



**CITY COUNCIL AGENDA  
MONDAY, JULY 2, 2018  
7:00 P.M.**

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. ADDITIONS OR CORRECTIONS TO AGENDA
5. DISCUSSION FROM THE FLOOR
6. **CONSENT AGENDA:**
  - A. Approval of Minutes – June 18, 2018
  - B. Approval of Resolution 18-18 Permanently Transferring Monies From the General Fund to the Storm Sewer Rehab Fund and Revolving Construction Fund
  - C. Approval of Resolution 18-19 Permanently Transferring Monies From the General Fund to the 2018A GO Equipment Certificate Fund (City of Blaine)
  - D. Contractor's Licenses
  - E. Correspondence
7. PUBLIC WORKS REPORT
8. CODE ENFORCEMENT REPORT
9. ORDINANCES AND/OR RESOLUTIONS
  - A. Resolution 18-20 Approving A Variance To Allow A Driveway Expansion at 733 81<sup>st</sup> Avenue NE
  - B. Resolution 18-21 Approving Preliminary And Final Plat For Public Storage SLP First Addition
  - C. Resolution 18-22 Authorizing Circulation of the City of Spring Lake Park Draft 2040 Comprehensive Plan Update
10. NEW BUSINESS
  - A. Approval of 2019 North Metro Telecommunications Commission Budget
11. ENGINEER'S REPORT
12. ATTORNEY'S REPORT
13. REPORTS
  - A. Beyond the Yellow Ribbon Report
14. OTHER
  - A. Administrator Reports
15. ADJOURN

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

## **RULES FOR DISCUSSION FROM THE FLOOR AND PUBLIC HEARINGS**

### **DISCUSSION FROM THE FLOOR**

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

### **PUBLIC HEARINGS**

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

The following format will be used to conduct the hearing:

- The presenter will have a maximum of 10 minutes to explain the project as proposed.
- Councilmembers will have the opportunity to ask questions or comment on the proposal.
- Citizens will then have an opportunity to ask questions and/or comment on the project. Those wishing the comment are asked to limit their comments to 3 minutes. In cases where there is a spokesperson representing a group wishing to have their collective opinions voiced, the spokesperson should identify the audience group he/she is representing and may have a maximum of 10 minutes to express the views of the group.
- People wishing to comment are asked to keep their comments succinct and specific.
- Following public input, Councilmembers will have a second opportunity to ask questions of the presenter and/or citizens.
- After everyone wishing to address the subject of the hearing has done so, the Mayor will close the public hearing.
- The City Council may choose to take official action on the proposal or defer action until the next regularly scheduled Council meeting. No further public input will be received at that time.



## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on June 18, 2018 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 P.M.

### 1. Call to Order

Mayor Hansen called the meeting to order at 7:00 P.M.

### 2. Roll Call

Members Present: Councilmembers Wendling, Delfs, Goodboe-Bisschoff and Mayor Hansen

Members Absent: None

Staff Present: Building Official Brainard; Police Chief Ebeltoft; Parks and Recreation Director Rygwall; Attorney Thames; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Peter Allen, Stantec  
Paddy Jones, Ham Lake  
Olivia Alveshere, ABC Newspaper

### 3. Pledge of Allegiance

### 4. Additions or Corrections to Agenda

Administrator Buchholtz requested that Item 10 D., Osborne Road Trail Restoration – Phase 1, be added to the agenda.

### 5. Discussion From The Floor - None

### 6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – June 4, 2018
- B. Disbursements
  - 1. General Fund Disbursement Claim No. 18-09 -- \$306,009.89
  - 2. Liquor Fund Disbursement Claim No. 18-10 -- \$ 34,907.26
- C. Budget to Date/Statement of Fund Balance – May 2018
- D. 2<sup>nd</sup> Quarter Billing for 2019 Payable 2020 Property Tax Assessment – Ken Tolzmann
- E. Poll Book Agreement
- F. Contractor's Licenses
- G. Correspondence

MOTION BY COUNCILMEMBER WENDLING APPROVING THE CONSENT AGENDA. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

7. PresentationA. MS4 Permit Annual Report

Mayor Hansen opened the public hearing at 7:09 PM.

Peter Allen from Stantec presented the 2018 MS4 Annual review. He addressed the Council and provided a slide presentation that showed what an MS4 Permit consists of, as well as who is involved with the Storm Water Management Regulation in Spring Lake Park. He stated that three groups regulate it: the State of Minnesota, Federal Programs and local watershed management organizations.

Mr. Allen explained the Storm Water Regulatory Documents that impact municipal operations, which include: the NPDES MS4 Permit, Local Surface Water Management Plans and Watershed Management Plans and Rules.

Mr. Allen reviewed the basic components of the MS4 Permit, known as “Best Management Practices”, or BMP’s. He stated that each BMP addresses one or more of the six main elements of the permit referred to as “Minimum Control Measures” which include public education and outreach; public participation and involvement; illicit discharge detection and elimination; construction site storm water runoff control; post construction storm water management and pollution prevention and good housekeeping for municipal operations.

Mr. Allen reported on how Spring Lake Park is currently in compliance with the MS4 Permit. He stated that the City has formed partnerships with the Watershed Districts and other MS4’s, created City Ordinances and LWMP requirements, created Storm Sewer System Maps along with related brochures and articles, performed inspections on illicit discharge, construction and MS4 system, performed street sweeping, staff training; conducted a Facilities Inventory Assessment, Pond Assessment and completed the MS4 Annual reports to submit to the Minnesota Pollution Control Agency.

Councilmember Nelson inquired if any unfunded mandates are going to take place. Mr. Allen stated that the EPA has been working on a new application and permitting process but at this time, it is not ready for cities to use. He stated that he hoped that the permit will be available later in the fall.

Mayor Hansen asked for public comment. Hearing no further public comments, Mayor Hansen closed the public hearing at 7:20 PM.

8. Police Report

Police Chief Ebeltoft reviewed the May 2018 department statistics.

Chief Ebeltoft reported that the Police Department responded to six hundred nineteen calls for service for the month of May 2018 compared to five hundred thirty one calls for service in May 2017.

Chief Ebeltoft reported that Officer Chlebeck reported handling thirteen calls for service at the local schools in the month of May. He stated that Officer Chlebeck conducted seven classroom presentations for the month and that he attended the Spring Lake Park High School Prom.

Chief Ebeltoft reported that Investigator Baker reported handling a caseload of fifty three cases for the month of May 2018. He stated that Investigator Baker noted that he has been able to reduce his current forfeiture

caseload to one case.

Chief Ebeltoft reported, in addition to addressing the day-to-day operations of the Department, he attended numerous meetings throughout the month representing Spring Lake Park Police Department and the City of Spring Lake Park.

Councilmember Nelson extended his sympathies to the City of Blaine Police Department for their loss of an officer and his wife. Chief Ebeltoft reported that the Police Department would be assisting the Blaine Police Department during the memorial service and reported that he had extended sympathies on behalf the of the Police Department, City Council, the City and staff.

#### 9. Parks and Recreation Report

Parks and Recreation Director Rygwall reported that the Parks and Recreation Commission met and approved Gaga Ball for Terrace Park. She reported that the committee reviewed other new games for the parks. She reported that the Committee approved the lighting poles and style of the lights for Triangle Park.

Ms. Rygwall reviewed the monthly department statistics and reported that staff has been preparing for Tower Days, summer programs, softball schedules and starting to work on fall programs. She reported that the raised garden beds are installed at Sanburnol Park and thanked the Public Works Department for building and installing the garden beds.

Ms. Rygwall thanked the Public Works and Police Departments as well as the City Council for their assistance with Tower Days. She stated that it was a very successful event.

#### 10. New Business

##### A. Naloxone-Narcan Deployment for Spring Lake Park Officers

Police Chief Ebeltoft reported that the nation is in the midst of an unprecedented opioid epidemic. and many Law Enforcement Agencies around the county have starting issuing Naloxone/Narcan to their police officers on the basis of being able to potentially save the lives of those experiencing an opioid overdose or possibly save the lives of the police officer who may be accidentally exposed to synthetic opioid's, such as fentanyl and cartfentanil.

