat thereof recorded by Hennepin County, Minnesota.

City of Corcoran
County of Hennepin
State of Minnesota

June 27, 2024

ORDINANCE NO. 2024-529

Motion By:
Seconded By:

CITY OF CORCORAN

SUMMARY OF ORDINANCE NO. 2024-528

AN ORDINANCE AMENDING TITLE X (ZONING ORDINANCE) OF THE CORCORAN CITY CODE TO CLASSIFY CERTAIN LAND LOCATED NORTHEAST OF MAPLE HILL ROAD AND COUNTY ROAD 10 (PID 25-119-23-12-0002) (CITY FILE NO. 23-034)

Title X of the City Code of the City of Corcoran, Minnesota, is hereby amended to revise the City of Corcoran's Zoning Map. 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	VOTING NAY
☐ McKee, Tom	☐ McKee, Tom
☐ Bottema, Jon	☐ Bottema, Jon
☐ Lanterman, Mark	☐ Lanterman, Mark
☐ Nichols, Jeremy	☐ Nichols, Jeremy
☐ Vehrenkamp, Dean	☐ Vehrenkamp, Dean

Whereupon, said Ordinance is hereby declared adopted on this 27th day of June 2024.

_____
Tom McKee - Mayor

ATTEST:

City Seal

_____
Nalisha Williams – Assistant City Administrator

City of Corcoran
County of Hennepin
State of Minnesota

June 27, 2024

RESOLUTION NO. 2024-72

Motion By:
Seconded By:

APPROVING FINDINGS OF FACT FOR REZONING FOR PROPERTY LOCATED NORTHEAST OF MAPLE HILL ROAD AND COUNTY ROAD 10 (PID 25-119-23-12-0002) (CITY FILE NO. 23-034)

WHEREAS, Trek Real Estate and Development and Hempel Real Estate, DBA Emerald Rose LLC (the "applicant") requests approval to rezone 38.16 acres legally described as follows:

See Attachment A

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

WHEREAS, the City Council adopted an ordinance rezoning the affected parcel from Single-Family Residential (RSF-2) to Planned Unit Development (PUD);

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

1. The planned development is not in conflict with the Comprehensive Plan. The land is guided for Low-Density Residential which allows for single-family development at a density of 3 to 5 units per acre. The planned development is consistent with the land use guidance.

2. The planned development is not in conflict with the intent of the underlying zoning district. The underlying zoning district will revert to Single-Family Residential (RSF-3) with the rezoning request to Planned Unit Development. The planned development, consisting entirely of single-family homes, is consistent with the purpose and intent of the RSF-3 district.

3. The planned development is not in conflict with other applicable provisions of the City's Zoning Ordinance. The PUD allows the applicant to request flexibility from the performance standards in the ordinance in exchange for a high-quality development than might otherwise be expected.

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. There are design components of this development that are reliant on an adjacent development that is proposed. However, the plans can be revised as necessary should the adjacent development not move forward on a shared timeline.

5. The planned development will not create an excessive burden on parks, streets and other public facilities and utilities which serve or are proposed to serve the planned development. The proposed PUD is coming in at a density that was expected for this area when the City last updated the Parks and Trails plan in the 2040 Comprehensive

Plan. The development is contingent on the completion of all off-site improvements required to support the development as identified in the infrastructure feasibility study. Trunk sewer is available on site. Water pressure and supply are adequate to serve the site.

6. The planned development will not have an adverse impact on the reasonable enjoyment of the neighboring property. The planned development will provide a compatible use to the existing and proposed residential uses to the north, east, and south.

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 natural resources within the development and create a public benefit that is greater than what would have been achieved through the strict application of the primary zoning regulations.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 27th day of June 2024.

_____
Tom McKee - Mayor

ATTEST:

City Seal

_____
Nalisha Williams – Assistant City Administrator

RESOLUTION NO. 2024-72

ATTACHMENT A

Lot 1, Block 1, CHASTEK FARM according to the plat thereof recorded by Hennepin County, Minnesota.

City of Corcoran
County of Hennepin
State of Minnesota

June 27, 2024

RESOLUTION NO. 2024-73

Motion By:
Seconded By:

APPROVING PRELIMINARY PLANNED UNIT DEVELOPMENT PLAN FOR "CHASTEK FAMILY FARM" LOCATED NORTHEAST OF MAPLE HILL ROAD AND COUNTY ROAD 10 (PID 25-119-23-12-0002) (CITY FILE NO. 23-034)

WHEREAS, Trek Real Estate and Development and Hempel Real Estate, DBA Emerald Rose LLC (the "applicant") requests approval of "Chastek Family Farm" a single-family residential subdivision on the property legally described as follows:

See Attachment A

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

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

1. A preliminary planned unit development (PUD) plan is approved for "Chastek Family Farm", in accordance with the plans and application received by the City on December 19, 2023, January 15, 2024, January 18, 2024, March 20, 2024, April 9, 2024, April 10, 2024, April 11, 2024, and April 24, 2024, except as amended by this resolution.

1. The preliminary PUD plan is approved based on the finding that the proposed project is consistent with the City's Comprehensive Plan and the PUD standards in the ordinance.

2. Approval is contingent upon City Council approval of the requested rezoning and preliminary plat (Ordinance 2024-528 and Resolution 2024-74).

2. The applicant shall comply with all requirements of the Public Safety memo dated February 7, 2024.

3. The applicant shall comply with all requirements of the City Engineer's memo for civil review dated April 24, 2024.

4. The applicant shall comply with all requirements of the City Engineer's memo for stormwater review dated April 24, 2024.

5. The applicant shall comply with all requirements of the Infrastructure Feasibility Study dated December 2023.

6. The development is subject to review and approval by the Elm Creet Watershed. The applicant is required to secure all permits and approvals from the watershed.

7. Should the adjacent development not move forward on a shared timeline, the plans for this development are subject to modifications as approved by the City Engineer. This may include temporary turnarounds, easements, and other modifications to drainage.

8. There must be at least two accesses to the site to allow for circulation of emergency vehicles. One access can be satisfied with an emergency access in the northwest corner of the site.

9. All uses (allowed, accessory, conditional, interim, or administrative permit) identified in the single-family residential zoning districts (RSF-1, RSF-2, and RSF-3) are permitted uses within this PUD, subject to the standards in Section 1040.040, 1040.045, and 1040.050.

10. PUD flexibility is granted for the following:

    a. The following lot standards will prevail over the RSF-3 district standards:

Minimum Lot Area	6,875 square feet
Minimum Lot Width	55 feet
Minimum Principal Structure Setbacks	
- Front	20 feet
- Front (porch less than 120 sq. ft.)	15 feet
- Side	7.5 feet
- Rear	25 feet
Maximum Principal Building Height	35 feet
Impervious Surface Coverage	45%

    b. A rear setback of 20 feet is granted for Lots 28 and 87 as referred to on the preliminary plat.

    c. The required lot width will be measured at the minimum front lot setback for the following lots as indicated on the preliminary plat: Lots 15-19, 28, 30, 31, 44, 81-87, and 111-114.

    d. A maximum garage frontage of 60%.

11. In exchange for this flexibility, the developer will:

    a. Stormwater management design that includes off-site drainage.

    b. A variety of home exterior designs.

        i. A minimum of 12 different styles are required.

    c. An internal private trail/sidewalk system that provides view sheds of a hydraulic corridor.

    d. Improvements of Maple Hill Road in addition to the Maple Hill Road / County Road 10 intersection to the benefit of existing and future development in addition to this development.

    e. A 60’ setback from Maple Hill Road.

    f. Collaboration with adjoining landowners.

g. Lot size variety.

    i. Fifty-three percent of the proposed lots will exceed a lot area of 7,500 square feet.

h. Extensive internal landscaping that exceeds 120% of the required landscaping required by the Zoning Ordinance.

i. Reliance on native plants in landscaping for a majority of the proposed landscaping.

j. Reliance on the preferred tree list in the Northeast District Plan (Appendix C) for a majority of the proposed tree species.

12. A fence on the north property line of Outlot A is allowed but must be placed as close to the northern property line as possible and can be located no further west than the west property line of Lot 35.

13. Access to the exception piece must be provided via a local street within this development as required by the feasibility study.

14. A 25-foot rear setback must be applied to Lots 1-16 and 45-59 to comply with the City's buffer yard ordinance in Section 1060.070, Subd. 2(J) of the Zoning Ordinance. This setback is subject to the use limitations outlined in Section 1060.070, Subd. 2(J)(1)(i) and applies to accessory structures as well as the principal dwelling.

    a. This limitation must also be outlined in the Homeowners Association documents.

15. Park dedication shall be satisfied by a combination of land and cash-in-lieu of land for the PUD. Park dedication will be based on the park dedication ordinance in place at the time the final plat is approved.

    a. Park dedication is required based on the finding that the development will add 116 new single-family homes to the City.

    b. Residents of the development will need access to nearby existing and future trails that do not exist today as guided by the Comprehensive Plan.

    c. The developer will receive park dedication credit for the portion of the trail easement that is not located in a wetland, wetland buffer, or the public right-of-way.

    d. Cash-in-lieu of land will be used only for the acquisition and development of parks recreational facilities, playgrounds, trails, wetlands, or open spaces based on the approved park plan in the Comprehensive Plan.

    e. Park dedication funds will be collected at the time of the final plat in accordance with the City Code requirements adopted at the time the final plat is approved.

16. A Homeowners Association will be responsible for ongoing maintenance of all outlots, common areas, and sidewalks in the development.

a. Association documents must be provided for review and approval with the final PUD application.

b. The Association documents must also identify the limitations of the lots subject to a rear yard buffer of 25'.

17. All permanent wetland buffer monument signs must be erected along wetland buffer lines as required by Section 1050.010, Subd. 7 of the Zoning Ordinance.

    a. Wetland buffer signs must be purchased from the City.

    b. Wetland buffer signs must be installed on treated 4x4 wooden posts.

    c. Wetland buffer signs must be installed prior to issuance of building permits.

    d. Wetland buffer sign locations must be revised as wetland buffer widths are finalized.

    e. The installation of the wetland monument buffer signs according to the approved plan must be certified by a registered land surveyor.

    f. Wetland buffers must be planted and inspected by the City prior to issuance of building permits unless an alternative timeline is approved by the City.

    g. For buffers to be established, a plan identifying the establishment and maintenance procedures shall be provided at the time of Final Plat to be approved by the City's Wetland Specialist.

        i. The City's Wetland Specialist will provide final approval for the seeding mix to be utilized in the wetland buffer.

18. A permanent sign permit is required for the proposed entrance monument.

    a. The entrance monument must comply with Chapter 82 of the City Code.

19. All example house elevations must include dimensions, architectural elements, materials, and material percentages with the submittal of the final plat to confirm compliance with Section 1040.040, Subd. 8 of the Zoning Ordinance.

20. All house elevations must be submitted with building permits with dimensions, materials, and building material percentages to confirm compliance with Section 1040.040, Subd. 8 of the Zoning Ordinance.

21. Prior to submittal of the PUD final plan and final plat, revised preliminary plans must address the following:

    a. Minimum and maximum wetland buffer widths on all wetlands must be provided.

    b. Wetland buffer monument sign locations must be revised to show where buffers cross property lines or have a change in contour with a maximum spacing of 200'.

c. The plans must be revised to confirm the standard of 12% open space is satisfied based on the pre-development net acres.

    i. Detailed calculations to confirm the open space upland of each outlot must be provided as outlined in Section 1040.10, Subd. 6(C)(II).

d. The trail easement must be revised to wrap around Lot 44 before going to the east property line to align with the trail easement to be dedicated by Fairway Shores Villas at Cook Lake.

    i. The trail must be located at least 5' outside of any required wetland buffers.

e. Drainage and utility easements are required as outlined in the Engineering Memo.

f. The preliminary plat must show the buffer yard area to be placed in a conservation easement around the perimeter of the exception piece zoned RSF-2.

    i. The required buffer plantings based on the width of the buffer yard must be placed within this conserved buffer area.

    ii. A conservation easement and maintenance agreement must be recorded with the final plat.

g. Streetlighting must be shown on the development plans.

    i. Final locations will be approved with the final plat.

    ii. Lighting must comply with Section 1060.040 of the Zoning Ordinance.

h. Access to the exception parcel via an internal street must be shown.

i. The development entrance shall be moved south to align with the access road shown in the Southeast District Plan (Appendix B).

    i. The drive lanes at the entrance of the site shall be a minimum width of 20' unless otherwise approved by Public Safety.

j. A sidewalk shall be provided around the internal block of lots.

22. The development shall comply with the City's requirements regarding fire access, fire protection and fire flow calculations, the location of fire hydrant, fire department connections and fire lane signage.

23. The new public streets shall follow the City's street naming policy.

24. An encroachment agreement shall be required for all site improvements or items placed within the City rights-of-way or easements.

25. All utility facilities, including but not limited to telephone, CATV, natural gas, and electric power, shall be located underground. Underground service connections to the street property line of each platted lot shall be installed at the subdivider's expense.

RESOLUTION NO. 2024-73

26. Mechanical equipment (including air conditioning units) must be located in the side or rear yard and must be located a minimum of 5' from the property line.

27. Lawn sprinklers/irrigation systems (if provided) shall all have rain sensors to limit unnecessary watering.

28. All landscaping in rear yards and common areas shall be planted and inspected by the City within one year of issuance of a building permit.

29. Trees in the front yard shall be planted prior to issuance of certificate of occupancy for single-family homes unless an alternative timeline is approved by the City.

30. Sign permits will be required prior to construction of any signs.

31. The plans must show centralized mailbox locations. These mailbox locations shall be approved by the US Postal Service and proof of approved locations provided to the City.

32. Prior to release of final plat for recording, the applicant must enter into the following:

    a. A development agreement, including a financial guarantee to protect the work.

    b. A stormwater maintenance agreement.

    c. A conservation easement and maintenance agreement.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 27th day of June 2024.

_____
Tom McKee - Mayor

ATTEST:

City Seal

_____
Nalisha Williams – Assistant City Administrator

RESOLUTION NO. 2024-73
ATTACHMENT A

Lot 1, Block 1, CHASTEK FARM according to the plat thereof recorded by Hennepin County, Minnesota.

City of Corcoran
County of Hennepin
State of Minnesota

June 27, 2024

RESOLUTION NO. 2024-74

Motion By:
Seconded By:

APPROVING PRELIMIINARY PLAT FOR "CHASTEK FAMILY FARM" LOCATED NORTHEAST OF MAPLE HILL ROAD AND COUNTY ROAD 10 (PID 25-119-23-12-0002) (CITY FILE NO. 23-034)

WHEREAS, Trek Real Estate and Development and Hempel Real Estate, DBA Emerald Rose LLC (the "applicant") requests approval of "Chastek Family Farm" a single-family residential subdivision on the property legally described as follows:

See Attachment A

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

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

1. A preliminary planned unit development (PUD) plan is approved for "Chastek Family Farm", in accordance with the plans and application received by the City on December 19, 2023, January 15, 2024, January 18, 2024, March 20, 2024, April 9, 2024, April 10, 2024, April 11, 2024, and April 24, 2024, except as amended by this resolution.

2. Approval is contingent upon City Council approval of the preliminary PUD plan for "Chastek Family Farm". The applicant shall comply with all conditions of the preliminary PUD plan approval (Resolution 2024-73).

3. The preliminary plat must be revised per the requirements as noted in Resolution 2024-.

4. Park dedication is due as required by the PUD approvals, prior to the release of the final plat for recording.

5. The applicant shall comply with all requirements of the City Engineer's memo for Civil Review, dated April 24, 2024.

6. The applicant shall comply with all requirements of the City Engineer's memo for stormwater, dated April 24, 2024.

7. Approval shall expire within one year of the date of approval unless the applicant has filed a complete application for approval of the final plat.

RESOLUTION NO. 2024-74

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 27th day of June 2024.

_____
Tom McKee - Mayor

ATTEST:

City Seal

_____
Nalisha Williams – Assistant City Administrator

RESOLUTION NO. 2024-74

ATTACHMENT A

Lot 1, Block 1, CHASTEK FARM according to the plat thereof recorded by Hennepin County, Minnesota.

Stantec

Memo

To:	Kevin Mattson, Public Works Director	From:	Kent Torve, City Engineer Steve Hegland, PE
Project:	Preliminary Plat Review Chastek Farm Development	Date:	April 24, 2024

Exhibits:

This Memorandum is based on a review of the following documents:

1. Pre-Plat Pre-PUD Plans Rev 03 – Chastek Farm PUD dated 04/09/2024

Comments:

General:

1. Consistent with the review process, a comment response letter shall be provided in which the applicant provides a written response to each of the items below.
2. In addition to engineering comments, the proposed plans are subject to review by planning, zoning, and land-use and shall meet 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. An encroachment agreement shall be required for all site improvements or items placed within the City ROW or easements.
5. Provide to the City copies of the well abandonment and septic system removal when they are completed.
6. The development shall comply with the conditions and requirements as outlined in the Infrastructure Feasibility Study for the development.
7. The development shall be responsible for constructing all improvements in accordance with the Engineering Design Standards and City of Corcoran Standard Details.

Plat:

1. The entirety of Outlot D shall be encompassed by drainage and utility easement.
2. Show limits of HWL for wetland along south property boundary. Drainage and utility easement shall fully encompass the areas within the HWL.
3. Access easement over south of parcel shall be removed or vacated.
4. Expand easements behind lots 54 & 55 to ensure 1:1 slope for access to pipe invert.
5. Adjust building pads for lots 12-17 to be out of easements.
6. Easement for lot 44 does not provide 10’ of easement on the west side of watermain.
7. Provide adequate easement along storm sewer pipe between STMH 123 and STMH 122

Erosion Control/SWPPP

1. Include proposed surface contour labels on erosion control sheets.
2. Erosion control plan will be reviewed further at time of final plat.
3. Provide completed SWPPP for final plat review.

Transportation

1. All 28' roads shall be signed no parking on one side of the roadway with no parking signs required within all cul-de-sacs. Final sign location to be coordinated at time of final plat.
2. Improvements to Maple Hill Road and the intersection of Maple Hill Road and County Road 10 were identified as being necessary to support the development with the Infrastructure Feasibility Study. Development shall be responsible for all of the necessary improvements as outlined in the Infrastructure Feasibility Study.
3. All pedestrian ramps shall be ADA compliant and detailed designs shall be provided for all landings showing elevations in compliance with those requirements.
4. B618 curb and gutter should be used in areas adjacent to greenspace as well as around intersection radii.
5. Typical section for streets, sidewalk, and trails to reference Corcoran standard detail typical sections.
6. Horizontal and vertical alignments will be reviewed at time of final plat for compliance with grade, curve, and design speed requirements.
7. Roadways are terminated at shared property boundary with proposed development to the east. If development does not occur, temporary turnarounds would need to be incorporated into development. Continue to coordinate street connections to Fairway Shores development to the east.
8. For final plat, construction plans to include sheets with locations for all no parking, stop and street signage.
9. Drive lanes at entrance to be 20' in width, or other as approved by emergency management.
10. Maximize radius as possible where Street A is adjacent to Outlot D.
11. Provide radius' on trails where allowable to avoid jogs in trail, especially as it is through greenspace.
12. Trail along south side of Street A should be extended to eastern intersection and crossing to sidewalk at Lot 45. Trail crossing should also be incorporated at Private Street C and Lot 87. Once Trail locations are finalized with crossings, it will be reviewed with the pedestrian crosswalk polity. Curb extensions should be incorporated where possible with crossing locations.
13. Trail crossing shall be provided at intersection of Street A and Entrance Road.
14. Main Entrance to Maple Hill Road appears to be approximately 80' north of the access road shown in the SE District Plan. Access road should be adjusted south one lot.
15. The private trail along the internal looped section of the development should be concrete and not bituminous.
16. The bituminous trail adjacent to Private Street C should be separate from the roadway by at least 5' to allow for the private road and public trail to be maintained separate from one another.

Site Plans

1. The existing and proposed drainage and utility easements shown shall be clearly labeled on all plan drawings. The wetland buffer zones shall also be clearly identified and labeled.

2. Proposed wetland buffer signs to be shown at all angle points and property corners on wetland buffer boundary.
3. Street lighting locations shall be reviewed by public safety and final lighting locations shall be determined at the time of final plat.
4. An access easement shall be provided over Outlot D to allow for future roadway access for exception parcel should it be developed in future.

Grading /Stormwater

1. The grading plans shall clearly identify whether designated wetland buffers within the site are to utilize existing vegetation or if new vegetation will be established for the buffers. If existing vegetation is to be utilized, the vegetation shall be approved by the City Wetland specialist. For buffers to be established, a plan identifying the establishment and maintenance procedures shall be provided at the time of Final Plat. The establishment plan shall identify specific seed mixes with the type and rates at which the mixes shall be applied.
2. Include contour labels on existing and proposed contours for grading plan and existing conditions sheets.
3. Display NWL for wetlands on storm sewer and grading plans.
4. Pond accesses to be 12’ minimum.
5. Area is rear of lots 77-79 is flat and at the HWL of the adjacent drainage ditch. This area should be raised and sloped to ensure it drains adequately and is usable space.
6. Add storm sewer behind lots 40 and 41 to collect water from rear yard swales vs draining it across the trail.
7. Sumps will be required in all storm structures with drops in of 18” or greater as well as the last accessible structures prior to stormwater basins.
8. All drainage swales shall be fully encompassed by D&U easements.
9. Sump pump connections will be required for all lots with a basement which don’t abut a wetland or stormwater BMP.
10. Rational calculations shall be provided to confirm all pipe sizes and inlet capacity at the time of final plat. This could impact the location and quantity of storm structures.
11. Label clearly on plans EOF’s for all areas where water will be collected including all low areas in roadways and greenspaces on both grading and storm sewer sheets.
12. All drainage swales shall maintain a minimum of 2% slope and all slope should be 4:1 or flatter unless approved by the city engineer.
13. 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.
14. Review conflicts between watermain and storm sewer and areas where storm sewer crosses watermain. All utility crossings shall be shown on profiles.
15. For final plat, include note on plans pertaining to use of trash guards as specified by the Corcoran standard detail.
16. Include drain tile inverts on OCS 300 detail.
17. Model localized ponding around catch basin inlets where EOF freeboard requirements are on the verge of not being met.
18. Coordinate grading at east property boundary to tie into grading for Fairway Shores development.
19. Adjust road so that FES 701-702 will be able to be installed below road section.

Watermain/Sanitary Sewer

1. Plan and profiles for all utilities shall be provided at the time of final plat submittals.
2. 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.
3. Hydrant spacing to be reviewed by public safety at time of final plat.
4. Invert at trunk sanitary connections shall be at spring line of trunk sewer or higher.
5. Ensure all watermain tees, bends and fittings are labeled and drawn correctly on plans.
6. Fence along Lot 44 shall not be over watermain.
7. Extend watermain adjacent to entrance road so that it can be looped to the west in the future.
8. Sanitary sewer connection to existing manhole to be core drilled with a water-tight boot.
9. For final plat, note locations on utility plan where insulation will be required for watermain-storm crossings.
10. Coordinate utility connections to Fairway Shores development to the east.
11. Include plan for installing watermain around box culvert crossings.

End of Comments

Stantec

Memo

To:	Kevin Mattson, Public Works Director	From:	Kent Torve, City Engineer Steve Hegland, PE
Project:	Preliminary Plat Stormwater Review Chastek Farm Development	Date:	April 24, 2024

Exhibits:

This Memorandum is based on a review of the following documents:

- Preliminary Plans - Chastek Pre-Plat, Pre-PUD revised 4/8/2024.
- Narrative-Chastek Farm Pre-Plat dated 4/9/2024.

Comments:

0.0 General:

- Consistent with the review process, a comment response letter shall be provided in response to the following comments provided in this Memorandum in which the applicant provides a written response to each item.
- Final approval by the Elm Creek Watershed Management Commission must be attained before any site grading or activity may commence.
    - Watershed process will first involve receiving City authorization to submit to ECWMC.

1.0 Adjacent Development

- If the adjacent development to the east (Fairway Shores) does not proceed or does not have the same construction timing, then Trek must obtain an easement or other landowner permission to install the property line drainage with this development.

2.0 Site System Modifications

As first mentioned in the feasibility study, urbanization into rural conveyances may have offsite impacts from additional volume and also the change in land cover and hydrologic response to rain events. This parcel is challenging due to pass through drainage from the west (future Downtown) and south (Bass Lake Crossings), along with urbanization of the site itself and existing Maple Hill Estates to the north. Further analysis is warranted but a summary is provided below of the most recent plans submitted.

Hydraulic Green Corridor/Central Channel

- The central channel/ditch/green corridor shall be modified to provide more gradient at 1.5% or 2%). Current design shows 1 foot difference that is non-standard according to Corcoran standards for swales and the flat profile would be problematic for maintenance. Potentially a filtration draintile could also be incorporated into the design.

Main Discharge--Northeast

- The current design and model output appears to show that offsite conveyance improvements are warranted discharge. The 42-inch by 96-inch box culvert discharges are significant such as;
    - Flow rate of 95 Cubic Feet Per Second (CFS) in the 10 year event with a velocity of 6 feet per second (FPS), and
    - Flow rate of 152 CFS for the 100-year event at 7 FPS.
    - The immediate downstream conveyance is grass/natural rear yard swale of Maple Hill Estates.
    - The City will provide engineering requirements for the necessary offsite analysis and if requested can help coordinate with the adjacent property owner for access to verify existing infrastructure to be analyzed.

Wetland Discharge—North Central

This wetland receives drainage from west of Maple Hill Road and currently flows into the agricultural land and eventually conveyed by swale to a north wetland that is shared with rear yards of Maple Hill Estates.

- The current design shows the drainage blocked and diverted directly to the north central wetland. The grading plan would affect the neighboring property including an existing garage with this change in flow direction. The engineering review (at preliminary plan stage) suggests the development shall convey this flow directly to the east into the central channel and will involve WCA approval. The modification (if approved by WCA) will lessen impacts on Maple Hill Estate and will be reviewed for potential impacts to the existing resident/garage. At a minimum, conveying the runoff along the shared lot line, where it did no previously go, is not allowed. This runoff must be captured and managed which could impact lot layout and counts near lots 28-30.

Internal Low Floors

- The low floor elevation for the internal channel and ponds appears to be a minimum of 965.8 with street EOF labeled at 963.8. A few changes to individual lot types (WO/LO/SOG) would be necessary. This may change with a modified design.

Alternative Designs

- It appears in concept that the northeast configuration could be modified for Ponds 200P, 300P and filtration may be incorporated into a larger BMP with a perimeter filtration shelf.
    - WMO coordination and approval would be required.

3.0 Plan and Modeling Comments

Erosion Control/SWPPP

1. Include proposed surface contour labels on erosion control sheets.
2. Erosion control plan will be reviewed further at time of final plat.
3. Provide TRM from the EOF to the downstream toe of slope or NWL.

Modeling

1. Submit electronic HydroCAD models for review.
2. Include sub catchment areas and impervious percentage on drainage figures.
3. Show all pond node labels on the existing and proposed drainage figure.

Plans

1. Label upstream HWLs for all culvert crossings.
2. Show the scaled width of box culverts on plan sheets to allow review of other utility conflicts.
3. Provide drain tile slopes and inverts elevations.
4. Provide a minimum of 1’ of separation from the HWL to the EOF and an additional 1’ from EOF to top of berm.
5. Label NWL for wetlands on storm sewer and grading plans
6. Provide Corcoran standard detail plates for EOF, Basin, and OCS structure.

Stormsewer

1. Provide rational method calculation spreadsheet.
2. Final plans to include profile sheets for all pipe runs.
3. Sumps will be required in all storm structures with drops in of 18” or greater as well as the last accessible structures prior to stormwater basins.

End of Comments

Chastek Parcel Infrastructure Feasibility Study

December 2023

Prepared for:

City of Corcoran, MN
8200 County Road 116
Corcoran, MN 55340

Prepared by:

Stantec Consulting Services Inc.
One Carlson Parkway, Suite 100
Plymouth, MN 55447

Project Number: 06190 - 119

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TABLE

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FIGURE

Figure 1 Site Plan

APPENDICES

Appendix A Construction Plan 2012 Trunk Water and Sewer and Bass Lake Crossing
Appendix B Water Modeling Results
Appendix C Stormwater Modeling Guidelines

1.0 Introduction

Trek Development, Inc. is proposing to construct a residential development at 7600Maple Hill Road (PID 2511923120002). The parcel is located east of Maple Hill Road and north of the existing Bass Lake Crossing development. The parcel is currently being utilized for agricultural purposes and was previously used as a greenhouse operation for the Chastek family. The land is being proposed as a residential development with 120 single family homes. The Feasibility Study is the basis for understanding the impacts on public infrastructure by the proposed development.

2.0 Transportation

2.1 Background

This study examined weekday traffic impacts of the proposed residential development on Maple Hill Road as well as the intersection of Maple Hill Road and County Road 10.

2.2 Proposed Development Characteristics

The proposed development consists of 120 single family dwelling units. The primary access will be provided from Maple Hill Road with additional road connections being provided to the adjacent parcel (PID 2511923110001). Development within the adjacent parcel would ultimately provide a secondary access to the site via Fir Lane which connects to CSAH 10.

The proposed development is adjacent to the Downtown District as identified in the SE District Plan. Pedestrian and multimodal connections to this district shall be incorporated into the development plan which may include elements from the Pedestrian Crosswalk Policy.

The development proposes a main access to Maple Hill Road which is approximately 500 feet north of the southern lot line of the parcel. The SE District plan provides identifies several roadway connections along the west side of Maple Hill Road. As Maple Hill Roadway is identified as a Connector Street in the SE District Plan, the access locations between this development and the Downtown District should be aligned to ensure the intersections operate in a safe and efficient manner.

In the Northwest corner of the development a private roadway is identified to service the homes north of the exception parcel. This area should be further reviewed at the time of the preliminary plat to show how access will be provided to the exception parcel from the local roadways and not from Mapel Hill Drive should the exception parcel be redeveloped in the future.

2.3 Existing Conditions

The site was previously utilized for greenhouse/commercial purposes with a driveway access to Maple Hill Road. The greenhouse/commercial operation has been removed and the land is currently agricultural/vacant.

Maple Hill Road is a two-lane paved local roadway which is in poor condition. Near the site location, CSAH 10 is a two-lane undivided roadway with eastbound and westbound left and right turn lanes at Fir Lane but no turn lanes are present at Maple Hill Road.

It is the City's understanding that a private access easement exists which provides rights for an access to the adjacent parcel (PID 2511923110001) across the southern boundary. A copy of the easement shall be provided to the City and the private transaction terminating this agreement shall be provided to the City during the site plan approvals.

Existing road conditions near the proposed project location are described below.

CSAH 10/Maple Hill Road - This three-way intersection is controlled with a stop sign on the southbound approach. Both the eastbound and westbound approaches are only through lanes with no turn lanes. The southbound approach is unstriped and is not widened for multiple turn lanes.

Weekday traffic volume data was recorded at the existing intersection in November, 2023. Existing traffic volume data is presented later in this report.

2.4 Traffic Forecasts

To adequately address the impacts of the proposed project, forecasts and analyses were completed for the 2026 build and no build scenarios assuming a three year buildout for the development. Specifically, weekday a.m. and p.m. peak hour traffic forecasts were completed for the following scenarios:

- *2023 Existing*. Existing volumes were determined through traffic counts at the subject intersections. The existing volume information includes trips generated by existing uses near the project site.
- *2026 No-Build*. Existing volumes at the subject intersections were increased by 2.7 percent per year to determine 2026 No-Build volumes. The 2.7 percent per year growth rate was calculated based on traffic forecast information presented in the Corcoran Comprehensive Plan.
- *2026 Build*. Trips generated by the proposed development were added to the 2026 No-Build volumes to determine 2026 Build volumes.

The expected new development trips were calculated based on data presented in Trip Generation, Eleventh Edition, published by the Institute of Transportation Engineers. These calculations represent total trips that will be generated by the proposed development. The resultant trip generation estimates are shown in Table 1.

Table 1: Weekday Trip Generation for Proposed Project

Land Use (ITE Code)	Size	Weekday AM Peak Hour			Weekday PM Peak Hour			Weekday Daily
		In	**Out**	**Total**	**In**	**Out**	**Total**	**Total**
Single Family (210)	120 DU	21	63	84	71	42	113	1132

Note: DU=dwelling units

Trip distribution percentages for the subject development trips were established based on the nearby roadway network, existing and expected future traffic patterns, and location of the subject development in relation to major attractions and population concentrations.

The distribution percentages for trips generated by the proposed development are described below:

- 70 percent to/from the east on CSAH 10
- 30 percent to/from the west on CSAH 10

Development trips from Table 1 were assigned to the surrounding roadway network using the preceding trip distribution percentages. Traffic volumes were established for all the forecasting scenarios described earlier during the weekday a.m. and p.m. peak hours. The resultant peak hour volumes are shown in Tables 2 and 3.

Table 2: Weekday A.M. Peak Hour Traffic Volumes

CSAH 10/Maple Hill Rd	EBL	EBT	WBT	WBR	SBL	SBR
2023 Existing	2	467	165	9	34	19
2026 No-Build	2	506	179	10	37	21
2026 Build	8	506	179	25	81	40

Table 3: Weekday P.M. Peak Hour Traffic Volumes

CSAH 10/Maple Hill Rd	EBL	EBT	WBT	WBR	SBL	SBR
2023 Existing	24	204	454	46	42	11
2026 No-Build	26	221	492	50	45	12
2026 Build	47	221	492	100	74	25

2.5 Traffic Analysis

Traffic analyses were completed for the subject intersections for all scenarios described earlier during the weekday a.m. and p.m. peak hours using Synchro software. Initial analysis was completed using existing geometrics and intersection control.

Capacity analysis results are presented in terms of level of service (LOS), which is defined in terms of traffic delay at the intersection. LOS ranges from A to F. LOS A represents the best intersection operation, with little delay for each vehicle using the intersection. LOS F represents the worst intersection operation with excessive delay. The following is a detailed description of the conditions described by each LOS designation:

- Level of service A corresponds to a free flow condition with motorists virtually unaffected by the intersection control mechanism. For a signalized or an unsignalized intersection, the average delay per vehicle would be approximately 10 seconds or less.

- Level of service B represents stable flow with a high degree of freedom, but with some influence from the intersection control device and the traffic volumes. For a signalized intersection, the average delay ranges from 10 to 20 seconds. An unsignalized intersection would have delays ranging from 10 to 15 seconds for this level.

- Level of service C depicts a restricted flow which remains stable, but with significant influence from the intersection control device and the traffic volumes. The general level of comfort and convenience changes noticeably at this level. The delay ranges from 20 to 35 seconds for a signalized intersection and from 15 to 25 seconds for an unsignalized intersection at this level.

- Level of service D corresponds to high-density flow in which speed and freedom are significantly restricted. Though traffic flow remains stable, reductions in comfort and convenience are experienced. The control delay for this level is 35 to 55 seconds for a signalized intersection and 25 to 35 seconds for an unsignalized intersection.

- Level of service E represents unstable flow of traffic at or near the capacity of the intersection with poor levels of comfort and convenience. The delay ranges from 55 to 80 seconds for a signalized intersection and from 35 to 50 seconds for an unsignalized intersection at this level.

- Level of service F represents forced flow in which the volume of traffic approaching the intersection exceeds the volume that can be served. Characteristics often experienced include long queues, stop-and-go waves, poor travel times, low comfort and convenience, and increased accident exposure. Delays over 80 seconds for a signalized intersection and over 50 seconds for an unsignalized intersection correspond to this level of service.

The LOS results for the study intersections are presented in Tables 4 and 5.

Table 4: Weekday A.M. Peak Hour Level of Service Results

CSAH 10/ Maple Hill Road	EBL	EBT	WBT	WBR	SBL	SBR	Intersection
2023 Existing	A	A	A	A	B	B	A
2026 No-Build	A	A	A	A	B	B	A
2026 Build	A	A	A	A	C	C	A

Table 5: Weekday P.M. Peak Hour Level of Service Results

CSAH 10/ Maple Hill Road	EBL	EBT	WBT	WBR	SBL	SBR	Intersection
2023 Existing	A	A	A	A	C	C	A
2026 No-Build	A	A	A	A	C	C	A
2026 Build	A	A	A	A	C	C	A

Under existing, 2026 No-Build, and 2026 Build, all movements and intersections operate at LOS C or better during the a.m. and p.m. peak hours.

2.6 Findings

Based on the traffic forecasts and operations analysis, the following mitigation measures are recommended:

- CSAH 10/Maple Hill Road
  - Construct a dedicated westbound right lane and an eastbound left turn lane on CSAH 10 each 300 feet in length to accommodate additional turning movement traffic.
  - Construct dedicated southbound left turn and right lanes each 300 feet in length.
  - At the time of construction, the alignment of the intersection of Maple Hill Road and CSAH 10 shall be reviewed to ensure the proper intersection alignment. The 2040 Comprehensive Plan for Corcoran identifies this roadway ultimately connecting through to Larkin Road along the south side of CSAH 10. This intersection location should be identified with any improvements of the Maple Hill Road/CSAH 10 intersection.

- The main entrance into the site shall be coordinated to align with the roadway connections with the downtown district. The current access locations lands between two of the roadway connections as identified in the SE district plan.
- Access for the exception parcel shall be provided via the local street within the development. At the time of preliminary plat, the applicant shall show how this access will be provided to the exception parcel.
- Based on the additional traffic generated from the development (1,132 weekday daily trips) and the poor condition of the roadway, improvements to Maple Hill Road are necessary to service additional traffic. The roadway shall be improved to provide service to this additional traffic from the northern property line of the development to County Road 10.

3.0 Sewer and Water

In 2012, the City of Corcoran extended trunk sewer and water to downtown Corcoran from the Maple Grove border, where MCES had provided access. As part of the 2012 project, both trunk sewer and water were installed along the north edge of the development property. The relevant record plan sheets from this utility project are provided in Appendix A.

Additionally, in 2022 the City of Corcoran completed a water system study for the southeast service area which modeled the available fire flow and system pressure within the southeast water system. Results of that study are provided in Appendix B. The study looked at both the available water pressure on the current system supplied by the City of Maple Grove as well as a future City of Corcoran system.

3.1 Sewer

The development will be serviced by sewer laterals installed off the trunk line along the north property boundary. This connection should be made at one of the existing manholes or a new watertight manhole may need to be installed over the existing sewer line. The City would prefer a connection to an existing manhole if feasible.

The existing sewer system is adequate to service the proposed development. It should be noted that this development drains to the MCES L-80 lift station which has a limited capacity. This development is within the current staging plan and would not cause the lift station capacity to be exceeded based on currently approved development applications.

The existing sewer system shall be designed to the City of Corcoran standards as specific pipe materials are utilized for the applicable pressures due to their burial depth. The applicant shall ensure that fill placed over the pipes does not cause additional pressure on top of the pipe network in excess of the City of Corcoran requirements. Adjustments to manholes will likely require additional barrel sections to be added and should not be assumed to be achievable with only rings.

If the proposed connection creates a drop manhole, the City will require a spray in manhole liner system to be installed.

3.2 Water

Modeling
The water supply to this development will be via 8-inch water main lines connected to the trunk system within the development. The demand from 120 single family homes within this development is consistent with the assumed water demands included in the southeast water models. The demand for this development is anticipated to be 0.03 MGD during the average daily demands with a peak water demand of 0.1 MGD.

The modeling for this area indicates that the available water pressure for this development is between 44 and 60 psi when supplied by the City of Maple Grove system and between 65 and 85 psi when supplied

by the City of Corcoran system. Municipal water systems are typically designed with a minimum pressure of 35 psi at all locations in the service area under normal operating conditions. Based on the results of the previous modeling, this development meets this requirement during both water supply scenarios.

Additionally, the modeling was reviewed to determine the available fire flow within this development. Available fire flow for low density residentially is typically recommended to be at least 1,000 gpm. The water modeling performed for this area indicated that the available fire flow during both scenarios was in excess of 3,250 gpm.

Design Considerations

The grading plan shall be reviewed with the existing water system to understand what impacts or mitigation measures may be necessary with additional cut/fill over the trunk lines. Connections to the existing trunk watermain shall be done by cutting in new tee and valve and not wet tapping the trunk watermain.

Water looping is required with a stub to the adjacent parcel (PID 2511923110001) for future connection to Bass Lake Crossings as well as a connection or connections to the trunk line within the site and stubs to Maple Hill Road and Maple Hill estates. Looping/stubs will be finalized as the project moves through the construction plan review process.

3.3 Findings

- Water pressure and supply are adequate and looping and stubs will be required typical with City policies.
- Trunk sewer is available on site and connection locations will be reviewed and directed by City.

4.0 Water Resources

4.1 Regulatory Overview

Stormwater management regulations in the proposed project area would be guided or directed by Corcoran's Local Surface Water Management Plan (Local Plan) the City's Guidelines, Stormwater Pollution Prevention Plan (SWPPP) and MS4 requirements. 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, also known as the Municipal Separate Storm Sewer System (MS4) permit. The MS4 permit is issued by the Minnesota Pollution Control Agency (MPCA) which was reissued in October of 2021.
- 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.
- City guidelines lay out the required modeling parameters, preferred BMPs and some construction materials. City approval is required prior to application for the WMO approval process. Further City review occurs with construction plan approval process.

4.2 Watershed Setting and Land Use

Stormwater is manageable for the site and will be subject to City stormwater guidelines, wetland regulations and Elm Creek Watershed approval. Significant drainage flows through this property from south and west and shall be fully incorporated into the stormwater management plan.

<u>Drainage/Conveyance</u>

- The site drains to the northeast and has significant offsite "run on" from the south and west that will need to be managed.
    - Offsite run-on cannot be incorporated into the BMP system since it overwhelms the water quality and abstraction requirements for WMO approval. Therefore, diversions to bypass on site BMPS appear to be needed.
    - The impacts downstream due to the volume of runoff via main discharge to the northeast into Maple Hill Estates shall be reviewed with the site stormwater management plan to determine if offsite improvements are necessary.
    - Although flow rates will be managed to current level, additional impervious from urbanization creates additional volume and modifies the runoff characteristics where unimproved conveyances may need improvements.
    - Because this runs to a low lying area with restricted drainage, this additional volume may adversely impact these areas and may require conveyance improvements for this discharge location.

- Drainage from the west of Maple Hill Road will be urbanized in the future and this development will need to incorporate conveyance for extreme events.
- Developments are required to show an EOF path for extreme events and protect the conveyance with an easement.
- There is an existing drainage swale from the exception parcel that needs to be incorporated into the site drainage plan.

North Wetland

- A north central wetland shares drainage with Maple Hill Estates and shall be designed to maintain the wetland characteristics but also review options to limit the impact into Maple Hill Estates.

Ponding

- The stormwater ponds are shown in concept and these will be modified through the plan review and WMO process.
- Abstraction is a requirement of the WMO and City strongly encourages NURP ponds with a filter bench. This approach is efficient for land use and minimizes future maintenance.

4.3 Wetlands

Wetlands exist on site as shown and the formal process for wetland delineations and any permitted impacts will need to be followed. These will be further reviewed with the stormwater management plan to ensure wetlands are not adversely impacted by changes in drainage patterns within the site.

4.4 Findings

The stormwater shown on the concept plan will be modified during design and approval process.

- City stormwater guidelines shall be utilized (see Appendix C) that cover modeling and drainage items. This may be updated by the time of final plat approval.
- The discharge location to the northeast shall be reviewed to determine if there are impacts due to additional volume. Additional conveyance improvements may be necessary to accommodate the additional discharge volume.
- Drainage to wetlands shall be reviewed with the stormwater management plan to ensure no adverse impacts.
- A stormwater area charge may be adopted by the City prior to final platting and this development may be subject to costs.
- For offsite drainage from the west and south, the development shall show conveyance paths, with proper emergency overflows through the site.

5.0 Funding Responsibility/Infrastructure Approach

5.1 Summary

The funding responsibility of the development necessary for infrastructure and to mitigate impacts typically follow the approach of:

- On-site infrastructure is designed, funded and constructed by the development, offsite easements and construction are typically designed as a City Project but are the funding responsibility of the development.
- Improvements to Maple Hill Road and County Road 10 would be designed and managed as a City Project but are the funding responsibility of the development.
- If offsite stormwater improvements are determined to be necessary, the City shall determine the approach to the project based on the nature of the improvements.
- All trunk sewer, water fees (TLAC), and potentially stormwater area charge will be due at the time of final platting.
- Stormwater area charge may be implemented by City prior to final platting and would apply to this development.

The financial obligations of the development will be further detailed as the project moves forward and culminates in the Developer Agreement with the overall preliminary plat approval which is updated for each phase of the development.

6.0 Conclusions and Recommendations

The following infrastructure improvements are feasible and necessary for the development. These improvements are consistent with similar requirements for other developments in Corcoran, and have shown to be necessary for managing the impacts from the additional population:

Transportation

- CSAH 10/Maple Hill Road
    - Construct a dedicated westbound right lane and an eastbound left turn lane on CSAH 10 each 300 feet in length to accommodate additional turning movement traffic.
    - Construct dedicated southbound left turn and right lanes each 300 feet in length.
    - At the time of construction, the alignment of the intersection of Maple Hill Road and CSAH 10 shall be reviewed to ensure the proper intersection alignment. The 2040 Comprehensive Plan for Corcoran identifies this roadway ultimately connecting through to Larkin Road along the south side of CSAH 10. This intersection location should be identified with any improvements of the Maple Hill Road/CSAH 10 intersection.
- The main entrance into the site shall be coordinated to align with the roadway connections with the downtown district. The current access locations lands between two of the roadway connections as identified in the SE district plan.
- Access for the exception parcel shall be provided via the local street within the development. At the time of preliminary plat, the applicant shall show how this access will be provided to the exception parcel.
- Based on the additional traffic generated from the development (1,132 weekday daily trips) and the poor condition of the roadway, improvements to Maple Hill Road are necessary to service additional traffic. The roadway shall be improved to provide service to this additional traffic from the northern property line of the development to County Road 10.

Sewer and Water

- Sewer and Water
- Trunk sewer is available on site and connection locations will be reviewed and directed by City.
- Water pressure and supply are adequate and looping and stubs will be required typical of City policies.

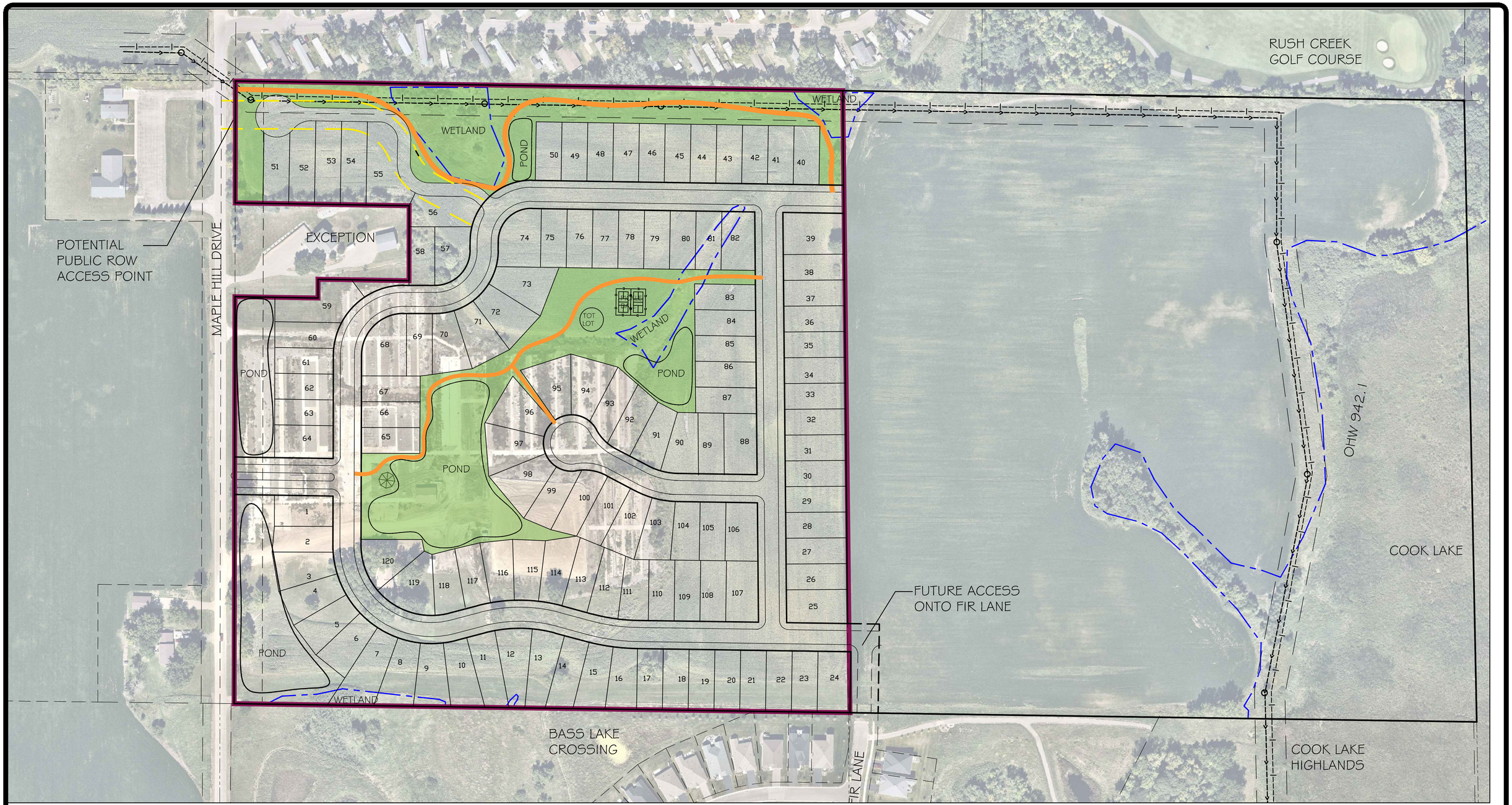
Water Resources

- City stormwater guidelines shall be utilized (see Appendix C) that cover modeling and drainage items. This may be updated by the time of final plat approval.
- The discharge location to the northeast shall be reviewed to determine if there are impacts due to additional volume. Additional conveyance improvements may be necessary to accommodate the additional discharge volume.

- Drainage to wetlands shall be reviewed with the stormwater management plan to ensure no adverse impacts.
- A stormwater area charge may be adopted by the City prior to final platting and this development may be subject to costs.
- For offsite drainage from the west and south, the development shall show conveyance paths, with proper emergency overflows through the site.

FIGURE 1

SITE PLAN



SITE DATA:
GROSS AREA: ±38.1 ACRES
WETLAND: ±1.5 ACRES
NET DEVELOPABLE AREA: ±36.6 ACRES

ZONING: RSF-2
2040 GUIDE PLAN: LD LOW DENSITY RESIDENTIAL (3-5 UNITS/ACRE)

PROPOSED 55' SINGLE FAMILY: 120

NET DENSITY: ±3.3 UNITS/ACRE

RSF-2 STANDARDS:
AREA: 11,000 SF
WIDTH: 80'
FRONT SETBACK: 20' GARAGE, 15' FRONT PORCH
SIDE SETBACK: 10' LIVING SPACE, 5' GARAGE
MINIMUM STRUCTURE SEPARATION 15'
REAR SETBACK: 30'

PROPOSED PUD STANDARDS:
WIDTH: 55'
FRONT SETBACK: 20'
SIDE SETBACK: 7.5'
REAR SETBACK: 20'

WETLAND EDGE (ESTIMATED)
PROPOSED TRAIL
POSSIBLE PUBLIC ROW ACCESS LOCATION

PUBLIC ROW LENGTH: 4,500 LF
PRIVATE DRIVE LENGTH: 600 LF
MAPLE HILL DRIVE LENGTH: 1,330 LF

PROPOSED OPEN SPACE: ±7.4 ACRES
POND WITHIN OPEN SPACE: ±2 ACRES

GROSS PROJECT AREA: 36.6 ACRES
PROPOSED OPEN SPACE (EXCLUDING POND): 5.4 ACRES (15% OF PROJECT AREA)

0 50 100 200
GRAPHIC SCALE IN FEET

PIONEER engineering
CIVIL ENGINEERS LAND PLANNERS LAND SURVEYORS LANDSCAPE ARCHITECTS
2422 Enterprise Drive
Mendota Heights, MN 55120
(651) 681-1914
Fax: 681-9488
www.pioneereng.com

I hereby certify that this plan 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
Name Jennifer L. Thompson
Reg. No. 44763 Date xx

Revisions

Date 7-26-2023
Designed JLT
Drawn JLT

CONCEPT PLAN 11

TREK DEVELOPMENT

CHASTEK PROPERTY
CORCORAN, MINNESOTA

1 OF 1

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APPENDIX A

2012 Construction Drawings

Plot Date & Time: 14 April 2015 3:52 PM

MH #8
ANTI SEEP COLLARS
FIELD EDGE
29+00
28+00
27+00
26+00
25+00
24+00
23+00
22+00
21+00
20+00
19+00
18+00
17+00
16+00
15+00
SB-11
SB-10
SB-9A
SB-8
MH #7
MH #6
MH #5
MATCH LINE SEE SHT C-101
48 LF 8" PVC WITH FERNCO COUPLINGS TO EXISTING 8" DRAIN TILE
51 LF 10" PVC WITH FERNCO COUPLINGS TO EXISTING 10" DRAIN TILE
30 LF 8" C-900 SDR-25, STUB-OUT FOR FUTURE CONNECTION FROM MAPLE HILL ESTATES.
40 LF 8" PVC SDR 26 STUB-OUT FOR FUTURE CONNECTION FROM MAPLE HILL ESTATES.
12" GATE VALVE
12" GATE VALVE
HYD W/ 6" GV
131'
96'
28'
14'
PERMANENT EASEMENT
PERMANENT EASEMENT
TEMPORARY EASEMENT
10' OFFSET
65'
40'
25'
80'

NE 1/4 OF THE NE 1/4
SECTION 25, T119, R23.

7
Now or Formerly:
Francis M Geurs Farm Ltd Ptsh
Tax Id: 25-119-23-11-0001
Certificate No. 1017215

NOTES:

1. ALL PVC WATERMAIN IS AWWA C-900 OR C-905 DR25 UNLESS OTHERWISE NOTED.
2. ALL PVC SANITARY SEWER IS SDR 35 UNLESS OTHERWISE NOTED.
3. ALL FORCEMAIN IS C-900 PVC DR25.
4. ALL HYDRANT LEADS ARE 6" DIP.
5. CONTRACTOR INSTALLED HYDRANT EXTENSIONS AS NECESSARY WHERE WM HAS BEEN LOWERED TO AVOID CONFLICT WITH OTHER UILITIES.
6. ALL HYDRANTS AND VALVES ARE EQUIPED WITH STAINLESS STEEL BOLTS CORE BLUE OR EQUIVALENT FLUOROCARBON COATED BOLTS ARE USED FOR ALL WATERMAIN FITTINGS.
7. ALL DIP WAS POLY WRAPPED WITH 8 MIL POLY.
8. ALL PVC & HDPE WATERMAIN & FORCEMAIN WERE LAID WITH #8 INSULATED COPPER TRACER WIRE MEETING NEMA W70. CONNECTED TRACER WIRE TO ALL VALVES AND HYDRANTS.
9. CONTRACTOR ADJUSTED EXISTING MH'S AS NECESSARY FOR GRADE.
10. HYDRANT ELEVATIONS ARE TO TOP NUT OF HYDRANT.
11. ALL MH STRUCTURES ARE 48" DIA UNLESS OTHERWISE NOTED.
12. WHILE TRENCHING THROUGH WETLAND THE CONTRACTOR EXCAVATED THE TOP 12" AND REPLACED AS THE TRENCH EXCAVATION IS COMPLETED. THE TOP 6" WAS REQUIRED IN ALL NON-WETLAND AREAS. THIS
13. STOCKPILING OF EXCAVATED MATERIAL THROUGH WET LANDS WAS LIMITED TO ONE SIDE OF THE TRENCH.
14. DISTURBED WETLAND BASINS WAS RESTORED TO MATCH PRE-CONSTRUCTION GROUND CONTOURS (TOLERANCE FOR POST-CONSTRUCTION FINAL GRADES WAS LESS THAN 0.5')

RECORD PLANS
CONTRACTOR: WEIDEMA CONSTRUCTION
DATE: 04/09/15
RECORD DRAWINGS ARE BASED ON INFORMATION OBTAINED THROUGH ON SITE OBSERVATION OF CONSTRUCTION AND FIELD SURVEY DATA COLLECTED BY RWS

MH7 STA: 24+06 RIM: 974.29 970.11
MH8 STA: 29+06 RIM: 959.97 959.03
MH6 STA: 19+16 RIM: 972.69 972.67
MH5 STA: 17+18 RIM: 967.26 967.00
7.5' MIN COVER
EXISTING GRADE
6348 L.F. 12" PVC C900 DR25 WATERMAIN W/TRACER WIRE (10' OFFSET FROM SAN. SWR.)
ANTI SEEP STA. 27+25
ANTI SEEP STA. 27+25
ANTI SEEP STA. 26+25
ANTI SEEP STA. 26+25
500' of 15" PVC SDR 26 @ ~~-0.41%~~ -0.44%
~~491'~~ 487 of 15" PVC SDR 26 @ ~~-0.41%~~ -0.43%
~~197'~~ 200 of 15" PVC SDR 26 @ ~~-0.41%~~ -0.54%
~~264'~~ 262 of 15" PVC SDR 26 @ ~~-0.41%~~ -0.33%
INV. IN 944.62 ~~944.59~~
INV. OUT 944.49 ~~944.46~~ 944.59
942.37
INV. IN ~~942.54~~ 942.44
INV. OUT ~~942.44~~ 942.32
INV. IN NORTH 942.37
940.23
INV. IN ~~940.42~~
INV. OUT ~~940.32~~ 940.18
939.11
INV. IN ~~939.52~~
INV. OUT ~~939.42~~ 939.07

975 970 965 960 955 950 945 940 935
30+00 29+00 28+00 27+00 26+00 25+00 24+00 23+00 22+00 21+00 20+00 19+00 18+00 17+00 16+00 15+00

LEGEND
- EXISTING CONTOURS
- PROPERTY LINE
- EASEMENT LINE
- SECTION LINE
- FENCE LINE
- UNDERGROUND GAS LINE
- OVERHEAD POWER
- UNDERGROUND POWER
- UNDERGROUND TELEPHONE
- UNDERGROUND CABLE TV
- DELINEATED WETLAND
- MANHOLE
- SANITARY SEWER LINE
- WATERMAIN
- FORCEMAIN
- FUTURE FORCEMAIN
- PERMANENT EASEMENT
- TEMPORARY EASEMENT
- APPROXIMATE TREE LINE

N
0 50 100
GRAPHIC SCALE IN FEET

BENCHMARK:
N ¼ SEC 25, T 119 R 23
ELEV=974.47 (NGVD 09)

REV	REVISION DESCRIPTION	DWN	APP	REV DATE
3	RECORD DRAWINGS	SKH	KT	4-09-2015
2	ISSUED FOR CONSTRUCTION	KDK	KT	5-09-2012
1	COUNCIL REVIEW	JVB	KT	4-05-2012

SEAL
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
PRINT NAME KENTON C. TORVE
SIGNATURE
DATE 05/09/2012 LICENSE # 24807

PRIME CONSULTANT
Wenck
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Web Site: www.wenck.com

PROJECT TITLE
CORCORAN SEWER AND WATER UTILITY PROJECT
CITY OF CORCORAN
CORCORAN, MINNESOTA

SHEET TITLE
PLAN AND PROFILE
STA. 15+00 TO STA. 30+00

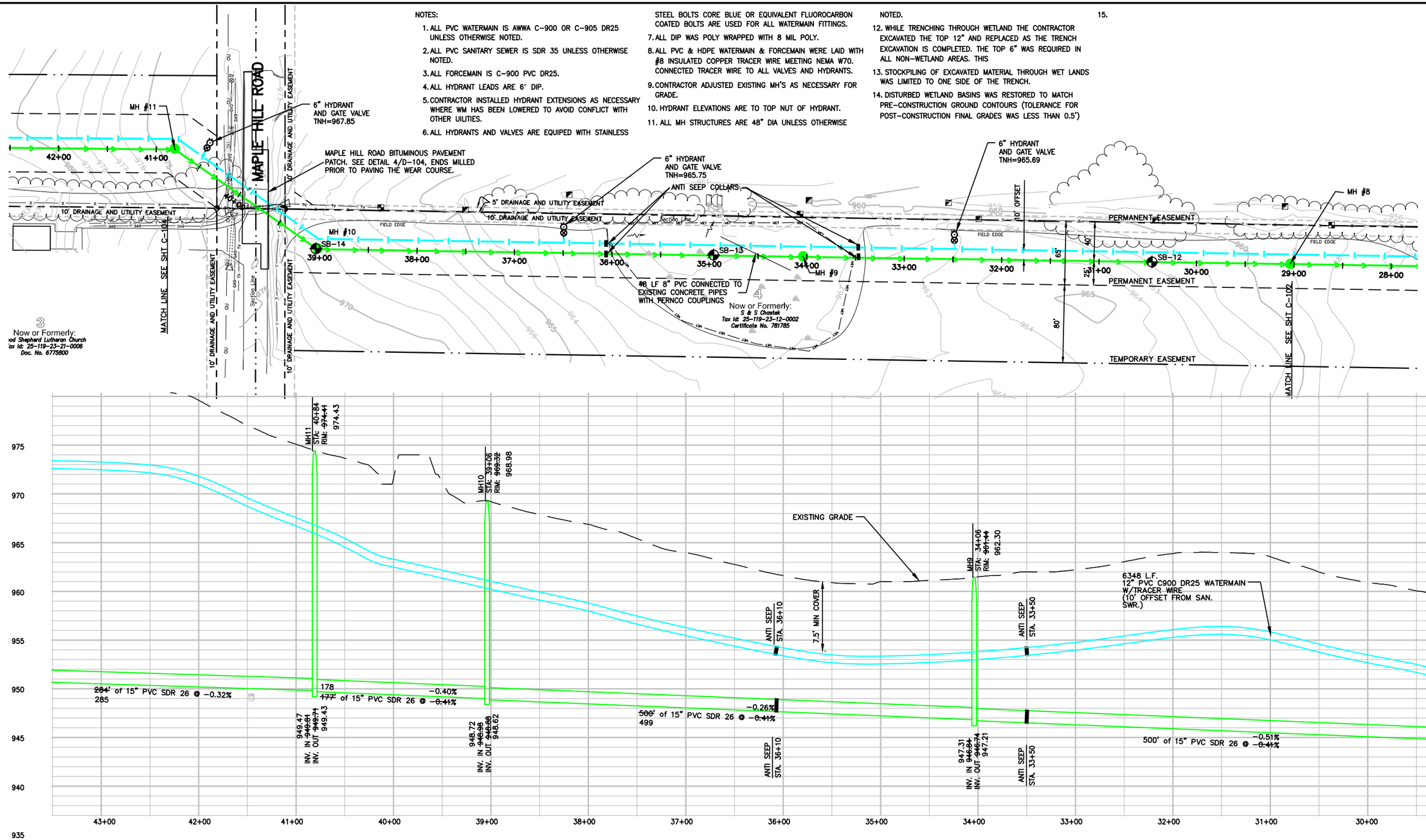
DWN BY	CHK'D	APP'D	DWG DATE
JVB	DC		11-09-2011
SCALE AS SHOWN			
PROJECT NO. 2294-15	SHEET NO. C-102		REV NO. 1

M:\2294\15\2011_Construction Record Drawings\cad\Civil\C-102_Plan and Profile.dwg

Plot Date & Time: 9 April 2015 3:52 PM

NOTES:

1. ALL PVC WATERMAIN IS AWWA C-900 OR C-905 DR25 UNLESS OTHERWISE NOTED.
2. ALL PVC SANITARY SEWER IS SDR 35 UNLESS OTHERWISE NOTED.
3. ALL FORCEMAIN IS C-900 PVC DR25.
4. ALL HYDRANT LEADS ARE 6" DIP.
5. CONTRACTOR INSTALLED HYDRANT EXTENSIONS AS NECESSARY WHERE WM HAS BEEN LOWERED TO AVOID CONFLICT WITH OTHER UILITIES.
6. ALL HYDRANTS AND VALVES ARE EQUIPED WITH STAINLESS STEEL BOLTS CORE BLUE OR EQUIVALENT FLUOROCARBON COATED BOLTS ARE USED FOR ALL WATERMAIN FITTINGS.
7. ALL DIP WAS POLY WRAPPED WITH 8 MIL POLY.
8. ALL PVC & HDPE WATERMAIN & FORCEMAIN WERE LAID WITH #8 INSULATED COPPER TRACER WIRE MEETING NEMA W70. CONNECTED TRACER WIRE TO ALL VALVES AND HYDRANTS.
9. CONTRACTOR ADJUSTED EXISTING MH'S AS NECESSARY FOR GRADE.
10. HYDRANT ELEVATIONS ARE TO TOP NUT OF HYDRANT.
11. ALL MH STRUCTURES ARE 48" DIA UNLESS OTHERWISE NOTED.
12. WHILE TRENCHING THROUGH WETLAND THE CONTRACTOR EXCAVATED THE TOP 12" AND REPLACED AS THE TRENCH EXCAVATION IS COMPLETED. THE TOP 6" WAS REQUIRED IN ALL NON-WETLAND AREAS. THIS
13. STOCKPILING OF EXCAVATED MATERIAL THROUGH WET LANDS WAS LIMITED TO ONE SIDE OF THE TRENCH.
14. DISTURBED WETLAND BASINS WAS RESTORED TO MATCH PRE-CONSTRUCTION GROUND CONTOURS (TOLERANCE FOR POST-CONSTRUCTION FINAL GRADES WAS LESS THAN 0.5')
15.



LEGEND

- EXISTING CONTOURS
- PROPERTY LINE
- EASEMENT LINE
- SECTION LINE
- FENCE LINE
- UNDERGROUND GAS LINE
- OVERHEAD POWER
- UNDERGROUND POWER
- UNDERGROUND TELEPHONE
- UNDERGROUND CABLE TV
- DELINEATED WETLAND
- MANHOLE
- SANITARY SEWER LINE
- WATERMAIN
- FORCEMAIN
- FUTURE FORCEMAIN
- PERMANENT EASEMENT
- TEMPORARY EASEMENT
- APPROXIMATE TREE LINE

GRAPHIC SCALE IN FEET: 0, 50, 100

BENCHMARK:
N ¼ SEC 25, T 119 R 23
ELEV=974.47 (NGVD 09)

REV	REVISION DESCRIPTION	DWN	APP	REV DATE
3	RECORD DRAWINGS	SKH	KT	4-09-2015
2	ISSUED FOR CONSTRUCTION	KDK	KT	5-09-2012
1	COUNCIL REVIEW	JVB	KT	4-05-2012

SEAL

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

PRINT NAME KENTON C. TORVE

SIGNATURE

DATE 05/09/2012 LICENSE # 24807

PRIME CONSULTANT

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PROJECT TITLE
CORCORAN SEWER AND WATER UTILITY PROJECT

CITY OF CORCORAN
CORCORAN, MINNESOTA

SHEET TITLE
PLAN AND PROFILE
STA. 30+00 TO STA. 43+00

DWN BY	CHK'D	APP'D	DWG DATE
JVB	DC		11-09-2011
			SCALE AS SHOWN
PROJECT NO.	SHEET NO.		REV NO.
2294-15	C-103		1

RECORD PLANS
CONTRACTOR: WEIDEMA CONSTRUCTION
DATE: 04/09/15
RECORD DRAWINGS ARE BASED ON INFORMATION OBTAINED THROUGH ON SITE OBSERVATION OF CONSTRUCTION AND FIELD SURVEY DATA COLLECTED BY RWS

M:\2294\15\2011 Construction Record Drawings\cad\Civil\C-103_Plan and Profile.dwg

APPENDIX B

Water Modeling Results

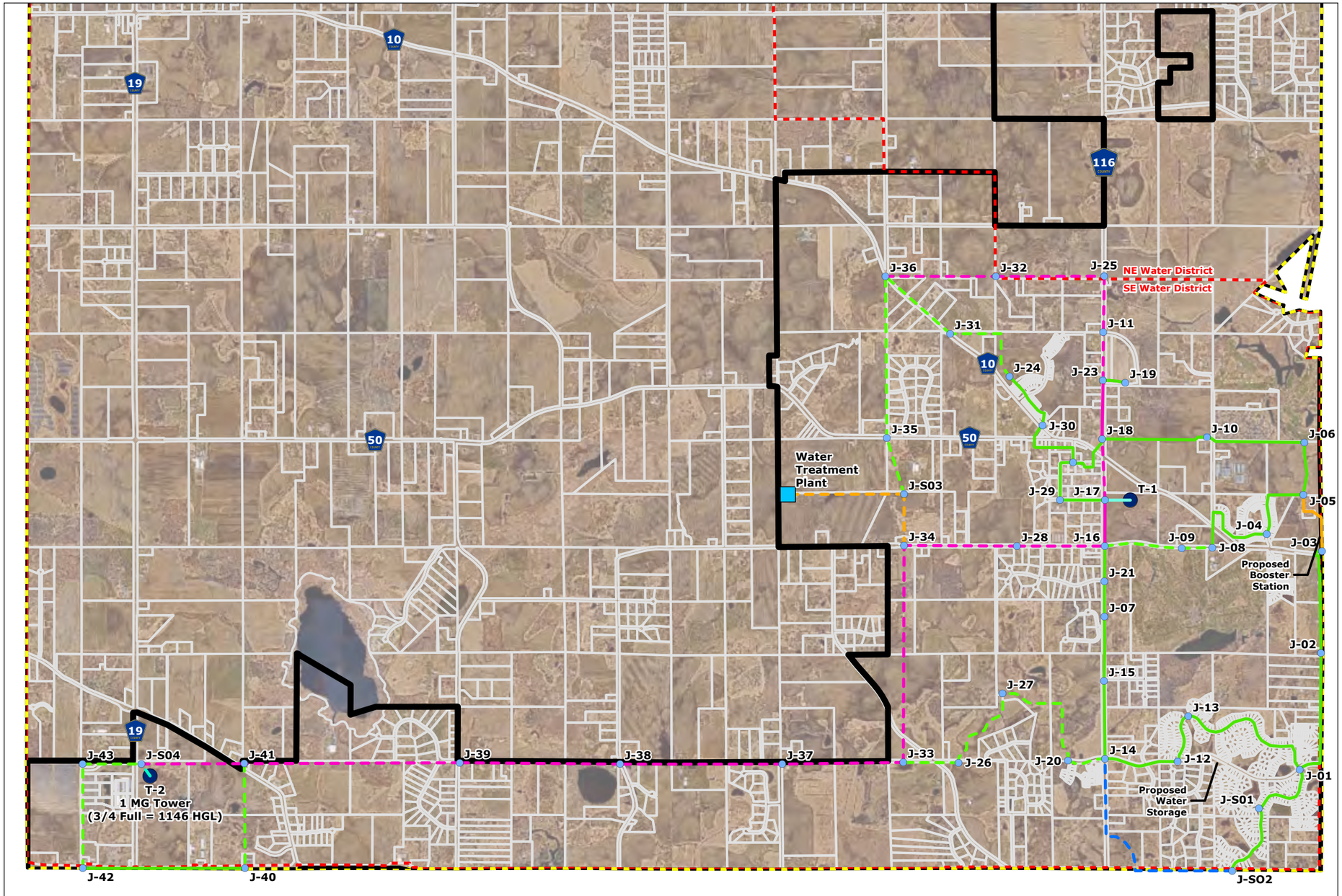


Figure No.
5

Title
SE Trunk Water System Layout

Client/Project
City of Corcoran
SE Water System

227704423

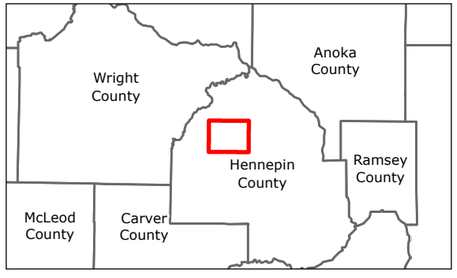
Project Location
Corcoran, Hennepin Co., MN

Prepared by JCS on 2022-04-21

N

0 1,350 2,700 Feet
(At original document size of 11x17)
1:32,400

Legend
- Municipal Boundary
- Water Treatment Plant
- Water Tower
- Water Nodes
- Existing 12" Watermain
- Existing 16" Watermain
- Existing 20" Watermain
- Existing 24" Watermain
- Proposed 8" Watermain
- Proposed 12" Watermain
- Proposed 16" Watermain
- Proposed 20" Watermain
- Proposed 24" Watermain
- MUSA 2040
- Approximate Boundary Between NE and SE Zones
- Parcels



Notes
1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Hennepin County
3. Background: Hennepin County 2020 Imagery

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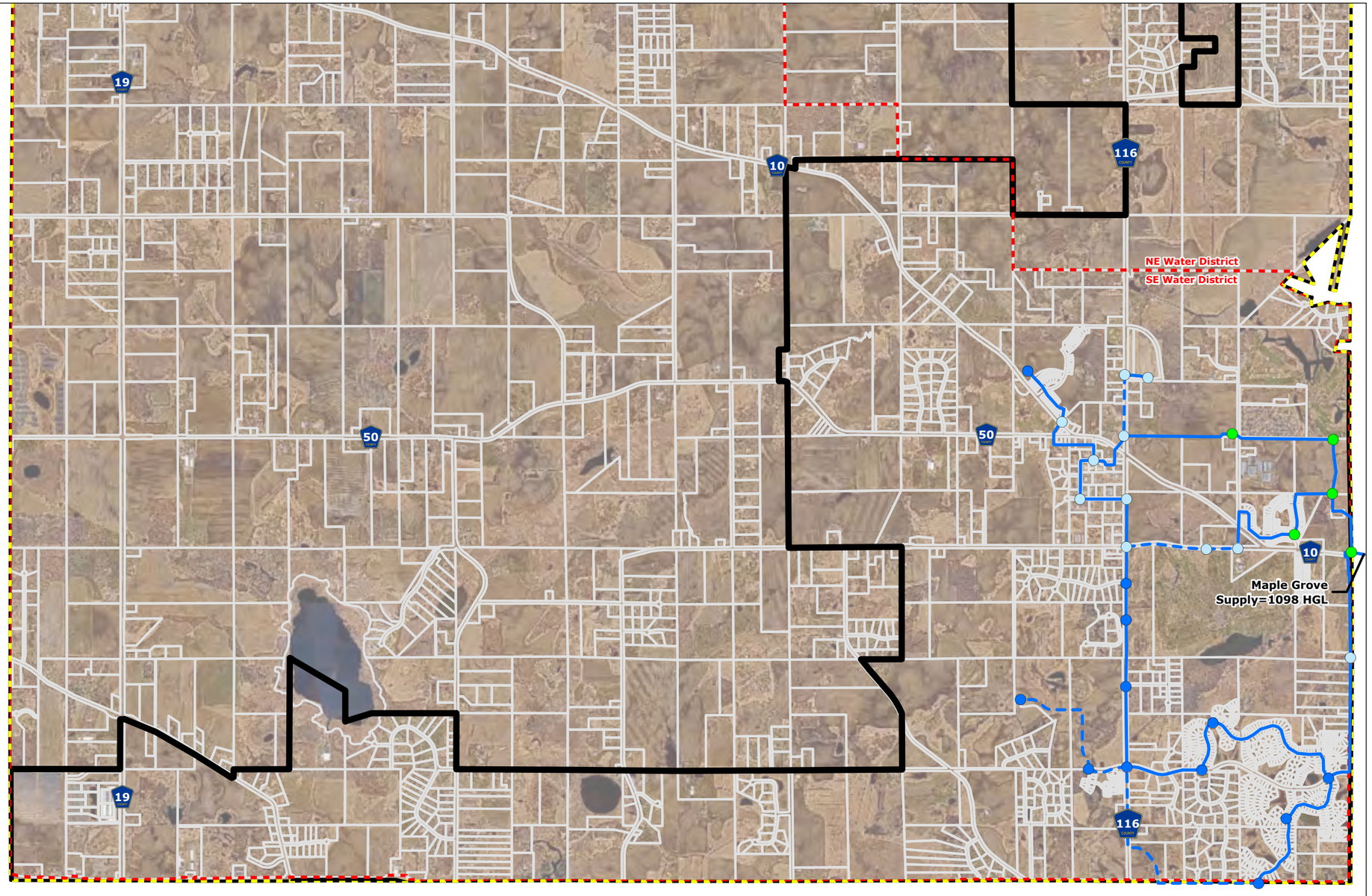


Figure No.
6

Title
Pre-Tower 1 - Fire Flow

Client/Project
City of Corcoran
SE Water System

227704423

Project Location
Corcoran, Hennepin Co., MN

Prepared by JCS on 2022-04-21

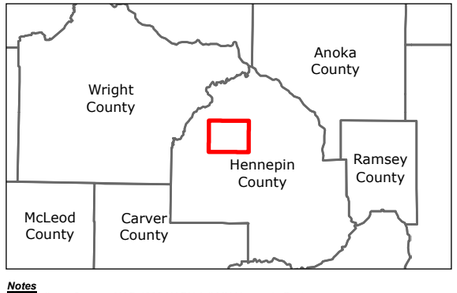
N

0 1,350 2,700 Feet
(At original document size of 11x17)
1:32,400

Legend
- Municipal Boundary
- Parcels
- Approximate Boundary Between NE and SE Zones
- MUSA 2040

Available Fire Flow
- <500 gpm
- 500-1,500 gpm
- 1,500-2,500 gpm
- 2,500-3,500 gpm
- >3,500 gpm
- Existing Watermain
- Proposed Watermain

System Max Day Demand = 1.78 MGD



Notes
1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Hennepin County
3. Background: Hennepin County 2020 Imagery

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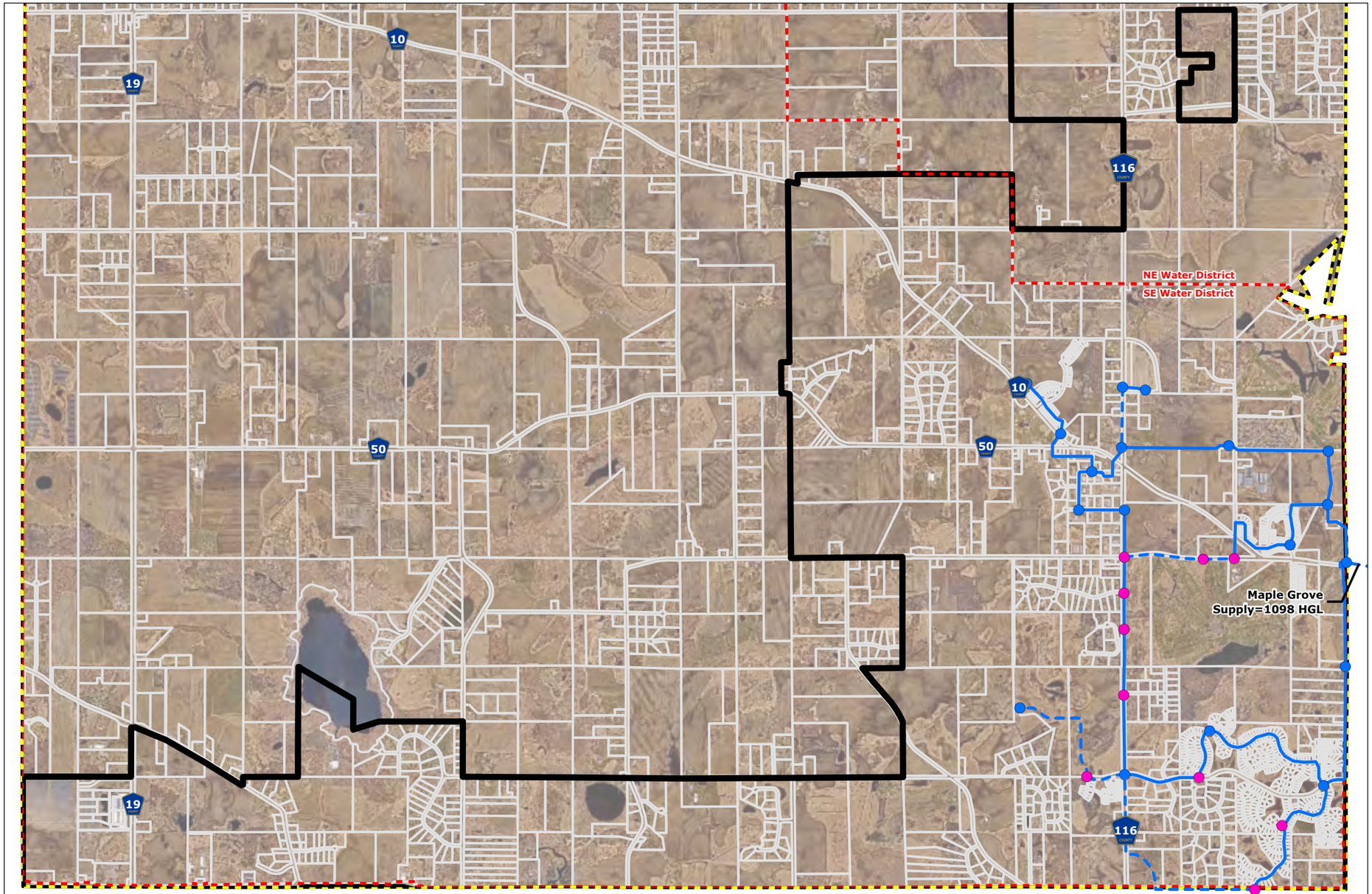


Figure No.
7

Title
Pre-Tower 1 - Pressure

Client/Project
City of Corcoran
SE Water System

227704423

Project Location
Corcoran, Hennepin Co., MN

Prepared by JCS on 2022-04-21

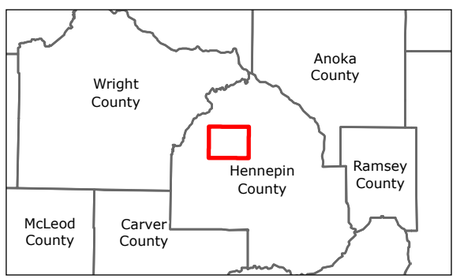
N

0 1,350 2,700 Feet
(At original document size of 11x17)
1:32,400

Legend
- Municipal Boundary
- Parcels
- Approximate Boundary Between NE and SE Zones
- MUSA 2040

Pressure
- <30 psi
- 30-45 psi
- 45-65 psi
- 65-85 psi
- >85 psi
- Existing Watermain
- Proposed Watermain

System Max Day Demand = 1.78 MGD



Notes
1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Hennepin County
3. Background: Hennepin County 2020 Imagery