Chief Ebeltoft reported that by having Naloxone/Narcan deployed with the police officers, the Spring Lake Park Police Department will have the ability to more appropriately handle life threatening situations of opioid overdoses and officer accidental exposer incidents. He stated that it will also provide the officers a temporary remedy for the citizens and officers to facilitate the necessary time for continued treatment at a medical facility.

Chief Ebeltoft stated that he has done considerable research into the deployment of the Naloxone/Narcan for the Police Department. He stated that there is a cost for the deployment, He explained that the officers will need to be trained in the administration of the Naloxone/Narcan, a standing doctor's order will need to be obtained for the City to purchase and the officers to be able to administer the Naloxone/Narcan.

Chief Ebeltoft stated that he was able to find a grant through the "Metropolitan Emergency Services Board" in St. Paul, Minnesota that would reimburse the cost of the purchase of the Naloxone/Narcan for a 4 mg dose at \$37.50 per does or \$75.00 for a twin pack. He stated that the grant will not cover the cost for the officer training for administrating Naloxone/Narcan but can be covered by budgeted Police Department funds for training. He

stated that the grant is in effect until June 6, 2019.

Chief Ebeltoft reported that he has been able to locate the required training for the Spring Lake Park Officers for the administration of Naloxone/Narcan through the Allina External Training and Education Department. He stated the training would be conducted at the Police Department and will be MN POST approved. He reported that the cost for the training for all the Spring Lake Park Police Officers would be \$418.00. He stated that the training would also provide the required "Doctor's Standing Order" for the application of Naloxone/Narcan for the officers and would meet the statutory and grant requirements.

Chief Ebeltoft stated that upon City Council approval of the deployment of Naloxone/Narcan for the Spring Lake Park Officers, he requests that the initial funds to facilitate this purchase be taken from Fund 428 (Traffic Education Fund) and budgeted Police training funds. He stated that any reimbursement funds received from the grant would then replace money taken from the Fund 428. He stated he would then budget for 2019 the purchase of Naloxone/Narcan as needed and continue to utilize the grant as long as it is in existence.

Chief Ebeltoft reported that it is his recommendation that every officer be assigned one twin pack of Naloxone/Narcan, one twin pack be purchased for the Evidence room and two twin packs be purchased for replacement after an officer uses theirs during the course of their duties. He stated that the Naloxone/Narcan has a "shelf life" of three years.

**Reimbursed Amounts**

Twin Pack Naloxone/Narcan - \$75.00 x 11 (Officers)	\$825.00
Twin Pack Naloxone/Narcan - \$75.00 x 1 (Evidence Room)	\$ 75.00
Twin Pack Naloxone/Narcan - \$75.00 x 2 (Replacement)	<u>\$150.00</u>
Total Expenditure	\$1,050.00 (Fund 428)

**Not Reimbursed Amounts**

Allina Training	\$480.00 (Training Funds)
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**Combined Total**

**\$1,468.00**

Chief Ebeltoft requested from the Mayor and City Council to institute the deployment of Naloxone/Narcan to Spring Lake Park Officers, to assist with providing the residents and officers with the necessary ability to help address the opioid epidemic and accidental exposures to officers.

Councilmember Goodboe-Bisschoff inquired if any officers have been exposed to any opioid incidents. Chief Ebeltoft responded that they have not been however; other local agencies have encountered situations.

Councilmember Goodboe-Bisschoff stated that the Minneapolis Police Department implemented the Naloxone/Narcan to their officers in April and she feels it is in best practice to see how that Department does with their implementation. She shared information that she had researched regarding the Naloxone/Narcan effects on a person it is administered to and the officer's responsibilities. She expressed a concern over the officer's safety and the liability to the City.

Chief Ebeltoft stated that the officers will be trained by Allina in a two-hour training. He stated that per state statute there is no liability on the City for an officer deploying Narcan. He stated that the officers will be given a standing doctors order that will allow the deployment of Narcan. He explained that the Naloxone/Narcan is a drug that were it administered to a person was not suffering from a drug overdose, there would not be any negative side effects. He stated that the Naloxone/Narcan is distributed through a nasal inhalant.

Councilmember Goodboe-Bisschoff inquired if all the Spring Lake Park Officers are in favor of the deployment of Naloxone/Narcan. Chief Ebeltoft explained several officers have inquired when the Department would be receiving the Naloxone/Narcan to have a tool to help save a life if they are put in a situation where it is needed. He stated that he would not ask or implement anything onto his officers in which he would not be comfortable doing himself.

Councilmember Nelson stated that he is in full support of the deployment. He stated that if it had been available years ago, there would still be many lives that would have been saved.

Councilmember Delfs reminded the Council that the Police Department are the first responders on a call and they are putting their lives in danger on any type of call. He thanked Chief Ebeltoft for finding the funding for the deployment and the research that he has done. He expressed that he feels this is a very important tool that is necessary for the officers to do their job and he commends any agency who is implementing a similar deployment.

Mayor Hansen thanked Chief Ebeltoft for researching and applying for the grant.

**MOTION MADE BY MAYOR HANSEN TO APPROVE NALOXONE/NARCAN DEPLOYMENT FOR SPRING LAKE PARK POLICE DEPARTMENT OFFICERS. ROLL CALL VOTE: COUNCILMEMBERS NELSON-AYE; WENDLING-AYE; DELFS-AYE; MAYOR HANSEN-AYE AND COUNCILMEMBER GOODBOE-BISSCHOFF – NAY. MOTION CARRIED.**

**B. Torg Brewery SAC/WAC Deferral**

Administrator Buchholtz reported that Torg Brewery, LLC has filed an application with the City to defer the SAC and WAC fees associated with the repurposing of the property located at 8421 University Avenue NE for a brewery and taproom business.

Administrator Buchholtz stated that the City Council approved entering into the Master SAC Deferral Agreement with the Metropolitan Council to defer the Sewer Availability Charges (SAC) owed to MCES. He stated that the City Council also implemented a similar program to defer payment of the City's Water Availability Charges (WAC).

Administrator Buchholtz reported that the Metropolitan Council Environmental Services (MCES) determined that the new use will result in 10 new local SAC units. He stated that the City determined that the new use will result in 10 new local WAC units.

Administrator Buchholtz reported that the MCES charges from the project are \$24,850 for SAC. He stated that the City charges are \$10,500 for WAC and \$850 for Local SAC.

Administrator Buchholtz explained that the deferral project requires the property owner to pay 20% of the charges upfront and to defer the remaining 80% of the charges over a period of 10 years at an interest rate as determined by the MCES policy.

Administrator Buchholtz stated that staff has drafted an agreement between Torg Brewery, LLC, building owner Gordon Lee Properties, LLC and the City outlining the arrangement. He stated that if the owner is in default, the owner defaults the right to appeal the City's assessment of the unpaid balance against the property. He stated that if the the business ceases operation before the 10 year period is up, there will be no further

changes upon notification to MCES.

Administrator Buchholtz stated that staff recommends approval of the proposed deferral agreement and reported that Attorney Thames had reviewed the agreement.

MOTION MADE BY MAYOR HANSEN TO APPROVE TORG BREWERY SAC/WAC DEFERRAL AGREEMENT. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

#### C. Triangle Park Lighting

Parks and Recreation Director Rygwall reported that the scheduled park improvements at Triangle Park continue to make progress. She reported that the sidewalk expansion has been completed and paid for by Dominion. She explained that per the construction agreement, Dominion will also be paying for four of the 10 light poles that will be installed to provide sidewalk lighting in the park.

Ms. Rygwall reported that the Parks and Recreation Committee has reviewed the various pole and luminary options and made their recommendation. She stated that the project is now ready for the scheduling of the lighting installation. She reported that she requested a quote from Eagle Builders (Dominium Project) and Aid Electric who does a majority of the park electrical work.

Ms. Rygwall provided the following quotes:

Medina Electric (Eagle Builders)	\$20,417.50
Aid Electric	\$15,700.00

Ms. Rygwall stated that staff recommends Aid Electric to install and connect the 10 light poles at Triangle Park in the amount of \$15,700.00 with funds from the Park Acquisition and Improvement Fund.

Councilmember Wendling inquired what amount Dominion was paying for per the agreement. Administrator Buchholtz explained that Dominion will be paying for the acquisition and installation of the four poles.

Councilmember Nelson inquired if the style of lights will be available long term should additional lighting need to be added. Ms. Rygwall stated that the 10 poles will provide adequate lighting and in the future, a gazebo could be added with a single light inside of it.

Public Works Director Randall explained that he is requesting the electrical contractors put "T" connection in the piping to allow for easy connection of the future gazebo light.

MOTION MADE BY COUNCILMEMBER NELSON TO APPROVE AID ELECTRIC TO PERFORM ELECTRICAL WORK AT TRIANGLE PARK IN THE AMOUNT OF \$15,700.00. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

#### D. Osborne Road Trail Restoration

Administrator Buchholtz reported that Engineer Gravel contracted three firms – Astech Corporation, Fahrner Asphalt, and Struck and Irwin Paving Inc. to solicit quotes for the Phase I of the Osborne Road Trail Restoration. He stated that one firm; Struck and Irwin Paving, Inc. submitted a quote for the work.

Administrator Buchholtz reported that the quote from Struck and Irwin Paving is as follows:

	<u>Quote</u>	<u>Engineer's Estimate</u>
Osborne Road Trail	\$11,555.00	\$12,000.00
Old Central Avenue Trail	\$10,399.50	\$12,000.00
<b>TOTAL</b>	<b>\$21,954.50</b>	<b>\$24,000.00</b>

Administrator Buchholtz reported that staff recommends awarding the project to Struck and Irwin Paving, Inc. in the amount of \$21,954.50, with proceeds coming from the Revolving Construction fund (Fund 400). He stated that the quote is below the Engineer's estimate of \$24,000.

Mayor Hansen inquired if the City was familiar with the contractor. Administrator Buchholtz reported that Engineer Gravel has worked with the contractor in other cities. Public Works Director Randall stated that the contractor typically does airport runways and is certain that they will do a good job.

MOTION MADE BY MAYOR HANSEN TO APPROVE STRUCK AND IRWIN PAVING, INC. FOR OSBORNE ROAD TRAIL RESTORATION – PHASE 1 IN THE AMOUNT OF \$21,954.50. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

#### 11. Engineer's Report

Engineer Gravel was absent from the meeting however, his report was included in the Council packet.

Councilmember Wendling inquired on a correspondence item regarding the Radium levels water report. Public Works Director Randall explained that results from a water test showed that there was a higher level of Radium in the water than previous tests. He stated that changes have been made to the chemical levels, the mixing chambers and water lines have since been thoroughly cleaned. He reported that the water will be tested again in the next few weeks. He stated that the City has been doing everything possible to correct the high level and noted that the levels recorded are not any danger to residents.

Administrator Buchholtz stated that the required Radium levels have dropped over the past 10 years and the required amount was much higher than what is required now. He stated that a notice to the residents will be mailed with their next utility bill.

#### 12. Attorney's Report

Attorney Thames reported that contracts for the 2018 Sanitary Sewer Project are almost completed. He reported that property that was reassessed for the Arthur Street Improvement project has re-appealed their new assessment. Attorney Thames reported that he has filed for a summary judgment on behalf of the City. He stated that the hearing will take place next month.

#### 13. Reports - None

#### 14. Administrator Reports

Administrator Buchholtz reported that the Sunset Grill opened on Monday, June 18, 2018. He reported that the 2019 budget process has started and department meetings will start next week.

Administrator Buchholtz reported that the North Suburban Hospital District will be closing on the property with Allina very soon and the land transfer should then take place in late summer.

Councilmember Goodboe-Bisschoff inquired if it was known that a Phase I or environmental inspection had been done on the 525 Osborne property. Administrator Buchholtz stated that he would check with the Hospital District on the status of a Phase I inspection.

15. Other

Councilmember Nelson reported that on July 9, 2018, the Beyond the Yellow Ribbon would be hosting a hamburger and hot dog event at 5:00 PM at Kraus-Hartig VFW.

16. Adjourn

MOTION BY COUNCILMEMBER WENDLING TO ADJOURN. VOICE VOTE: ALL AYES. MOTION CARRIED.

The meeting was adjourned at 8:09 PM.

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Cindy Hansen, Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer





# Memorandum

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**To:** Mayor Hansen and Members of the City Council

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

**Date:** June 27, 2018

**Subject:** Transfer Resolutions

Included on the consent agenda for the City Council's consideration are two resolutions transferring funds from the City's General Fund to three funds.

Resolution 18-18 transfers surplus funds from the City's General Fund to two funds – the Revolving Construction Fund and the Storm Sewer Rehab Fund. The transfer to the Revolving Construction Fund will assist the City in buying down the 2019 property tax levy by using surplus funds from the 2017 budget to buy down the cost of the SBM Fire Department's capital budget. The transfer to the Storm Sewer Rehab Fund will provide funds to the City Council to fund a future storm water improvement project that will be identified in the Storm Water Management Plan being completed by Stantec to address chronic flooding issues within the community. The effective date of the transfers is December 31, 2017.

Resolution 18-19 transfers surplus funds from the City's General Fund to a debt service fund that has been established for the recently approved 2018A Equipment Certificate issued by the City of Blaine to facilitate the purchase of a second ladder truck for SBM Fire Department. The resolution transfers \$106,000 into the debt service fund to buy down future levies for the repayment of this Equipment Certificate. The effective date of the transfer will be July 2, 2018.

The 2017 budget had a sizable surplus due to one-time revenues from building permits and plan review fees. Staff is proposing utilizing these funds to buy down future debt levies, making levy increases smaller into the future.

The General Fund will still have \_\_\_\_% of expenses in reserves, which is still in compliance with the City's fund balance policy.

Staff recommends approval of the two resolutions. If you have any questions, please don't hesitate to contact me at 763-784-6491.



**RESOLUTION NO. 18-18**

**RESOLUTION PERMANENTLY TRANSFERRING MONIES FROM THE GENERAL FUND TO THE STORM SEWER REHAB FUND AND REVOLVING CONSTRUCTION FUND**

**WHEREAS**, the annual audit of the City's 2017 financial records was conducted in 2018;  
and

**WHEREAS**, the preliminary audited financial statements for year ended December 31, 2017 indicate that the City experienced a surplus in the general fund; and

**WHEREAS**, these funds would typically remain in the General Fund as cash carried forward, increasing the City's operating reserves unless otherwise designated by the City Council;  
and

**WHEREAS**, interfund transfers are needed to cover a number of needs, including storm water improvements and fire department capital improvements; and

**WHEREAS**, the remaining fund balance in the General Fund will comply with the City's fund balance policy of maintaining between 35%-50% of the budgeted expenditures in reserves.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Spring Lake Park that the Administrator, Clerk/Treasurer is hereby authorized to make the transfers specified below:

Fund 101 – General Fund to Fund 425 – Storm Sewer Rehab Fund	\$100,000
Fund 101 – General Fund to Fund 400 – Revolving Construction Fund	\$ 35,000

**BE IT FURTHER RESOLVED** that the effective date of the transfers is December 31, 2017.

The foregoing Resolution was moved for adoption by .

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

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 2nd day of July, 2018.

APPROVED BY:

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Cindy Hansen, Mayor

ATTEST:

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Daniel R. Buchholtz, City Administrator

**RESOLUTION NO. 18-19**

**RESOLUTION PERMANENTLY TRANSFERRING MONIES FROM THE GENERAL FUND TO THE 2018A GO EQUIPMENT CERTIFICATE FUND (CITY OF BLAINE)**

**WHEREAS**, the annual audit of the City's 2017 financial records was conducted in 2018;  
and

**WHEREAS**, the preliminary audited financial statements for year ended December 31, 2017 indicate that the City experienced a surplus in the general fund; and

**WHEREAS**, these funds would typically remain in the General Fund as cash carried forward, increasing the City's operating reserves unless otherwise designated by the City Council;  
and

**WHEREAS**, funds are presently available to set aside for the repayment of the City's obligation under the 2018A GO Equipment Certificates of Indebtedness, Series 2018A, issued by the City of Blaine for the purchase of a 2<sup>nd</sup> quint for the SBM Fire Department; and

**WHEREAS**, the remaining fund balance in the General Fund will comply with the City's fund balance policy of maintaining between 35%-50% of the budgeted expenditures in reserves.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Spring Lake Park that the Administrator, Clerk/Treasurer is hereby authorized to make the transfers specified below:

Fund 101 – General Fund to Fund 333 – 2018A GO Equipment      \$106,000  
Certificate (City of Blaine)

**BE IT FURTHER RESOLVED** that the effective date of the transfer is the date of this Resolution.

The foregoing Resolution was moved for adoption by .