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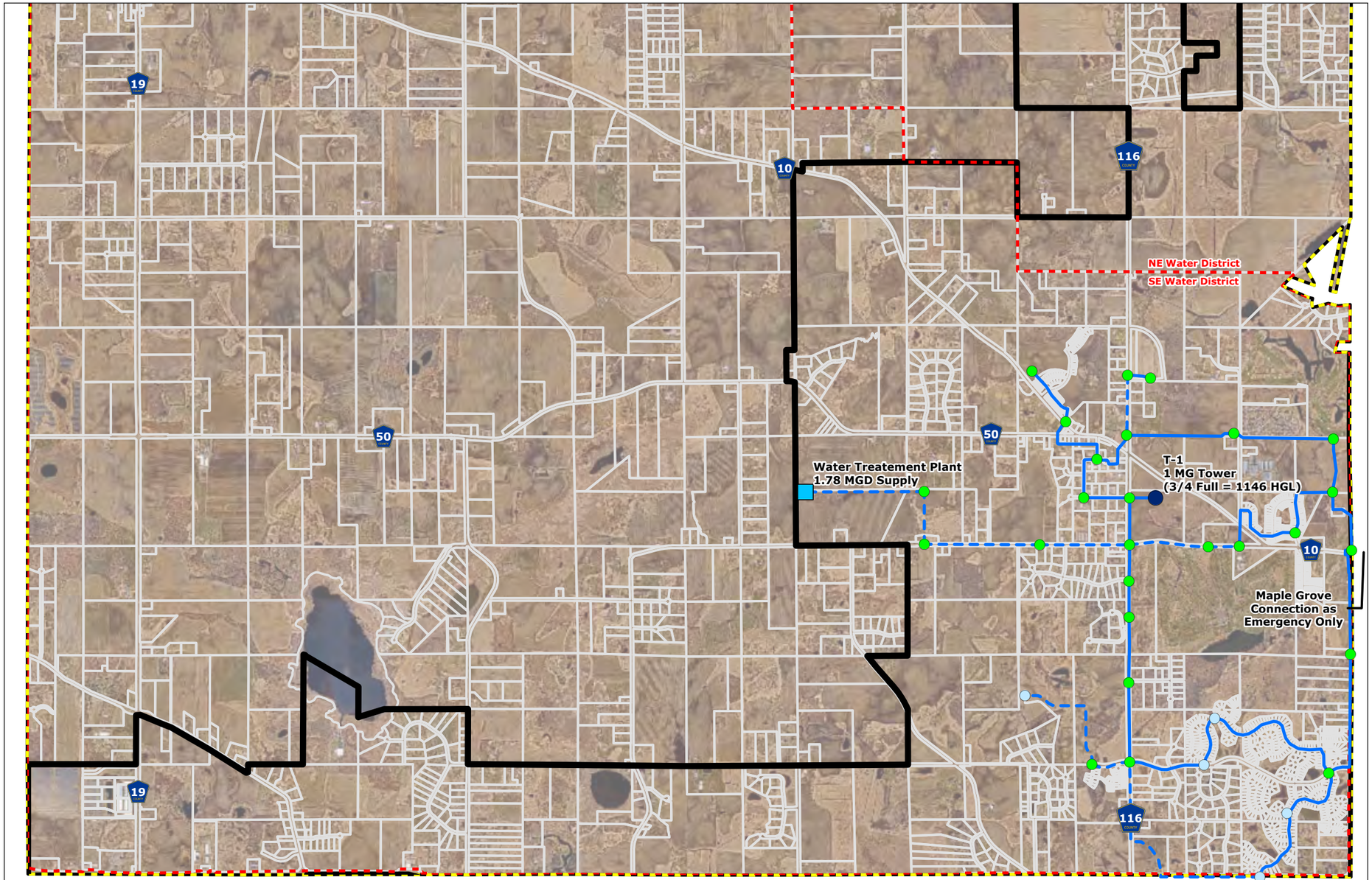


Figure No.
8

Title
WTP & Tower 1 - Fire Flow

Client/Project
City of Corcoran
SE Water System

227704423

Project Location
Corcoran, Hennepin Co., MN

Prepared by JCS on 2022-04-21

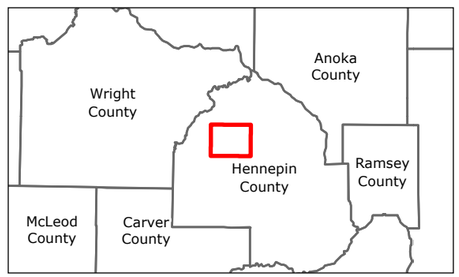
N

0 1,300 2,600 Feet
(At original document size of 11x17)
1:32,400

Legend
- Municipal Boundary
- Parcels
- Approximate Boundary Between NE and SE Zones
- MUSA 2040
- Water Treatment Plant
- Water Tower

Available Fire Flow
- <500 gpm
- 500-1,500 gpm
- 1,500-2,500 gpm
- 2,500-3,500 gpm
- >3,500 gpm
- Existing Watermain
- Proposed Watermain

System Max Day Demand = 1.78 MGD



Notes
1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Hennepin County
3. Background: Hennepin County 2020 Imagery

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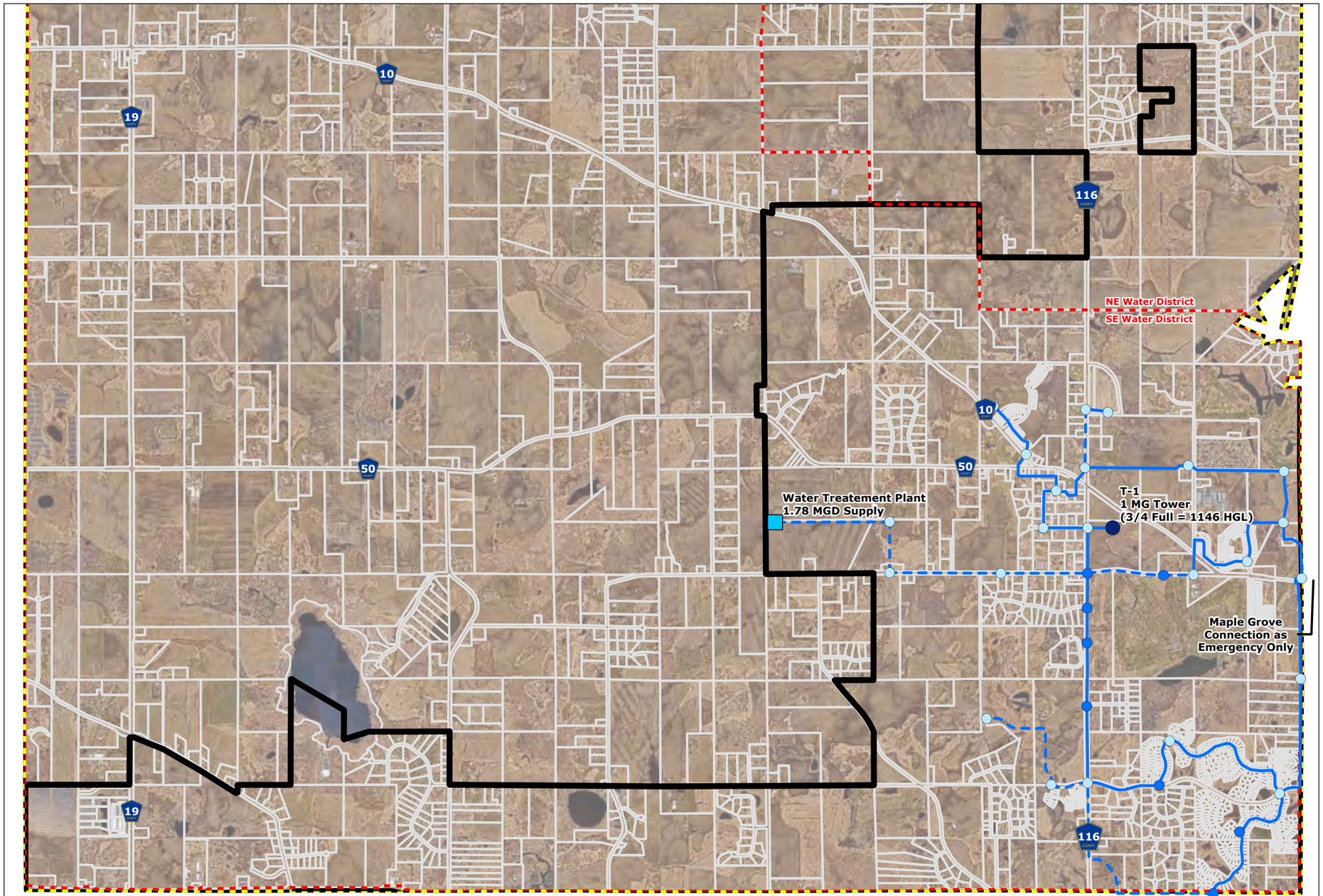


Figure No.
9

Title
WTP & Tower 1 - Pressure

Client/Project
City of Corcoran
SE Water System

227704423

Project Location
Corcoran, Hennepin Co., MN

Prepared by JCS on 2022-04-21

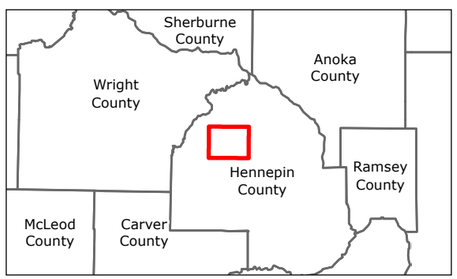
N

0 1,300 2,600 Feet
(At original document size of 11x17)
1:32,400

Legend
- Municipal Boundary
- Parcels
- Approximate Boundary Between NE and SE Zones
- MUSA 2040
- Water Treatment Plant
- Water Tower

Pressure
- <30 psi
- 30-45 psi
- 45-65 psi
- 65-85 psi
- >85 psi
- Existing Watermain
- Proposed Watermain

System Max Day Demand = 1.78 MGD



Notes
1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Hennepin County
3. Background: Hennepin County 2020 Imagery

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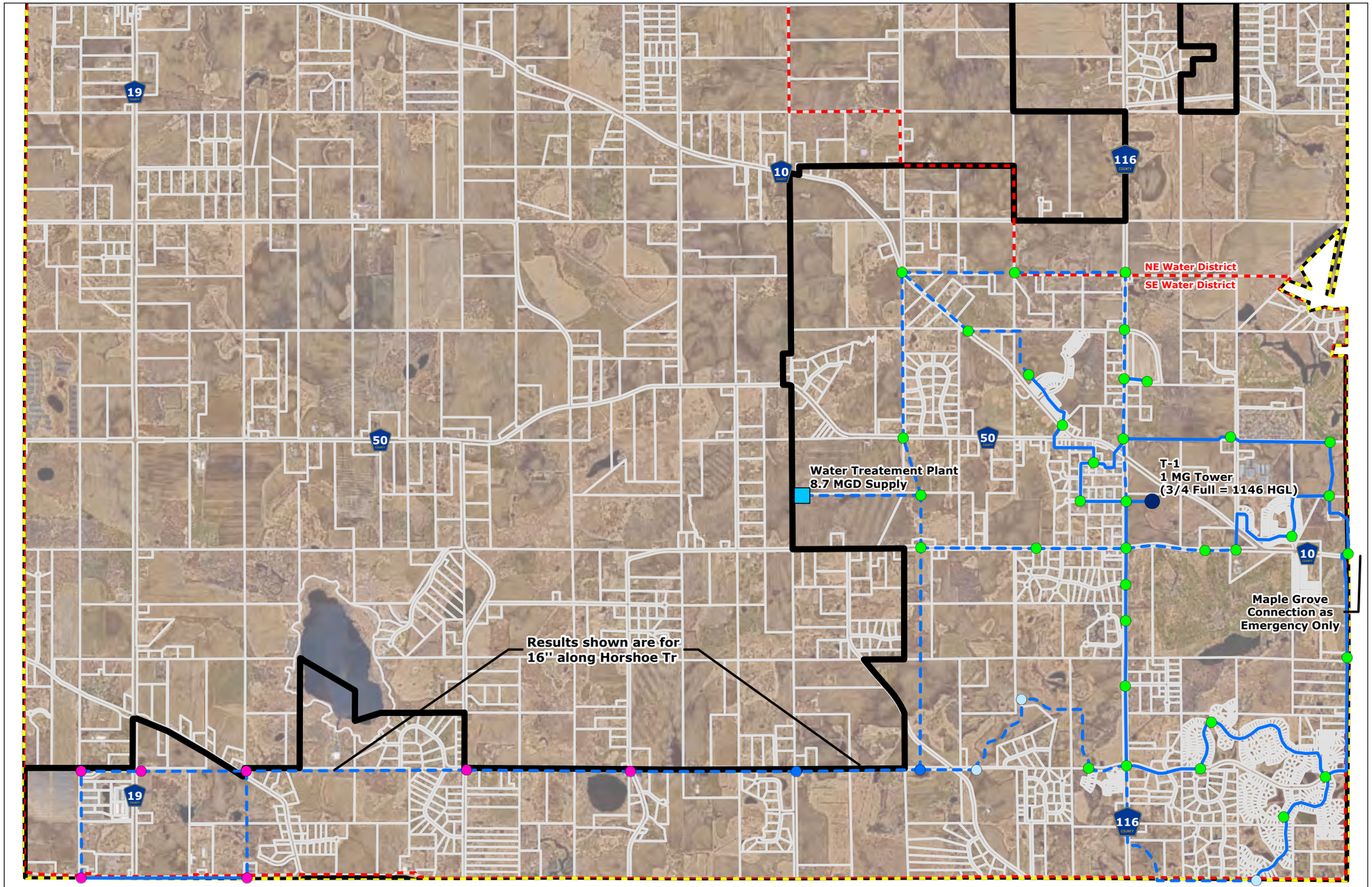


Figure No.
10

Title
Pre-Tower 2 - Fire Flow

Client/Project
City of Corcoran
SE Water System

227704423

Project Location
Corcoran, Hennepin Co., MN

Prepared by JCS on 2022-04-21

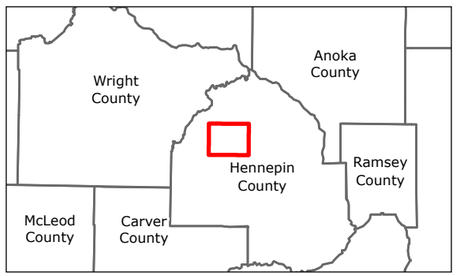
N

0 1,350 2,700 Feet
(At original document size of 11x17)
1:32,400

Legend
- Municipal Boundary
- Parcels
- Approximate Boundary Between NE and SE Zones
- MUSA 2040
- Water Treatment Plant
- Water Tower

Available Fire Flow
- <500 gpm
- 500-1,500 gpm
- 1,500-2,500 gpm
- 2,500-3,500 gpm
- >3,500 gpm
- Existing Watermain
- Proposed Watermain

System Max Day Demand = 8.7 MGD



Notes
1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Hennepin County
3. Background: Hennepin County 2020 Imagery

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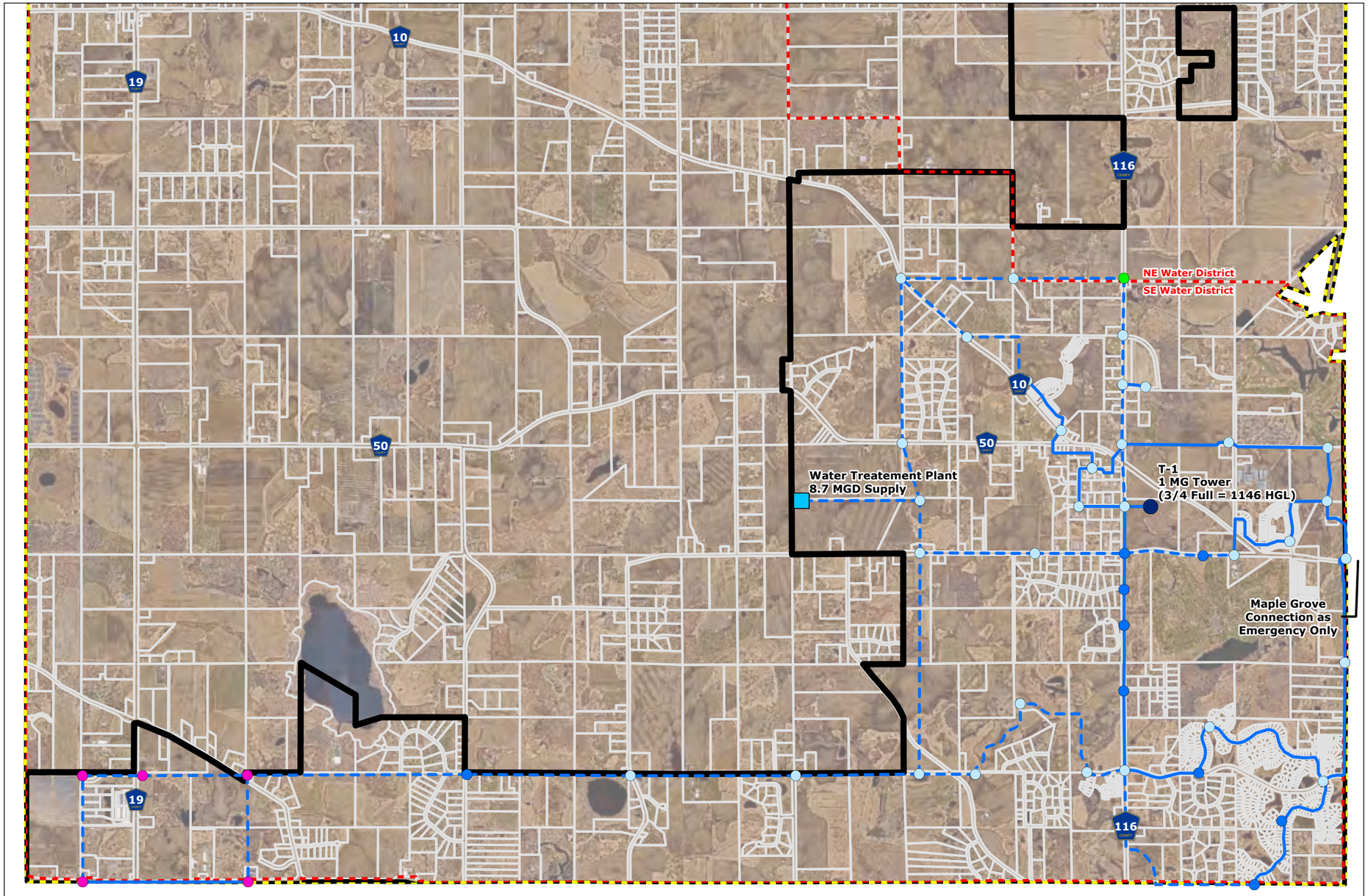


Figure No.
11

Title
Pre-Tower 2 - Pressure

Client/Project
City of Corcoran
SE Water System

227704423

Project Location
Corcoran, Hennepin Co., MN

Prepared by JCS on 2022-04-21

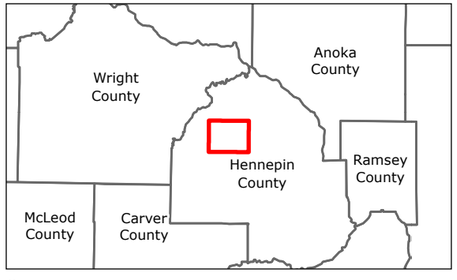
N

0 1,300 2,600 Feet
(At original document size of 11x17)
1:32,400

Legend
- Municipal Boundary
- Parcels
- Approximate Boundary Between NE and SE Zones
- MUSA 2040
- Water Treatment Plant
- Water Tower

Pressure
- <30 psi
- 30-45 psi
- 45-65 psi
- 65-85 psi
- >85 psi
- Existing Watermain
- Proposed Watermain

System Max Day Demand = 8.7 MGD



Notes
1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Hennepin County
3. Background: Hennepin County 2020 Imagery

Stantec

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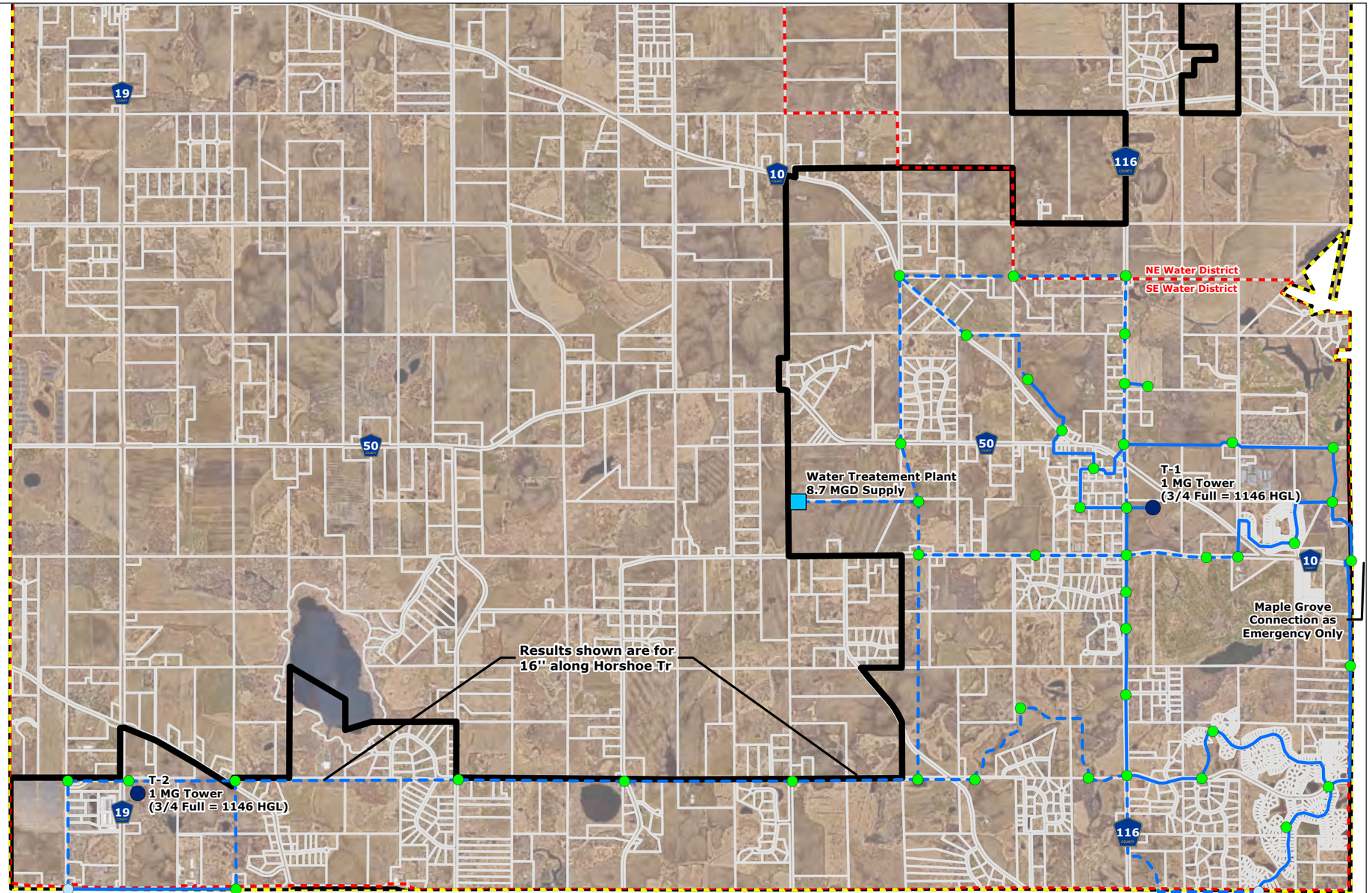


Figure No.
12

Title
Tower 2 - Fire Flow

Client/Project 227704423
City of Corcoran
SE Water System

Project Location
Corcoran, Hennepin Co., MN

Prepared by JCS on 2022-04-21

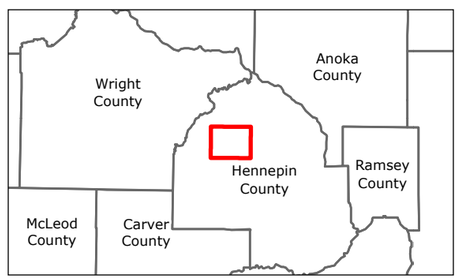
N

0 1,350 2,700 Feet
(At original document size of 11x17)
1:32,400

Legend
- Municipal Boundary
- Parcels
- Approximate Boundary Between NE and SE Zones
- MUSA 2040
- Water Treatment Plant
- Water Tower

Available Fire Flow
- <500 gpm
- 500-1,500 gpm
- 1,500-2,500 gpm
- 2,500-3,500 gpm
- >3,500 gpm
- Existing Watermain
- Proposed Watermain

System Max Day Demand = 8.7 MGD



Notes
1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Hennepin County
3. Background: Hennepin County 2020 Imagery

Stantec

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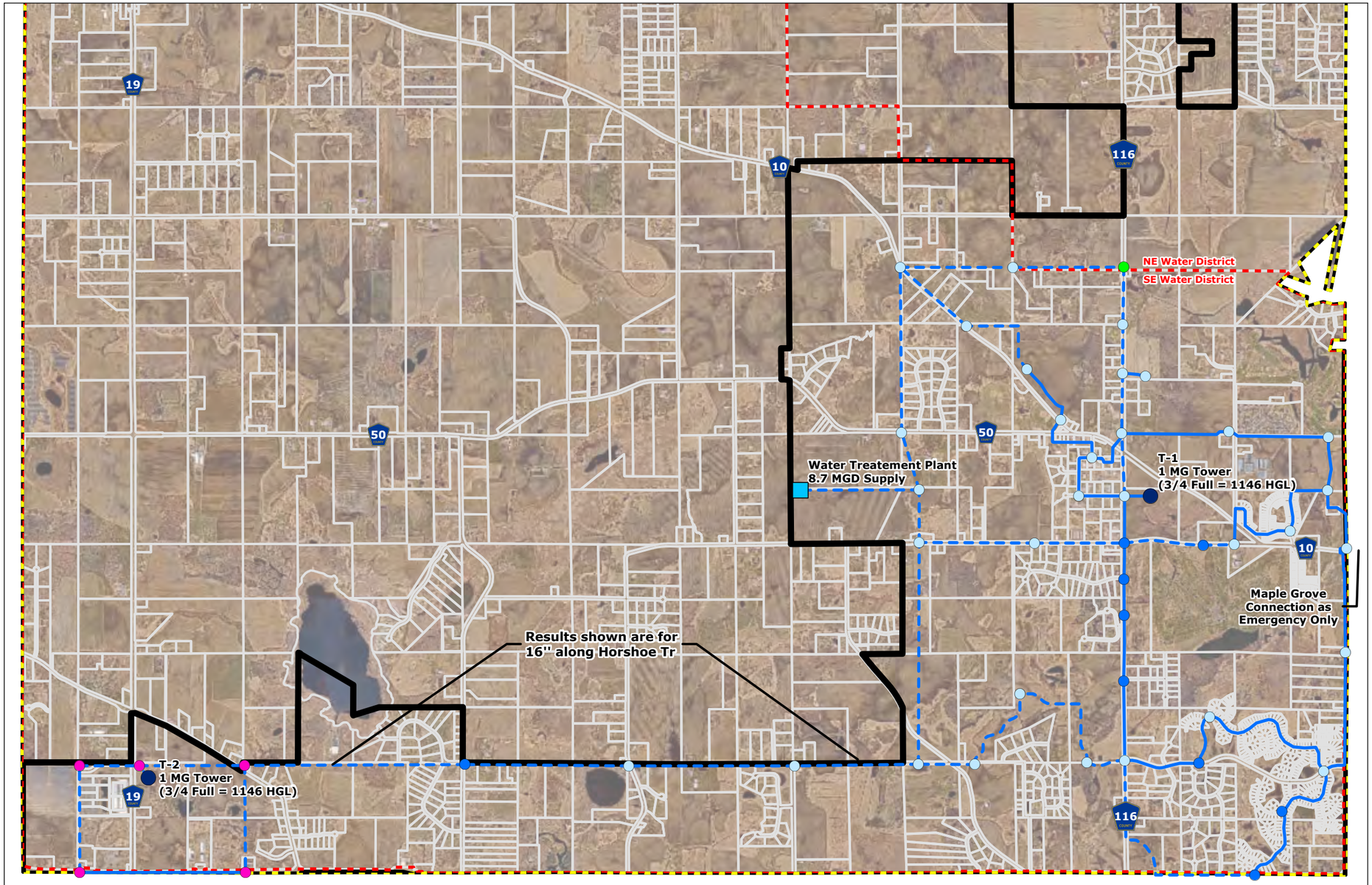


Figure No.
13

Title
Tower 2 - Pressure

Client/Project 227704423
City of Corcoran
SE Water System

Project Location
Corcoran, Hennepin Co., MN

Prepared by JCS on 2022-04-21

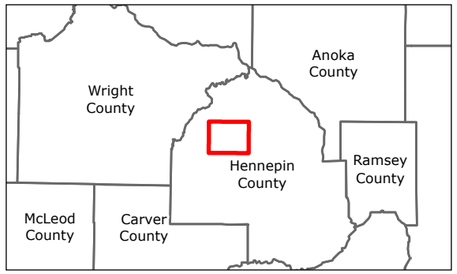
N

0 1,300 2,600 Feet
(At original document size of 11x17)
1:32,400

Legend
- Municipal Boundary
- Parcels
- Approximate Boundary Between NE and SE Zones
- MUSA 2040
- Water Treatment Plant
- Water Tower

Pressure
- <30 psi
- 30-45 psi
- 45-65 psi
- 65-85 psi
- >85 psi
- Existing Watermain
- Proposed Watermain

System Max Day Demand = 8.7 MGD



Notes
1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Hennepin County
3. Background: Hennepin County 2020 Imagery

Stantec

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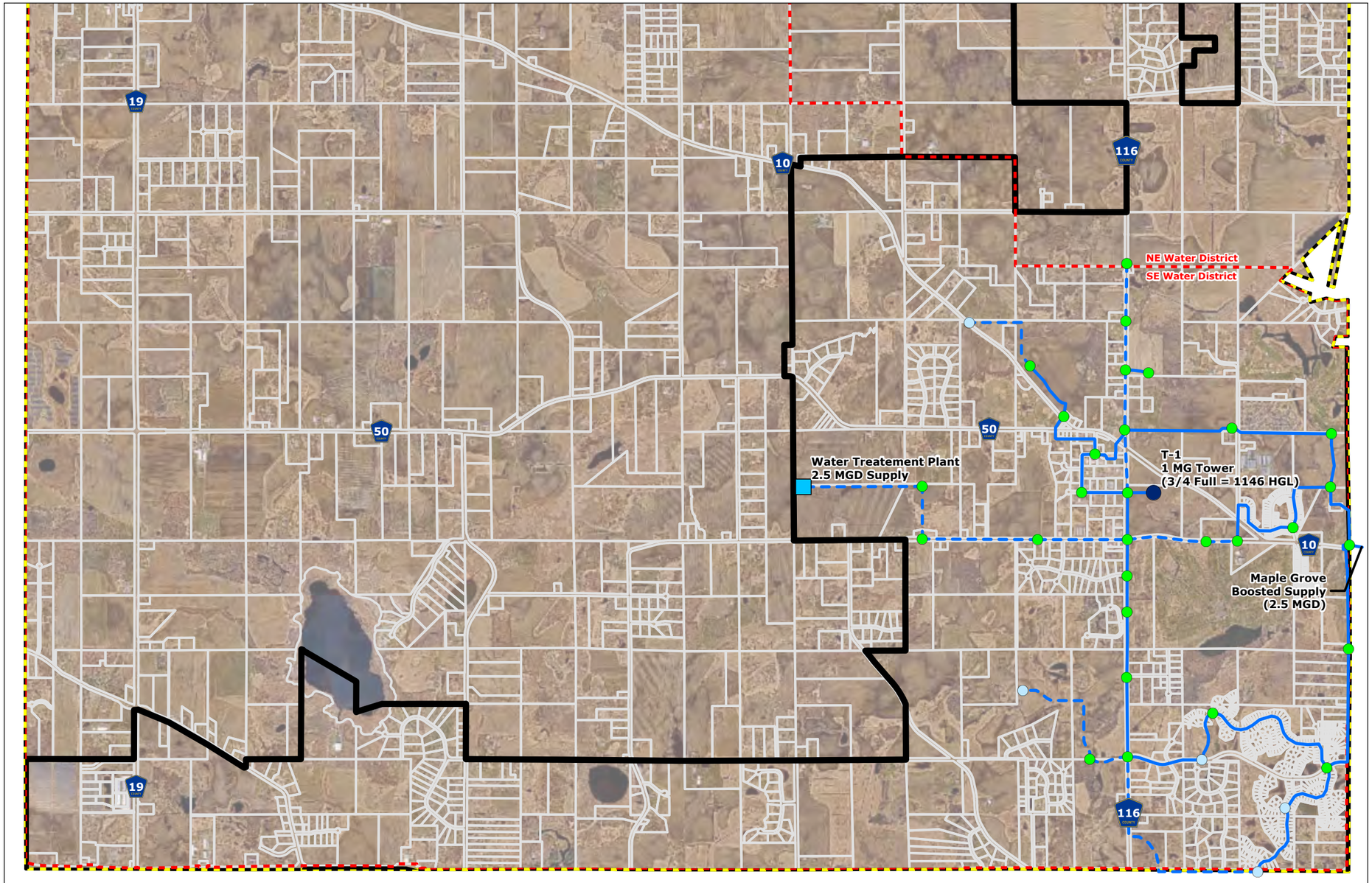


Figure No.
14

Title
Blended Supply - Fire Flow

Client/Project
City of Corcoran
SE Water System

227704423

Project Location
Corcoran, Hennepin Co., MN

Prepared by JCS on 2022-04-21

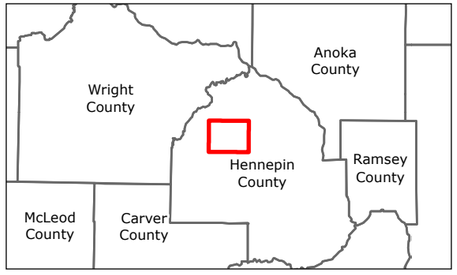
N

0 1,350 2,700 Feet
(At original document size of 11x17)
1:32,400

Legend
- Municipal Boundary
- Parcels
- Approximate Boundary Between NE and SE Zones
- MUSA 2040
- Water Treatment Plant
- Water Tower

Available Fire Flow
- <500 gpm
- 500-1,500 gpm
- 1,500-2,500 gpm
- 2,500-3,500 gpm
- >3,500 gpm
- Existing Watermain
- Proposed Watermain

System Max Day Demand = 5.0 MGD



Notes
1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Hennepin County
3. Background: Hennepin County 2020 Imagery

Stantec

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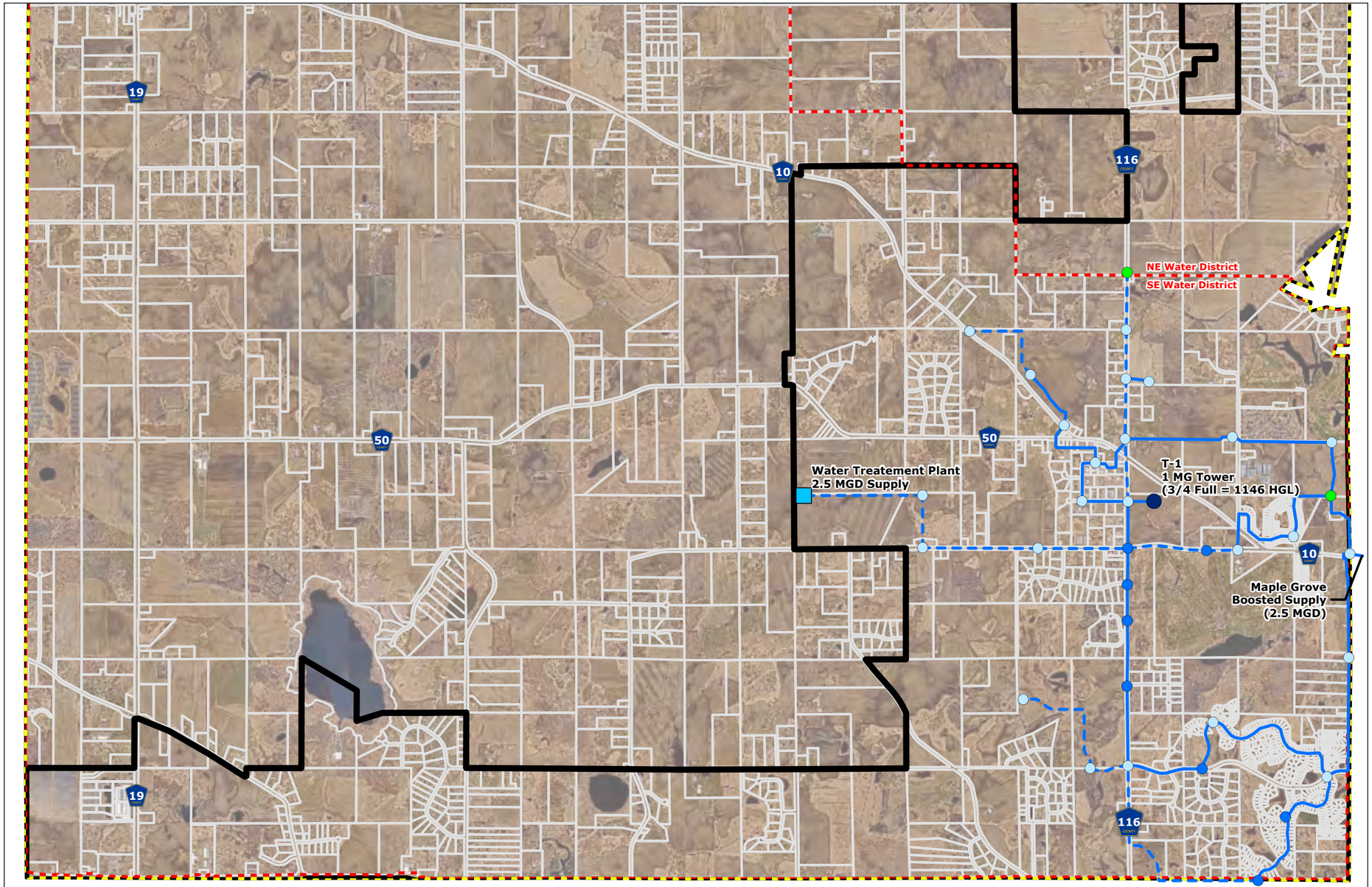


Figure No.
15

Title
Blended Supply - Pressure

Client/Project
City of Corcoran
SE Water System

227704423

Project Location
Corcoran, Hennepin Co., MN

Prepared by JCS on 2022-04-21

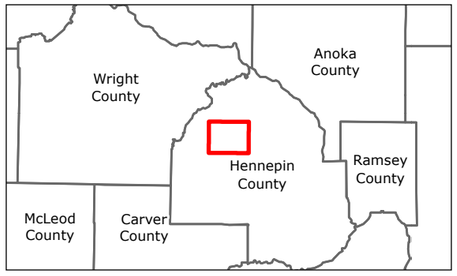
N

0 1,350 2,700 Feet
(At original document size of 11x17)
1:32,400

Legend
- Municipal Boundary
- Parcels
- Approximate Boundary Between NE and SE Zones
- MUSA 2040
- Water Treatment Plant
- Water Tower

Pressure
- <30 psi
- 30-45 psi
- 45-65 psi
- 65-85 psi
- >85 psi
- Existing Watermain
- Proposed Watermain

System Max Day Demand = 5.0 MGD



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APPENDIX C

Stormwater Modeling Guidelines

WENCK

Stormwater Guidelines for Development
March 2019

Issue

Cities changing from rural to urban development are challenged by the additional stormwater generated due to construction of impervious surfaces, along with the offsite infrastructure, or lack thereof, to manage effectively. To standardize the modeling and review process, the guidelines below were created for efficiency.

Note: A watershed approval is required per Elm Creek WMO rules, which also reviews flow rates, water quality and volume management.

Modeling

Watershed Information

- Provide an aerial photo of the development that includes the overall watershed and subwatershed boundaries
- Provide a summary of the acreage to each discharge point leaving the site. Any increase (or decrease) shall be identified.
- Show any floodplain adjacent to project or within the project
- Show downstream water bodies and flow paths
    - Downstream flow paths and water bodies typically need to have elevations, inverts, and condition identified.

Subwatersheds

A HydroCAD model (typically used) has inputs that can vary by user. To minimize resubmittals, review time and effort, the following data shall be utilized.

- Electronic model shall be submitted
- Hydrologic Soil Group (HSG) shall be lowered one category due to the mass grading and compaction of the soils. For example, an existing B soil, shall be modeled as a proposed C soil (unless it remains undisturbed)
- Wetlands, filtration basins, and ponds shall be modeled at CN of 98
- Identify peak rates for storm events and proposed shall be equal or less than existing rates.
    - Note: There are certain conditions where at City's discretion the off-site conditions require a reduction in flow rate from existing rates.
- SWMM (i.e. EPA-, XP-, or PC-) models can be submitted for review, however these increase review time.

Model Setup for Outlet Control Structures, NWLs and Infiltration

- The model's flow control structures (OCS, culverts, etc.) shall match the construction plan information. During the plan and model review both may be modified and revised
- Individual detail plates are required for each OCS, and individual plates shall have inverts identified
- A pond or wetland NWL (and model starting elevation) shall be set at the constructed outlet control elevation.
    - No live storage shall be utilized below the controlling OCS elevation.
    - No live storage shall be used for filtration shelves on ponds below controlling OCS elevation

- If a pond or wetland has an NWL (wet surface), infiltration shall not be used in flood routing.
- If a pond has filtration BMP causing drawdown below the NWL, this drawdown elevation shall not be used as the NWL for flood routing. (Filtration has a slower release time and during wet periods is not available as live storage).

Construction Plans

Catch Basins

- Street drainage shall be sufficient to manage the 10-year event
- Typical a CB inlet capacity is 2 to 2.5 CFS, and CBs shall be spaced accordingly
- Three inches (0.25 feet) of head on a CB will inundate a street centerline (2% slope).
- Spacing is 200 to 250 feet using longitudinal street dimensions of 40 feet from road centerline to half the house footprint (assumes rear half of house drains to rear yard). Dimensions equal 10,000 SF.
- CBs may be required on both sides of ped ramps to capture flows

Natural Drainage Features

- Waterbodies receiving urban drainage (wetlands, ditches, gullies) may need to have OCS installed, erosion protection, or reduced flow rates to allow the feature to function over the long term due to more consistent flows from increased impervious via development
- Offsite work may be necessary and City will assist with coordination, easements, etc.