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

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 2nd day of July, 2018.

APPROVED BY:

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Cindy Hansen, Mayor

ATTEST:

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Daniel R. Buchholtz, City Administrator

State of Minnesota )  
 Counties of Anoka and Ramsey ) ss  
 City of Spring Lake Park )

I, Daniel R. Buchholtz, duly appointed and qualified City Clerk in and for the City of Spring Lake Park, Anoka and Ramsey Counties, Minnesota, do hereby Certify that the foregoing is a true and correct copy of Resolution No. 18-19, A Resolution Permanently Transferring Monies From The General Fund To The 2018A GO Equipment Certificate Fund (City of Blaine), adopted by the Spring Lake Park City Council at their regular meeting on the 2nd day of July, 2018.

(SEAL)

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

Dated: \_\_\_\_\_





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

Contractor's Licenses

July 2, 2018

Mechanical Contractor

Comfort Solutions Heating & Cooling

Dependable Heating and Cooling

Master Mobile Home Service

Plumbing Contractor

APP Professional Plumbing, LLC

Champion Plumbing

Sign Contractor

Sign Maintenance Lighting & Electrical, Inc.

Tree Contractor

LCS Lawn and Tree Service, Inc.





**City of Spring lake Park**  
**Code Enforcement Division**  
1301 Eighty First Avenue Northeast  
Spring Lake Park, Minnesota 55432  
(763) 783-6491 Fax: (763) 792-7257

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## REPORT

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**TO:** Spring Lake Park City Council  
**FROM:** Barry L. Brainard, Code Enforcement Director  
**RE:** Code Enforcement Monthly Report for June 2018  
**DATE:** June 27, 2018

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The Spring Lake Park Code Enforcement department is delegate the duties of enforcement for all building, mechanical, plumbing, fire, rental, property, nuisance, and zoning codes within Spring Lake Park.

In June 2018, a total of 22 building, 1 Fire, 1 zoning, 14 mechanical, and 3 plumbing and 3 signs for a total of 44 permits issued compared to a total of 51 in 2017. You will note that while the number of permits issued by June of 2018 at 201, are slightly below 2017 total number of permits of 227, the valuation and fees collected by June of 2018 (\$11,987,000/\$158,064.59) compared to that of June of 2017 at (4,490,000/\$75,600).

Code Enforcement conducted 233 inspections in the month of June including 85 building, 22 mechanical, 9 plumbing, 60 rental, 6 fire, and 3 zoning, and 48 Nuisance inspections.

Construction at the Legends of Spring Lake Park is proceeding as Section A completes final interior unit inspections which include mechanical, plumbing, fire, and building. As you can see by driving by the development, final grading is being conducted with the outside gazebo and pergola being finished. I was informed that we can expect sod to be laid by the end of July or early August once the exterior lawn sprinklers and landscaping are complete.

I have received an application for the 92,465 square foot storage facility at the Public Storage site located at 7807 Highway 65. The application states that they are hoping to complete the project by January 8, 2019. However, before I can issue the building permit, I am still waiting on approval from the Rice Creek Watershed District, SAC calculations from the Metropolitan Council Environmental Services, and approval from the Department of Labor and Industry plumbing review. The total valuation noted on the application is stated at \$5,547,900.

Mr. John Caldwell continues his duties as the Spring Lake Park part-time Code Enforcement Inspector. Mr. Caldwell has been very busy this month dealing with nuisance issues and rental inspections.

Also attached with this report, please find the June 2018 Spring Lake Park vacancies listings. The listings include both residential and commercial properties indicating vacant and foreclosure properties as well as upcoming Sheriff Sales. June 2018 vacancy listing summarizes the following:

- 12 vacant/foreclosed residential properties currently posted by the Code enforcement department and/or soon to be posted. Down three from last month.
- 2 vacant/foreclosed commercial properties currently posted by the Code Enforcement department and/or soon to be posted. Remains the same from last month.
- 4 residential properties currently occupied and ready for Sheriff Sale's redemption. Remains the same from last month.

In June of 2018, the Code Enforcement Department posted one abandoned property. Also in the month of June, my department issued 16 administrative offense tickets mostly pertaining to residential nuisance violations.

Time allotted for Code Enforcement in June is as follows:

Building Inspections:	37%
Mechanical Inspections:	9%
Plumbing Inspections:	4%
Rental and Certificate of Occupancy Inspections:	26%
Fire Inspections:	3%
Zoning Inspections:	1%
Nuisance Inspections:	20%

In June of 2018, I also attended the following appointments:

- City Council meetings on June 4<sup>th</sup> and 18<sup>th</sup>.
- Department Head meeting on June 5<sup>th</sup>.

This summer has been busy with a lot of new and restored fence projects throughout Spring Lake Park. The information handout provided with this report gives Spring Lake Park property owners the necessary zoning requirements when erecting a new or replacing a fence.

This concludes the Code Enforcement Department monthly report for June 2018. If anyone has any questions or concerns regarding my report, I would be happy to answer them at this time.

**City of Spring Lake Park**  
**Permits Issued & Fees Report - Detail by Address**

Issued Date From: 6/1/2018 To: 6/30/2018  
 Permit Type: All Property Type: All Construction Type: All  
 Include YTD: Yes Status: Not Voided

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
<b>Permit Type: BUILDING</b>													
<b>Permit Kind: COMMERCIAL ADDITION</b>													
<b>Permit Kind: COMMERCIAL ALTERATION</b>													
<b>Permit Kind: COMMERCIAL DEMOLITION</b>													
<b>Permit Kind: COMMERCIAL PAINT BOOTH</b>													
<b>Permit Kind: COMMERCIAL REMODEL</b>													
<b>Permit Kind: COMMERCIAL REPAIR</b>													
2018-00174	06/12/2018	8466 CENTRAL AVE NE		0	1,000.00	50.96	33.12	0.50					84.58
<b>Permit Kind: MOBILE HOME MOBILE HOME</b>													
2018-00166	06/07/2018	1556 82ND AVE NE		0									175.00
<b>Permit Kind: PUBLIC ADDITION</b>													
<b>Permit Kind: PUBLIC REMODEL</b>													
<b>Permit Kind: SINGLE FAMILY DECK</b>													
2018-00181	06/18/2018	710 84TH AVE NE		0	5,000.00	128.44	83.49	2.50					214.43
<b>Permit Kind: SINGLE FAMILY DOOR REPLACEMENT</b>													
<b>Permit Kind: SINGLE FAMILY EGRESS WINDOW</b>													
<b>Permit Kind: SINGLE FAMILY GARAGE</b>													
<b>Permit Kind: SINGLE FAMILY INSULATION</b>													
2018-00170	06/13/2018	8201 JACKSON ST NE		0	2,226.00	83.12		1.11					84.23
<b>Permit Kind: SINGLE FAMILY REMODEL</b>													
<b>Permit Kind: SINGLE FAMILY ROOFING</b>													
2018-00183	06/14/2018	511 79TH AVE NE		0	7,000.00	161.12		3.50					164.62
2018-00186	06/15/2018	631 BALLANTYNE LN NE		0	3,500.00	103.93		1.75					105.68
2018-00190	06/21/2018	8349 FILLMORE ST NE		0	13,900.00	278.87	5.00	6.95					285.82

6/27/2018



Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
Permit Type: BUILDING													
Permit Kind: SINGLE FAMILY ROOFING													
2018-00159	06/04/2018	725 HOLLAND LN NE	0	0	9,600.00	203.61		4.80					208.41
2017-00412	06/06/2018	803 IONE AVE NE	0	0	18,000.00	340.86		9.00					349.86
2018-00158	06/04/2018	715 LUND AVE NE	0	0	9,889.00	208.33		4.94					213.27
2018-00172	06/11/2018	7868 MADISON ST NE	0	0	8,000.00	182.46	5.00	4.00					186.46
2018-00171	06/11/2018	706 MANOR DR NE	0	0	9,800.00	211.88	5.00	4.90					216.78
2018-00160	06/04/2018	7949 MONROE ST NE	0	0	6,165.00	147.48		3.08					150.56
2018-00165	06/05/2018	657 ROSEDALE RD NE	0	0	8,000.00	177.46		4.00					181.46
2018-00200	06/22/2018	8320 TERRACE RD NE	0	0	6,300.00	149.69		3.15					152.84
2018-00205	06/27/2018	7935 VAN BUREN ST NE	0	0	4,000.00	112.10		2.00					114.10
Permit Kind: SINGLE FAMILY SIDING													
2018-00168	06/13/2018	507 BALLANTYNE LN NE	0	0	8,000.00	354.92		4.00					358.92
2018-00173	06/12/2018	8069 GARFIELD ST NE	0	0	13,000.00	259.16		6.50					265.66
2018-00162	06/05/2018	366 MANOR DR NE	0	0	2,004.91	79.51		1.00					80.51
Permit Kind: SINGLE FAMILY STRUCTUAL													
Permit Kind: SINGLE FAMILY WINDOW REPLACEMENT													
2018-00180	06/14/2018	521 79TH AVE NE	0	0	4,122.72	114.11		2.06					116.17
2018-00196	06/22/2018	8389 ABLE ST NE	0	0	20,000.00	373.54		10.00					383.54
2018-00169	06/12/2018	870 MAPLE ST NE	0	0	12,150.53	245.29		6.08					251.37
Permit Type: BUILDING - Totals													
Period			22	0	171,658.16	3,966.84	131.61	85.82					4,344.27
YTD			86	0	11,986,148.40	79,217.89	42,728.89	3,543.06					125,624.84
Permit Type: FIRE ALARM													
Permit Kind: COMMERCIAL FIRE ALARM													
Permit Kind: MULTI-FAMILY FIRE ALARM													
Permit Type: FIRE ALARM - Totals													
Period			0										
YTD			3	0									4,555.00

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
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Permit Type: FIRE SUPPRESSION

Permit Kind: COMMERCIAL FIRE SUPPRESSION													
2018-00161	06/05/2018	1415 81ST AVE NE		0		404.96	26.32	13.50					444.78

Permit Kind: PUBLIC FIRE SUPPRESSION

Permit Type: FIRE SUPPRESSION - Totals													
Period			1	0		404.96	26.32	13.50					444.78
YTD			8	0		3,459.64	193.04	80.22					3,727.90

Permit Type: MECHANICAL

Permit Kind: COMMERCIAL HEATING, VENT & AC

Permit Kind: MULTI-FAMILY HEATING, VENT & AC

Permit Kind: SINGLE FAMILY HEATING, VENT & AC													
2018-00163	06/05/2018	556 78TH AVE NE		0		51.65		1.00					52.65
2018-00175	06/12/2018	600 IONE AVE NE		0		50.00		1.00					51.00
2018-00203	06/27/2018	8274 POLK ST NE		0		50.00		1.00					51.00
2018-00178	06/13/2018	325 ROSEDALE RD NE		0		50.00		1.00					51.00

Permit Kind: SINGLE FAMILY HVAC - RESIDENTIAL SINGLE

2018-00195	06/21/2018	510 78TH AVE NE		0		40.00		1.00					41.00
2018-00193	06/21/2018	1148 79TH AVE NE		0		40.00		1.00					41.00
2018-00202	06/25/2018	1158 79TH AVE NE		0		40.00		1.00					41.00
2018-00185	06/14/2018	1424 80TH AVE NE		0		41.17		1.00					42.17
2018-00187	06/19/2018	1556 82ND AVE NE		0		80.00		1.00					81.00
2018-00176	06/13/2018	686 BALLANTYNE LN NE		0		40.00		1.00					41.00
2018-00189	06/21/2018	8041 HAYES ST NE		0		40.00		1.00					41.00
2018-00191	06/21/2018	590 IONE AVE NE		0		40.50		1.00					41.50
2018-00192	06/21/2018	451 MAPLE ST NE		0		42.15		1.00					43.15
2018-00164	06/05/2018	931 MARLBORO CT NE		0		40.00		1.00					41.00

Permit Type: MECHANICAL - Totals

Period			14	0		645.47		14.00					659.47
YTD			57	0		20,344.61		498.50					20,843.11

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
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Permit Type: PLUMBING

Permit Kind: COMMERCIAL PLUMBING

Permit Kind: MULTI-FAMILY PLUMBING

Permit Kind: SINGLE FAMILY PLUMBING

2018-00167	06/07/2018	773 83RD AVE NE		0		45.00		1.00					46.00
2018-00182	06/14/2018	7849 MADISON ST NE		0		45.00		1.00					46.00
2018-00184	06/14/2018	574 ROSEDALE RD NE		0		45.00		1.00					46.00

Permit Type: PLUMBING - Totals

Period	3	0				135.00		3.00					138.00
YTD	33	0				1,851.00		33.00					1,884.00

Permit Type: SIGN

Permit Kind: COMMERCIAL SIGN PERMANENT

2018-00177	06/13/2018	1415 81ST AVE NE		0		225.00							225.00
2018-00188	06/19/2018	1633 HIGHWAY 10 NE		0		408.74							408.74
2018-00194	06/21/2018	8169 UNIVERSITY AVE NE		0		150.00							150.00

Permit Kind: COMMERCIAL SIGN TEMPORARY

Permit Type: SIGN - Totals

Period	3	0				783.74							783.74
YTD	6	0				1,069.74							1,069.74

Permit Type: ZONING

Permit Kind: SINGLE FAMILY ACCESSORY BUILDING

Permit Kind: SINGLE FAMILY DRIVEWAY

Permit Kind: SINGLE FAMILY FENCE

Permit Kind: SINGLE FAMILY SHED

2018-00199	06/22/2018	7817 VAN BUREN ST NE		0		45.00							45.00
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Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
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Permit Type: ZONING - Totals

Period	1	0				45.00							45.00
YTD	8	0				360.00							360.00

Report Total	Period	44	0	\$171,658.16	5,981.01	157.93	116.32						6,415.26
	YTD	201	0	\$11,986,148.40	106,302.88	42,921.93	4,154.78						158,064.59



# Vacants, Foreclosed Properties or Sheriff Sales, June 2018

(Checked ABC Public Records online 6-20-18, no new info) nk

			120 day			\$200. vac. fee	Add'l vac,	Abandoned Date	
		Posted	Vacant		120 day vac.	due 1 yr. anniv.	anniv (A/D)	\$150. fee, app \$150.00	
		Vacant	Expiration		fee paid	date (A/D) of	date(s) add'l	& inspection Res. CO	
<b>Residential Prop. Address</b>	<b>Name</b>	<b>Date</b>	<b>Date</b>	<b>Date</b>	<b>Date</b>	<b>orig. posting</b>	<b>\$200.00 + due.</b>	<b>ALL Due</b>	<b>Paid/date</b>
<b>7927 NE Buchanan</b>	<b>DOROTHY WALLIN, DIED</b>	5/9/18	09/06/18					05/09/18	\$ DUE
8064 NE GARFIELD ST	PETER BOROWITZ	06/06/12	10/04/12		Paid 7-21-16	Paid2012-2016	A/D \$ DUE	6/6/12	\$ DUE
1880 NE HWY 10	ARNOLD JOHNSON SR, DIED	06/26/15	10/24/15		\$ DUE	A/D \$ DUE	A/D \$ DUE	6/26/15	\$ DUE
626 NE ONE AVE	DAVID STAHL /Son Doug Stahl	xx						xx	
812 NE LUND AVE	BITA HERR, DIED 3-2018	05/23/12	09/20/12		\$ DUE	A/D \$ DUE	A/D \$ DUE	10/4/13	\$ DUE
649 Manor/Clsng sched./H.O. died	Widell Real Estate Properties	12/01/17	03/31/18		Paid 5-8-18	12/1/18		xx	
8490 NE MONROE (was SF rental)	Renter's Warehouse/ Mark Gorelick	05/17/18	09/14/18					5/17/18	\$ DUE
8345 NE PIERCE ST	JOHN VYLASEK, see notes	5/29/13	09/26/13		Paid 12-6-13	A/D \$ DUE	A/D \$ DUE	5/29/13	Paid 12-20-13
7972 PLEASANTVIEW/fire @prop	WELLS FARGO/Dustin Otis	4/13/18	08/11/18					04/13/18	\$ DUE
924 RALEIGH Mailing c/o XH Dan	PAT HUTCHISON DIED	xx						xx	
8024 TERRACE RD	LEONA HANSON, OWNER	xx						xx	
7901 University Ave NE	JANE TWEDT, DIED Jan. 2018	6/20/18	10/18/18					6/20/18	\$ DUE