HWLs and EOFs

- The freeboard requirements are:
    - Low Opening is a minimum of two feet above the HWL
    - Low Opening is a minimum of two feet above the EOF
- EOFs shall be accurately shown and as builts are required. The highest point shall be the EOF (for example top of curb) since this is the controlling elevation
    - In certain instances, channel calculations of the swale may be required to show the EOF has capacity to manage estimated flow
- Overland EOFs are preferred, however if a second pipe serves as an EOF then modeling will include a 100-year event using the second pipe (EOF) as the only outlet (primary outlet plugged).

Rear Yards

- Rear yards or swales less than 2% shall have draintile. Typically, every two to three lots will require rear yard CBs.

Sump Connections

- Houses adjoining a wetland or pond do not need individual sump connection
- Others will have access to rear yard stormsewer.

Offsite Impacts

Adjacent Parcels

- City will review adjacent parcels (downstream and upstream) for impacts from volume, point discharge, etc. and may require off site improvements. City will assist in coordination of any off site work.
- Off site water quality improvement projects may be determined by the City for assistance with compliance with City's TMDL approach of implementing improvements upon development.
- FEMA modifications may be necessary due to development and implemented by City.

CITY OF CORCORAN
8200 County Road 116, Corcoran, MN 55340
763.420.2288
E-mail - general@corcoranmn.gov / Web Site – www.corcoranmn.gov

Memo

To: Planning (Planners Lindahl and Davis McKeown)

From: Lieutenant Burns

Date: February 7, 2024 (Typo corrected 7/23/2024)

Re: City File 23-034 Chastek Farms Preliminary Plat and PUD

A Public Safety plan review meeting was held on February 7, 2024, to review the submitted industrial concept plans for the ~~Oswald Farm~~ Chastek site. The following were in attendance: Lieutenant Burns, Fire Chief Leuer, Fire Chief Farrens, Fire Chief Malewicki, Assistant Fire Chief Kodet, Building Official Geske, Planner Davis McKeown, and Construction Services Supervisor Pritchard. The comments below are based on the preliminary review of the plans and are intended as initial feedback; further plan review will need to be completed as construction plans are finalized.

1. Due to the number of lots anticipated, two east-west connections between this and the property to the east are necessary for emergency services. A second connection should be located mid-block or further north.
2. A turning radius/exhibit must be submitted, specifically for the northwest cul-de-sac. The minimum cul-de-sac dimensions are as follows:
    - 20’ inside
    - 40’ outside curb
3. Hydrant locations are subject to approval by Public Works and the Fire Chief.

Chastek Family Farm

Narrative

1/16/2024

Planned Unit Development (PUD) District Review, Rezoning & Preliminary Plat Application

Dear City of Corcoran Staff, Commissioners and Council Members.

Trek Real Estate and Development and Hempel Real Estate, doing business as Emerald Gardens, LLC are pleased to propose The Chastek Farm development project for your review and consideration for approval. This project proposal is designed to be developed as a low-density, single family detached residential neighborhood.

LEGAL DESCRIPTION:

Lot 1, Block 1, Chastek Farm, Hennepin County, Minnesota- Torrens Property.

EXISTING LAND USE:

The property consists of 38.16 acres, is the former site of the Chastek Greenhouse business. The property is located north of the Bass Lake Crossing neighborhood and immediately west of the Guers Family Farm. Maple Hill Road borders the west property line and Maple Hill Estate mobile home neighborhood borders this site on the north property boundary. There is a single-family home adjacent located northwest of the property that is separately owned which will remain.

The Property is subject to

- Drainage and Utility easements as shown on the recorded plat of Chastek Farm dated September 10, 1992 (attached)
- An Easement for ingress and egress purposes dated October 27, 1976 Filed November 9, as Document Number T1197751 and conveyed in Warranty Deed Filed November 9, 1976 as Document Number T1197752. Subject to the right to maintain drain tiles over portions of the subject property as stated in Quit Claim Deed dated October 27, 1976, files November 9, 1976 as Document Number T1197751 (attached)
- A Resolution approving a conditional Use permit Filed September 3,1993 as Document Number T2418224
- An Easement for utility purposes in favor of the City of Corcoran, a Minnesota municipal corporation, dated August 21,2012, filed September 19, 2012 as Document Number T4995104.

ZONING, GUIDING STANDARDS AND PROPOSED LAND USE

The Property is zoned Agricultural/Rural and is guided according to the Corcoran 2040 Comprehensive Guide Plan as Low Density Residential which allows for a density of 3-5 units per acre.

PROPOSED UNITS: 117

- *55' WIDTH SINGLE FAMILY- 101*
- *65' WIDTH SINGLE FAMILY- 16*
- *OUTLOTS – 7 (9.97 ACRES)*
- *4.15 UNITS/ACRE*

RSF-2 STANDARDS:

- *AREA 11,000 SF*
- *80' WIDTH*
- *FRONT SETBACK: 20' TO THE GARAGE AND 15' TO THE FRONT PORCH*
- *SIDE SETBACK: 10' TO LIVING SPACE, 5' TO GARAGE, MINIMUM STRUCTURE SEPARATION 15'*
- *REAR SETBACK: 30'*

PROPOSED PUD STANDARDS:

- *WIDTH 55' AND 65'*
- *FRONT SETBACK: TO ROW 20'*
- *FRONT SETBACK: TO PRIVATE STREET 25'*
- *SIDE SETBACK: 7.5'*
- *REAR SETBACK: 20'*
- *SIDE SETBACK TO ROW 20'*
- *SIDE SETBACK TO PRIVATE STREET: 25'*
- *MAPLE HILL ROAD SETBACK 60'*
- *12% OPEN SPACE (NEEDS TO BE UPLAND)*

WETLAND BUFFERS:

- *AVERAGE: 25'*
- *MINIMUM: 20'*
- *MAXIMUM 40'*

WETLAND SETBACKS:

- *STRUCTURES: 15'*
- *ROADS/TRAILS/SIDEWALKS: 5'*

PRODUCT AND MARKET:

Our development is designed to provide housing for homeowners seeking an opportunity to live in a single-family neighborhood. Our 55' lot will accommodate a villa product like existing products currently within the city of Corcoran. Our product will have increased setbacks of 15 total between structures. Our 65' lots will allow for a larger home and a three-car garage option. Our site plan provides options for slab on grade, full basements including both look out and walkout lots.

Each of the five floor plans will have two and three exterior elevations, two and three car garage options available for each plan and a variety of color palettes required to create an anti-monotony streetscape and provide multiple options for the homebuyer.

55% is not possible on a 3 car-the garage, as it would be too narrow (3 car plan is 50' wide, if 55% is the rule, the garage can only be 27.5' which is not possible for 3 stalls). The home ends up being a 2 car with storage space instead, not always what homebuyers want. Most of these home's garages have storage against the house side already. The garages on the 3 car homes (total width of 50') are 30 feet wide from outside wall to outside wall, which is 60% of the total frontage. We are asking for 60% as a part of the PUD for this reason.

OPEN SPACE:

The homesites are designed adjacent to open space and existing wetlands, giving the lot/homeowner an amenity view, additional privacy, while providing an appropriate transition/buffer from existing roadways, and existing and proposed neighboring properties.

The open space located in the central portion of the project provides upland which serves as a hydraulic prairie channel and a wildlife green corridor. The storm ponds are located adjacent and add to the amenity space but are not included in the open space calculation. The proposed trail runs alongside the prairie channel, wildlife greenway, providing open space views of a grassy, wildflower setting and an amenity for both pedestrians and homes.

The other open space outlots are located as planted or fenced green transitions, to provide a space amenity and an additional element of privacy to and from roadways and neighboring properties.

On November 2, 2023, we held a neighborhood meeting at the Corcoran City Hall. Approximately 25 people attended to learn about the project, ask a variety of questions, and share their thoughts and concerns. The Bass Lake Crossing neighbors expressed concern about construction traffic on Fir Lane, however, Fir Lane does not connect to this site. The neighbor living on the exception parcel is concerned about existing and future drainage, existing trees and property lines. The construction of the conveyance basin as described in the stormwater management plan below will reduce the discharge rate from the Chastek property.

We reached out to the proposed buyer/developer of the Geurs Family Farm next door and confirmed that our 55' proposed product would be an appropriate transition to their 55' proposed product.

TRAILS:

The trails and sidewalks throughout the project are designed to connect with neighboring walkway systems. An off-road trail meanders through the site, within the open space area of the project and will connect with the neighboring projects off-road trail.

STORMWATER MANAGEMENT:

The Chastek parcel development is proposing to address stormwater management to the requirements of the City, Watershed, and State standards. The Chastek parcel has an existing condition that it receives offsite drainage on both the Southerly and Westerly boundaries that passes through the parcel.

Our project proposes to construct a centrally located hydraulic greenway corridor that will serve as an open space basin designed to handle possible transitions from the offsite drainage. This greenway corridor will be landscaped as a hydraulic prairie with plantings and wildflowers throughout. The proposed stormwater treatment system isolates the offsite drainage and onsite drainage as much as

possible. This isolation allows the improved development to meet the required Best Management Practices without overly burdening the proposed system with offsite flows.

The downstream receiving waters will find that the modeled peak flow rates coming off the Chastek Farm project are reduced in all events, from Existing to Proposed conditions. The lowering of proposed post development Chastek discharge rates is a benefit to downstream conditions.

PHASE DEVELOPMENT:

We are proposing the project be developed in two phases as the north phase and south phase. Please see provided phase plan.

PUD BENEFITS:

- **Storm Water Management design that includes off site drainage**
- **Homes with variety and enhanced design- Exterior image (More than 5-Styles)**
- **Off Road Trail system - connectivity to adjacent projects, natural features, and future parks trail plan.**
- **Open Space is 15% which exceeds the PUD requirement of 12%**
- **Improve Public Streets (if necessary) depending upon Maple Hill Road Feasibility Study**

SUMMARY: We are requesting a Planned Unit Development (PUD) District Review, Rezoning & Preliminary Plat approval consistent with the City of Corcoran's 2040 Comprehensive Guide Plan.

Our proposed housing product and lot sizes are compatible with existing and adjacent land uses. We are providing access to natural features by connecting trails that are adjacent to wetlands and open space which will connect to trails that meander along adjacent projects.

The 15% open space, sidewalks and trails establish an additional and appropriate amount of green space and create connectivity that will meet the community established guidelines.

Thank you for your time and consideration.

Beth Hustad

President | Trek Real Estate & Development, Inc.

C - 612.840.5233 | O - 952.914.9610 beth@trek-development.com

DORSEY™
always ahead

JAY R. LINDGREN
Partner; Industry Group Co-Leader, Development and Infrastructure
(612) 492-6875
lindgren.jay@dorsey.com

May 16, 2024

VIA ELECTRONIC MAIL

Mayor and City Councilors
City of Corcoran
8200 County Road 116
Corcoran, MN 55340

Re: Public Improvements for Chastek Farm Development, City File No. 23-034

Dear Mayor McKee and City Councilors:

I represent Emerald Rose, LLC ("Emerald") in connection with its land use application ("Application") for a preliminary plat, rezoning, and planned unit development ("PUD") for its development ("Chastek Farm" or "Development") at 7600 Maple Hill Road ("Property").[1] The City proposes to condition approval of the Application on reconstruction of Maple Hill Road. Because the extent of the public improvements is disproportionate to the impact of Chastek Farm, is unsupported by the City's analysis and also directly benefits the pending Downtown Core and Fairway Shores Villas at Cook Lake (Fairway Shores), Emerald asks that the City approve the Application without these conditions.

Background

The Property covers 38.16 acres. The 2040 Comprehensive Plan ("Comp Plan") designates the land as low-density residential. Comp Plan fig. 2-1. And the Property is currently zoned Single-Family Residential 2. *See* City of Corcoran, Minn., Code of Ordinances § 1040.045. Until recently, Chastek Greenhouses, Inc. operated a wholesale greenhouse on the Property.

The Property is under contract with Emerald. Emerald submitted a concept plan for review to the City Council in March 2023. Emerald was receptive to feedback provided by the City Council and made changes to the Chastek Farm Concept/Sketch plan. Emerald submitted the Application on January 16, 2024. The Application proposes 116 single-family residential lots and seven outlots, which are designated primarily for open space and stormwater management or handling. Chastek Farm will include an off-road trail consistent with the City's 2040 Parks and Trails Map. The trail system will connect this Chastek Farm to Bass Lake Crossing. The Development will also host a centrally located hydraulic greenway corridor that will serve as an open-space basin designed to handle conveyance of onsite and offsite drainage.

[1] The Application was submitted jointly with Emerald's development partner, Trek Real Estate and Development.

Although the City staff and Planning Commission have been generally receptive to the Chastek Farm plan, on May 2, 2024, the Planning Commission recommended approval conditioned on extensive public improvements. Specifically, the City has proposed to require: (1) improvements to the Maple Hill Road / County Road ("CR") 10 intersection "to the benefit of existing and future development," (2) an evaluation of the alignment of Maple Hill Road / CR 10 intersection, and (3) improve Maple Hill Road from CR 10 to the northern property line. *See* Staff Report at 4, 6.

As discussed below, Emerald generally understands and supports the requirement for some level of roadway improvements but concludes that the suggested improvements to Maple Road are not required at the recommended level for Chastek Farm property to be constructed. We request the opportunity to further discuss this prior to Council action on the Application and suggest that the issues raised in this letter would benefit from a Council work session discussion with City staff, City engineering, and Emerald, as proposed below.

Discussion

Minnesota law permits reasonable conditions on land-use approvals. But costs imposed on developers as a condition to land-use approvals must be proportionate to the impact of the development. *See, e.g.*, *Country Joe, Inc. v. City of Eagan*, 560 N.W.2d 681, 685 (Minn. 1997) (holding that a development exaction must be proportionate "to the need for the public facilities generated by new development"); *Anderson v. City of Bemidji*, 295 N.W.2d 555, 559 (Minn. 1980) ("Minnesota law requires that the assessments on the various properties be roughly proportionate to the benefits accruing to each as a result of the improvement."); *Koontz v. St. Johns River Water Mgmt. Dist.*, 570 U.S. 595, 599 (2013) ("[A] unit of government may not condition the approval of a land-use permit on the owner's relinquishment of a portion of his property unless there is a 'nexus' and 'rough proportionality' between the government's demand and the effects of the proposed land use."). A city's imposition of development costs lacks a rational basis, and is arbitrary and capricious if the exaction is out of line with the development's impact on public infrastructure or based on an arbitrary factor like which development initially "triggered" the need for improvements—no matter how little the development contributes to the need for the developments compared to past and future development. *See State by Rochester Ass'n of Neighborhoods v. Rochester*, 268 N.W.2d 885, 888 (Minn. 1978).

Here, the public improvements the City proposes to impose on Chastek Farm are excessive in light of the impact of the Development. The City's analysis does not support the requirement that Emerald reconstruct the entirety of Maple Hill Road from CR 10 to the northern property line nor that Emerald evaluate the reconfiguration of the Maple Hill Road/ CR 10 intersection. The proposed improvements appear calculated to support unrelated historical and future development. There is no rational basis for requiring a single developer to pay the cost of upgrading a road so it can serve the entire community's needs.

I. The City's Technical Analysis Does Not Support Reconstruction of Maple Hill Road.

The City relies on the Chastek Parcel Infrastructure Feasibility Study to support the requirement that Emerald upgrade Maple Hill Road and the Maple Hill Road / CR 10 intersection. The study arguably supports upgrades to the intersection as the result of the Development.[2] But the study provides no analysis regarding why Maple Hill Road must be upgraded. The study simply states, "Based on the additional traffic generated from the development . . . and the poor condition of the roadway, improvements to Maple Hill Road are necessary to service additional traffic." Feasibility Study § 2.6. The study provides no detail on the roads "poor condition" or how the additional traffic will negatively impact the road. The study also fails to explain why less drastic measures like repairs or mill and overlay will not address the City's concerns.

Emerald notes that the density of Chastek Farm property/project is consistent with the level of development envisioned by the zoning code and Comp Plan. The Comp Plan designates the Property as low-density residential. Comp Plan map 2-1. Low-density residential development may have 3-5 residential units per acre. Here, the Development will be on the low end of that range, with a density of around 3.45 units per acre. The reason Emerald requested as PUD was to allow for modest reductions in lot area, width, and setback requirements similar to other PUD's recently approved by City Council. Staff Report at 7. Given Development is on the low-end of the allowed density, it is unclear why the City believes the increases in traffic will have such negative impacts on the road as to require (high level) of replacement.

Even if improvements to the Maple Hill Road were necessary, there is no justification to improve the road north of the entrance to the Development. The main point of access to the Chastek Farm property will be a new access road approximately halfway between the north and south property lines of the Property. Maple Hill Road north of the main access road provides access to Maple Hill Estates and then dead ends. Because the road provides no access to significant services, the City cannot seriously contend the Development will increase traffic north of the access road to the northern property line. These unsupported requirements for public improvements suggest the City's justification for requiring these improvements are not driven by the impacts of Emerald's Development.

II. The City Appears to Be Attempting to Impose Costs Associated with Unrelated Development on Emerald.

A review of the City's plans for neighboring properties sheds light on why the City may be imposing such significant public improvement requirements on the Chastek Farm. Just across the street from Chastek Farm, the City's Comp Plan envisions a thriving "Downtown Core" "to provide a 'main street' experience, with retail shops and service businesses mixed with residential and

[2] The study includes a traffic forecast for the Project. Emerald notes that this forecast shows the intersection will maintain its current overall A grade. Feasibility Study at tbls. 4 & 5. Moreover, the development will only downgrade the intersection over the no-build alterative for the A.M. peak hour for the southbound left and right turns. *Id.* tbl. 5. The traffic forecast projects the intersection will not otherwise be downgraded due to the Development. *Id.* tbls. 4 & 5.

offices on the second floors of buildings." Comp Plan at 46. The Downtown Core will include the "Town Center," a "walkable traditional neighborhood supporting the Downtown Core." *Id.* The Comp Plan anticipated the Downtown Core and Town Center would be developed between 2020 and 2025. Comp Plan map 2-2. Unlike the low-density residential lots of Chastek Farm, the designation for the Downtown Core allows housing density of between 8 and 30 units per acre. Plainly, this level of Development will have a more significant impact on Maple Hill Road than Chastek Farm. The City appears to be seeking to shift the cost of improving the Maple Hill Road onto Chastek Farm to benefit the City's plans for the Downtown Core.[3]

As a practical matter, it is imprudent to fully improve a road that will serve future development before the plans for the development take shape. Once the City knows the density and layout for the Downtown Core, it can do a detailed study of the need to upgrade Maple Hill Road. If the City finds significant improvements are needed, it can assess the cost of those improvements on all the properties contributing to the need for improvements in proportion to their impact. Emerald is prepared to commit to fund its proportionate share, but a process must be established to determine how other benefitted properties pay a corresponding proportionate share. Emerald envisions a process whereby the City engineer provides a reasonable estimate of the proportionate impact of Chastek Farm and prospective future developments on the need to improve Maple Hill Road and the estimated cost of those improvements. The costs would then be imposed on Chastek Farm proportionate to its contributions to the need for the improvements. Emerald is open to discussions regarding the details of this process and whether Chastek Farm pays this money before Application approval or when the road is improved.

Emerald also notes that the Planning Commission recommended approval of Fairway Shores on May 2, 2024. The Planning Commission recommended only minimal public improvements despite Fairway Shores' utilization of Maple Hill Road through a connection with Chastek Farm. In addition to evaluating the extent to which the Downtown Core will contribute to the need for upgrades to Maple Hill Road, the City should evaluate the proportional impact of Fairway Shores on Maple Hill Roads. The cost of improving Maple Hill Road should be proportionally assigned to the Downtown Core, Fairway Shores, Chastek Farm, and any other developer contributing to the need for improvements. A process similar to this is what the law and sound public policy require. In the meantime, Emerald is open to discussions about paying for temporary street repairs occasioned by the Chastek Farm.

Conclusion

The City's proposal to require Chastek Farm to pay for improvements for the entire length of Maple Hill Road from CR 10 to the Development's northern property line is unsupported and disproportionate to the impact of Development on Maple Hill Road. Consequently, Emerald asks the City to approve the Application without these unreasonable conditions or schedule a Council

[3] The City proposes to require Chastek Farm to shoulder the cost of storm sewers and gutters on the west side of Maple Hill Road, which is on the opposite side of the Development but the same side as the Downtown Core. This requirement further underscores that the City is seeking to have Chastek Farm pay for improvements for the planned Downtown Core.

work session with interested parties prior to approval to determine an equitable funding plan along the lines of that described above.

Thank you for the opportunity to submit these comments, and I respectfully request that this letter be made part of the record.

Very truly yours,

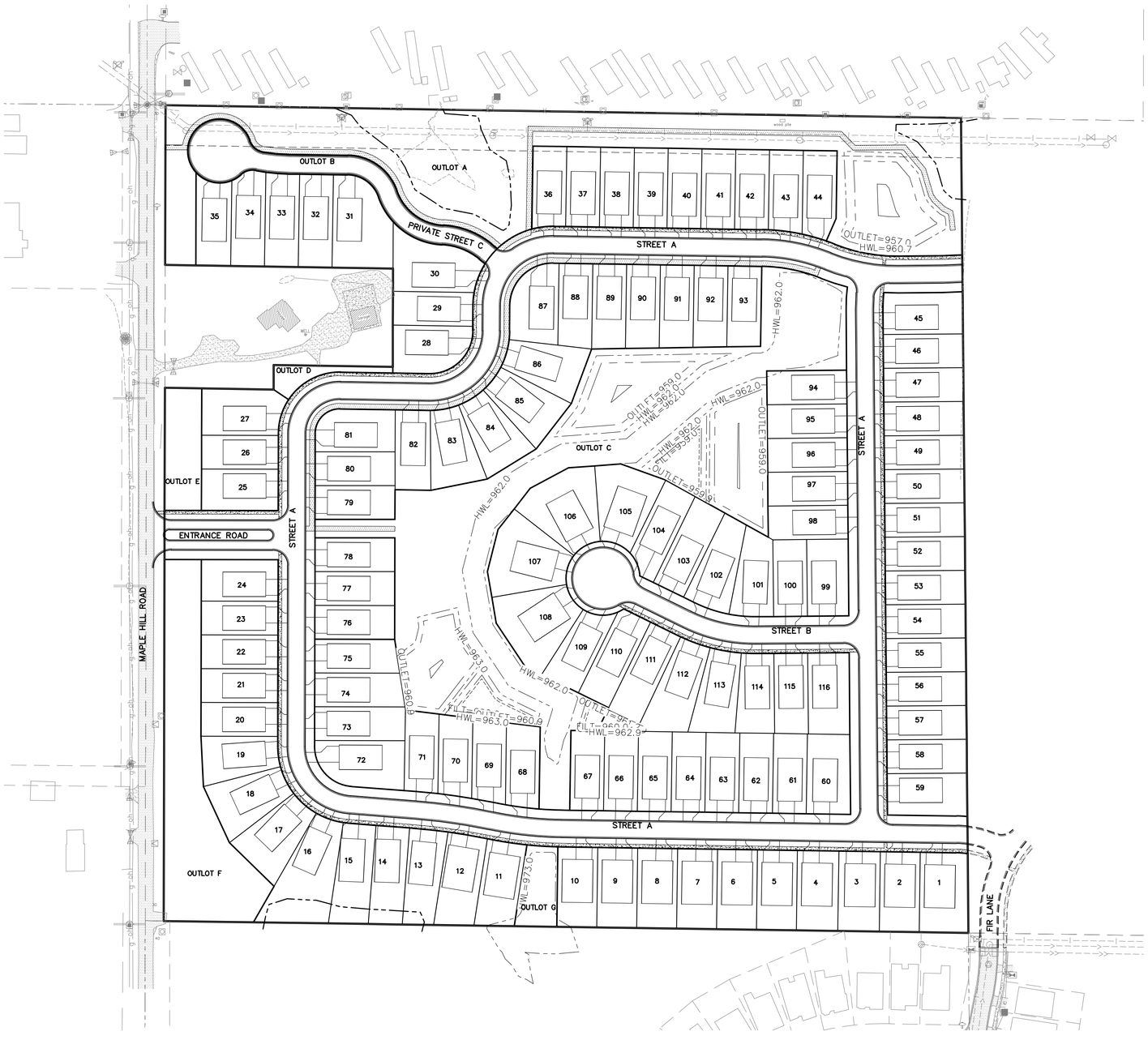
DORSEY & WHITNEY LLP

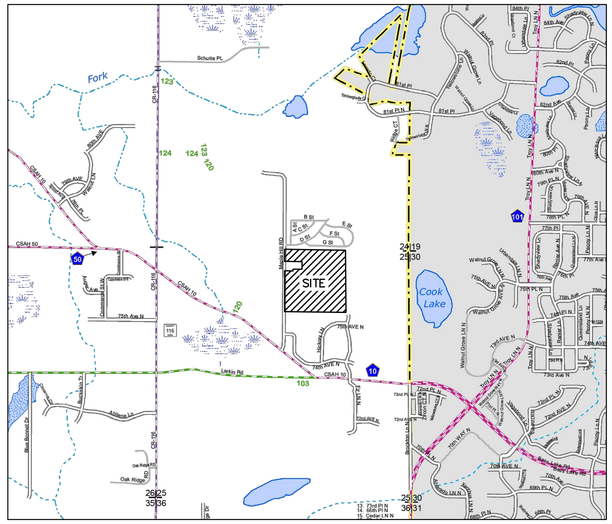
Jay R. Lindgren
Partner

JRL:bb

Cc: Ben Krsnak, Hempel Real Estate (via email)
Beth Hustad Trek Real Estate & Development (via email)
Nicholas J. Monson, Hempel Real Estate (via email)
Natalie Davis McKeown, City Planner (via email)
John Thames, City Attorney (via email)

CHASTEK
PRELIMINARY PLAT & P.U.D. PLAN
CORCORAN, MINNESOTA





LOCATION MAP

0 50 100 200

GRAPHIC SCALE IN FEET

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BENCH MARK
TOP NUT OF HYDRANT
SOUTH WEST QUAD OF MAPLE HILL ROAD & D STREET
ELEV.=977.00

Know what's below. Call before you dig.

00-ENG-123152-SHEET-COVR

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www.pioneereng.com

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota
Name John M. Molinaro
Reg. No. 45831 Date 12-04-2023

Revisions
1. 1-16-2024 City Comments
2. 3-29-2024 NE Roadway Change
3. 4-8-2024 Roadway Change

Date	12-04-23
Designed	JMM
Drawn	MSN/PDS

COVER

HEMPEL ACQ. CO., LLC
10050 CROSSTOWN CIRCLE STE. 600
EDEN PRAIRIE, MINNESOTA 55344

CHASTEK
CORCORAN, MINNESOTA

1.10 OF 25

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LEGEND

UTILITY LINES

EXISTING	PROPOSED	FUTURE	DESCRIPTION
			SANITARY MANHOLE
			SANITARY SEWER (SANITARY & WATERMAIN PLANS)
			SANITARY SEWER (STORM SEWER PLANS)
FM	FM	FM	FORCE MAIN
			HYDRANT
			GATE VALVE
			REDUCER
			CURB STOP
			WATERMAIN (SANITARY & WATERMAIN PLANS)
			WATERMAIN (STORM SEWER PLANS)
			CATCH BASIN
			BEEHIVE
			STORM MANHOLE
			FLARED END SECTION
			CONTROL STRUCTURE
			STORM SEWER (SANITARY & WATERMAIN PLANS)
			STORM SEWER (STORM SEWER PLANS)
			CULVERT
PERF	PERF	PERF	PERFORATED DRAINTILE
DT	DT	DT	SOLID DRAINTILE SERVICE
			CASING
e	e	e	UNDERGROUND ELECTRIC LINE
fo	fo	fo	UNDERGROUND FIBER OPTIC LINE
g	g	g	UNDERGROUND GAS PIPELINE
petro	petro	petro	UNDERGROUND PETROLEUM PIPELINE
t	t	t	UNDERGROUND TELEPHONE LINES
tv	tv	tv	UNDERGROUND TELEVISION LINE
oh	oh	oh	OVERHEAD UTILITY LINES

SITE LINES

EXISTING	PROPOSED	FUTURE	DESCRIPTION
			SURMOUNTABLE CURB & GUTTER
			B-STYLE CURB & GUTTER
			RIBBON CURB & GUTTER
			EDGE OF BITUMINOUS
			YELLOW PAVEMENT STRIPING (SINGLE/DOUBLE)
			WHITE PAVEMENT STRIPING (SINGLE/DOUBLE)
			PHASE LINE
			CENTERLINE
902	902	902	2' CONTOUR LINE
900	900	900	10' CONTOUR LINE
	OUTLET=987.0	OUTLET=987.0	BASIN OUTLET LINE
	HWL=900.2	HWL=900.2	BASIN HIGH WATER LINE
	84.3		PROPOSED SPOT ELEVATION
			EMERGENCY OVERFLOW
			DRAINAGE FLOW ARROW
			DELINEATED / PROPOSED WETLAND LINE
BUFFER	BUFFER	BUFFER	WETLAND BUFFER
			TREE LINE
FEMA	FEMA	FEMA	FEMA FLOODPLAIN BOUNDARY
			RETAINING WALL
x	x	x	FENCE (BARBED WIRE)
#	#	#	FENCE (CHAIN LINK)
[]	[]	[]	FENCE (WOOD)
			CONSERVATION AREA SIGN
	CW		WETLAND BUFFER SIGN
			TYPE III BARRICADE
			LIGHT POLE
			STREET SIGNS
			PEDESTRIAN RAMP

SURVEY LINES

EXISTING	PROPOSED	FUTURE	DESCRIPTION
			BOUNDARY
			RIGHT OF WAY
			LOT LINE
			EASEMENT
			SET BACK LINE
			SECTION LINE
			RESTRICTED ACCESS

HATCH PATTERNS

- GRAVEL SURFACE
- BITUMINOUS SURFACE
- CONCRETE SURFACE
- RIP RAP
- SELECT BACKFILL MATERIAL
- EROSION CONTROL BLANKET MNDOT CATEGORY PER PLAN
- WETLAND
- WETLAND UPLAND BUFFER
- WETLAND MITIGATION
- PERMANENT TURF RESTORATION
- PERMANENT WET BASIN SEEDING
- UPLAND/NATURAL AREA SEEDING

TOPOGRAPHIC SYMBOLS

- CATCH BASIN
- CATCH BASIN BEEHIVE
- FLARED END SECTION
- GATE VALVE
- HYDRANT
- WATER SERVICE
- WELL — WATER WELL
- MONITORING WELL
- CLEANOUT
- HAND HOLE
- MANHOLE OTHER THAN SANITARY OR STORM
- SANITARY OR STORM MANHOLE
- LV — LAWN SPRINKLER VALVE
- LAWN SPRINKLER HEAD
- UTILITY POLE
- T — TRANSFORMER BOX
- FO — FIBER OPTIC BOX
- ELECTRIC BOX
- NATURAL GAS METER
- LIGHT POLE
- SEMAPHORE
- TELEPHONE BOX
- CABLE BOX
- CAST IRON MONUMENT
- FOUND IRON PIPE
- JUDICIAL LAND MARK
- PK NAIL
- CONTROL POINT
- SPIKE
- FLAG POLE
- TEST HOLE
- MAILBOX
- SIGN
- BOLLARD
- CONSERVATION POST
- DECIDUOUS TREE
- CONIFEROUS TREE
- SHRUB / BUSH

EROSION & SEDIMENT CONTROL

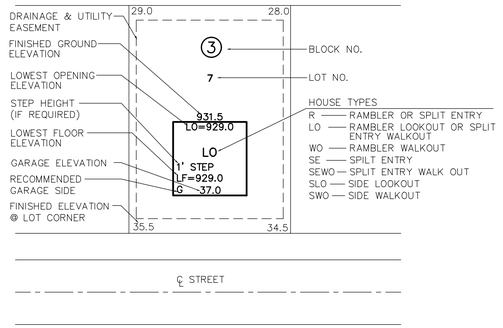
- STANDARD EROSION CONTROL
- HEAVY-DUTY EROSION CONTROL
- SECONDARY EROSION CONTROL FENCE
- EROSION CONTROL AT BACK OF CURB
- TREE FENCE
- TEMPORARY DIVERSION DITCH
- CATCH BASIN INLET PROTECTION
- STRAW BIO ROLLS
- ROCK BERM
- SUMPED RIP RAP PERMANENT ENERGY DISSIPATER
- DISCHARGE LOCATION
- GRAVEL CONSTRUCTION ENTRANCE
- TEMPORARY OUTLET FLOATING SKIMMER
- BASIN ACCESS 8% SLOPE MAX.
- STABILIZED EMERGENCY OVERFLOW
- STEEP SLOPE 3:1 (H:V) (33.3%) OR STEEPER GRADE

ABBREVIATIONS

A	ALGEBRAIC DIFFERENCE
B-B	BACK TO BACK
BV	BUTTERFLY VALVE
BOC	BACK OF CURB
BFE	BASE FLOOD ELEVATION
BMP	BEST MANAGEMENT PRACTICE
℄	CENTER LINE
CB	CATCHBASIN
CBMH	CATCHBASIN MANHOLE
CMP	CORRUGATED METAL PIPE
CO	CLEAN OUT
CS	CURB STOP
DIP	DUCTILE IRON PIPE
DT	DRAINTILE
EL/ELEV	ELEVATION
EX	EXISTING
FES	FLARED END SECTION
F-F	FACE TO FACE
FM	FORCEMAIN
GB	GRADE BREAK
GND	GROUND
GV	GATE VALVE
HP	HIGH POINT
HYD	HYDRANT
HWL	HIGH WATER LEVEL
INV	INVERT
K	CURVE COEFFICIENT
L	LENGTH
LF	LOWEST FLOOR
LO	LOOKOUT
LO	LOWEST OPENING
LP	LIQUID PETROLEUM
LP	LOW POINT
MH	MANHOLE
PC	POINT OF CURVATURE
PCC	POINT OF COMPOUND CURVATURE
PI	POINT OF INTERSECTION
℄	PROPERTY LINE
PRC	POINT OF REVERSE CURVATURE
PVT	POINT OF TANGENCY
PVC	POINT OF VERTICAL CURVATURE
PVC	POLYVINYL CHLORIDE PIPE
PVI	POINT OF VERTICAL INTERSECTION
R	RADIUS
R	RAMBLER
RCP	REINFORCED CONCRETE PIPE
ROW	RIGHT OF WAY
SSWR	SANITARY SEWER
STA	STATION
STRM	STORM SEWER
SWPPP	STORM WATER POLLUTION PROTECTION PLAN
TNH	TOP NUT HYDRANT
TYP	TYPICAL
WM	WATER MAIN
WO	WALKOUT

LOT INFORMATION

(TYPICAL SECTION NOT TO SCALE)



BENCH MARK
TOP NUT OF HYDRANT
SOUTH WEST QUAD OF MAPLE HILL ROAD & D STREET
ELEV.=977.00

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Name: John M. Molinaro
Reg. No. 45831 Date 12-04-2023

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Date	12-04-23
Designed	JMM
Drawn	MSN/PDS

LEGEND

HEMPEL ACQ. CO., LLC
10050 CROSSTOWN CIRCLE STE. 600
EDEN PRAIRIE, MINNESOTA 55344

CHASTEK
CORCORAN, MINNESOTA

1.20 OF 25

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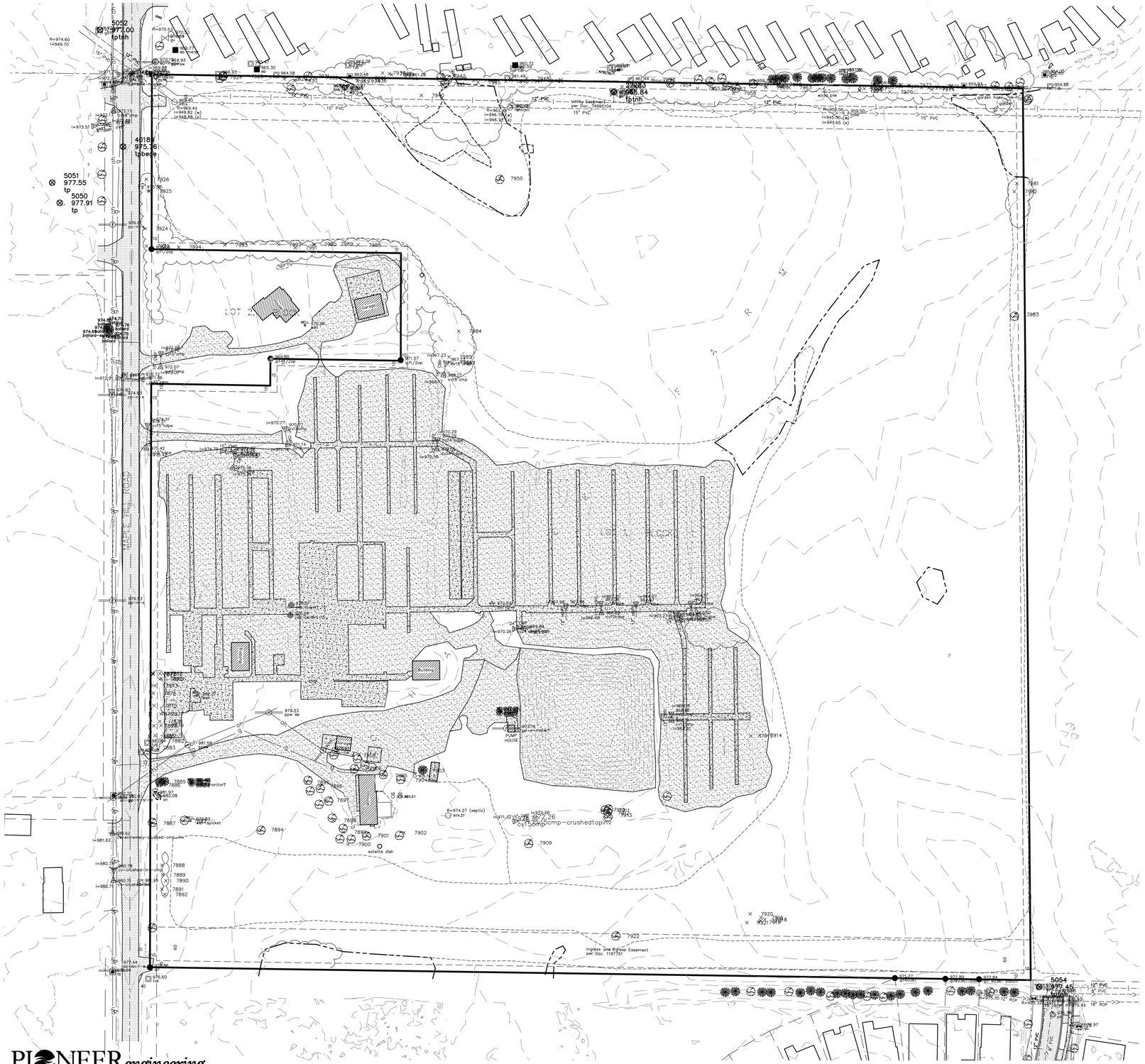
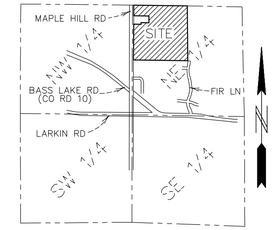


VICINITY MAP
NO SCALE



SECTION 25, TWP. 119, RGE. 23
HENNEPIN COUNTY, MINNESOTA

LEGEND

- Denotes concrete
- Denotes gravel
- Denotes bituminous
- Denotes riprap
- Denotes tree line
- Denotes storm sewer line
- Denotes sanitary sewer line
- Denotes water line
- Denotes overhead utility lines
- Denotes underground electric line
- Denotes underground gas line
- Denotes fence (barbed wire)
- Denotes fence (chain link)
- Denotes fence (wood)
- Denotes catch basin
- Denotes catch basin beehive
- Denotes flared end section
- Denotes gate valve
- Denotes hydrant
- Denotes service
- Denotes water well
- Denotes cleanout
- Denotes manhole other than sanitary or storm
- Denotes sanitary or storm manhole
- Denotes utility pole
- Denotes electric box
- Denotes natural gas meter
- Denotes light pole
- Denotes telephone box
- Denotes television box
- Denotes cast iron monument
- Denotes found iron pipe
- Denotes judicial land mark
- Denotes mailbox
- Denotes sign
- Denotes Bollard
- Denotes deciduous tree
- Denotes coniferous tree

BENCH MARK
TOP NUT OF HYDRANT
SOUTH WEST QUAD OF MAPLE
HILL ROAD & D STREET
ELEV.=977.00

Property Description per ALTA Commitment for title insurance Commitment No. 669531, issuing Office File No.669531, Commitment Date: October 28, 2022. AT 7:00 A.M. issued by Stewart Title Guaranty Company.

Lot 1, Block 1, CHASTEK FARM according to the plat thereof recorded in Hennepin County, Minnesota.

N

80 40 0 80
Scale in Feet

BENCH MARK
TOP NUT OF HYDRANT
SOUTH WEST QUAD OF MAPLE
HILL ROAD & D STREET
ELEV.=977.00

EX-SURV-123152-BASE.DWG

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Name Peter J. Hawkinson
Reg. No. 42299 Date 12-04-2023

Revisions
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3. 4-8-2024 Roadway Change

Date	12-04-23
Designed	JMM
Drawn	MSN/PDS

EXISTING CONDITIONS

HEMPEL ACQ. CO., LLC
10050 CROSSTOWN CIRCLE STE. 600
EDEN PRAIRIE, MINNESOTA 55344

CHASTEK
CORCORAN, MINNESOTA

2.10 OF 25

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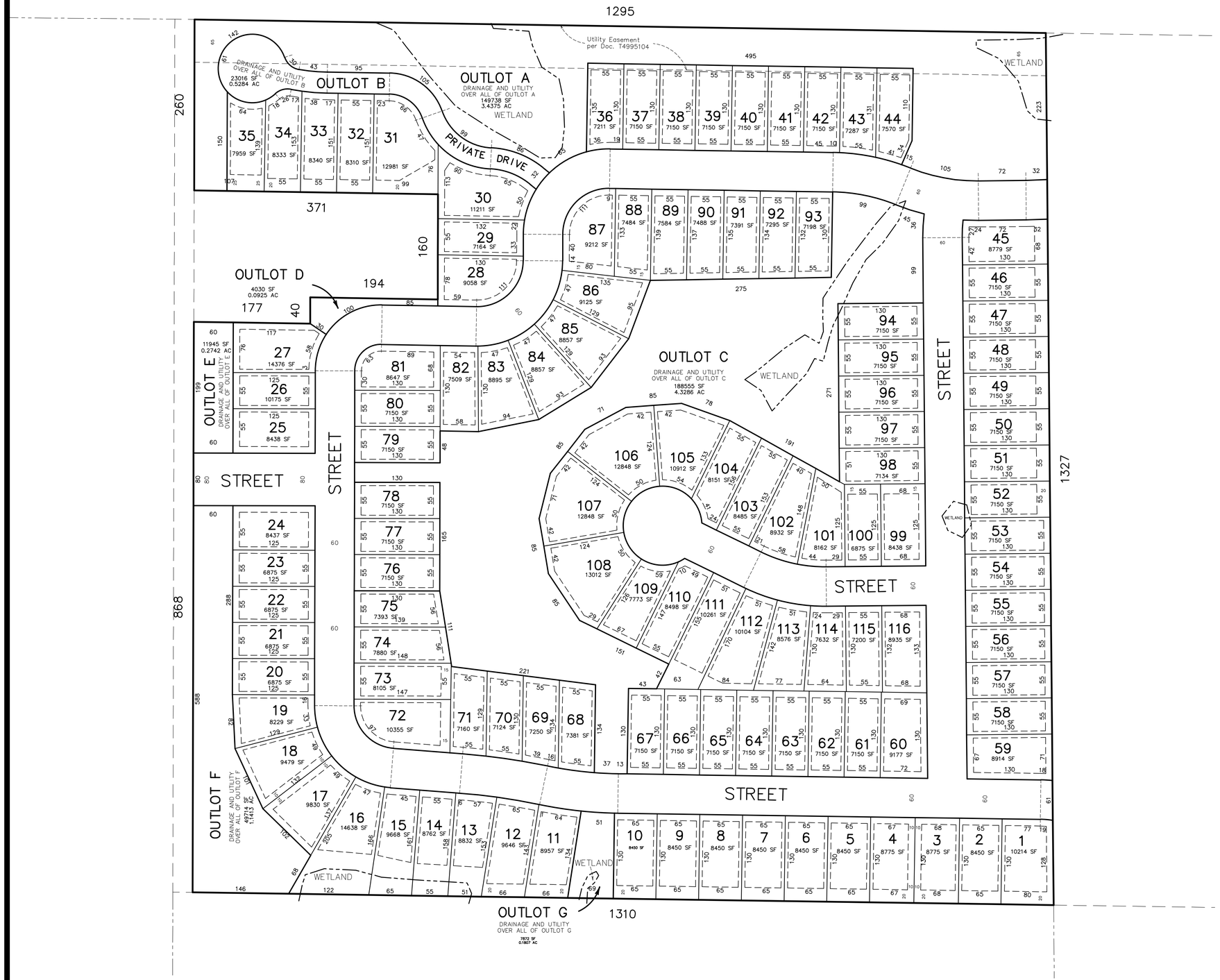
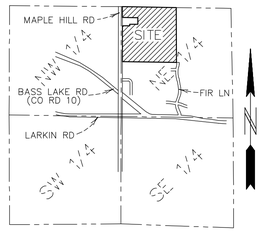
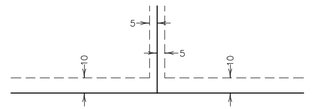


VICINITY MAP
NO SCALE



SECTION 25, TWP. 119, RGE. 23
HENNEPIN COUNTY, MINNESOTA

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



being 5 feet in width, and adjoining lot lines unless otherwise indicated, and 10 feet in width and adjoining street lines and rear lot lines unless otherwise indicated on the plat.

BENCH MARK
TOP NUT OF HYDRANT
SOUTH WEST QUAD OF MAPLE HILL ROAD & D STREET
ELEV.=977.00

TOTAL GROSS AREA	38.16	ACRES
TOTAL LOT AREA	21.84	ACRES
NUMBER OF LOTS	116	
NUMBER OF OUTLOTS	7	
TOTAL OUTLOT AREA	9.98	ACRES
TOTAL RIGHT OF WAY AREA	6.34	ACRES
GROSS DENSITY (EXCLUDES OUTLOTS)	3.64	LOTS/ACRE
NET DENSITY (EXCLUDES OUTLOTS & R/W)	5.31	LOTS/ACRE

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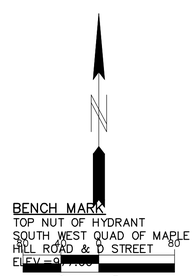

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Designed JMM
Drawn MSN/PDS

PRELIMINARY PLAT

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10050 CROSSTOWN CIRCLE STE. 600
EDEN PRAIRIE, MINNESOTA 55344

CHASTEK
CORCORAN, MINNESOTA

3.10 OF 25

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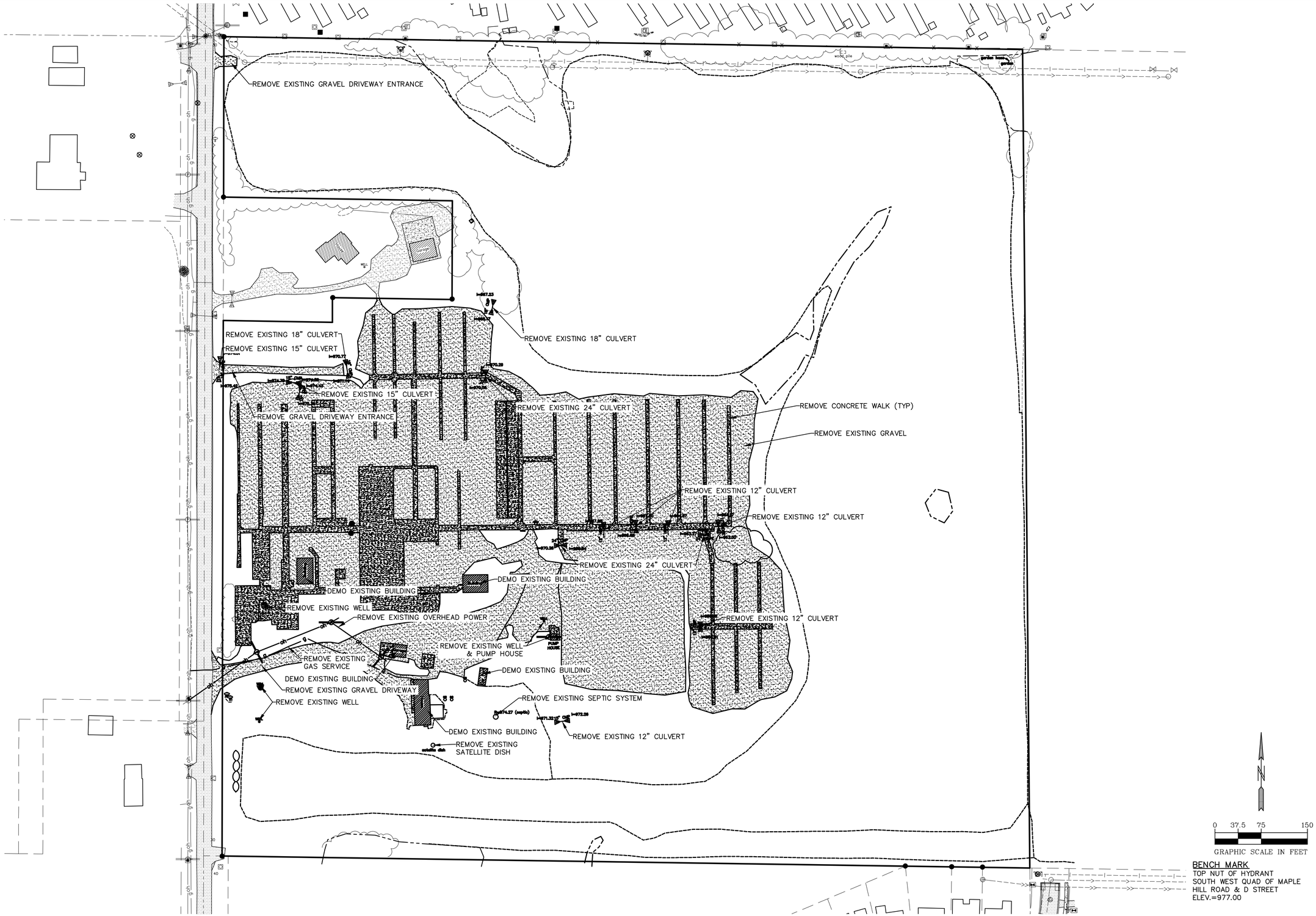

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HILL ROAD & D STREET
ELEV.=977.00

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Drawn MSN/PDS

PRELIMINARY REMOVAL PLAN

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CORCORAN, MINNESOTA

2.20 OF 25

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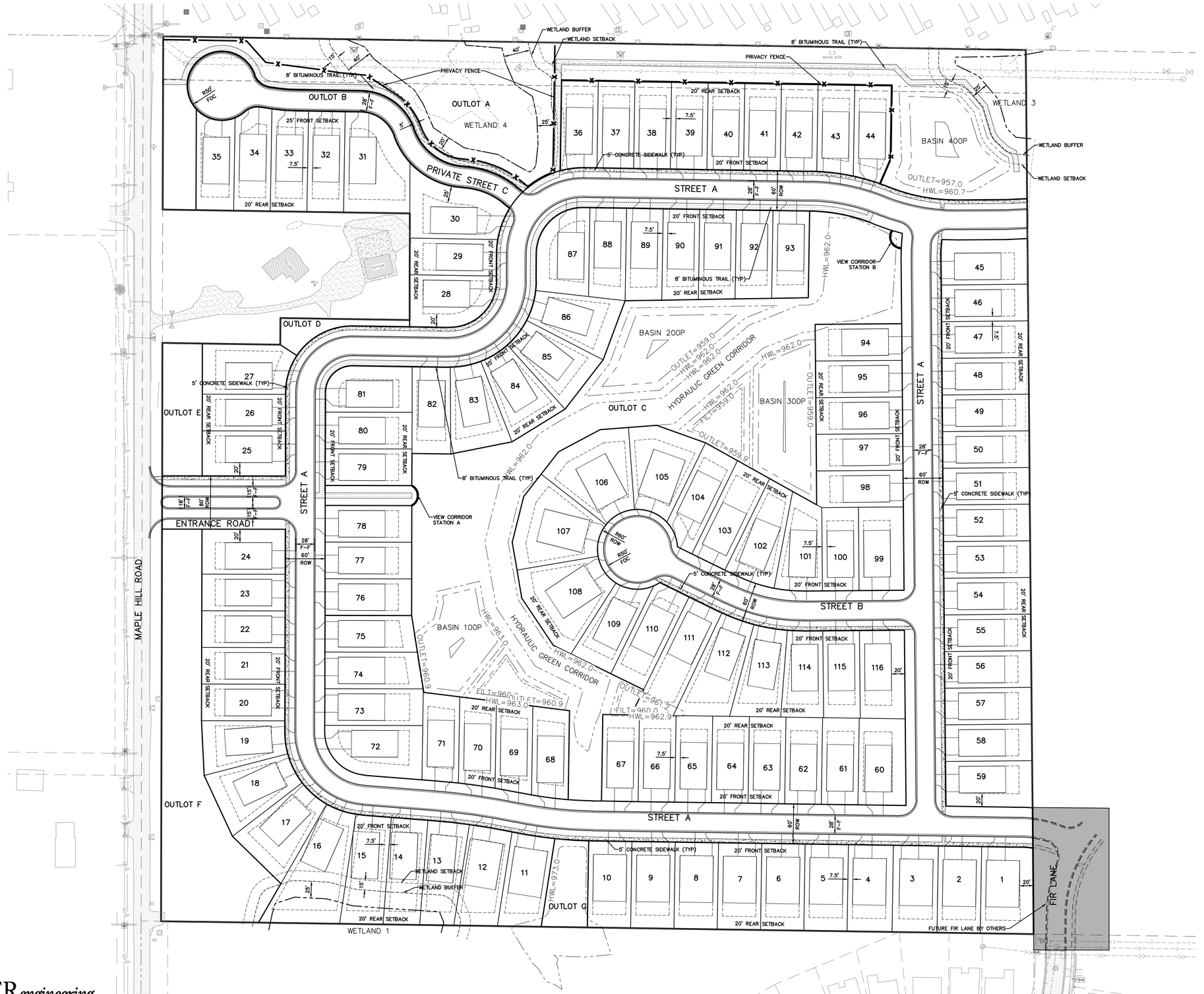

PROPOSED UNITS: 117
55' SINGLE FAMILY: 101
65' SINGLE FAMILY: 16

RSF-2 STANDARDS:
AREA: 11,000 SF
WIDTH: 80'
FRONT SETBACK: 20' GARAGE, 15' FRONT PORCH
SIDE SETBACK: 10' LIVING SPACE, 5' GARAGE
MINIMUM STRUCTURE SEPARATION 15'
REAR SETBACK: 30'

PROPOSED PUD STANDARDS:
WIDTH: 55' AND 65'
FRONT SETBACK TO RIGHT OF WAY: 20'
FRONT SETBACK TO PRIVATE STREET: 25'
SIDE SETBACK: 7.5'
REAR SETBACK: 20'
SIDE SETBACK TO RIGHT OF WAY: 20'
SIDE SETBACK TO PRIVATE STREET: 25'
MAPLE HILL ROAD SETBACK: 60'
12% OPEN SPACE (NEEDS TO BE UPLAND)

WETLAND BUFFERS:
AVERAGE: 25'
MINIMUM: 20'
MAXIMUM: 40'

WETLAND SETBACKS:
STRUCTURES: 15'
ROADS/TRAILS/SIDEWALKS: 5'

0 37.5 75 150
GRAPHIC SCALE IN FEET

BENCH MARK
TOP NUT OF HYDRANT
SOUTH WEST QUAD OF MAPLE
HILL ROAD & D STREET
ELEV.=977.00

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Drawn MSN/PDS

PRELIMINARY SITE PLAN

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EDEN PRAIRIE, MINNESOTA 55344

CHASTEK
CORCORAN, MINNESOTA

3.20 OF 25

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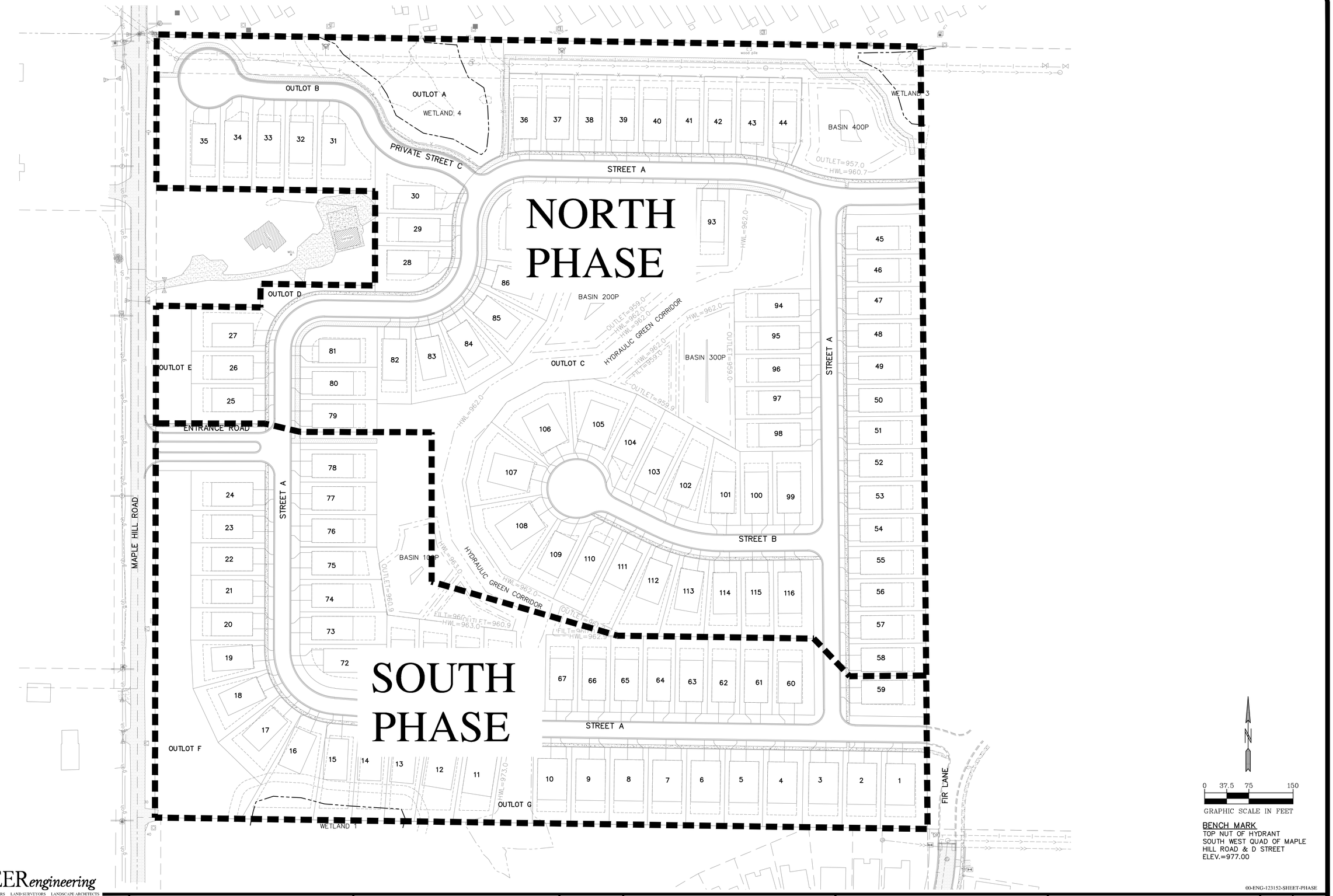

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PRELIMINARY PHASING PLAN

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EDEN PRAIRIE, MINNESOTA 55344

CHASTEK
CORCORAN, MINNESOTA

3.21 OF 25

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9' WIDE X 40' LONG
FIRE TRUCK

N

0 37.5 75 150

GRAPHIC SCALE IN FEET

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VEHICLE TRACKING PLAN

HEMPEL ACQ. CO., LLC
10050 CROSSTOWN CIRCLE STE. 600
EDEN PRAIRIE, MINNESOTA 55344

CHASTEK
CORCORAN, MINNESOTA

3.22 OF 25

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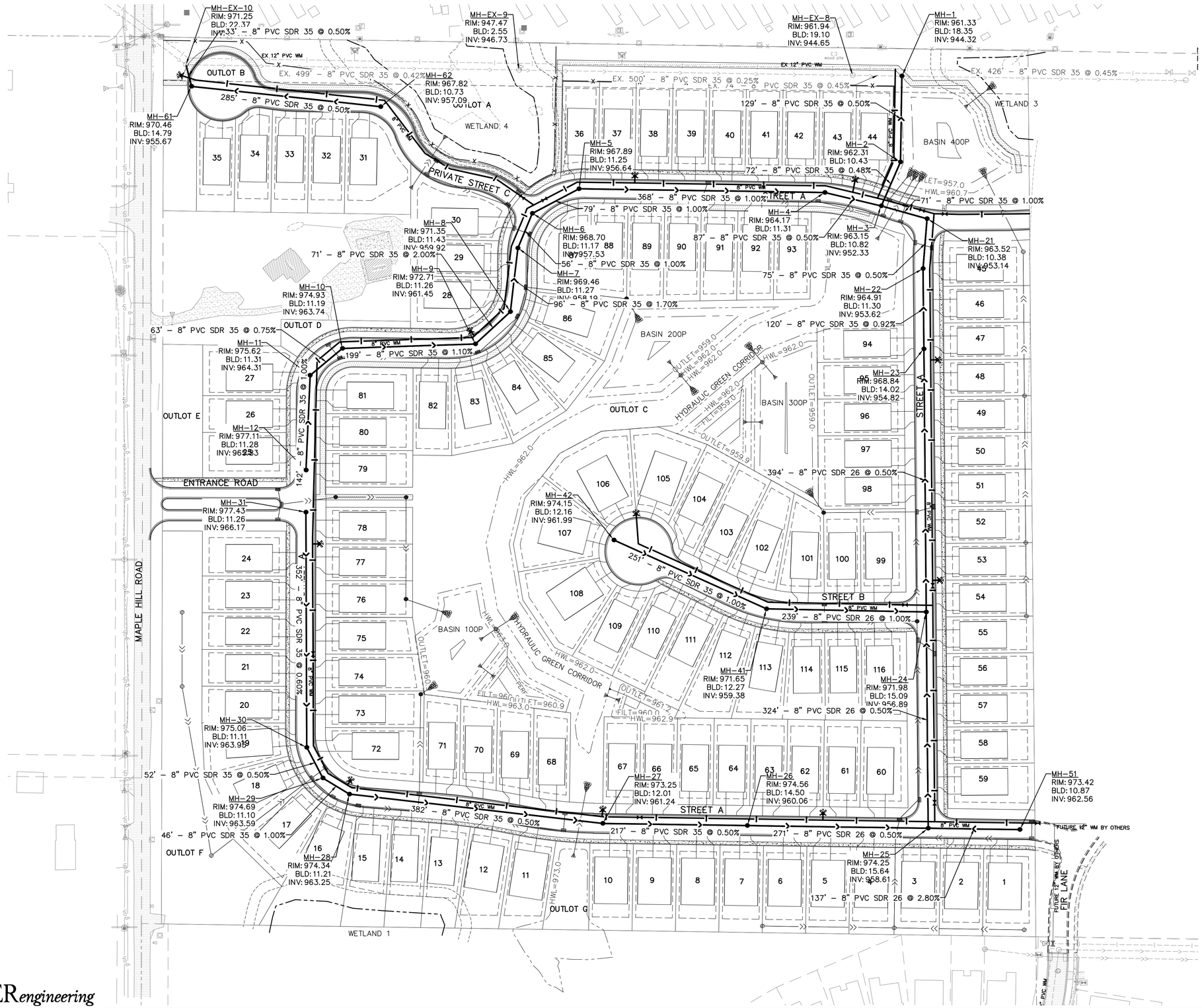

BENCH MARK
TOP NUT OF HYDRANT
SOUTH WEST QUAD OF MAPLE HILL ROAD & D STREET
ELEV.=977.00

00-ENG-123152-SHEET-SSWR

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2422 Enterprise Drive
Mendota Heights, MN 55120
(651) 681-1914
Fax: 681-9488
www.pioneereng.com

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota
Name: John M. Molinaro
Reg. No. 45831 Date 12-04-2023

Revisions
1. 1-16-2024 City Comments
2. 3-29-2024 NE Roadway Change
3. 4-8-2024 Roadway Change

Date	12-04-23
Designed	JMM
Drawn	MSN/PDS

PRELIMINARY SANITARY SEWER & WATERMAIN PLAN

HEMPEL ACQ. CO., LLC
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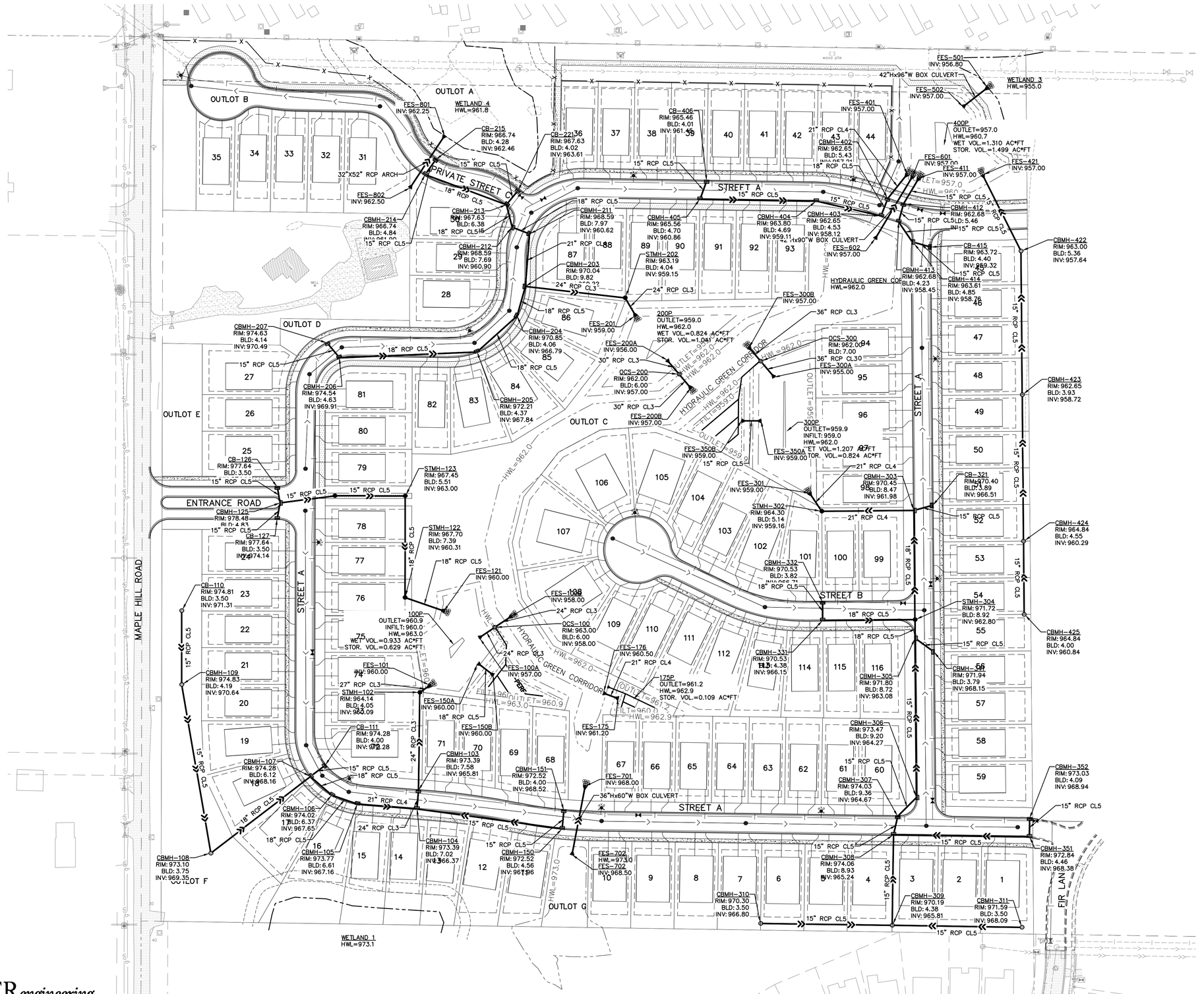

BENCH MARK
TOP NUT OF HYDRANT
SOUTH WEST QUAD OF MAPLE HILL ROAD & D STREET
ELEV.=977.00

00-ENG-123152-SHEET-STRM

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PRELIMINARY STORM SEWER PLAN

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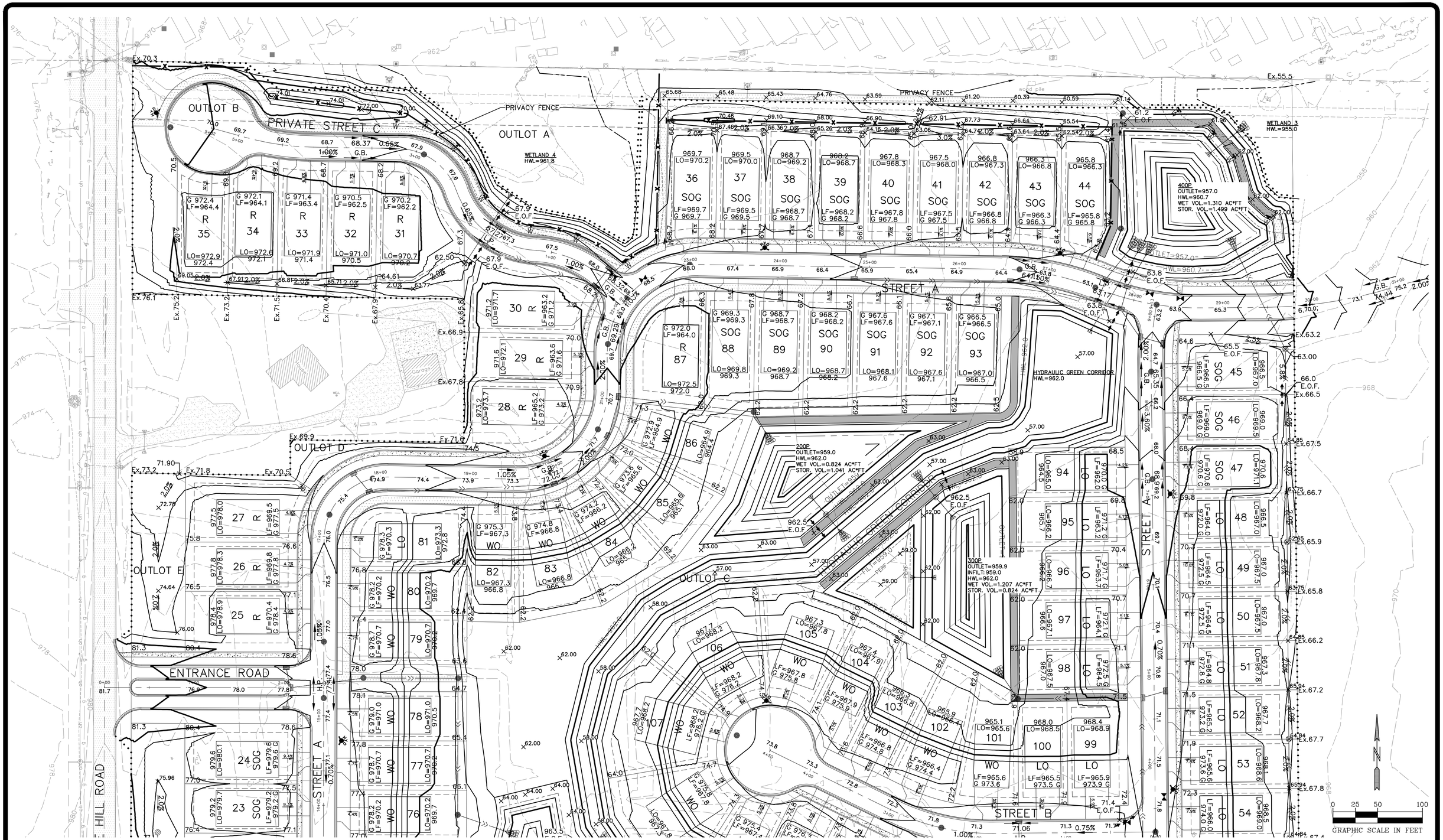

STORMWATER SETBACKS
LOW FLOOR = HWL + 2'
LOW OPENING = EOF + 1'
LOW OPENING = HWL + 2'

BENCH MARK
TOP NUT OF HYDRANT
SOUTH WEST QUAD OF MAPLE
HILL ROAD & D STREET
ELEV.=977.00

00-ENG-123152-SHEET-GRAD

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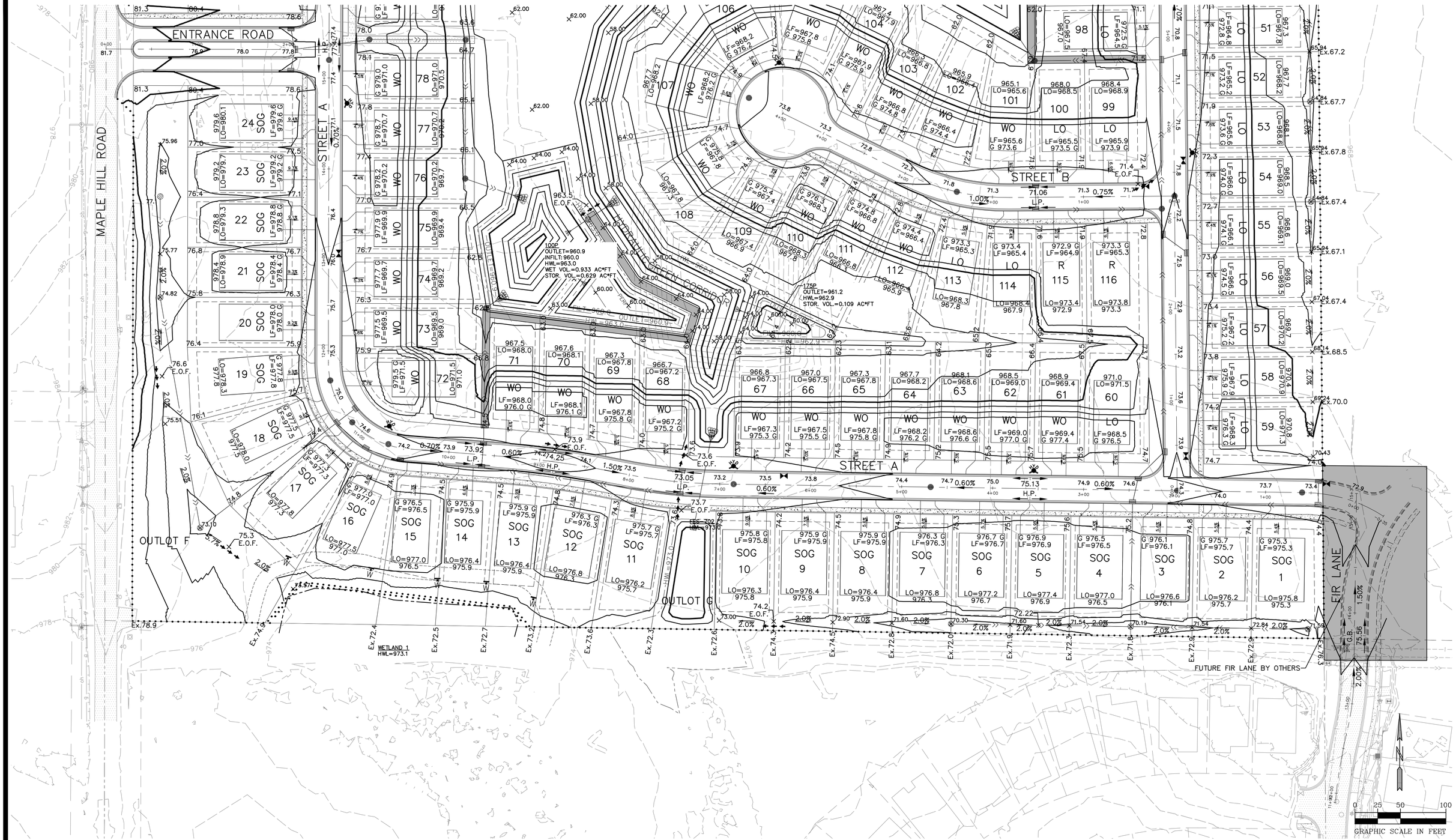

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LEGEND

- ROCK CONSTRUCTION ENTRANCE INSTALL BEFORE START OF GRADING
- PERIMETER EROSION CONTROL FENCE. INSTALL BEFORE START OF GRADING
- SECONDARY EROSION CONTROL FENCE. TO BE INSTALLED 48 HOURS AFTER COMPLETION OF GRADING.
- 2' SOD OR EROSION CONTROL FENCE AT BACK OF CURB. TO BE INSTALLED AFTER COMPLETION OF SIDEWALK CONSTRUCTION.
- BASIN ACCESS 8% SLOPE MAX.
- SUMPED RIP RAP PERMANENT ENERGY DISSIPATER, INSTALL WITHIN 24 HOURS AFTER CONNECTION TO A SURFACE WATER.
- CATCH BASIN INLET PROTECTION TO BE INSTALLED AFTER 1ST LIFT OF BITUMINOUS.
- CATCH BASIN INLET PROTECTION TO BE INSTALLED WITH CATCH BASIN GRATE.
- STRAW BIO ROLLS. INSTALL WITHIN 7 DAYS OF GRADING COMPLETION OR BEFORE 1ST RAINFALL EVENT WHICHEVER IS FIRST
- ROCK BERM. INSTALL WITHIN 7 DAYS OF GRADING COMPLETION OR BEFORE 1ST RAINFALL EVENT WHICHEVER IS FIRST
- W — WETLAND CONSERVATION SIGN
- STABILIZED EMERGENCY OVERFLOW
- MNDOT CAT 3 EROSION CONTROL BLANKET. INSTALL WITHIN 7 DAYS OF GRADING COMPLETION
- MNDOT CAT 6 EROSION CONTROL BLANKET. INSTALL WITHIN 7 DAYS OF GRADING COMPLETION

N

0 37.5 75 150

GRAPHIC SCALE IN FEET

BENCH MARK
TOP NUT OF HYDRANT
SOUTH WEST QUAD OF MAPLE HILL ROAD & D STREET
ELEV.=977.00

00-ENG-123152-SHEET-EROS

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PRELIMINARY
EROSION CONTROL PLAN

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TEMPORARY SEED SHALL BE DONE IN ACCORDANCE WITH MNDOT 2575 & 3876 CONSISTING OF:
- MAY 1 – AUGUST 1: MINNESOTA STATE SEED MIXTURE 21–111 (OATS COVER CROP) @ 100.0 LBS PER ACRE OR APPROVED EQUAL.
- AUGUST 1 – OCTOBER 1: MINNESOTA STATE SEED MIXTURE 21–112 (WINTER WHEAT COVER CROP) @ 100.0 LBS PER ACRE OR APPROVED EQUAL.
- MULCH SHALL BE MNDOT 3882, TYPE 1 @ 2 TONS PER ACRE OR APPROVED EQUAL AND DISK ANCHORED IN PLACE OR APPROVED EQUAL, INSTALLED TO MINIMUM 90% COVERAGE OF THE SURFACE AREA DISTURBED.
- MNDOT 3881, TYPE 1 FERTILIZER, 10–10–20 @ 200 LBS PER ACRE.

PERMANENT TURF RESTORATION SHALL BE DONE IN ACCORDANCE WITH MNDOT 2575 & 3876 CONSISTING OF:
- MINNESOTA STATE SEED MIXTURE 25–131 (COMMERCIAL/LOW MAINTENANCE TURF) AT 220 POUNDS PER ACRE.
- MULCH SHALL BE MNDOT 3882, TYPE 1 @ 2 TONS PER ACRE OR APPROVED EQUAL AND DISK ANCHORED IN PLACE OR APPROVED EQUAL, INSTALLED TO MINIMUM 90% COVERAGE OF THE SURFACE AREA DISTURBED.
- MNDOT 3881, TYPE 3 SLOW–RELEASE FERTILIZER, 22–5–10, MINIMUM 70% WATER–INSOLUBLE NITROGEN @ 350 LBS PER ACRE.

PERMANENT BASIN SEEDING SHALL BE DONE IN ACCORDANCE WITH MNDOT 2575 & 3876 CONSISTING OF:
WET BASIN BENCH/(IN)FILTRATION BASIN: MINNESOTA STATE SEED MIXTURE 33–261 (STORMWATER SOUTH AND WEST) AT 35 POUNDS PER ACRE.
ABOVE BASIN BENCH TO HIGH WATER LEVEL: MINNESOTA STATE SEED MIXTURE 25–131 (COMMERCIAL/LOW MAINTENANCE TURF) AT 220 POUNDS PER ACRE.
- MULCH SHALL BE MNDOT 3882, TYPE 3 @ 2 TONS PER ACRE OR APPROVED EQUAL AND DISK ANCHORED IN PLACE OR APPROVED EQUAL,
- MNDOT 3881, TYPE 4 NATURAL–BASED FERTILIZER, 18–1–8 OR 17–10–7 @ 120 LBS PER ACRE

UPLAND AREA
- MINNESOTA STATE SEED MIXTURE 36–211 (PARTLY SHADED SOUTH AND WEST) AT 34.5 POUNDS PER ACRE.
- MULCH SHALL BE MNDOT 3882, TYPE 3 @ 2 TONS PER ACRE OR APPROVED EQUAL AND DISK ANCHORED IN PLACE OR APPROVED EQUAL,
- MNDOT 3881, TYPE 4 NATURAL–BASED FERTILIZER, 18–1–8 OR 17–10–7 @ 100 LBS PER ACRE

NOTE: ANY VEGETATION THAT DOES NOT SURVIVE DURING THE FIRST TWO GROWING SEASONS SHALL BE REPLANTED.