**Recent Prop. Closings Note: I only list the properties that closed & were previously listed above. The City has had numerous property slaes/closings.**

459 Maple Sold/closed 6-21	Buyer Lisa Sherman	xx						xx	
8012 5th Sold @sheriff sale	Creative Real Est. SoldClsng 7-24	03/30/18	7-28-18 if still vacant,					xx	
533 81st Ave	MICHAEL TIMOSHENKO closed in	01/08/18	05/08/18		\$ DUE Said he was going live@prop. House 4SALE/MLS 6-12-18				
<b>Commercial Prop Address</b>									
8407 PLAZA BLVD	POV'S								
8355 UNIVERSITY AVE	PESTELLO'S TAVERN & GRILL	5/20/15	09/17/15		5/20/2016	5/1/2017			\$ due
<b>Spring Lake Park Terrace/Mfgd. &amp; Mobile Home Park</b>		<b>Posted</b>	<b>120 Day</b>	<b>120 Day Fee</b>	<b>1 Year Vacant</b>			<b>Abandoned</b>	<b>Res. CO Paid</b>
8155 NE Cleveland	GIW Group LTD	Vacant	Expiration	Paid	Date			Date	Date
8163 NE Cleveland	GIW Group LTD	xx							
		3-28-16	07/26/16		3-28-2017			3-28-2016	
<b>SHERIFF SALES</b>									
<b>Service Address</b>	<b>Name</b>	<b>Date of SS</b>						<b>Date to vacate</b>	
716 NE 82ND AVE	MARC & ANDREA PORTER	7/6/18						01/06/19	
1540 NE CTY HWY 10 4SALE?	ULTIMATE AUTO & CUSTOMS	1/22/18						07/22/18	
615 MAPLE 4SALE per MLS online	ELIZABETH J TROTTER	4/5/18						10/05/18	
8286 NE MONROE ST	ERIC & HEATHER PETSCHL	7/19/17						01/19/18	







## CITY OF SPRING LAKE PARK

1301 Eighty First Avenue Northeast  
Spring Lake Park, Minnesota 55432  
Ph: 763-784-6491 Fax: 763-792-7257  
Website: [www.slpmn.org](http://www.slpmn.org)

### FENCES

The purpose of regulating fences is to promote a pleasant physical environment and to protect the public and private property within the City by regulating the location, height, type of construction, and maintenance of all fences.

#### **YOU MUST HAVE YOUR PROPERTY STAKES LOCATED AND EXPOSED BEFORE AN INSPECTION WILL BE CONDUCTED.**

The owner/contractor acting as the applicant is responsible for locating the property corner markers prior to applying for a fence permit. If the iron lot corner pins cannot be found, the applicant is to contact a Land Surveyor to re-establish the lot corners before commencing with the fence building. If there is any dispute by your neighbors and/or the inspector as to exact location of a property line, the applicant is to contact a Land Surveyor to locate such property line(s). A metal detector can be useful to find the iron corner marker pins. Refer to your property survey for lot dimensions. When an inspector comes out to inspect your fence, they will need to see your exposed property stakes.

If you are wishing to **connect your fence to any adjacent property fences** which are not yours, you must first get written approval from the neighbor and include such written approval with your fence permit application.

#### **PERMIT REQUIRED**

No fence shall be erected or substantially altered without obtaining a zoning permit from the Building Inspections Department. The fee for a fence permit is \$45.00. Permit are issued for a six month (180 days) period giving the applicant six months (180 days) to complete, inspect and close out the permit before such permit is to expire.

#### **DEFINITIONS**

Fence: A fence is defined as any partition, structure, wall, or gate erected as a divider marker, barrier or enclosure and located along the boundary, or within the required yard. For the purpose of this Section, a fence shall not include naturally growing shrubs, trees or other foliage.

#### **LOCATION OF FENCE**

Please review the Spring Lake Park handout: "Property Line Locations" and "Certificate of Survey/Site Plan" for more information regarding your property line locations and requirements. Fences, when constructed to enclose any lot or tract of land, shall be located in such a way that the entire fence shall be on the property of the owner. Posts and framework shall be placed within six inches of the property lines of the owner and the actual finished fencing material, such as wire, lumber, pickets, etc., shall be placed on **outside** of the fence which faces the street or adjacent property.

No fences shall be allowed or constructed on street right-of-ways. Fences may, by permit, be placed on public utility easements so long as the fence do not interfere in any way with existing underground or over ground utilities. Further, the City of any utility company having authority to use such easements shall not be liable for repair or replacement of such fences in the event they are moved, damaged or destroyed by virtue of the lawful use of said easement.

#### **CONSTRUCTION AND MAINTENANCE**

Every fence shall be constructed in a workmanlike manner and of substantial material reasonably suited to the purpose for which the fence is to be used. Every fence shall be maintained in a condition of reasonable repair and shall not be allowed to become and remain in a condition, which would constitute a public nuisance, or a dangerous condition. If such a fence is allowed to become and remain in such condition, a Building Inspector is authorized to notify the owner or owners of such fences of the condition and allow owner or owners ten (10) days in which to repair or demolish the fence.

Link fences, where permitted, shall be constructed in such a manner that the barbed end is at the bottom of the fence.

No barbed wire or barbed wire fences shall be allowed on private property in residential zones. No barbed wire or barbed wire fences shall be allowed



on private property in business or industrial zones where the property lines of such property abut lots or parcels adjacent to residential districts.

All fences shall be constructed in conformity with the wind, stress, foundation, structural and other requirements of the Minnesota State Building Code.

### **RESIDENTIAL FENCES**

In all residential districts, fences shall have the following setbacks and heights limitations:

Front Yard -Maximum height of four (4) feet above ground level in front of the front face of the residential structure.

Side Yard - Maximum height of six (6) feet above ground level.

Rear Yard - Maximum height of six (6) feet above ground level.

The required front yard of a corner lot shall not contain any fence that may cause danger to traffic on a street or public road, by obscuring the view. On corner lots, no fence higher than 36 inches shall be permitted within the 50-foot intersection sight distance triangle.

### **COMMERCIAL AND INDUSTRIAL FENCES**

In business and industrial zones, fences may not exceed eight (8) feet in height above the ground level, and the use of barbed wire is prohibited, except that the top one (1) foot of any fence along side or rear lot lines in these zones may be constructed or barbed wire. Barbed wire is also permitted for the top one (1) foot of fences in industrial zones when fronting a public street and placed no closer than the parking setback. Barbed wire shall not be permitted adjacent to any residential district.

### **FENCING BETWEEN COMMERCIAL/INDUSTRIAL AND RESIDENTIAL ZONES**

Whenever a Residential zone is adjacent to or across the street from a Commercial/Industrial zone, the commercial or industrial land owner/developer must provide a minimum six (6) foot high fence for screening. The fence shall not have less than ninety (90) percent opacity for screening purposes.