N

0 37.5 75 150
GRAPHIC SCALE IN FEET

BENCH MARK
TOP NUT OF HYDRANT
SOUTH WEST QUAD OF MAPLE HILL ROAD & D STREET
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CORCORAN, MINNESOTA

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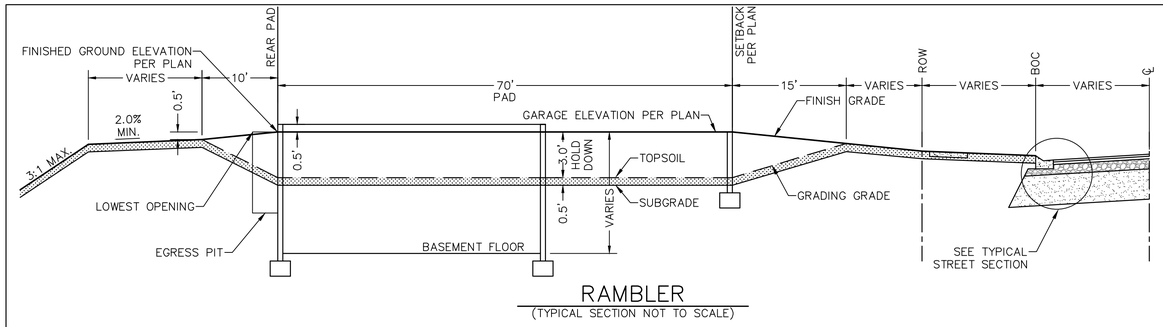

RAMBLER
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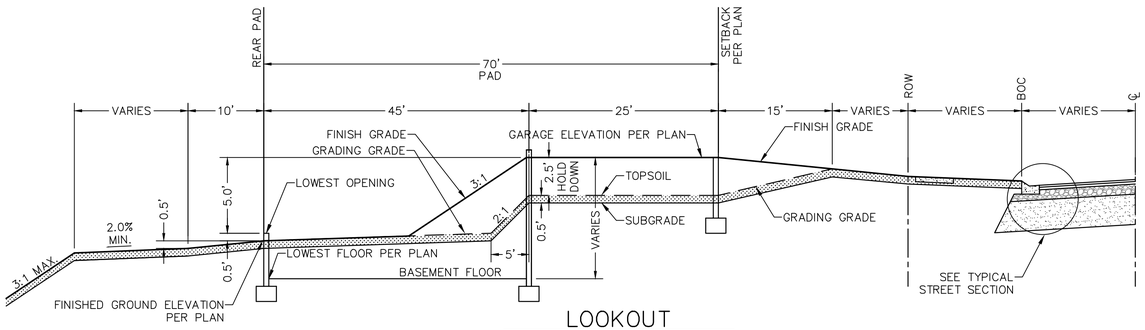

LOOKOUT
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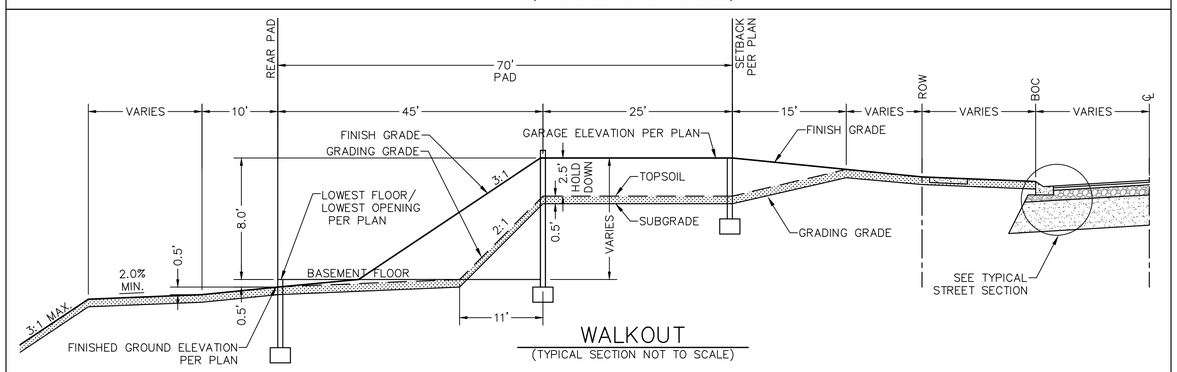

WALKOUT
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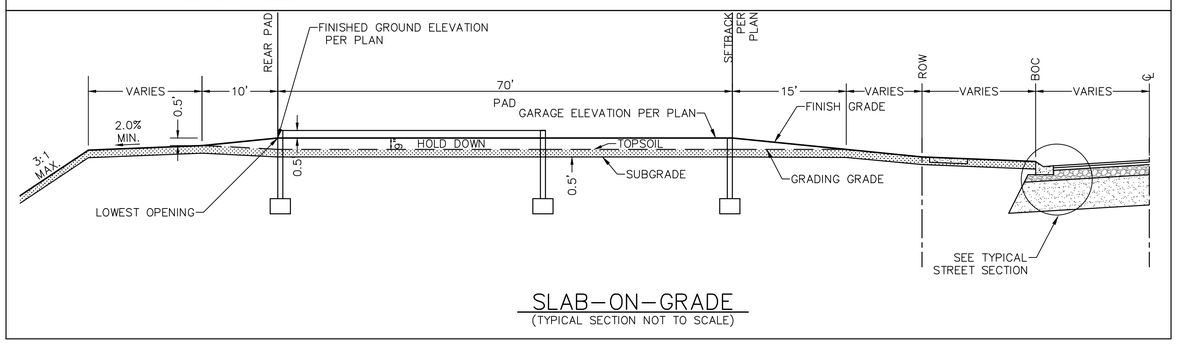

SLAB-ON-GRADE
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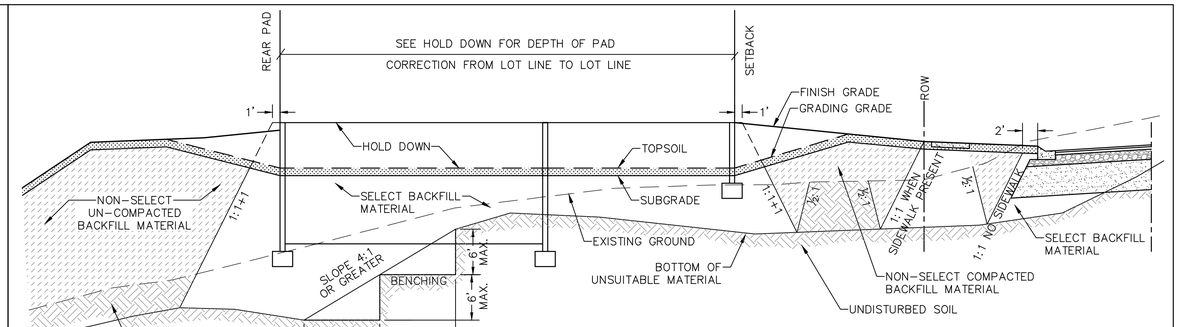

SUBGRADE CORRECTION
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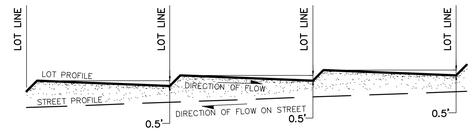
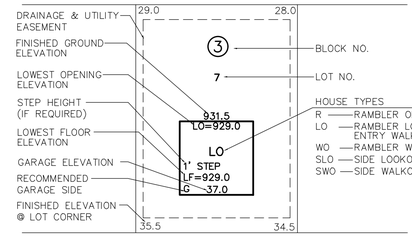


LOT BENCHING DETAIL
NO SCALE



LOT INFORMATION
(TYPICAL SECTION NOT TO SCALE)

BENCH MARK
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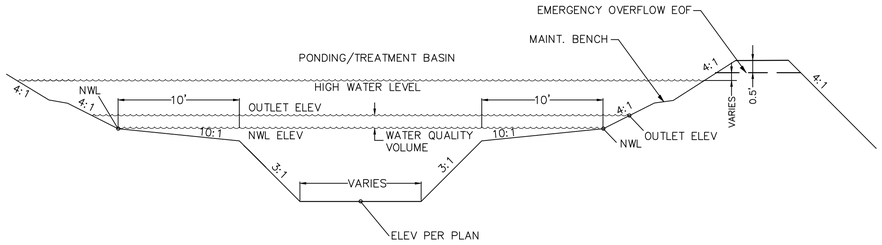
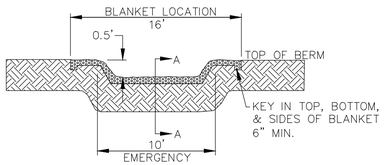
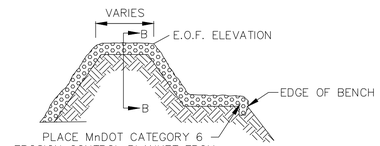


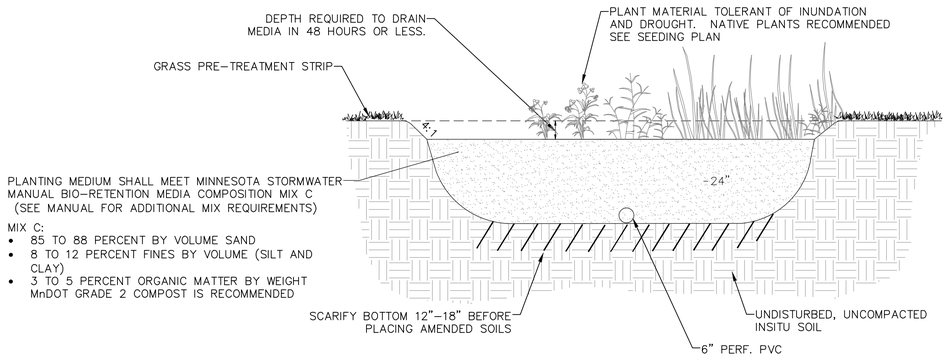
STORM WATER BASIN SECTION
(TYPICAL SECTION NOT TO SCALE)



STABILIZED EMERGENCY OVERFLOW DETAIL
SECTION B–B



STABILIZED EMERGENCY OVERFLOW DETAIL
SECTION A–A



FILTRATION BASIN CROSS SECTION
(TYPICAL SECTION NOT TO SCALE)

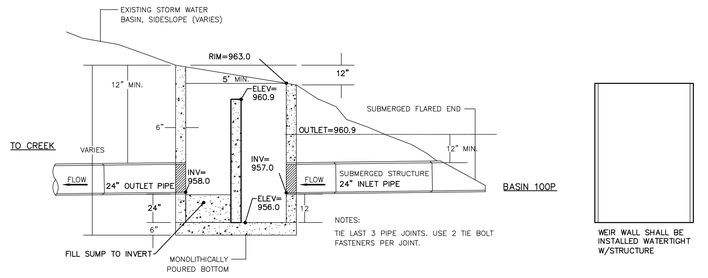
FILTRATION BASIN CONSTRUCTION NOTES

CONSTRUCTION SEQUENCING

1. INSTALL SILT FENCE AND/OR OTHER APPROPRIATE EROSION CONTROL DEVICES TO PREVENT SEDIMENT FROM LEAVING OR ENTERING THE PRACTICE DURING CONSTRUCTION.
2. ALL DOWN–GRADIENT PERIMETER SEDIMENT CONTROL BMPS MUST BE IN PLACE BEFORE ANY UP GRADIENT LAND DISTURBING ACTIVITY BEGINS.
3. PERFORM CONTINUOUS INSPECTIONS OF EROSION CONTROL PRACTICES.
4. INSTALL UTILITIES (WATER, SANITARY SEWER, ELECTRIC, PHONE, FIBER OPTIC, ETC) PRIOR TO SETTING FINAL GRADE OF RETENTION DEVICE.
5. ROUGH GRADE THE SITE. DO NOT USE RETENTION AREA AS TEMPORARY SEDIMENT BASINS.
6. PERFORM ALL OTHER SITE IMPROVEMENTS.
7. SEED AND MULCH ALL AREAS AFTER DISTURBANCE.
8. CONSTRUCT RETENTION DEVICE UPON STABILIZATION OF CONTRIBUTING DRAINAGE AREA.
9. IMPLEMENT TEMPORARY AND PERMANENT EROSION CONTROL PRACTICES.
10. PLANT AND MULCH RETENTION DEVICE.
11. REMOVE TEMPORARY EROSION CONTROL DEVICES AFTER THE CONTRIBUTING DRAINAGE AREA IS ADEQUATELY VEGETATED.

GENERAL NOTES

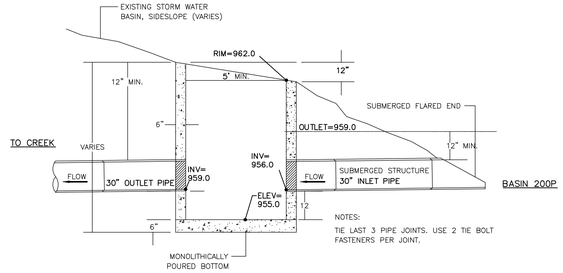
1. IN THE EVENT THAT SEDIMENT IS INTRODUCED INTO THE BMP DURING OR IMMEDIATELY FOLLOWING EXCAVATION, THIS MATERIAL SHALL BE REMOVED FROM THE PRACTICE PRIOR TO CONTINUING CONSTRUCTION.
2. GRADING OF RETENTION DEVICES SHALL BE ACCOMPLISHED USING LOW–COMPACTION EARTH–MOVING EQUIPMENT TO PREVENT COMPACTION OF UNDERLYING SOILS.
3. ALL SUB MATERIALS BELOW THE SPECIFIED BIORETENTION DEPTH (ELEVATION) SHALL BE UNDISTURBED, UNLESS OTHERWISE NOTED.



SECTION VIEW
(NOT TO SCALE)

NOTE:
SEE CITY DETAILS STO–16, STO–17, AND STO–18 FOR STRUCTURE CONSTRUCTION REQUIRMENTS.

POND OUTLET CONTROL STRUCTURE
OCS–100



SECTION VIEW
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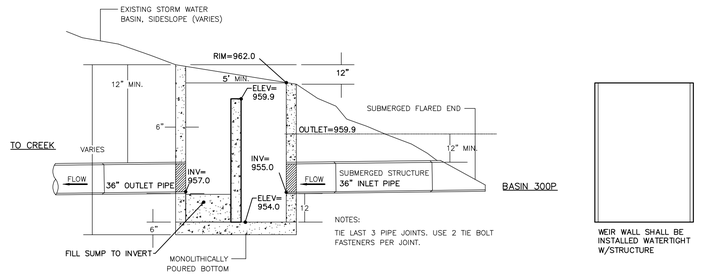
POND OUTLET CONTROL STRUCTURE
OCS–200



SECTION VIEW
(NOT TO SCALE)

NOTE:
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POND OUTLET CONTROL STRUCTURE
OCS–300

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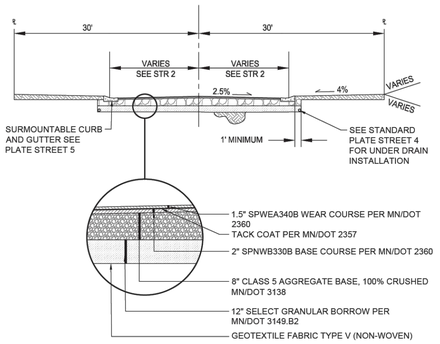
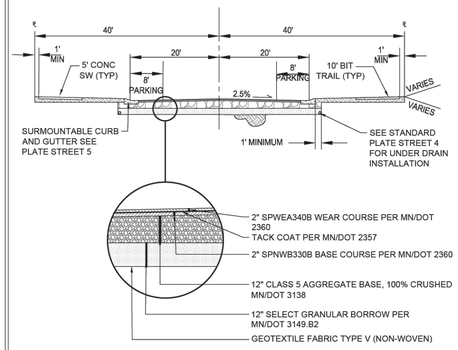


NOTES:

1. TYPICAL SECTION SHOWN IS THE MINIMUM RESIDENTIAL STREET REQUIREMENT. SEE SPECIFICATIONS FOR PROJECT SPECIFIC DETAILS.
2. DRAINTILE SHALL BE INSTALLED BEHIND CURB. DRAINTILE TO BE INSTALLED AS REQUIRED TO ADEQUATELY DRAIN ALL SELECT GRANULAR FILL AREAS.
3. STREET SHALL BE DESIGNED WITH MINIMUM 0.60% AND MAXIMUM 6.00% GRADE.
4. THE CITY RESERVES THE RIGHT TO INCREASE THE STREET SECTION BASED ON SOIL CONDITIONS.
5. TACK COAT PER MN/DOT 2357 TO BE USED ON CURB PRIOR TO PLACEMENT OF BITUMINOUS
6. REFER TO THE HENNEPIN COUNTY BICYCLE TRANSPORTATION PLAN FOR TRAIL DETAILS.
7. RECYCLED MATERIAL SHALL NOT BE ALLOWED IN BITUMINOUS WEAR COURSE.

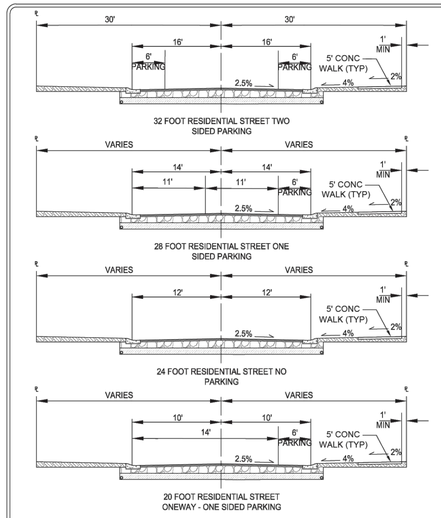
CORCORAN, MINNESOTA | Stantec | RESIDENTIAL STREET SECTION | LAST REVISION: JUL 2023 | PLATE NO. STR–1A



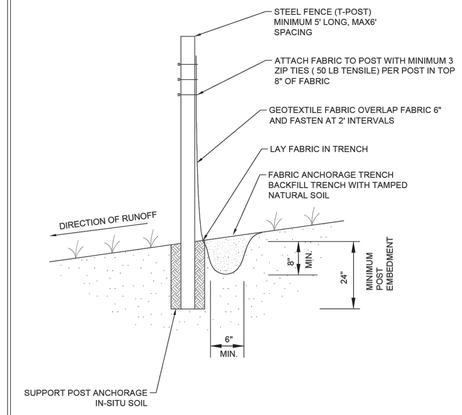
NOTES:

1. TYPICAL SECTION SHOWN IS THE MINIMUM RESIDENTIAL COLLECTOR STREET REQUIREMENT. SEE SPECIFICATIONS FOR PROJECT SPECIFIC DETAILS.
2. DRAINTILE SHALL BE INSTALLED BEHIND CURB. DRAINTILE TO BE INSTALLED AS REQUIRED TO ADEQUATELY DRAIN ALL SELECT GRANULAR FILL AREAS.
3. STREET SHALL BE DESIGNED WITH MINIMUM 0.60% AND MAXIMUM 6.00% GRADE.
4. THE CITY RESERVES THE RIGHT TO INCREASE THE STREET SECTION BASED ON SOIL CONDITIONS.
5. TACK COAT PER MN/DOT 2357 TO BE USED ON CURB PRIOR TO PLACEMENT OF BITUMINOUS
6. REFER TO THE HENNEPIN COUNTY BICYCLE TRANSPORTATION PLAN FOR TRAIL DETAILS.
7. RECYCLED MATERIAL SHALL NOT BE ALLOWED IN BITUMINOUS WEAR COURSE.

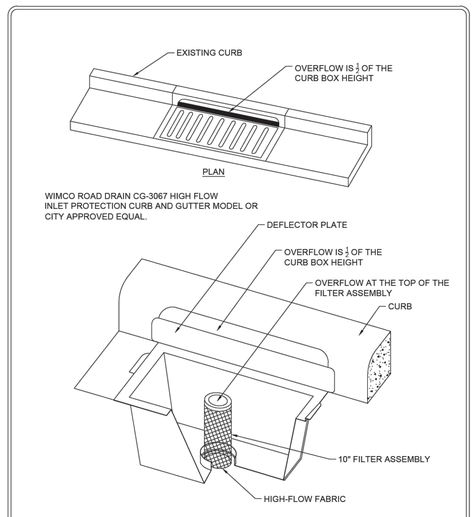
CORCORAN, MINNESOTA | Stantec | RESIDENTIAL COLLECTOR STREET SECTION | LAST REVISION: JUL 2023 | PLATE NO. STR–1B



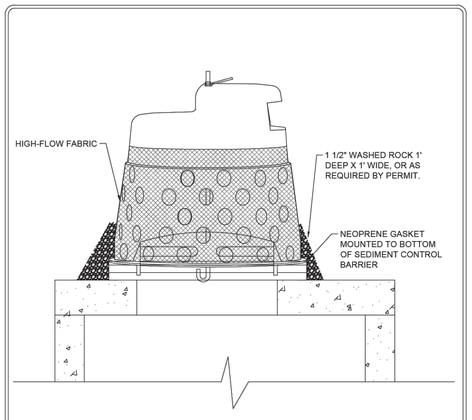
CORCORAN, MINNESOTA | Stantec | RESIDENTIAL STREET DIMENSIONS | LAST REVISION: JUL 2023 | PLATE NO. STR–2



CORCORAN, MINNESOTA | Stantec | SILT FENCE MACHINE SLICED | LAST REVISION: JUL 2023 | PLATE NO. ERO–1A

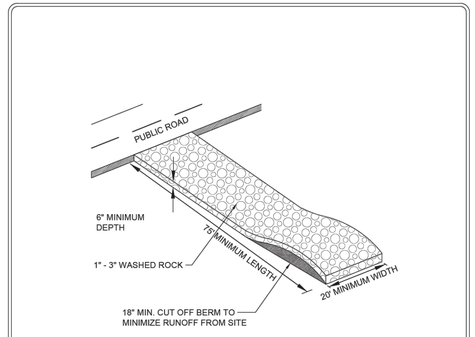


CORCORAN, MINNESOTA | Stantec | INLET PROTECTION CATCH BASIN INSERT | LAST REVISION: JUL 2023 | PLATE NO. ERO–4C



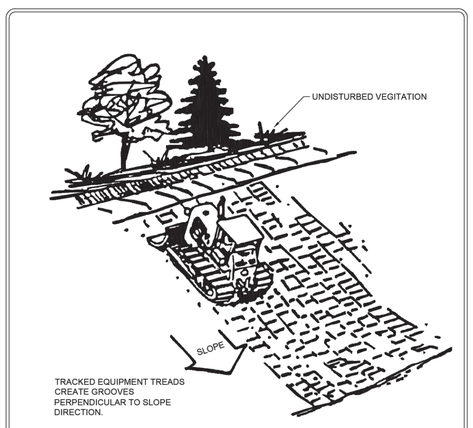
NOTES:
INFRASAFE SEDIMENT CONTROL BARRIER OR CITY APPROVED EQUAL

CORCORAN, MINNESOTA | Stantec | INLET PROTECTION BEEHIVE CASTING SILT BOX | LAST REVISION: JUL 2023 | PLATE NO. ERO–4D



NOTE:
FILTER FABRIC SHALL BE PLACED UNDER ROCK TO STOP MUD MIGRATION THROUGH ROCK. ENTRANCE MUST BE MAINTAINED TO PREVENT SEDIMENTATION ON PUBLIC ROADWAYS. FUGITIVE ROCKS WILL BE REMOVED FROM ADJACENT ROADWAYS DAILY OR MORE FREQUENTLY AS NECESSARY.

CORCORAN, MINNESOTA | Stantec | CONSTRUCTION ENTRANCE (ROCK) | LAST REVISION: JUL 2023 | PLATE NO. ERO–6



NOTE:
ALL SLOPES WITH A GRADE EQUAL TO OR STEEPER THAN 3:1 REQUIRE SLOPE TRACKING. SLOPES WITH A GRADE MORE GRADUAL THAN 3:1 REQUIRE SLOPE TRACKING IF THE STABILIZATION METHOD IS EROSION CONTROL BLANKET OR HYDROMULCH.

CORCORAN, MINNESOTA | Stantec | SLOPE TRACKING | LAST REVISION: JUL 2023 | PLATE NO. ERO–10

BENCH MARK
TOP NUT OF HYDRANT
SOUTH WEST QUAD OF MAPLE HILL ROAD & D STREET
ELEV.=977.00

PIONEER engineering
CIVIL ENGINEERS LAND PLANNERS LAND SURVEYORS LANDSCAPE ARCHITECTS
2422 Enterprise Drive
Mendota Heights, MN 55120
(651) 681-1914
Fax: 681-9488
www.pioneereng.com

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota
Name John M. Molinaro
Reg. No. 45831 Date 12-04-2023

Revisions
1. 1-16-2024 City Comments
2. 3-29-2024 NE Roadway Change
3. 4-8-2024 Roadway Change

Date 12-04-23
Designed JMM
Drawn MSN/PDS

PRELIMINARY GRADING DETAILS

HEMPEL ACQ. CO., LLC
10050 CROSSTOWN CIRCLE STE. 600
EDEN PRAIRIE, MINNESOTA 55344

CHASTEK
CORCORAN, MINNESOTA

00-ENG-123152-SHEET-GRAD-DTLS

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PRELIMINARY WETLAND SUMMARY:
TOTAL IMPACTED AREA: 16,484 SF (0.378 AC)

WETLAND IMPACT AREA = 16,484 S.F.

WETLAND BUFFER SIGN

WETLAND NAME	IMPACT AREA (S.F.)
WETLAND 1	484
WETLAND 2	11,681
WETLAND 4	2,703
WETLAND 5	1,616
TOTAL	16,484

0 37.5 75 150
GRAPHIC SCALE IN FEET

BENCH MARK
TOP NUT OF HYDRANT
SOUTH WEST QUAD OF MAPLE
HILL ROAD & D STREET
ELEV.=977.00

00-ENG-123152-SHEET-WETL

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WETLAND IMPACT PLAN

HEMPEL ACQ. CO., LLC
10050 CROSSTOWN CIRCLE STE. 600
EDEN PRAIRIE, MINNESOTA 55344

CHASTEK
CORCORAN, MINNESOTA

6.10 OF 25

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PROPOSED WETLAND BUFFER AREA

REQUIRED AVERAGE WETLAND BUFFER

WETLAND BUFFER SIGN

WETLAND NAME	REQUIRED AVERAGE BUFFER AREA (S.F.)	PROVIDED BUFFER AREA (S.F.)
WETLAND 1	8,525	8,525
WETLAND 3	6,333	6,333
WETLAND 4	15,723	16,105
TOTAL	30,581	30,963

WETLAND BUFFER
AVERAGE REQUIRED 25'
MINIMUM 20'
MAXIMUM 40'

0 37.5 75 150

GRAPHIC SCALE IN FEET

BENCH MARK
TOP NUT OF HYDRANT
SOUTH WEST QUAD OF MAPLE
HILL ROAD & D STREET
ELEV.=977.00

00-ENG-123152-SHEET-WETL

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10050 CROSSTOWN CIRCLE STE. 600
EDEN PRAIRIE, MINNESOTA 55344

CHASTEK
CORCORAN, MINNESOTA

6.20 OF 25

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STORMWATER POLLUTION PREVENTION PLAN (SWPPP)

TO COMPLY WITH THE GENERAL STORMWATER PERMIT FOR CONSTRUCTION ACTIVITY

THE FULL STORMWATER MANAGEMENT PLAN IS A SEPARATE DOCUMENT AVAILABLE UPON REQUEST

CONSTRUCTION ACTIVITY INFORMATION

PROJECT NAME: CHASTEK
PROJECT LOCATION:
MAPLE HILL ROAD
CORCORAN, MINNESOTA 55340
HENNEPIN COUNTY
LATITUDE/LONGITUDE: 45.092681, −93.531202

TOTAL PROJECT AREA DISTURBED: 36.5 ACRES
TOTAL EXISTING IMPERVIOUS AREA: 9.4 ACRES
TOTAL PROPOSED IMPERVIOUS AREA: 14.6 ACRES

RECEIVING WATERS:
RUSH CREEK

DATES OF CONSTRUCTION:
CONSTRUCTION START DATE: MARCH 1, 2024 EST. COMPLETION DATE: OCTOBER 1, 2026

CONTACT INFORMATION

PROJECT OWNER
XXCOMPANYXX
FIRST LASTNAME – TITLE
XXX HIGHWAY X
City, State Zip
PHONE XXX–XXX–XXXX
EMAIL: XXX@XXXXXXXXXX.COM

CONTRACTOR:
TBD
FIRST LASTNAME – TITLE
XXX HIGHWAY
City, State Zip
PHONE XXX–XXX–XXXX
EMAIL: XXX@XXXXXXXXXX.COM

GENERAL CONSTRUCTION PROJECT INFORMATION

THE CONSTRUCTION OF NEW ROADWAYS, STREET A, STREET B, PRIVATE STREET C, AND ENTRANCE ROAD, AND 117 LOTS FOR RESIDENTIAL DEVELOPMENT. THIS CONSTRUCTION WILL COMPLETE GRADING, INSTALLATION OF SANITARY SEWER, WATERMAIN, STORM SEWER, CONCRETE CURB AND GUTTER, BITUMINOUS SURFACING, STREET LIGHTING, LANDSCAPING, EROSION CONTROL, AND TURF ESTABLISHMENT.

BASED ON THE SOIL BORINGS THAT WERE RETRIEVED FROM THE SITE, SOILS ENCOUNTERED ON SITE ARE CLAYEY SAND, SANDY LEAN CLAY, AND SILTY SAND.

GENERAL SITE INFORMATION (III.A)

1. THE PROJECT IS REQUIRED TO MEET THE CONSTRUCTION STORMWATER REQUIREMENTS FOR THE NPDES GENERAL STORMWATER PERMIT AND MNDOT SPEC. 1717, 2573, AND 2575.
2. THE CONTRACTOR SHALL INSTALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES IN ACCORDANCE WITH MNDOT GENERAL CONDITIONS 2573 TO BE INSPECTED BY THE CITY PRIOR TO STARTING ANY CONSTRUCTION OPERATION THAT MAY CAUSE ANY SEDIMENTATION OR SILTATION AT THE SITE.
3. LOCATIONS, TYPE AND QUANTITY OF TEMPORARY AND PERMANENT EROSION CONTROL MEASURES CAN BE FOUND WITHIN THE CONSTRUCTION PLANS.
4. THE PROJECT IS NOT LOCATED WITHIN 1 MILE AND FLOWS TO AN IMPAIRED WATER BODY. THEREFORE, THE PROJECT WILL NEED TO STABILIZE ALL EXPOSED SOILS NO LATER THAN 14 DAYS. DITCHES OR RAVINES THROUGHOUT THE PROJECT THAT ARE DISTURBED SHALL BE STABILIZED WITHIN 24 HOURS.
5. THE PROJECT IS NOT LOCATED WITH 1 MILE AND FLOWS TO AN IMPAIRED WATER BODY. THEREFORE, TEMPORARY SEDIMENT BASINS ARE NEEDED FOR DRAINAGE AREAS OF 10 ACRES OR MORE FLOWING TO A COMMON LOCATION.
6. THE CONTRACTOR SHALL INSTALL ADDITIONAL BMP'S AS NECESSARY TO PREVENT SEDIMENT TRANSPORT PER PERMIT REQUIREMENTS
7. INLET PROTECTION, SILT FENCE AND BIOROLLS SHALL BE INSTALLED IN THE FIELD AS SHOWN ON THE PLANS AS DIRECTED BY THE ENGINEER.
8. PERMIT COVERAGE FOR THIS PROJECT CANNOT BE ISSUED UNTIL ALL OF THE REQUIREMENTS OF SECTION 22 OF THE GENERAL STORMWATER PERMIT WITH REGARDS TO WETLAND PERMITTING, DECISIONS, AND MITIGATIVE SEQUENCING HAVE BEEN FINALIZED AND DOCUMENTED.

THE INTENDED SEQUENCING OF MAJOR CONSTRUCTION ACTIVITIES IS AS FOLLOWS:
1. INSTALL STABILIZED ROCK CONSTRUCTION ENTRANCE
2. INSTALLATION OF SILT FENCE AROUND SITE
3. INSTALL DOUBLE SILT FENCE AROUND WETLAND AREAS
4. INSTALL ORANGE CONSTRUCTION FENCING AROUND INFILTRATION AREAS.
5. CLEAR AND GRUB FOR TEMPORARY SEDIMENT BASIN/POND INSTALL.
6. CONSTRUCT TEMP PONDS – CAN USE PROPOSED BASINS AS TEMP PONDS
7. CLEAR AND GRUB REMAINDER OF SITE
8. STRIP AND STOCKPILE TOPSOIL
9. ROUGH GRADING OF SITE
10. STABILIZE DENUDED AREAS AND STOCKPILES
11. INSTALL SANITARY SEWER, WATER MAIN, STORM SEWER AND SERVICES
12. INSTALL SILT FENCE/INLET PROTECTION AROUND CB'S
13. INSTALL STREET SECTION
14. INSTALL CURB AND GUTTER
15. BITUMINOUS ON STREETS
16. INSTALL SMALL UTILITIES (GAS, ELECTRIC, PHONE, CABLE, ETC.)
17. FINAL GRADE BOULEVARD, INSTALL SEED AND MULCH
18. REMOVE ACCUMULATED SEDIMENT FROM BASIN/POND
19. FINAL GRAD POND/INFILTRATION BASINS (DO NOT COMPACT SOILS IN INFILTRATION AREAS.)
20. WHEN ALL CONSTRUCTION ACTIVITY IS COMPLETE AND THE SITE IS STABILIZED BY EITHER SEED OR SOD/LANDSCAPING, REMOVE SILT FENCE AND RESEED AREAS DISTURBED BY THE REMOVAL.

ENVIRONMENTALLY SENSITIVE AREAS:
WETLANDS – THERE ARE IMPACTS TO WETLANDS PER SECTION 22 OF THE PERMIT. SEE ATTACHED WETLAND PLAN FOR IMPACTS AND MITIGATION. THE APPROVED WETLANDS PERMIT IS ON FILE WITH THE OWNER.

SPECIAL AND IMPAIRED WATERS – COUNTY DITCH 16 IMPAIRMENT(S): FISH BIOASSESSMENTS

TMDL –

SCIENTIFIC OR NATURAL AREAS – THERE ARE NO SNA WITHIN 1 MILE OF THE PROJECT.

KARST AREA – THE PROJECT IS NOT LOCATED WITHIN A KARST AREA.

CALCAREOUS FENS – THE PROJECT DOES NOT DISCHARGE TO A FEN.

TRAINING (21.1)

THE CONTRACTOR SHALL ENSURE THAT THE TRAINING REQUIREMENTS IN PART 21.1 OF THE GENERAL STORMWATER PERMIT FOR CONSTRUCTION ACTIVITY ARE COMPLIED WITH. THE INDIVIDUALS TRAINED WILL BE RECORDED IN THE SWPPP BEFORE THE START OF CONSTRUCTION OR AS SOON AS PERSONNEL FOR THE PROJECT HAVE BEEN DETERMINED. PROVIDE INFORMATION IN THE SPACE PROVIDED BELOW FOR ADDITIONAL PERSONNEL ON THE PROJECT AS REQUIRED BY THE PERMIT.

SWPPP DESIGNER **COMPANY** **CERTIFICATION**

SWPPP INSTALLER

SWPPP INSPECTOR

PERMANENT STORMWATER MANAGEMENT SYSTEM (15.1)

1. THE PROJECT WILL CREATE A NEW CUMULATIVE IMPERVIOUS SURFACE GREATER THAN OR EQUAL TO ONE ACRE. THE PROJECT PROPOSES TO CONSTRUCT A STORMWATER TREATMENT SYSTEM TO COLLECT RUNOFF TO BE DISCHARGED OFFSITE. TREATMENT FOR THE RUNOFF IS TO BE EXECUTED BY THE PROPOSED STORMWATER MANAGEMENT SYSTEM. CALCULATIONS DETAILING THE BASINS ARE AVAILABLE UPON REQUEST.

BMP SELECTION & STORMWATER MANAGEMENT (7.1)

1. THE CONTRACTOR SHALL INSTALL AND MAINTAIN THE BMPS IDENTIFIED IN THIS PLAN IN AN APPROPRIATE AND FUNCTIONAL MANNER AND IN ACCORDANCE WITH RELEVANT MANUFACTURER SPECIFICATIONS AND ACCEPTED ENGINEERING PRACTICES TO MINIMIZE THE DISCHARGE OF POLLUTANTS IN STORMWATER FROM CONSTRUCTION ACTIVITIES. THESE BMPS SHALL BE INSPECTED BY THE CITY OF CORCORAN.
2. THE CONTRACTOR SHOULD CONSTRUCT TEMPORARY OR PERMANENT WET SEDIMENTATION BASINS IDENTIFIED IN THIS PLAN (WHEN REQUIRED, SEE SECTION 14 AND 15) AS A FIRST STEP IN CONSTRUCTION AND STORMWATER ROUTED TO THESE.
3. THE CONTRACTOR MUST PHASE CONSTRUCTION SO TO LIMIT DISTURBED LAND TO AREAS THAT CAN BE EFFECTIVELY INSPECTED AND MAINTAINED. PER SECTION 11 OF THE PERMIT.
4. ALL EROSION CONTROL NETTING USED ON THE SITE AS PART OF THE SOIL STABILIZATION TECHNIQUES, ARE ENCOURAGED TO USE PRODUCTS THAT HAVE BEEN SHOWN TO MINIMIZE IMPACTS ON WILDLIFE. THE U.S. FISH & WILDLIFE SERVICE RECOMMENDS USING TYPES OF NETTING PRACTICES THAT ARE CONSIDERED "WILDLIFE FRIENDLY," INCLUDING THOSE THAT USE NATURAL FIBER OR 100 PERCENT BIODEGRADABLE MATERIALS AND THAT USE A LOOSE WEAVE WITH A NON–WELDED, MOVABLE JOINTED NETTING.

EROSION PREVENTION PRACTICES (8.1)

1. THE CONTRACTOR SHALL PHASE THE WORK TO LIMIT THE OVERALL DISTURBANCE OF THE PROJECT AT ANY GIVEN TIME. NATURAL VEGETATIVE BUFFERS SHALL BE MAINTAINED BETWEEN THE WORK LIMITS AND ALL SURFACE WATERS OR WETLANDS THROUGHOUT THE COURSE OF CONSTRUCTION.
2. THE AREAS NOT TO BE DISTURBED WILL BE DELINEATED THROUGH THE USE OF SILT FENCE, BIOROLLS AND CONSTRUCTION STAKING.
3. THE CONTRACTOR SHALL MAINTAIN A NATURAL, VEGETATED BUFFER ADJACENT TO THE WETLANDS WHEREVER POSSIBLE DURING CONSTRUCTION.
4. TEMPORARY COVER SHALL BE PROVIDED USING TEMPORARY SEED WITH EROSION CONTROL BLANKET OR HYDROMULCH.
5. PERMANENT COVER SHALL BE PROVIDED AS DETAILED ON THE CONSTRUCTION PLANS USING SEED WITH EROSION CONTROL BLANKET OR HYDROMULCH. PERMITTEES MUST NOT USE MULCH, HYDROMULCH, TACKIFIER, POLYACRYLAMIDE OR SIMILAR EROSION PREVENTION PRACTICES WITHIN ANY PORTION OF THE NORMAL WETTED PERIMETER OF A TEMPORARY OR PERMANENT DRAINAGE DITCH OR SWALE SECTION WITH A CONTINUOUS SLOPE OF GREATER THAN 2 PERCENT
6. THE CONTRACTOR IS REQUIRED TO PROVIDE ANY ADDITIONAL EROSION PREVENTION MEASURES NECESSARY FOR CONFORMANCE TO THE NPDES CONSTRUCTION PERMIT THROUGHOUT CONSTRUCTION.
7. STABILIZATION TIME FRAMES – INITIATE STABILIZATION IMMEDIATELY WHEN CONSTRUCTION TEMPORARILY OR PERMANENTLY CEASES ON A PORTION OF THE SITE. COMPLETE STABILIZATION WITHIN THE TIME FRAMES LISTED.

7.1.	LAST 200 LINEAL FEET OF DITCH OR SWALE	24 HOURS OF CONNECTION TO SURFACE WATERS
7.2.	REMAINING DITCH OR SWALE	14 DAYS
7.3.	PIPE AND CULVERT OUTLETS	24 HOURS
7.4.	EXPOSED SOIL AND STOCKPILES	14 DAYS

SEDIMENT CONTROL PRACTICES (9.1)

1. SILT FENCE AND ALL OTHER DOWN GRADIENT PERIMETER CONTROL DEVICES SHALL BE INSTALLED AND INSPECTED BY THE CITY OF CORCORAN PRIOR TO ANY LAND DISTURBANCE ACTIVITY.
2. EROSION CONTROL BLANKET AND BIOROLLS SHALL BE PLACED WITHIN THE DITCH BOTTOMS WITHIN 24 HOURS AFTER FINE GRADING.
3. PRIOR TO STOCKPILING SOIL, SEDIMENT CONTROLS AT THE BASE OF THE STOCKPILE NED TO BE INSTALLED. STOCKPILES LOCATED ON SITE SHALL BE SEEDED, MULCHED OR BLANKETED AND HAVE SILT FENCE OR A BMP APPROVED BY THE ENGINEER IN THE FIELD PLACED AROUND THE BASE OF THE STOCKPILE.
4. MAINTAIN A 50–FOOT NATURAL BUFFER DOWN GRADIENT OF THE SITE OR REDUNDANT SEDIMENT CONTROLS IF BUFFER IS NOT FEASIBLE, WHEN THE CONSTRUCTION IS WITHIN 50 FEET OF A SURFACE WATER.
5. MINIMIZE SOIL COMPACTION BY NOT DISTURBING AREAS OUTSIDE OF THE CONSTRUCTION LIMITS. DELINEATE AREAS NOT TO BE DISTURBED PRIOR TO STARTING GROUND DISTURBING ACTIVITIES. PRESERVE ALL NATURAL BUFFERS SHOWN ON THE PLANS. NO HEAVY CONSTRUCTION EQUIPMENT ALLOWED IN FILTRATION OR INFILTRATION AREAS PER PLANS.
6. CONTRACTOR SHALL USE STREET SWEEPING IN ADDITION TO VEHICLE TRACKING BMPS IF THESE BMPS ALONE ARE NOT ADEQUATE TO PREVENT SEDIMENT TRACKING ONTO THE STREET.
7. ANY SEDIMENT CONTROL PRACTICE USING SOIL IMPLEMENTED BY THE CONTRACTOR SHALL BE TEMPORARILY OR PERMANENTLY STABILIZED WITHIN 24 HOURS OF INSTALLATION.

DEWATERING AND BASIN DRAINING (10.1)

1. DEWATERING IS NOT ANTICIPATED ON THIS PROJECT. HOWEVER, IF DEWATERING IS NECESSARY, THE CONTRACTOR SHALL SUBMIT A PLAN TO THE ENGINEER FOR ACCEPTANCE.
2. IF DEWATERING IS NECESSARY, IT MUST NOT CAUSE NUISANCE CONDITIONS IN SURFACE WATERS FROM DEWATERING AND BASIN DRAINING DISCHARGE.
3. IF THE DEWATERING OR PUMPING PROCESS IS TURBID OR CONTAINS SEDIMENT LADEN WATER, IT MUST BE TREATED THROUGH THE USE OF A SEDIMENT CONTROL (TRAPS, VEGETATIVE FILTER STRIPS, FLOCCULANTS OR OTHER SEDIMENT REDUCING MEASURES) SUCH THAT DISCHARGE DOES NOT VISIBLY CONTAIN MORE TURBIDITY THAN THE RECEIVING WATER.
4. WHEN POSSIBLE, USE WELL VEGETATED (EG. GRASSY OR WOODED) UPLAND AREAS ON THE SITE TO INFILTRATE DEWATERING WATERS BEFORE DISCHARGED OFF SITE.
5. **DISCHARGE DIRECTLY INTO A SURFACE WATER OR WETLAND IS NOT PERMITTED. RECEIVING WATERS CANNOT BE USED AS PART OF THE TREATMENT AREA.**
6. ALL CONSTRUCTION DEWATERING SHALL BE DISCHARGED TO AN APPROVED LOCATION FOR TREATMENT PRIOR TO DISCHARGE TO THE RECEIVING WATER. THE DEWATERING PLAN SHALL BE DEVELOPED AND SUBMITTED TO THE ENGINEER FOR REVIEW IN ACCORDANCE WITH MNDOT SPEC. 1717.2E.
7. CONDITIONS OF THE SITE MAY REQUIRE A PERMIT TO BE OBTAINED FROM THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES FOR WATER APPROPRIATIONS. THE CONTRACTOR WILL BE RESPONSIBLE FOR OBTAINING ANY NECESSARY PERMITS FOR DEWATERING.
8. THE DISCHARGE POINT OF DEWATERING WATERS SHOULD BE VISUALLY INSPECTED AND PHOTOGRAPHED AT THE BEGINNING OF OPERATION AND AT LEAST ONCE EVERY 24 HOURS OF OPERATION TO ENSURE EXCESS TURBIDITY IS NOT BEING RELEASED TO THE RECEIVING WATERS.'
9. IF NUISANCE CONDITIONS RESULT FROM THE DISCHARGE, PERMITTEES MUST CEASE DEWATERING IMMEDIATELY AND CORRECTIVE ACTIONS MUST OCCUR BEFORE DEWATERING IS RESUMED. NUISANCE CONDITIONS INCLUDES, BUT IS NOT LIMITED TO, A SEDIMENT PLUME IN THE DISCHARGE OR THE DISCHARGE APPEARS CLOUDY, OR OPAQUE, OR HAS A VISIBLE CONTRAST, OR HAS A VISIBLE OIL FILM, OR HAS AQUATIC HABITAT DEGRADATION THAT CAN BE IDENTIFIED BY AN OBSERVER.

INSPECTIONS AND MAINTENANCE (11.1)

1. THE CONTRACTOR SHALL IDENTIFY A CERTIFIED EROSION AND SEDIMENT CONTROL SUPERVISOR TO CONDUCT INSPECTIONS FOR THE PROJECT.
2. THE CONSTRUCTION SITE SHALL BE OBSERVED AT LEAST ONCE EVERY 7 DAYS DURING ACTIVE CONSTRUCTION AND WITHIN 24 HOURS AFTER A RAINFALL EVENT GREATER THAN 0.5 INCHES IN 24 HOURS AND 7 DAYS AFTER THAT. PER SECTION 11.11 THE INSPECTION CAN BE ADJUSTED AS FOLLOW:
   - AREAS WITH PERMANENT COVER CAN BE REDUCED TO ONCE A MONTH
   - SITES WITH PERMANENT COVER AND NO CONSTRUCTION ACTIVITY CAN BE REDUCED TO ONCE A MONTH
   - WHERE CONSTRUCTION ACTIVITY HAS BEEN SUSPENDED DUE TO FROZEN GROUND CONDITIONS, INSPECTION MAY BE SUSPENDED AND RESUME WITHIN 24 HOURS OF RUNOFF OCCURRING
3. WHEN SEDIMENT IS OBSERVED UP TO APPROXIMATELY ONE–THIRD OF THE HEIGHT OF SILT FENCE, SEDIMENT SHALL BE REMOVED. SILT FENCE WILL BE REPLACED, OR SUPPLEMENTED IF IT BECOMES NON–FUNCTIONAL.
4. THE CITY OF CORCORAN IS RESPONSIBLE TO MAINTAIN PERMANENT BMP'S.
5. DURING EACH INSPECTION THE FOLLOWING SHALL BE OBSERVED:
   - ALL EROSION PREVENTION AND SEDIMENT CONTROL BMP'S AND POLLUTION PREVENTION MEASURES.
   - SURFACE WATERS – INCLUDING DITCHES AND CONVEYANCE SYSTEMS NEED TO BE OBSERVED FOR EROSION AND SEDIMENT.
   - CONSTRUCTION SITE VEHICLE EXIT LOCATIONS FOR EVIDENCE OF TRACKING ONTO PAVED SURFACES.
   - INSPECT SURROUNDING PROPERTIES FOR EVIDENCE OF OFF SITE SEDIMENT ACCUMULATION.
   - INFILTRATION AREAS FOR SIGNS OF SEDIMENT DEPOSITION AND COMPACTION (TO ENSURE THAT EQUIPMENT IS NOT BEING DRIVEN ACROSS THE AREA).
7. RECORD ALL INSPECTIONS AND MAINTENANCE ACTIVITIES IN WRITING WITHIN 24 HOURS. SUBMIT INSPECTION REPORTS IN A FORMAT THAT IS ACCEPTABLE TO THE PROJECT ENGINEER. INCLUDE THE FOLLOWING IN THE RECORDS OF EACH INSPECTION AND MAINTENANCE ACTIVITY:
   - DATE AND TIME OF INSPECTIONS
   - NAME OF PERSONS CONDUCTING INSPECTIONS
   - FINDINGS OF INSPECTIONS WITH PHOTOGRAPHS AND RECOMMENDATIONS FOR CORRECTIVE ACTIONS
   - CORRECTIVE ACTIONS TAKEN, INCLUDING DATES, TIMES, AND PARTY COMPLETING MAINTENANCE ACTIVITIES
   - DATE AND AMOUNT OF ALL RAINFALL EVENTS GREATER THAN 0.5 INCH IN 24 HOURS
   - DOCUMENT AND DISCHARGES, DEWATERING OPERATIONS AND NUISANCE CONDITIONS WITH PHOTOGRAPHS.
   - DOCUMENTS AND CHANGES MADE TO THE SWPPP
8. REPLACE, REPAIR OR SUPPLEMENT ALL NONFUNCTIONAL BMPS BY THE END OF THE NEXT BUSINESS DAY FOLLOWING DISCOVERY UNLESS LISTED DIFFERENTLY BELOW:
   - A. REPAIR, REPLACE, OR SUPPLEMENT PERIMETER CONTROL DEVICES WHEN IT BECOMES NONFUNCTIONAL OR SEDIMENT REACHES 1/2 THE HEIGHT OF THE DEVICE. COMPLETE REPAIRS BY THE END OF THE NEXT BUSINESS DAY FOLLOWING DISCOVERY.
   - B. REPAIR OR REPLACE INLET PROTECTION DEVICES WHEN THEY BECOME NONFUNCTIONAL OR SEDIMENT REACHES 1/2 THE HEIGHT AND/OR DEPTH OF THE DEVICE.
   - C. DRAIN AND REMOVE SEDIMENT FROM TEMPORARY AND PERMANENT SEDIMENT BASINS ONCE THE SEDIMENT HAS REACHED 1/2 THE STORAGE VOLUME. COMPLETE WORK WITHIN 72 HOURS OF DISCOVERY.
   - D. REMOVE ALL DELTAS AND SEDIMENT DEPOSITED IN SURFACE WATERS INCLUDING DRAINAGE WAYS, CATCH BASINS, AND OTHER DRAINAGE SYSTEMS. RESTABILIZE ANY AREAS THAT ARE DISTURBED BY SEDIMENT REMOVAL OPERATIONS. SEDIMENT REMOVAL AND STABILIZATION MUST BE COMPLETED WITHIN 7 DAYS OF DISCOVERY. PREPARE AND SUBMIT A SITE MANAGEMENT PLAN FOR WORKING IN SURFACE WATERS. CONTACT ALL APPROPRIATE AUTHORITIES PRIOR TO WORKING IN SURFACE WATERS.
   - E. REMOVE TRACKED SEDIMENT FROM PAVED SURFACES BOTH ON AND OFF SITE WITHIN 24 HOURS OF DISCOVERY. STREET SWEEPING MAY HAVE TO OCCUR MORE OFTEN TO MINIMIZE OFF SITE IMPACTS. LIGHTLY WET THE PAVEMENT PRIOR TO SWEEPING.
   - F. MAINTAIN ALL BMPS UNTIL WORK HAS BEEN COMPLETED, SITE HAS GONE UNDER FINAL STABILIZATION, AND THE NOTICE OF TERMINATION (NOT) HAS BEEN SUBMITTED TO THE MPCA.

POLLUTION PREVENTION MANAGEMENT MEASURES (12.1)

ALL WORK NECESSARY TO PROVIDE PROPER POLLUTION PREVENTION MEASURES SHALL BE CONSIDERED INCIDENTAL TO THE PROJECT.
1. COLLECTED SEDIMENT, ASPHALT AND CONCRETE MILLINGS, FLOATING DEBRIS, AND OTHER WASTE MUST BE DISPOSED OF PROPERLY AND MUST COMPLY WITH MPCA DISPOSAL REQUIREMENTS.
2. CONSTRUCTION MATERIALS NEED TO BE COVERED TO MINIMIZE STORMWATER INTERACTION UNLESS MATERIAL IS NOT A POTENTIAL SOURCE OF STORMWATER CONTAMINATION.
3. OIL, GASOLINE, PAINT AND ANY HAZARDOUS SUBSTANCES MUST BE PROPERLY STORED, INCLUDING SECONDARY CONTAINMENT TO PREVENT SPILLS, LEAKS OR OTHER DISCHARGES. RESTRICTED ACCESS TO STORAGE AREAS MUST BE PROVIDED TO PREVENT VANDALISM. STORAGE AND DISPOSAL OF HAZARDOUS WASTE MUST BE IN COMPLIANCE WITH MPCA REGULATIONS.
4. EXTERNAL WASHING OF TRUCKS AND OTHER CONSTRUCTION VEHICLES IS NOT ALLOWED ON SITE. RUNOFF MUST BE CONTAINED AND WASTE PROPERLY DISPOSED OF. NO ENGINE DEGREASING IS ALLOWED ON SITE.
5. ALL LIQUID AND SOLID WASTE GENERATED BY CONCRETE WASHOUT OPERATIONS MUST BE CONTAINED IN A LEAK–PROOF CONTAINMENT FACILITY OR IMPERMEABLE LINER. A COMPACTED CLAY LINER THAT DOES NOT ALLOW WASHOUT LIQUIDS TO ENTER THE GROUND WATER IS CONSIDERED AN IMPERMEABLE LINER. THE LIQUID AND SOLID WASTES MUST NOT CONTACT THE GROUND, AND THERE MUST NOT BE RUNOFF FROM THE CONCRETE WASHOUT OPERATIONS OR AREAS. LIQUID AND SOLID WASTE MUST BE DISPOSED OF PROPERLY AND IN COMPLIANCE WITH MPCA REGULATIONS. A SIGN MUST BE INSTALLED ADJACENT TO EACH WASHOUT FACILITY TO INFORM CONCRETE EQUIPMENT OPERATORS TO UTILIZE THE PROPER FACILITIES.

SEE FOLLOWING SHEET FOR CONTINUED SWPPP NOTES

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Drawn MSN/PDS

STORM WATER POLLUTION PREVENTION PLAN

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5. ANY SPILLS OF HAZARDOUS MATERIALS AND/OR A MINIMUM OF 5-GALLONS PETROLEUM SHALL BE IMMEDIATELY REPORTED TO THE MPCA (STATE DUTY OFFICER: 1.800.422.0798 OR 651.297.8610). ANY SPILLS ABOVE THE REPORTABLE QUANTITIES LIMITS IN THE CODE OF FEDERAL REGULATIONS (CFR) TITLE 40, PART 302 SHALL BE REPORTED TO THE EPA NATIONAL RESPONSE CENTER (1.800.424.8802). IN ORDER TO REDUCE THE RISK OF HAZARDOUS MATERIALS COMING INTO CONTACT WITH STORM WATER, THE FOLLOWING PRACTICES WILL BE FOLLOWED: A) AN EFFORT WILL BE MADE TO STORE ONLY ENOUGH PRODUCTS REQUIRED TO DO THE WORK, B) ALL MATERIALS STORED ON SITE WILL BE STORED IN A NEAT, ORDERLY MANNER IN THEIR APPROPRIATE CONTAINERS AND IF POSSIBLE, UNDER COVER, C) PRODUCTS WILL BE KEPT IN THEIR ORIGINAL CONTAINERS WITH THE ORIGINAL MANUFACTURER'S LABEL UNLESS THE ORIGINAL CONTAINER CANNOT BE RESEALED, IN WHICH CASE THE ORIGINAL LABEL AND MATERIALS SAFETY DATA SHALL BE RETAINED, D) SUBSTANCES WILL NOT BE MIXED WITH ONE ANOTHER UNLESS RECOMMENDED BY THE MANUFACTURER, E) WHENEVER POSSIBLE, ALL OF A PRODUCT WILL BE USED BEFORE DISPOSING OF THE CONTAINER, F) THE MANUFACTURER'S RECOMMENDATIONS FOR PROPER USE AND DISPOSAL WILL BE FOLLOWED, AND G) THE OPERATOR WILL INSPECT DAILY TO ENSURE PROPER USE AND DISPOSAL OF MATERIALS ON SITE. MANUFACTURER'S RECOMMENDED METHODS FOR SPILL CLEANUP WILL BE CLEARLY POSTED AND SITE PERSONNEL WILL BE MADE AWARE OF THE PROCEDURES AND THE LOCATION OF THE INFORMATION AND CLEANUP SUPPLIES.

6. ALL SANITARY WASTE WILL BE COLLECTED BY TEMPORARY SANITARY FACILITIES PROVIDED AT THE SITE BY THE CONTRACTOR THROUGHOUT THE CONSTRUCTION PROJECT. ALL CONSTRUCTION PERSONNEL SHALL UTILIZE TEMPORARY SANITARY FACILITIES, WHICH SHALL BE REGULARLY SERVICE BY A COMMERCIAL OPERATOR. TEMPORARY SANITARY FACILITIES SHALL BE PLACED IN A LOCATION WHERE ACCIDENTAL SPILLAGE OF THE FACILITY SHALL NOT DISCHARGE TO THE STORM SEWER SYSTEM.

TEMPORARY SEDIMENTATION BASINS (14.2)

1. TEMPORARY SEDIMENTATION BASINS ARE REQUIRED WHERE 10 OR MORE ACRES DRAIN TO A COMMON LOCATION TO PROVIDE TREATMENT OF THE RUNOFF BEFORE IT LEAVES THE CONSTRUCTION SITE OR ENTERS SURFACE WATERS. WHEN A CONSTRUCTION SITE DISCHARGES TO AN IMPAIRED WATER BODY, TEMPORARY SEDIMENTATION BASINS ARE REQUIRED WHERE 5 OR MORE ACRES DRAIN TO A COMMON LOCATION. TEMPORARY SEDIMENTATION BASINS CAN BE CONVERTED TO PERMANENT BASINS AFTER CONSTRUCTION IS COMPLETE.

2. THE TEMPORARY BASIN MUST PROVIDE LIVE STORAGE FOR A CALCULATED VOLUME OF RUNOFF FROM A TWO (2)-YEAR, 24-HOUR STORM FROM EACH ACRE DRAINED TO THE BASIN OR 1,800 CUBIC FEET OF LIVE STORAGE PER ACRE DRAINED, WHICHEVER IS GREATER. WHERE PERMITTEES HAVE NOT CALCULATED THE TWO (2)-YEAR, 24-HOUR STORM RUNOFF AMOUNT, THE TEMPORARY BASIN MUST PROVIDE 3,600 CUBIC FEET OF LIVE STORAGE PER ACRE OF THE BASINS DRAINAGE AREA.

3. PERMITTEES MUST DESIGN THE OUTLET STRUCTURE TO WITHDRAW WATER FROM THE SURFACE TO MINIMIZE THE DISCHARGE OF POLLUTANTS. PERMITTEES MAY TEMPORARILY SUSPEND THE USE OF A SURFACE WITHDRAWAL MECHANISM DURING FROZEN CONDITIONS. THE BASIN MUST INCLUDE A STABILIZED EMERGENCY OVERFLOW TO PREVENT FAILURE OF POND INTEGRITY. PROVIDE ENERGY DISSIPATION FOR THE BASIN OUTLET WITHIN 24 HOURS OF CONNECTION TO A SURFACE WATER.

4. WHERE A TEMPORARY SEDIMENT BASIN MEETING THE REQUIREMENTS OF THE ABOVE IS INFEASIBLE, PERMITTEES MUST INSTALL EFFECTIVE SEDIMENT CONTROLS SUCH AS SMALLER SEDIMENT BASINS AND/OR SEDIMENT TRAPS, SILT FENCES, VEGETATIVE BUFFER STRIPS OR ANY APPROPRIATE COMBINATION OF MEASURES AS DICTATED BY INDIVIDUAL SITE CONDITIONS. IN DETERMINING WHETHER INSTALLING A SEDIMENT BASIN IS INFEASIBLE, PERMITTEES MUST CONSIDER PUBLIC SAFETY AND MAY CONSIDER FACTORS SUCH AS SITE SOILS, SLOPE, AND AVAILABLE AREA ON-SITE. PERMITTEES MUST DOCUMENT THIS DETERMINATION OF INFEASIBILITY IN THE SWPPP.

FINAL STABILIZATION (4.1)

1. ALL DISTURBED AREAS SHALL BE PERMANENTLY STABILIZED AS SHOWN ON THE CONSTRUCTION PLANS. METHODS TO ACHIEVE FINAL STABILIZATION INCLUDE: SEED WITH MULCH OR EROSION CONTROL BLANKET AND SOD.

2. ALL AREAS SEEDED BY MEANS OF BROADCAST SEEDING SHALL BE HAND RAKED TO INCORPORATE THE SEEDS INTO THE TOPSOIL.

3. EROSION CONTROL BLANKETS SHALL BE PLACED IN THE DITCH BOTTOM WITHIN 24 HOURS AFTER FINE GRADING. BIOROLLS SHALL BE PLACED IN CONJUNCTION WITH THE BLANKET IN THE DITCH BOTTOMS. THE BIOROLLS ARE INTENDED TO SERVE AS PERMANENT DITCH CHECKS.

4. THE PERMITTEE WILL SUBMIT A NOTICE OF TERMINATION (NOT) WITHIN 30 DAYS AFTER FINAL STABILIZATION. FINAL STABILIZATION SHALL CONSIST OF A UNIFORM PERENNIAL VEGETATIVE COVER OF AT LEAST 70 PERCENT OF THE EXPECTED FINAL VEGETATIVE GROWTH DENSITY OR OTHER PERMANENT COVER HAS BEEN ESTABLISHED OVER THE ENTIRE PERVIOUS SURFACES.

5. PERMIT COVERAGE TERMINATES ON INDIVIDUAL LOTS IF THE STRUCTURES ARE FINISHED AND TEMPORARY EROSION PREVENTION AND DOWNGRADIENT PERIMETER CONTROL IS COMPLETE, THE RESIDENCE SELLS TO THE HOMEOWNER, AND THE PERMITTEE DISTRIBUTES THE MPCA'S "HOMEOWNER FACT SHEET" TO THE HOMEOWNER.

PERMIT TERMINATION CONDITIONS (13.1)

1. PERMITTEES MUST COMPLETE ALL CONSTRUCTION ACTIVITY AND MUST INSTALL PERMANENT COVER OVER ALL AREAS PRIOR TO SUBMITTING THE NOTICE OF TERMINATION (NOT). VEGETATIVE COVER MUST CONSIST OF A UNIFORM PERENNIAL VEGETATION WITH A DENSITY OF 70 PERCENT OF ITS EXPECTED FINAL GROWTH. VEGETATION IS NOT REQUIRED WHERE THE FUNCTION OF A SPECIFIC AREA DICTATES NO VEGETATION, SUCH AS IMPERVIOUS SURFACES OR THE BASE OF A SAND FILTER.

2. FOR RESIDENTIAL CONSTRUCTION ONLY, PERMIT COVERAGE TERMINATES ON INDIVIDUAL LOTS IF THE LOT IS SOLD TO THE HOMEOWNER, STRUCTURES ARE FINISHED, AND PERMANENT COVER HAS BEEN ESTABLISHED. FOR LOTS THAT ARE SOLD TO THE HOMEOWNER WHERE PERMANENT COVER HAS NOT BEEN ESTABLISHED, COVERAGE TERMINATES IF TEMPORARY EROSION PREVENTION AND DOWNGRADIENT PERIMETER CONTROL IS PROPERLY INSTALLED, AND THE PERMITTEE DISTRIBUTES THE MPCA'S "HOMEOWNER FACT SHEET" TO THE HOMEOWNER.

3. WHEN SUBMITTING THE NOT PERMITTEES MUST INCLUDE EITHER GROUND OR AERIAL PHOTOGRAPHS SHOWING THE REQUIREMENTS OF 13.2 HAVE BEEN MET. PERMITTEES ARE NOT REQUIRED TO TAKE PHOTOGRAPHS OF EVERY DISTINCT PART OF THE SITE, HOWEVER THE CONDITIONS PORTRAYED MUST BE SUBSTANTIALLY SIMILAR TO THOSE AREAS THAT ARE NOT PHOTOGRAPHED. PHOTOGRAPHS MUST BE CLEAR AND IN FOCUS AND MUST INCLUDE THE DATE THE PHOTO WAS TAKEN.

RECORDS RETENTION (5.1&6.1)

1. RECORDS MUST BE KEPT ON SITE IN A PHYSICAL OR ELECTRONIC FORMAT DURING NORMAL WORKING HOURS WITH PERSONNEL WHO HAVE OPERATIONAL CONTROL OVER THE APPLICABLE PORTION OF THE SITE. THESE RECORDS MUST INCLUDE:
   A. COPY OF THE SWPPP AND AMENDMENTS
   B. TRAINING DOCUMENTATION
   C. INPSECTION AND MAINTENANCE RECORDS

2. THIS SWPPP WILL BE AMENDED AS NEEDED AND/OR AS REQUIRED BY PROVISIONS OF THE PERMIT. ANY CHANGES TO THE SWPPP SHALL BE NOTED BELOW AND ON THE APPLICABLE PLAN SHEETS. ANY AMENDMENTS TO THE SWPPP MUST BE INCORPORATED WITHIN 7 DAYS TO INCLUDE ADDITIONAL OR MODIFIED BMPS.

3. THE CONTRACTOR WILL RECORD CHANGES TO THE SWPPP AND MAINTAIN DOCUMENTATION OF THESE CHANGES ON SITE AT ALL TIMES. A SUMMARY MAINTENANCE/CONSTRUCTION OBSERVATION REPORT WILL BE RECORDED AFTER EACH SITE INSPECTION/OBSERVATION.

4. THE CONTRACTOR WILL BE RESPONSIBLE TO MAINTAIN AND REPAIR THE EROSION AND SEDIMENT CONTROL BMP'S UNTIL FINAL STABILIZATION IS COMPLETE AND A NOTICE OF TERMINATION (NOT) IS SUBMITTED.

ITEM DESCPRIPTION	UNIT	ESTIMATED QUANTITY
CONSTRUCTION LIMIT STAKING	LF	6,066
ROCK CONSTRUCTION ENTRANCE	EA	1
ROCK CONSTRUCTION ENTRANCE MAINTENANCE	EA	1
EROSION CONTROL FENCE	LF	7,490
MAINTENANCE OF PERIMETER EROSION CONTROL	YR	1
BIOROLL DITCH CHECK	EA	19
STREET SWEEPING AND VACUUMING	YR	1
STORM DRAIN INLET PROTECTION	EA	50
TEMPORARY SEED AND MULCH	AC	36.5
PERMANENT SEED AND MULCH	AC	31.6
MAINTAIN SEED AND MULCH	AC	31.6
EROSION CONTROL BLANKET (MNDOT CAT. 20)	SY	17,058
VEHICLE AND EQUIPMENT CLEANING	LS	1
VEHICLE AND EQUIPMENT FUELING	LS	1
VEHICLE AND EQUIPMENT MAINTENANCE	LS	1
SPILL PREVENTION AND CONTROL	LS	1
ROCK BERM EROSION CONTROL	LS	1
RIP RAP ENERGY DISSIPATOR	CY	490
INDIVIDUAL LOT HOME CONSTRUCTION EROSION CONTROL	EA	117

AMENDMENT	BY	DATE

NOTE:
SEE SHEET X.XX FOR OUTLET CONTROL STRUCTURE DETAILS

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Date 12-04-23
Designed JMM
Drawn MSN/PDS

STORM WATER POLLUTION PREVENTION PLAN

HEMPEL ACQ. CO., LLC
10050 CROSSTOWN CIRCLE STE. 600
EDEN PRAIRIE, MINNESOTA 55344

CHASTEK
CORCORAN, MINNESOTA

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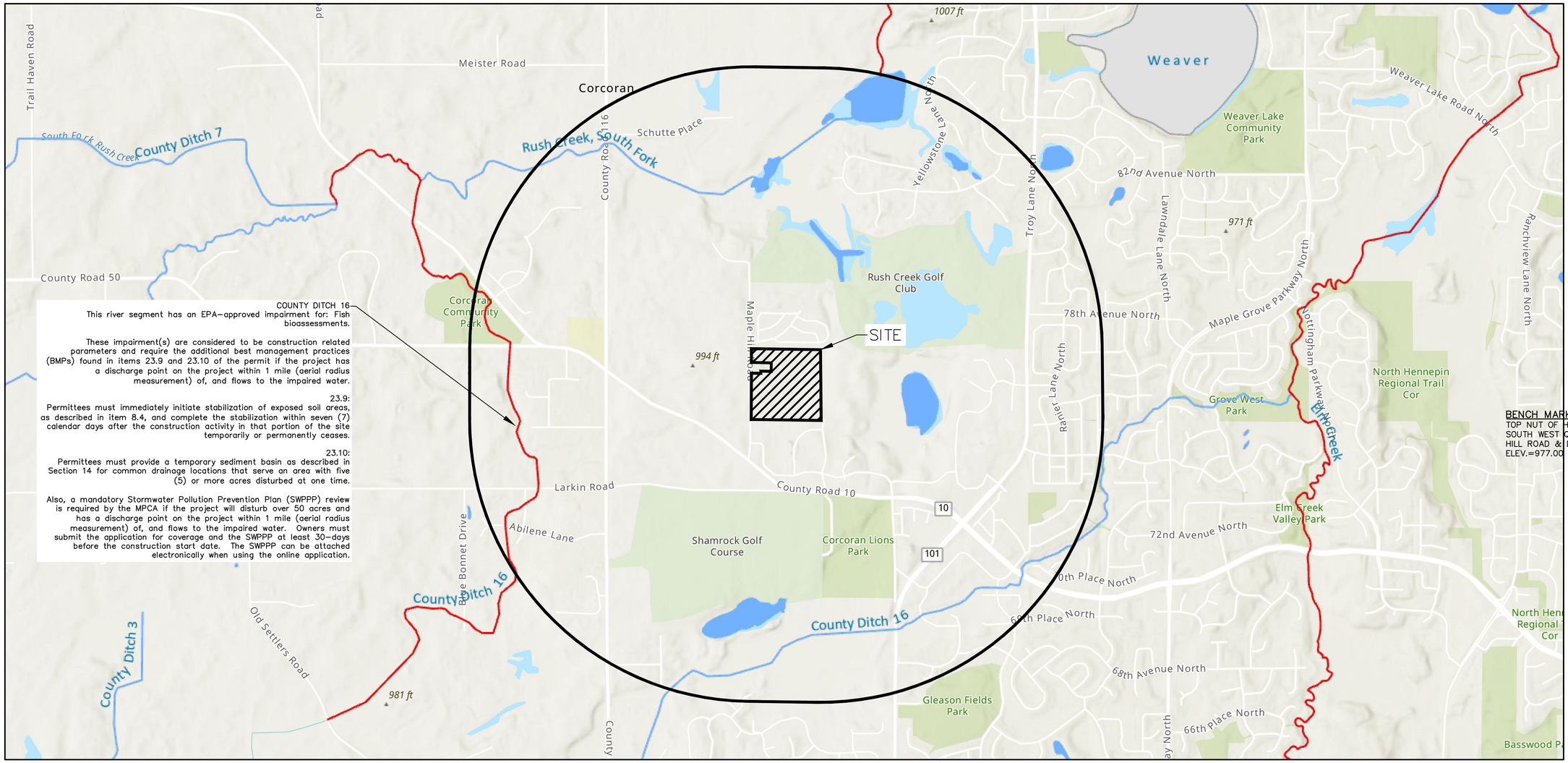
MPCA's Construction Stormwater Special Waters Search



COUNTY DITCH 16
This river segment has an EPA–approved impairment for: Fish bioassessments.

These impairment(s) are considered to be construction related parameters and require the additional best management practices (BMPs) found in items 23.9 and 23.10 of the permit if the project has a discharge point on the project within 1 mile (aerial radius measurement) of, and flows to the impaired water.

23.9:
Permittees must immediately initiate stabilization of exposed soil areas, as described in item 8.4, and complete the stabilization within seven (7) calendar days after the construction activity in that portion of the site temporarily or permanently ceases.

23.10:
Permittees must provide a temporary sediment basin as described in Section 14 for common drainage locations that serve an area with five (5) or more acres disturbed at one time.

Also, a mandatory Stormwater Pollution Prevention Plan (SWPPP) review is required by the MPCA if the project will disturb over 50 acres and has a discharge point on the project within 1 mile (aerial radius measurement) of, and flows to the impaired water. Owners must submit the application for coverage and the SWPPP at least 30–days before the construction start date. The SWPPP can be attached electronically when using the online application.

BENCH MARK
TOP NUT OF HYDRANT
SOUTH WEST QUAD OF MAPLE HILL ROAD & D STREET
ELEV.=977.00

11/17/2023, 2:38:40 PM

- Waterbody Units - Lakes (1)
- Waterbody Units - Streams (1)
- Impaired Lakes without additional construction requirements
- Impaired Streams with additional construction requirements

1:31,000

0 0.25 0.5 1 mi
0 0.4 0.8 1.6 km

Metropolitan Council, MetroGIS, Three Rivers Park District, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, Esri, NASA, NGA, USGS, FEMA

BENCH MARK
TOP NUT OF HYDRANT
SOUTH WEST QUAD OF MAPLE HILL ROAD & D STREET
ELEV.=977.00

Minnesota Pollution Control Agency

Esri, NASA, NGA, USGS, FEMA | Esri Community Maps Contributors, Metropolitan Council, MetroGIS, Three Rivers Park District, © OpenStreetMap, Microsoft, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA | MPCA; US Census Bureau, MNDOT

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Drawn MSN/PDS

MPCA MAP

HEMPEL ACQ. CO., LLC
10050 CROSSTOWN CIRCLE STE. 600
EDEN PRAIRIE, MINNESOTA 55344

CHASTEK
CORCORAN, MINNESOTA

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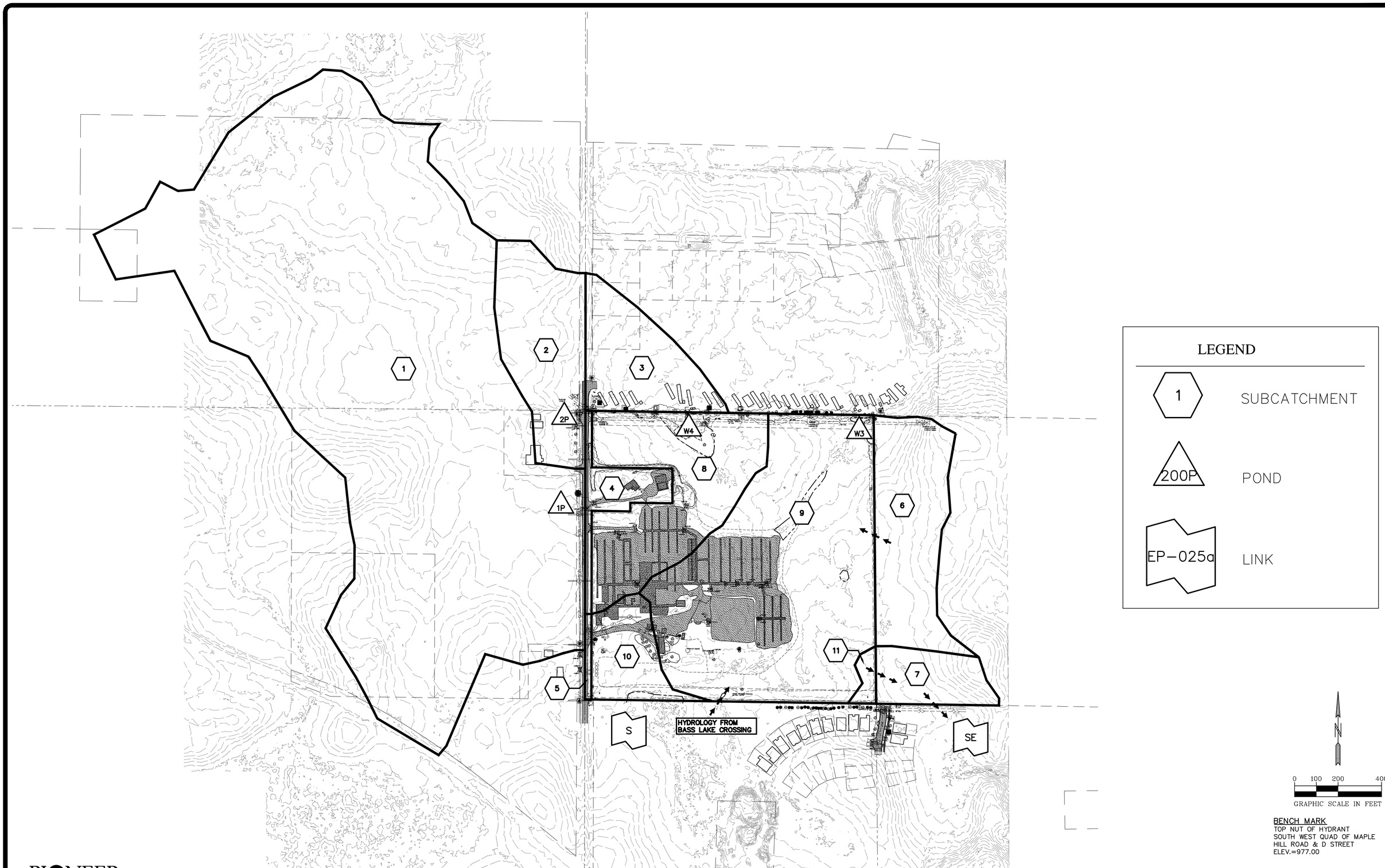

LEGEND

1 SUBCATCHMENT

200P POND

EP–025a LINK

N

0 100 200 400

GRAPHIC SCALE IN FEET

BENCH MARK
TOP NUT OF HYDRANT
SOUTH WEST QUAD OF MAPLE
HILL ROAD & D STREET
ELEV.=977.00

00-ENG-123152-HYDR-EXIS

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EXISTING HYDROLOGY MAP

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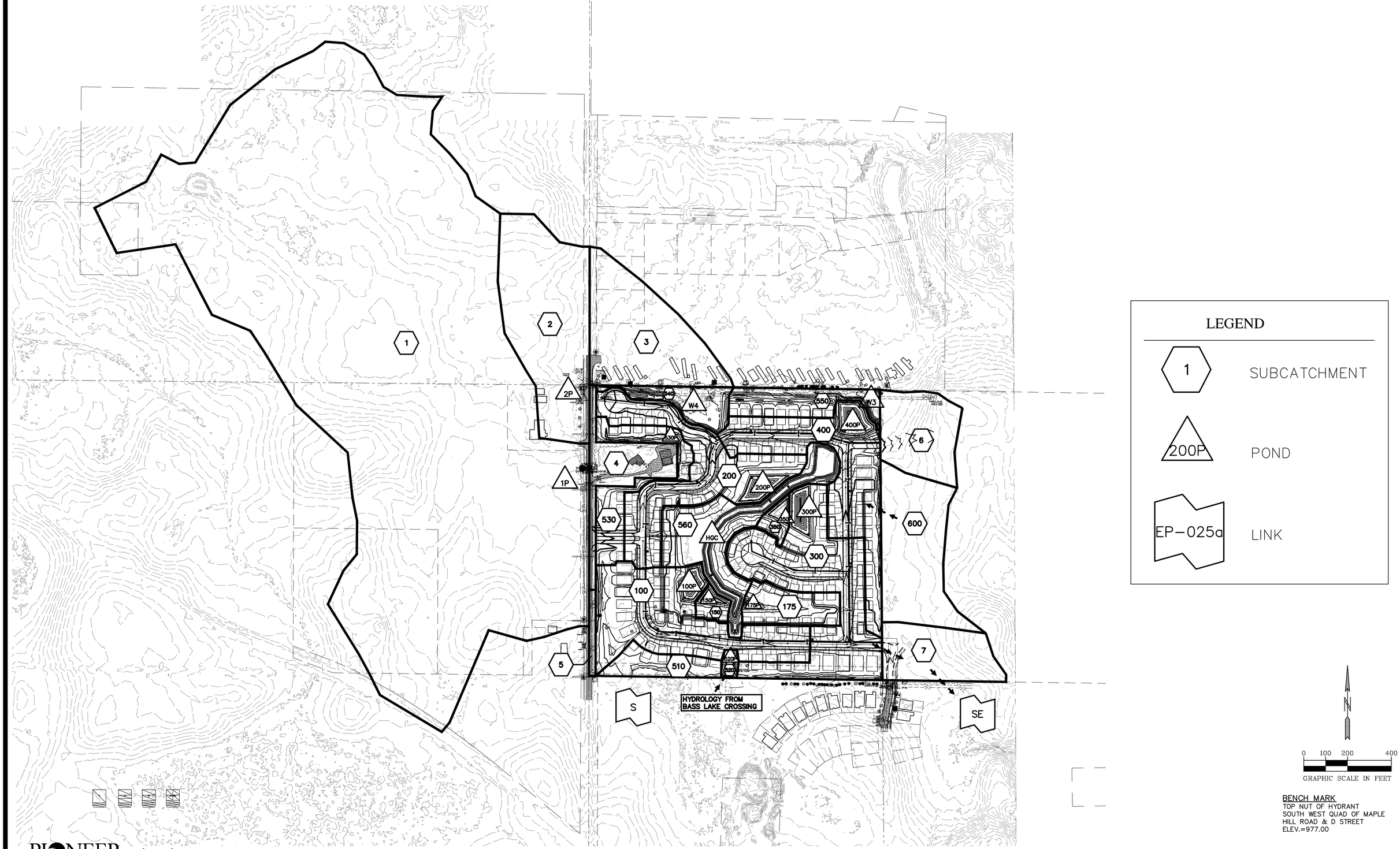

LEGEND

1 SUBCATCHMENT

200P POND

EP-025a LINK

N

0 100 200 400

GRAPHIC SCALE IN FEET

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TOP NUT OF HYDRANT
SOUTH WEST QUAD OF MAPLE
HILL ROAD & D STREET
ELEV.=977.00

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PROPOSED HYDROLOGY MAP

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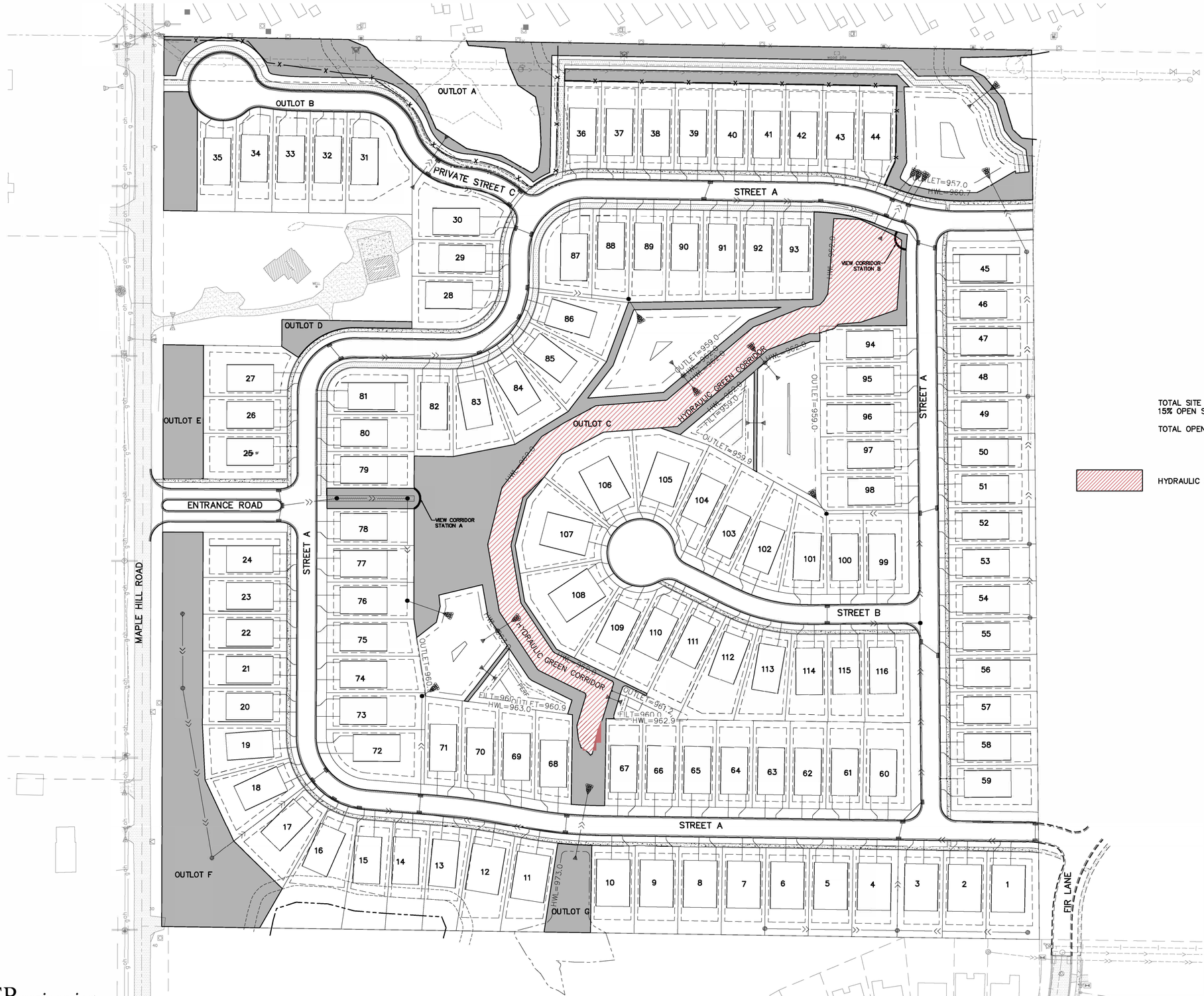