### **SPECIAL PURPOSE FENCES**

Fences for special purpose and fences differing in construction, heights, or location, may be permitted in any commercial or industrial district in the city, only by issuance of a conditional use permit approved by the City Council after a recommendation by the

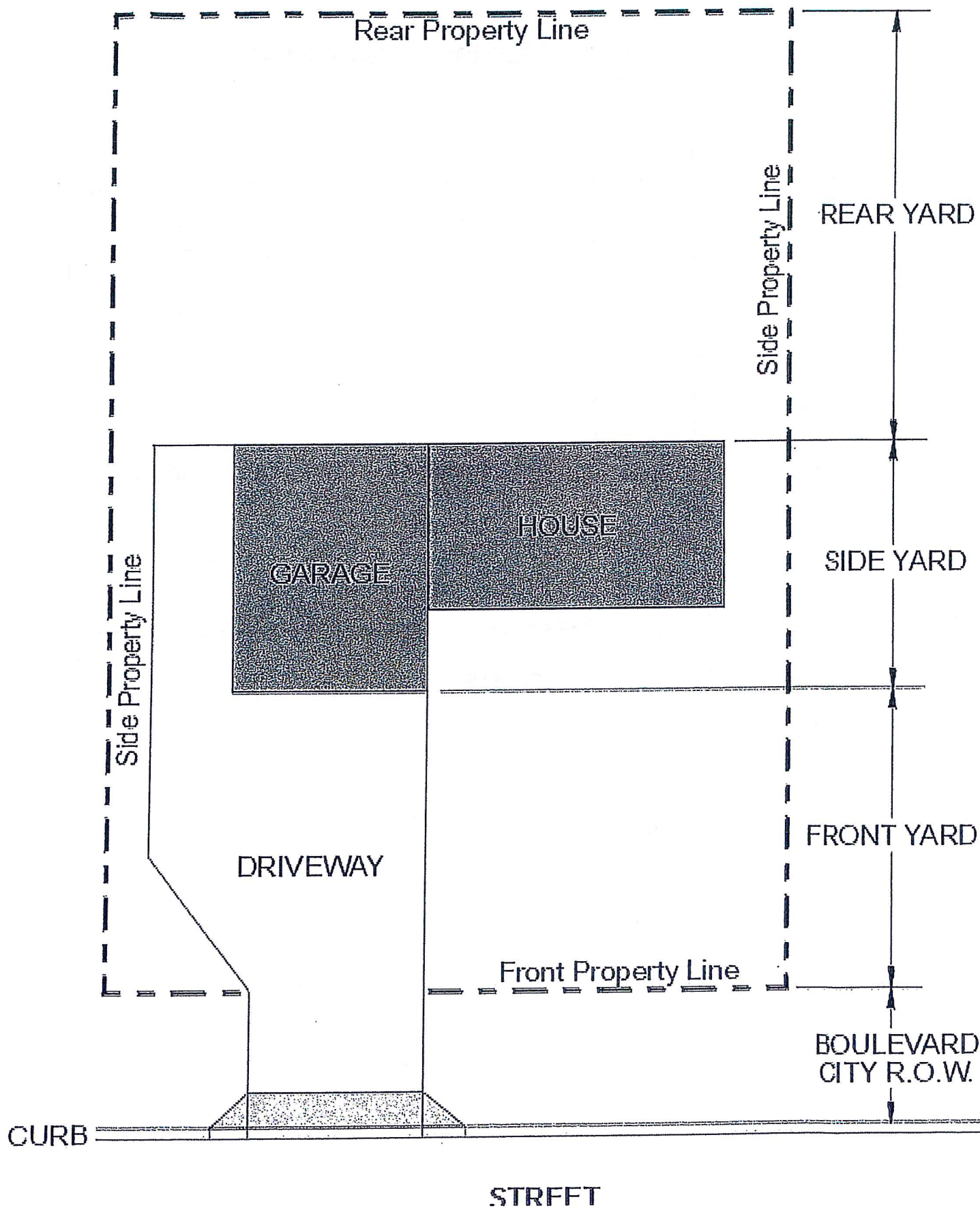
Planning Commission, and upon evidence that such special purpose fence is necessary to protect, buffer, or improve the premises for which such fence is intended. The approval of such buffer fences may include stipulations as to the material, heights, or location of such special purpose fences.

### **NON-CONFORMING FENCES**

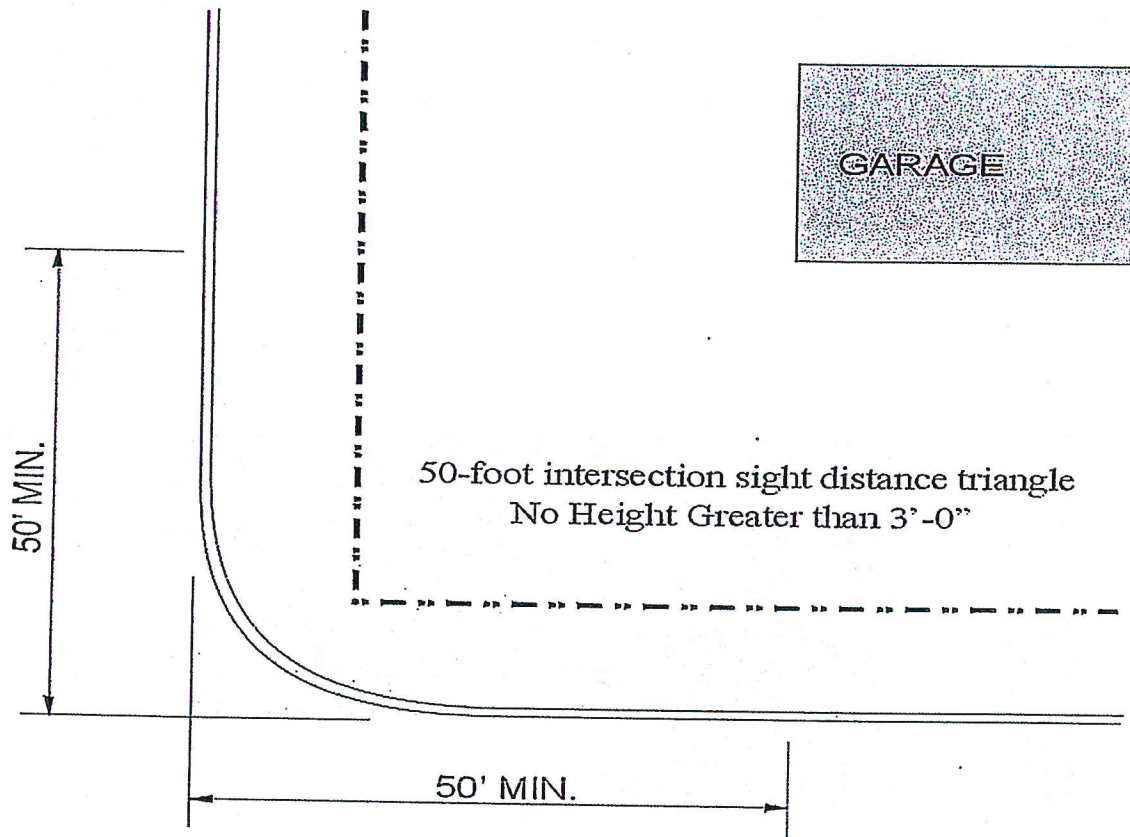
All existing fences, at the time of the adoption of this Section, which are not in violation of this Section and are not located within a public right-of-way or easement, but which violate other Sections of this Code, may be continued to be maintained and to exist but may not be replaced, if destroyed or removed, to the extent that the violations be continued.

### **QUESTIONS?**

If you have questions about the information in this handout, please contact the Building Official at (763) 784-6491, or e-mail your questions to [bbrainard@slpmn.org](mailto:bbrainard@slpmn.org)



# CORNER LOT CLEARANCE REQUIREMENT







# CITY OF SPRING LAKE PARK ZONING PERMIT APPLICATION

1301 Eighty-First Avenue NE  
Spring Lake Park, MN 55432  
Fax: (763) 792-7257

*Applicant MUST sign & date before accepting*

1. Job Address:

Spring Lake Park, Minnesota 55432

2. Owner:

Email:

Address:

Phone No.:

3. Contractor:

License No.

Address:

Email:

Phone No:

Cell Phone:

Fax No:

4. Architect or Engineer:

License No:

Address:

Phone No.