TOTAL SITE AREA = 38.16 ACRES
15% OPEN SPACE REQUIRED = 5.72 ACRES

TOTAL OPEN SPACE = 4.659 ACRES (WITHOUT HYDRAULIC GREEN CORRIDOR)

HYDRAULIC GREEN CORRIDOR AREA = 1.201 ACRES

0 37.5 75 150
GRAPHIC SCALE IN FEET

BENCH MARK
TOP NUT OF HYDRANT
SOUTH WEST QUAD OF MAPLE
HILL ROAD & D STREET
ELEV.=977.00

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PRELIMINARY
OPEN SPACE PLAN

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CORCORAN, MINNESOTA

INTERNAL-USE-00-ENG-123152-SHEET-OPEN-INTERNAL-USE

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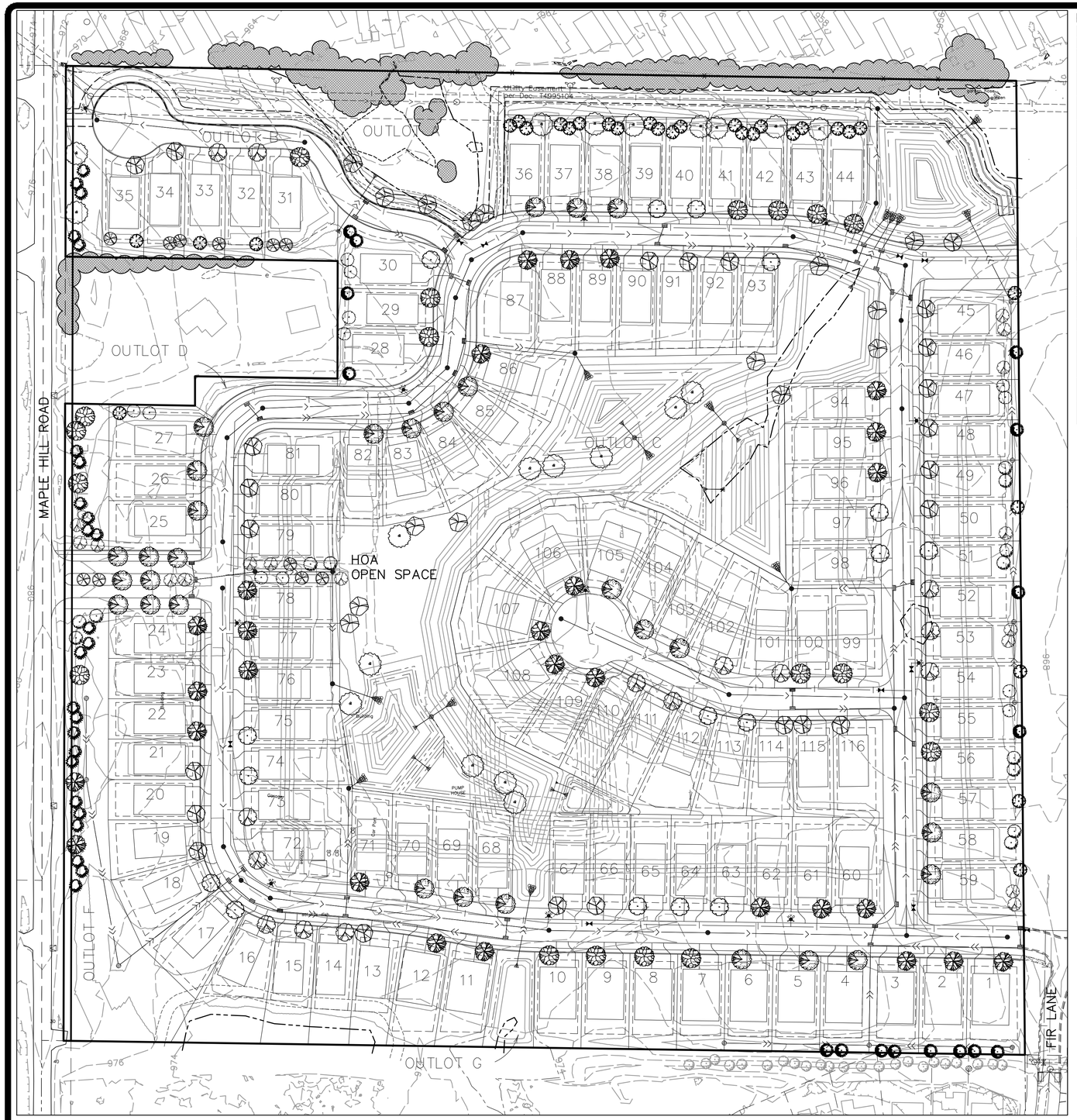


PLANTING SCHEDULE

KEY	COMMON NAME/SCIENTIFIC NAME	ROOT	QUANTITY
	OVERSTORY TREES		
	AUTUMN BLAZE MAPLE/ACER X FREEMANII	2.5" B&B	30
	HACKBERRY/CELTIS OCCIDENTALIS	2.5" B&B	16
	SENTRY LINDEN/TILIA AMERICANA 'SENTRY'	2.5" B&B	14
	RED OAK/QUERCUS RUBRA	2.5" B&B	28
	THORNLESS HONEYLOCUST/GLEDITSIA TRIACANTHOS VAR INEMIS	2.5" B&B	24
	RIVER BIRCH/BETULA NIGRA 'HERITAGE' (CLUMP)	10-12' B&B	20
	NORTHWOOD MAPLE/ACER RUBRUM 'NORTHWOOD'	2.5" B&B	19
	SWAMP WHITE OAK/QUERCUS BICOLOR	2.5" B&B	15
	EVERGREEN TREES		
	WHITE PINE/PINUS STROBUS	6' B&B	16
	NORWAY SPRUCE/PICEA ABIES	6' B&B	30
	BLACK HILLS SPRUCE/PICEA GLUACA VAR DENSATA	6' B&B	25
	ORNAMENTAL TREES		
	SPRING SNOW CRAB/MALUS 'SPRING SNOW'	2.5" B&B	13
	PRAIRIE FIRE CRAB/MALUS 'PRAIRIE FIRE'	2.5" B&B	16
	SUGAR TYME CRAB/MALUS 'SUGAR TYME'	2.5" B&B	11
	JAPANESE TREE LILAC/Syringa reticulata (CLUMP)	8' B&B	12

LANDSCAPE NOTES

– THE LANDSCAPE CONTRACTOR SHALL VISIT THE PROJECT SITE TO BECOME FAMILIAR WITH THE EXISTING CONDITIONS PRIOR TO SUBMITTING A BID.

– THE LANDSCAPE CONTRACTOR SHALL NOTIFY THE LANDSCAPE ARCHITECT OF PROPOSED PHYSICAL START DATE AT LEAST 7 DAYS IN ADVANCE.

– THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR THE FIELD VERIFICATION OF ALL EXISTING UTILITY LOCATIONS ON THE PROJECT SITE WITH GOPHER STATE ONE CALL 1–800–252–1166 PRIOR TO COMMENCING WORK. THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND REPAIR OF EXISTING UTILITIES DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER. NOTIFY THE LANDSCAPE ARCHITECT OF ANY CONFLICTS TO FACILITATE PLANT RELOCATION.

– GRADING TO BE PERFORMED BY OTHERS.

– NO PLANT MATERIAL SHALL BE INSTALLED UNTIL GRADING AND CONSTRUCTION HAS BEEN COMPLETED IN THE IMMEDIATE AREA.

– ALL PLANT MATERIAL SHALL MEET THE STANDARDS FOUND IN THE AMERICAN ASSOCIATION OF NURSERYMEN–AMERICAN STANDARD FOR NURSERY STOCK.

– ALL CONTAINER MATERIAL TO BE GROWN IN THE CONTAINER A MINIMUM OF SIX (6) MONTHS PRIOR TO PLANTING ON SITE.

– DECIDUOUS AND CONIFEROUS TREES SHALL NOT BE STAKED, BUT THE LANDSCAPE CONTRACTOR MUST GUARANTEE STANDABILITY TO A WND SPEED OF 60 M.P.H.

– THE LANDSCAPE CONTRACTOR SHALL PROVIDE A MINIMUM GUARANTEE OF ONE YEAR ONE TIME REPLACEMENT ON NEW PLANT MATERIALS. GUARANTEE SHALL BE AGREED UPON BY DEVELOPER/BUILDER AND LANDSCAPE CONTRACTOR.

– THE LANDSCAPE ARCHITECT RESERVES THE RIGHT TO REJECT ANY PLANTS WHICH ARE DEEMED UNSATISFACTORY BEFORE, DURING OR AFTER INSTALLATION.

– IF THERE IS A DESCREPANCY BETWEEN THE NUMBER OF PLANTS SHOWN ON THE PLAN AND THE NUMBER SHOWN ON THE PLANT LIST, THE NUMBER SHOWN ON THE PLAN WILL TAKE PRECEDENCE.

–THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL MULCHES AND PLANTING SOIL QUANTITIES TO COMPLETE WORK SHOWN ON THE PLAN. THE LANDSCAPE CONTRACTOR SHALL VERIFY ALL QUANTITIES SHOWN ON THE PLANT SCHEDULE.

– COMMERCIAL GRADE POLY LAWN EDGING SHALL BE INSTALLED WHERE NOTED.

– THE LANDSCAPE CONTRACTOR SHALL REPAIR ALL DAMAGE TO THE SITE CAUSED BY THE PLANTING OPERATION AT NO COST TO THE OWNER.

– THE LANDSCAPE CONTRACTOR SHALL KEEP PAVEMENTS CLEAN UNSTAINED. ALL PEDESTRIAN AND VEHICLE ACCESS TO BE MAINTAINED THROUGHOUT CONSTRUCTION PERIOD. ALL WASTES SHALL BE PROMPTLY REMOVED FROM THE SITE. ANY DAMAGE TO EXISTING FACILITIES SHALL BE REPAIRED AT THE CONTRACTOR'S EXPENSE.

– THE CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLYING WITH ALL APPLICABLE CODES, REGULATIONS AND PERMITS GOVERNING THE WORK.

– STORAGE OF MATERIALS OR SUPPLIES ON–SITE WILL NOT BE ALLOWED.

CITY LANDSCAPE REQUIREMENTS

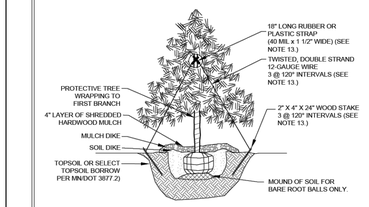
ONE TREE/DWELLING UNIT (116 LOTS): 116 TREES

BUFFER YARD CLASS A REQUIREMENTS ALONG EAST BOUNDARY AND AROUND EXISTING HOME ON MAPLE HILL ROAD: 48 TREES
- 1000' ON EAST BOUNDARY:
  - 10 OVERSTORY
  - 20 UNDERSTORY
- 600' TOTAL AROUND EXISTING HOME ON MAPLE HILL ROAD
  - 6 OVERSTORY
  - 12 UNDERSTORY

TOTAL REQUIRED TREES: 132 OVERSTORY, 32 UNDERSTORY
TOTAL PROPOSED TREES: 341
- OVERSTORY: 289 (166 DECIDUOUS, 71 CONIFER)
- UNDERSTORY: 52

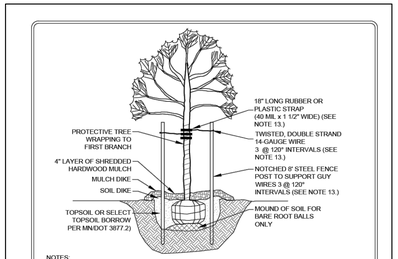
TREE LOCATIONS MAY BE ADJUSTED TO TO ACCOMMODATE FINAL HOME DESIGNS AND DRIVEWAY LOCATIONS.

IRRIGATION AND LANDSCAPING MAINTENANCE IS THE RESPONSIBILITY OF THE HOA INCLUDING CUL DE SAC ISLANDS, COMMON AREAS, SIDEWALKS, AND WETLAND/POND BUFFER AREAS WHERE APPLICABLE.



NOTES:
1. PLANTS TO BE INSTALLED PER THE AMERICAN ASSOCIATION OF NURSEYMEN (AAN) STANDARD PLANTING PRACTICES.
2. PROVIDE & INSTALL PLANT MATERIALS THAT ARE THE SIZE, TYPE, AND SPECIES INDICATED IN PLANS.
3. BEFORE PLANTING, REMOVE DEAD OR DAMAGED BRANCHES.
4. DIG HOLE TWO TIMES ROOT BALL WIDTH AND 6" DEEPER THAN BALL HEIGHT.
5. SCARIFY BOTTOM OF HOLE.
6. LOOSEN BURLAP COVERING ON ROOT BALL. REMOVE TOP OF BURLAP ON BALLED & BURLAPPED MATERIALS.
7. IF BARE ROOTED, SET BARE ROOT CROWN ON MOUND & SPREAD ROOTS OVER & DOWN SIDES OF MOUND.
8. PLANT TREE SO TOP OF ROOT BALL IS FLUSH WITH TOP OF SOIL.
9. FILL HOLE ½ FULL OF SOIL & TAMP.
10. FILL REMAINING SPACE WITH WATER AND WAIT FOR IT TO SETTLE.
11. FINISH FILLING HOLE WITH SOIL AND MAKE A SOIL DIKE AROUND ROOT BALL.
12. CONTRACTOR SHALL VERIFY LOCATIONS OF ALL UTILITIES PRIOR TO DIGGING AND PLANT INSTALLATION.
13. TREE STAKING IS ILLUSTRATED AND SHALL BE UTILIZED ONLY IF NECESSARY. MAINTAIN TREES IN A PLUMB POSITION THROUGHOUT THE GUARANTEE PERIOD.

CORCORAN, MINNESOTA | CONIFER TREE PLANTING | LAST REVISION: JUL 2023 | PLATE NO. LAN–4



NOTES:
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2. PROVIDE & INSTALL PLANT MATERIALS THAT ARE THE SIZE, TYPE, AND SPECIES INDICATED IN PLANS.
3. BEFORE PLANTING, REMOVE DEAD OR DAMAGED BRANCHES.
4. DIG HOLE 12" LARGER THAN ROOT BALL ON ALL SIDES.
5. SCARIFY BOTTOM OF HOLE.
6. LOOSEN BURLAP COVERING ON ROOT BALL. REMOVE TOP OF BURLAP ON BALLED & BURLAPPED MATERIALS.
7. IF BARE ROOTED, SET BARE ROOT CROWN ON MOUND & SPREAD ROOTS OVER & DOWN SIDES OF MOUND.
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CORCORAN, MINNESOTA | DECIDUOUS TREE PLANTING | LAST REVISION: JUL 2023 | PLATE NO. LAN–1

0 40 80 160
GRAPHIC SCALE IN FEET

PIONEER engineering
CIVIL ENGINEERS LAND PLANNERS LAND SURVEYORS LANDSCAPE ARCHITECTS
2422 Enterprise Drive
Mendota Heights, MN 55120
(651) 681-1914
Fax: 681-9488
www.pioneereng.com

I hereby certify that this plan 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
Name Jennifer L. Thompson
Reg. No. 44763 Date 4-8-2024

Revisions
1. 1-16-2024 City Comments
2. 3-29-2024 NE Roadway Change
3. 4-8-2024 Roadway Change

Date 12-04-23
Designed JLT
Drawn JLT

LANDSCAPE PLAN

HEMPEL ACQ. CO., LLC
10050 CROSSTOWN CIRCLE STE. 600
EDEN PRAIRIE, MINNESOTA 55344

CHASTEK
CORCORAN, MINNESOTA

L1 OF 1

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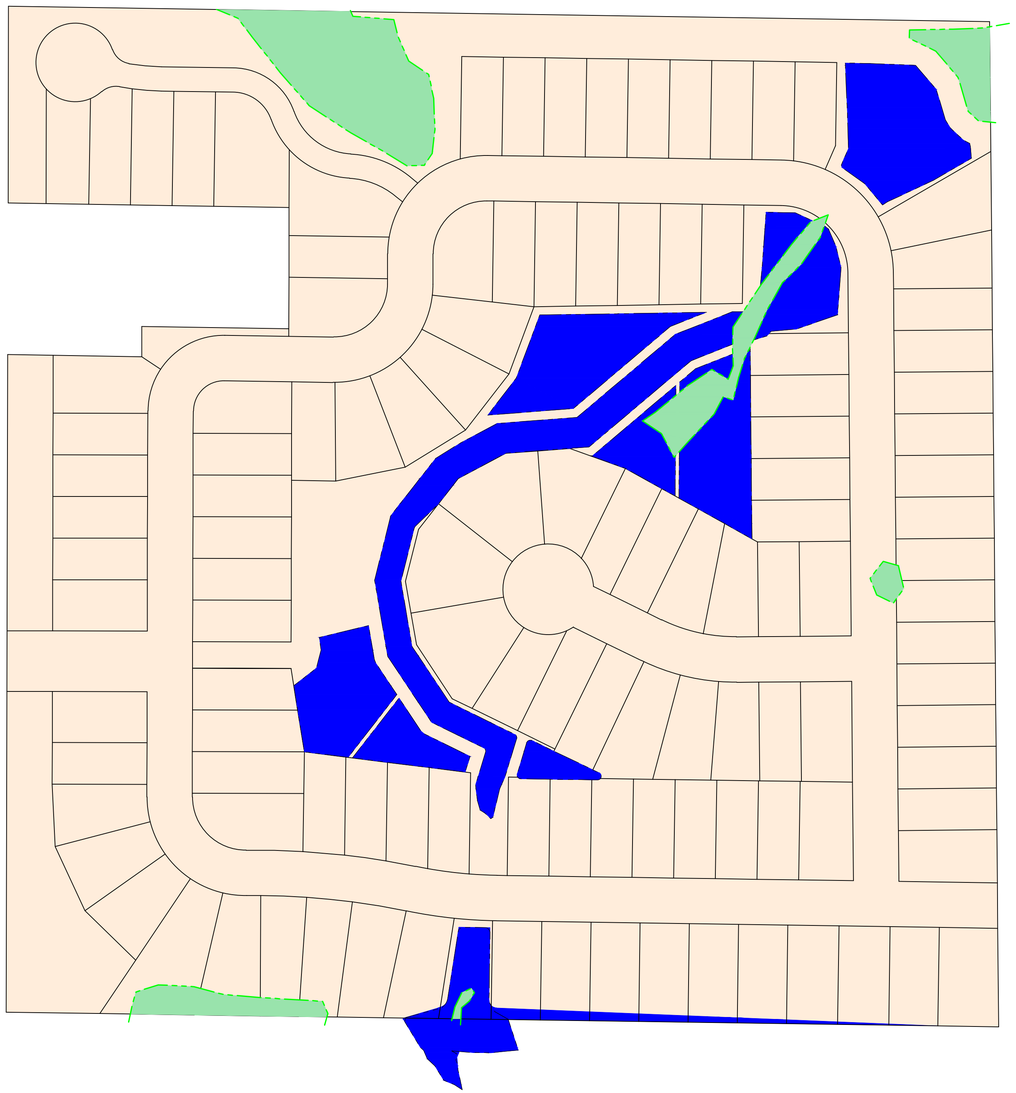
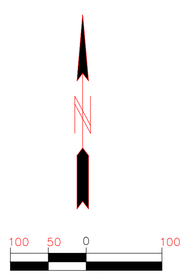
OUTLOT A
OUTLOT B
OUTLOT C
OUTLOT D
OUTLOT E
OUTLOT F
OUTLOT G
WETLAND
HWL=962.0
ELEV=959.6
ELEV=957.0
HWL=960.7
HWL=962.0
HWL=962.0
ELEV=959.6
OUTLET=959.6
HWL=962.0
ELEV=959.6
OUTLET=959.6
HWL=962.0
ELEV=959.6
OUTLET=959.6

CHASTEK – PRE–DEVELOPMENT DENSITY





Pre–Development Density
- Overall Area – 38.16 Acres
- Wetland Area – 1.36 Acres
- 100 Year HWL Area – 3.22 Acres
- Major Roadways – 0 Acres

Net area: 38.16 – 1.36 – 3.22 acres = 33.58 acres
Net Density: 1 units / 33.58 acres = 0.03 U/A

DATE: 1/16/24

PIONEERengineering
CIVIL ENGINEERS LAND PLANNERS LAND SURVEYORS LANDSCAPE ARCHITECTS

SITE DATA:
GROSS AREA: ±38.1 ACRES
WETLAND: ±1.5 ACRES
NET DEVELOPABLE AREA: ±36.6 ACRES

ZONING: R5F-2
2040 GUIDE PLAN: LD LOW DENSITY RESIDENTIAL (3-5 UNITS/ACRE)

PROPOSED LOTS: 116
55' SINGLE FAMILY: 100
65' SINGLE FAMILY: 16

NET DENSITY: ±3.2 UNITS/ACRE

R5F-2 STANDARDS:
AREA: 11,000 SF
WIDTH: 80'
FRONT SETBACK: 20' GARAGE, 15' FRONT PORCH
SIDE SETBACK: 10' LIVING SPACE, 5' GARAGE
MINIMUM STRUCTURE SEPARATION 15'
REAR SETBACK: 30'

PROPOSED PUD STANDARDS:
WIDTH: 55' AND 65'
FRONT SETBACK TO RIGHT OF WAY: 20'
FRONT SETBACK TO PRIVATE STREET: 25'
SIDE SETBACK: 7.5'
REAR SETBACK: 20'
SIDE SETBACK TO RIGHT OF WAY: 20'
SIDE SETBACK TO PRIVATE STREET: 25'
MAPLEHILL ROAD SETBACK : 60'
12% OPEN SPACE(NEEDS TO BE UPLAND)

WETLAND BUFFERS:
AVERAGE:25'
MINIMUM:20'
MAXIMUM:40'

WETLAND SETBACKS:
STRUCTURES:15'
ROADS/TRAILS/SIDEWALKS:5'

=PROPOSED TRAIL EASEMENT
AREA: 21,434 SF / 0.80 ACRES

GRAPHIC SCALE IN FEET
0 40 80 160

00-SURV-123152-BASE-OPTION B--- 3-20-24.DWG

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2422 Enterprise Drive
Mendota Heights, MN 55120
(651) 681-1914
Fax: 681-9488
www.pioneereng.com

I hereby certify that this plan 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
Name Jennifer L. Thompson
Reg. No. 44763 Date xx

Revisions
1)11/14/23 5)3/20/24-REVISED ROADS
2)11/15/23 6)4/2/24-REVISED ROADS
3)11/29/23 7)4/23/24-SHORELAND OVERLAY
4)12/1/23

Date 9-20-2023
Designed JLT
Drawn NJK

SITE PLAN-OPTION B

TREK DEVELOPMENT

CHASTEK PROPERTY
CORCORAN, MINNESOTA

1 OF 1

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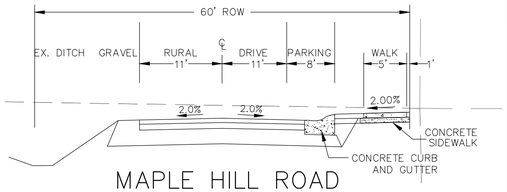
NO IMPROVEMENTS
TO MAPLE HILL ROAD
NORTH OF DEV. ENTRANCE
ROADWAY

½ RURAL CONNECTOR–MAPLE HILL RD.
ALONG WESTERN SIDE OF ROADWAY
FROM C.R.–10 TO
CHASTEK DEV. ENTRANCE ROAD
(GRAVEL SHOULDER–MAINTAIN DITCH)

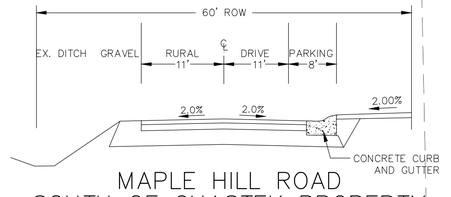
½ URBAN CONNECTOR–MAPLE HILL RD.
ALONG EASTERN SIDE OF ROADWAY
FROM CHASTEK SOUTH PROPERTY LINE
TO CHASTEK DEV. ENTRANCE ROAD
(CURB & GUTTER W/SIDEWALK)

½ URBAN RESIDENTIAL–MAPLE HILL RD.
ALONG EASTERN SIDE OF ROADWAY
FROM C.R.–10 TO CHASTEK DEV.
SOUTH PROPERTY LINE
(CURB & GUTTER)

RIGHT TURN LANE–COUNTY 10
~300' TURNLANE W/180' TAPER



MAPLE HILL ROAD
ADJACENT TO CHASTEK PROPERTY
60' ROW SECTION
TYPICAL SECTION (N.T.S.)



MAPLE HILL ROAD
SOUTH OF CHASTEK PROPERTY
60' ROW SECTION
TYPICAL SECTION (N.T.S.)

N

0 75 150 300
GRAPHIC SCALE IN FEET

BENCH MARK
TOP NUT OF HYDRANT
SOUTH WEST QUAD OF MAPLE
HILL ROAD & D STREET
ELEV.=977.00

00-ENG-123152-SHEET-OFFSITE IMPROV-3

PIONEER *engineering*
CIVIL ENGINEERS LAND PLANNERS LAND SURVEYORS LANDSCAPE ARCHITECTS

2422 Enterprise Drive
Mendota Heights, MN 55120
(651) 681-1914
Fax: 681-9488
www.pioneereng.com

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota
Name John M. Molinaro
Reg. No. 45831 Date XX-XX-202X

Revisions
1. 6-5-2024 Client Comments

Date	XX-XX-XX
Designed	JMM
Drawn	MSN/PDS

OFFSITE IMPROVEMENT PLAN-4

HEMPEL ACQ. CO., LLC
10050 CROSSTOWN CIRCLE STE. 600
EDEN PRAIRIE, MINNESOTA 55344

CHASTEK
CORCORAN, MINNESOTA

1.0 OF 1

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STAFF REPORT **Agenda Item: 10a.**

Council Meeting June 27, 2024	**Prepared By** Jay Tobin
Topic 2025 Budget Goals and Priorities	**Action Required** Direction

Summary

Staff has begun work preparing to draft the 2025 budget, and requests clarification of City Council goals and priorities to assist in the process.

Specifically, staff requests budgetary feedback and guidance on the following items:

- 2025 Budget Target:
    - City Council has historically established a goal to limit budget to the previous year (2024) adding any increase in tax capacity plus the rate of inflation.
- 2025 Service Delivery Priorities:
    - Service delivery proves challenging with limited scope of capabilities and rising expectations for services, and staff would like guidance on City Council priorities to assist in decision making if/when service demands exceed capabilities (staff/budget/equipment/time).
- Other goals or priorities
    - Staff would like to understand if City Council has any additional goals or priorities that should be incorporated into drafting the 2025 budget.

Financial/Budget

City Council direction will assist in drafting the 2025 Budget. Staff will present the draft budget with anticipated tax impacts at work sessions in July and August.

Options

1. Provide staff direction on Council goals and priorities to set 2025 budget expectations.

Recommendation

Provide staff direction on goals and priorities for the 2025 budget.

Council Action

Provide staff direction on goals and priorities for the 2025 budget.

Attachments

N/A

Agenda Item 11a.

MEMO

Meeting Date: June 27, 2024

To: City Council

From: Dwight Klingbeil

Re: Planning Project Update

Projects/comments in blue italics are new.

The following is a status summary of active planning projects:

1. **Kwik Trip CUP, Lot Line Adjustment, and Site Plan (PID 12-119-23-14-0006; 12-119-23-14- 0004) (City File 23-006)**

   Kwik Trip Inc. submitted a Site Plan, Lot Line Adjustment and CUP application for the two parcels north of Mama G's in early 2023. A feasibility study was required to evaluate the infrastructure needs of the project. The feasibility study has been distributed to the applicant. Staff and the applicant team continue to work through requirements for the application to move forward. The application is still incomplete, and the item is not currently scheduled for any upcoming meetings.

2. **Commercial and Industrial Development Standards (Citywide) (City File 23-023)**

   The purpose of this zoning ordinance amendment is to address and evaluate the allowed uses and use specific standards within commercial and industrial developments. The Council adopted a work plan at the November 20, 2023, regular meeting, and requested the Planning Commission to provide their initial feedback. The Planning Commission discussed this item at the December 5, 2023, meeting and expressed their desire Commercial and Industrial Development Standards address a number of items such as: specific architectural standards, infrastructure investment incentives, encouragement toward sustainable development practices, proper transitions of intensities and height, the permitted and conditional uses of each zoning type, verbiage, and lighting standards.

   City Staff prepared a survey for current landowners and lessees to express their opinions on items addressed with this update. Staff mailed the online survey invitation to property owners and tenants whose property is either currently zoned, or guided for

Commercial, Industrial, or Mixed-Use. The comment period for this survey closed on January 31, 2024.

During the February 8, 2024, City Council meeting, Council directed staff to prioritize Rural Commercial (CR) and Transitional Rural Commercial (TCR) district updates for approval by the end of quarter 2. Staff presented feedback from the Planning Commission and results from the Business Community Survey to the City Council at the April 25, 2024, regular Council meeting for further direction. The City Council and Planning Commission discussed the Commercial and Industrial standards during the May 21, 2024, Joint Work Session.

A survey invitation for feedback on Rural Commercial Subdivisions was posted to the City's media pages and mailed out to properties within 500 feet of CR & TCR parcels. *This survey closed on June 16, 2024, the results will be presented to Council at the June 27, 2024, meeting.*

3. **3019 Addition Comprehensive Plan Amendment, Rezoning, and Preliminary Plat (PID 07-119-23-14-0003) (City File 23-027)**

   Craig Scherber & Associates LLC applied for a Preliminary Plat, Rezoning, and Comprehensive Plan Amendment for a Rural Residential and Rural Commercial Development on the property at PID 07-119-23-14-0003. The application includes 15 commercial lots and 4 single-family residential lots. The applicant received Council feedback on a concept version of this proposal at the February 8, 2024, meeting. A feasibility study was completed to evaluate the infrastructure needs of the project. This item is not currently scheduled for any upcoming meetings.

4. **Pioneer Trail Industrial Park Final Plat & Final PUD (PID 32-119-23-43-0005, 32-119-23-43-0006, 32-119-23-43-0013)(City File 23-030).**

   Contour Development LLC applied for a Final Plat and a Final PUD at 6210 Pioneer Trail. The application consists of 0 lots and 3 outlots. This application is incomplete for City review and is not currently scheduled for any upcoming meetings.

5. **Chastek Farm Preliminary Plat, Preliminary PUD, Rezoning (PID 25-119-23-12-0002) (City File 23-034).**

   Trek Real Estate & Development, Inc. submitted an application for a Preliminary Plat, Preliminary Planned Unit Development (PUD), and Rezoning of the Chastek Farm located at 7600 Maple Hill Road. The request is to allow the development of 117 single-family for-sale lots on the 38.16-acre site. 101 of these lots would have a width of 55 feet, and the remaining 16 would have a width of 65 feet. The Public Hearing for this item was held during the May 2, 2024, Planning Commission Meeting. After some discussion, the Planning Commission recommended approval (5-0) of the application as presented. *The applicant requested to remove this item from the May 21, 2024, Regular City Council Meeting. This item is scheduled for the June 27, 2024, Council Meeting.*

6. **Heather Meadows 3rd Addition Preliminary Plat/OS&P (PIDs 05-119-23-31-0001 & 088-119-23- 22-0011) (City File 24-002).**

   Mark and Markus Lee, of ML Unlimited LLC, submitted a preliminary plat application to create 12 single-family lots and 2 outlots at 22901 Oakdale Drive. The proposal includes platting the two existing homes on Oakdale Drive and extending Heather Lane southward to plat 10 additional lots. To satisfy the requirements of the Open Space & Preservation density bonuses, this proposal includes the preservation of 44.8-acres of open space in two outlots. The Public Hearing for this item was held during the May 2, 2024, Planning Commission Meeting. After some discussion, the Planning Commission recommended approval (5-0) of the application as presented. *The*

Council discussed this item at the May 21, 2024, Council Meeting, and tabled it to the June 27, 2024, regular meeting.

7. **610 Extension Business Park Concept Plan (PID 12-119-23-23-0001) (City File 24-003).**

   United Properties submitted a Concept Plan application to develop a business park at the Oswald Farm, located at 19510 County Road 30. The narrative provided by the applicant describes the proposed business park to range from 864,000 - 1,017,500 sq ft on the 76.89-acre parcel. The applicant submitted revised plans which indicate two 128,000 sq ft buildings, and two 168,000 sq ft buildings. The applicant received informal feedback from the Council during the May 21, 2024, City Council meeting. This item is not currently scheduled for any upcoming meetings.

8. **Fairway Shores Villas at Cook Lake Preliminary Plat, Preliminary PUD, Rezoning & Comprehensive Plan Amendment (PID 25-119-23-11-0001) (City File 24-006).**

   Bergeron Development submitted an application for Fairway Shores Villas at Cook Lake, located at PID 25-119-23-11-0001. The application includes a preliminary plat, a preliminary PUD, a rezoning, and a Comprehensive Plan to allow for the development of 75 single family villas. The Public Hearing for this item was held during the May 2, 2024, Planning Commission Meeting. After some discussion, the Planning Commission recommended approval (5-0) of the application as presented. *Council approved this item at the May 21, 2024, Council Meeting.*

9. **Tonka Auto CUP (PID 26-119-23-12-0004) (City File 24-008).**

   Jake Hautman submitted a Conditional Use Permit application to allow the operation of an auto repair business, Tonka Auto, at 20201 County Road 50. The application is incomplete for city review and is not currently scheduled for any upcoming meetings.

10. **Corcoran Industrial Northeast (PID 01-119-23-11-0001) (City File 24-010).**

    Hemple Real Estate is seeking Council feedback on conceptual light industrial development at 10585 County Road 101. The plan includes 2 primary industrial buildings ranging from 200,200 to 342,000 sq ft on a 78.85-acre site. The applicant received informal feedback from the Council during the March 28, 2024, Council meeting. This item is not currently scheduled for any upcoming meetings.

11. **Conservation Residential Ordinance Amendment (City File 24-012).**

    The City will process a Subdivision and Zoning Ordinance Amendment as a follow up to the Comprehensive Plan Amendment to create a “Conservation Residential” land use designation processed for the Woodland Hills application. *The Comprehensive Plan Amendment has been approved by the Metropolitan Council. After the June 6, 2024, public hearing, the Planning Commission voted to recommend approval as presented. This item is scheduled for a final decision by the City Council on June 27, 2024.*

12. **Heitke Lot Line Adjustment (PID 28-119-23-33-0001 & 28-119-23-34-0001)(City File 24-013).**

    Dan Heitke submitted application materials for a preliminary and final plat to allow his property at 7000 Rolling Hills Road to annex roughly 1.16 acres from Outlot A of Heitke Farm Addition. This item is incomplete for City review and is not currently scheduled for any upcoming meetings.

13. **Erickson Garage CUP (PID 34-119-23-24-0003)(City File 24-014).**

    Brad Erickson submitted application materials for Conditional Use Permit to allow the construction of an accessory building with sidewalls that exceed 10’ in the front yard of 21150 Horseshoe Trail. This item is incomplete for City review and is not currently scheduled for any upcoming meetings.

14. **Upward Acres Preliminary Plat (PID 17-119-23-13-0001) (City File 24-015).**

    Skies Limit LLC. submitted an application for a preliminary plat to allow the development of 6 single-family lots at 22625 County Road 10. *The public hearing for this item was held during the June 6, 2024, Planning Commission Meeting. After some discussion, the Planning Commission voted to recommend approval of the application as presented. This item is scheduled for the City Council meeting on June 27, 2024, for a final decision.*

15. **Domino's Concept Plan (PID 23-119-23-43-0003 & 23-119-23-43-0004) (City File 24-018).**

    Strack Construction Co. Inc. submitted application materials for a concept plan for a Domino's drive-through/take-out only store on the corner of County Road 10 & County Road 50. The applicant received informal feedback from the Council during the May 21, 2024, City Council meeting. This item is not currently scheduled for any upcoming meetings.

16. **Jay Brown Garage CUP (PID 05-119-23-41-0006) (City File 24-019).**

    Jay Brown submitted application materials for a Conditional Use Permit to allow the construction of an additional accessory building that exceeds the 3969 square foot limit at 22355 Oakdale Drive. This item is incomplete for City review and is not currently scheduled for any upcoming meetings.

17. **Bellwether 10th Addition (PID 12-119-23-21-0074) (City File 24-020).**

    Pulte submitted application materials for a final plat, final PUD, and an easement vacation for Bellwether 10th, which would allow the development of 26 single-family lots. *This application is complete for City review and is tentatively scheduled for the July 11, 2024, Council meeting.*

18. **Camp Solberg (PID 08-119-23-31-0004) (City File 24-021).**

    Aaron and Melissa Solberg submitted an application for a preliminary and final plat to create two single-family residential lots on Outlot B of Weinand Woods located at PID 08-119-23-31-0004. This item is incomplete for city review and is not currently scheduled for any upcoming meetings.

19. **Shoreland Overlay District Zoning Ordinance Amendment (Citywide) (City File 24-022).**

    Minnesota DNR identified two additional water bodies needed for inclusion within the Shoreland Overlay District in Corcoran. An amendment to Section 1050.020 will be needed to comply with the DNR's requirements. *The public hearing for this item was held during the June 6, 2024, Planning Commission Meeting. After some discussion, the Planning Commission voted to recommend approval of the application as presented. This item is scheduled for the City Council meeting on June 27, 2024, for a final decision.*

20. **Woodland Hills Final Plat (PID 36-119-23-33-0010, 36-119-23-33-0003, 36-119-23-33-0007) (City File 24-023).**

    Woodland Hills of Corcoran, Inc. submitted an application for a final plat to allow for the development of 60 single-family lots, 1 amenity lot, and 5 outlots near the northeast corner of County Road 116 and Hackamore Road. The Preliminary Plat for this item received Council approval during the April 11, 2024, Council meeting. This item is incomplete and is not currently scheduled for any upcoming meetings.

21. **Kariniemi Orchards Preliminary Plat (PID 11-119-23-11-0012) (City File 24-024).**

    Nathan Kariniemi submitted an application for a preliminary open space & preservation plat to allow for the development of 16 single-family lots at 20400 County Road 30. This

item is incomplete and is not currently scheduled for any upcoming meetings.

22. **Hope Meadows Final Plat, Final PUD (PID 11-119-23-11-0012) (City File 24-025).**

    JPB Land, LLC. submitted application materials for a Final Plat and a Final Planned Unit Development for the first phase of "Hope Meadows". For the first phase, the applicant is requesting approval of a Final Plat that would allow the development of 52 rowhome lots and 4 villa lots near the northwest corner of Hunters Ridge and County Road 116. This item is incomplete and is not currently scheduled for any upcoming meetings.

23. **New Mahavan Eco Farm Concept Plan (15-119-23-32-0006) (City File 24-026).**

    New Mahavan Eco Farm Community is seeking Council feedback on a concept plan for a place of worship and community garden at 8750 Trail Haven Road. This item will be reviewed by the City Council for initial feedback at the City Council meeting on June 27, 2024.

City of Corcoran
2024 City Council Schedule

Agenda Item: 13.

Below is a tentative schedule for City Council meetings. The items and schedule are subject to change.

~~**July 11, 2024 Work Session (Cancelled)**~~

July 11, 2024

- Audit Briefing – Abdo, Justin Nilson – New Business
- NH Pioneer Society Request for Funds: Burschville School – Consent
- Bellwether 10th FP and FPUD (city file 24-020) – (tentative) (Kendra)
- Recycling Contract with Republic – (Tentative)
- Progress Report – 2024 Goals and Measurables (Jay)
- Mid-Year Code Enforcement (Dwight)

July 25, 2024

- DRAFT Budget
- Planning Project Update
- *Pioneer Trail FP and FPUD (City File 23-030)*
- Street Lighting Policy (Natalie)
- THC Moratorium and Regulations
- Self-Storage ZOA (city file 23-023)
- Schedule Work Sessions for September, October, November

August 8, 2024 Work Session

- TBD

August 8, 2024

- CIP Discussion
- Draft 2025 Budget

August 22, 2024

- Planning Project Update

September 10, 2024

- Annual Charter Commission Meeting

September 12, 2024

- Preliminary Budget and Levy
- Levy Insert

September 26, 2024

- Communications Assistant – Transition to FT
- Progress Report – 2024 Goals and Measurables

DRAFT

October 10, 2024

October 24, 2024

- Planning Project Update

November 8 or November 12 Special Meeting

- Certification of General Election 2024

November 14, 2024

- Tort Liability Coverage Waiver
- Certify Delinquent Utilities to Hennepin County
- Certify Delinquent Recycling to Hennepin County

November 25, 2024

- Approve Final Budget

December 16, 2024 (Only meeting in December)

- MS4 Permit
- ARPA Discussion
- Truth and Taxation Hearing
- Final 2024 Budget and Levy
- Draft 2025 Fee Schedule
- 2025 Wage Schedule
- 2025 Enterprise Fund Budget
- 2025 Fee Schedule Adoption
- Planning Project Update
- Solid Wast Haulers Renewals and Staff Report
- Call for Work Sessions in First Quarter 2025