5. Type of Work:

☐ Fence

☐ Shed (under 200 square feet)

☐ Other Structures (under 200 square feet)

☐ Driveway

Describe Work to be Done: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Estimated Value of Work: \$

Estimated Date of Completion:

IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 180 DAYS AT ANY TIME AFTER WORK IS COMMENCED THE ZONING PERMIT SHALL BECOME NULL AND VOID.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS ZONING PERMIT APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

## ZONING PERMIT APPLICATION CHECKLIST:

☐ Two (2) Site Plans or Surveys

☐ Two (2) Driveway details - type, thickness, and reinforcement

☐ Two (2) Proposed Elevation Plans (Sheds)

☐ Two (2) Fence details - type, heights, finish.

## FOR OFFICE USE ONLY:

Date received:

Initials:

☐ Zoning

☐ County Health Dept.

☐ Fire Dept.

☐ Soil Report

Signature of Contractor or Authorized Agent

Date





## CITY OF SPRING LAKE PARK

1301 Eighty First Avenue Northeast  
Spring Lake Park, Minnesota 55432  
Ph: 763-784-6491 Fax: 763-792-7257  
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### CERTIFICATE OF SURVEY / SITE PLAN

#### Introduction

In the City of Spring Lake Park land use and building permit applications require that a certificate of survey or site plan accompany all building and land use applications. For the homeowner who is not used to preparing a site plan or obtaining a survey this can be a formidable task. This handout has been prepared to assist property owners obtain a survey or draw a site plan. It lists the information that must appear on a survey or site plan, it shows what a good survey/site plan looks like, and it takes people step by step through the process of drawing a site plan. Helpful hints and guidelines are also provided to aid an applicant in preparation of a survey/site plan.

#### What is a survey/site plan?

A "survey" or "site plan" is an accurate drawing or map of your property that shows the size and configuration of your property and the size and precise location of most man-made features (buildings, driveways, walkways) on the property.

A certificate of survey shows both what currently exists on your property and what physical changes you wish to make, which will change the physical appearance of the land and/or man-made features.

#### When do you need to have a survey?

A Certificate of Survey is prepared under the supervision of and signed by

a registered land surveyor of the State of Minnesota. A Survey is required to accompany most applications that you will submit to the City in order to get approval to change how your property will be used or that are needed in order to construct something on your property. Surveys are required when you apply for:

- A Building Permit to build a deck, addition, new structure
- Alter the roof -line • Any exterior addition, expansion or alteration
- Special Use Permit
- Variance
- Freestanding Signs
- Rezoning
- Anytime Staff feels it is necessary
- For Zoning Permits, if the property owner can locate all four iron monuments and display them in the field. The Building/Planning Department Staff may waive the Certificate of Survey requirements and require a site plan.

Sometimes the City of Spring Lake Park may already have a Certificate of Survey on file from a previous permit for your address in which you can obtain a copy for your current or future projects. You can contact the Spring Lake Park City Hall at 763-784-6491 to inquire about any existing surveys on file.



## **Survey/Site Plan is helpful to City Staff**

A survey/site plan is also very helpful to have when you are asking the City questions about what you can and cannot do on your property. It will help City Staff to see the specific and unique conditions of your site. They can then provide you with specific rather than general information. The information you get will be much more reliable because it will be based on an understanding of your particular situation. This is particularly important when what you are doing involves Zoning Code and Building Code requirements.

## **What does a Survey/Site Plan Show?**

Information Required. Location Data. Each Certificate of Survey, or Site Plan shall show the following location data:

Legal description of the applicant's property:

1. Scale drawing of the applicant's property, adjacent lots, lakeshore, easements, and street and alley right-of-ways; and all existing and proposed structures and features thereon.
2. Recorded Measurement and Field Measurement dimensions of the applicant's property.
3. Iron Monuments in place and set at property corners and along property lines.
4. Measurements showing locations of:
  - (a) Existing structures on applicant's property.
  - (b) Existing structures on adjacent lots.
  - (c) Existing curb, gutter, edge of roads, sidewalks, etc.
  - (d) Encroachments, if any.
  - (e) Utility lines or other easements across property, if any.
  - (f) Water courses through the property, if any.

- (g) Unusual data that could affect the location of structures, if any.
- (h) Stakes marking the location of the proposed structures or addition.
- (i) Distance to ordinary high water mark (OHW), if a lake shore property.
- (j) All setback distances to the proposed structures or addition.
- (k) Proposed driveway slope (2%min. 10%Max).
- (l) Existing & proposed impervious coverage on lakeshore lots.
- (m) Additional data as the City Staff request.

- (a) Information Required, Elevation Data. Each Certificate of Survey and Certificate of Residence shall show the following elevation data:
1. A Bench Mark adjacent to the applicant's property.
  2. Existing ground level of the applicant's property.
  3. Proposed final ground level of the applicant's property, as proposed by the applicant or his contractor.
  4. First floor elevation of existing structures on applicant's property, if any.
  5. First floor elevation of existing structures on adjacent lots, if any.
  6. Elevation of street centerline in front of applicant's property.
  7. Elevation of the first floor of the proposed structure, as proposed by the applicant or his contractor.
  8. Additional elevations if unusual conditions exist.
  9. Contour lines at intervals of two (2) foot, if unusual conditions exist.
  10. Additional data as the City Staff shall request.



## How to prepare a Site Plan

Step 1: Determine property boundaries and legal descriptions. There are several ways to determine what are your property boundaries and the legal description of your property. A legal description usually contains your property's lot number, the number of the block, and the name of the subdivision in which your lot is located.

Method #1-Refer to the abstract or surveyor's map that often accompanies your real estate deed or the title to your property. The surveyor's plan shows the dimensions and configuration of your property, its relationship to abutting streets, where any easements exist on your property and other similar legal restrictions on the property.

Method #2-Obtain copies of the Anoka or Ramsey County real estate property tax assessment records for your property; This information will include the legal description and a plot map that shows the dimensions and configurations of your property. (It does not show the location of buildings, driveways, etc.)

Step 2: Determine the location of all structures and other physical features to be shown on the site plan. You will now have to measure the size (not including height) of all the buildings on your property as well as other important manmade structures (carport, garden shed, driveways, decks, and the like).

You will also have to determine the distance between these items and the property lines and the main buildings. In order to make these measurements you will have to locate your property lines on the ground. Measuring is best done by two people using a measure tape long enough to avoid dividing each measured length into several segments. (A 25-foot tape is generally sufficient.) When

measuring yards and pavements, be sure to hold up the tape level and measure perpendicularly to the property line or feature being measured. It is easier to record all measurements on a sketch plan at the time you are doing the measuring and then later transfer all the information onto the final scale drawing.

Step 3: Draw the plan. After all of the information has been obtained, drawing the plan should be relatively easy. The first thing to do is to decide the size of the paper needed and the scale of the drawing. "Scale" is a word used in the architectural and engineering professions to mean a variety of things. In our case "drawing scale" or "scale of the drawing" denotes how many inches on the plan equals a given length on the actual property. (Example: 1" = 30') The preparation of a scale drawing is aided by using a tool called an "engineer's scale." This tool, basically, resemble rulers except that instead of being divided into inches, a given length can be measured directly by reading the markings on the scale. A standard ruler can also be used. Usually rulers have marking which divide inches into 8 or 16 equal parts. One inch would thus equal either 8 or 16 equal parts. One inch would thus equal either 8 feet or 16 feet. Inexpensive architect and engineer's scales can be purchased at drafting supply stores, and some bookstores and stationery stores, usually for about \$2.00 to \$5.00. Other low-priced helpful tools are a drafting triangle (to draw right angles) and a protractor (to measure any non-right angles).

The selection of an appropriate scale for the site plan usually depends upon the size of your property and how much information is needed to be shown on the site plan, 1" = 10' and 1" = 20' are the most commonly used scales.



Select a scale that will permit you to draw the site plan so that the information is not crowded together and so that it is large enough to be easily read by someone who is not familiar with your property. Note: If you are just interested in finding out some information about a permit and you are not applying for a permit at the time your site plan does not have to be complete and it may not need to be drawn to scale. It is usually on when you are filing an application that the site plan has to be complete and accurately drawn. However, the more precise your preliminary information, the less likely an important piece of information will be overlooked.

The site plan must be drawn on or attached to a sheet of paper that is at least 8 1/2" by 11", but not larger than 11" by 17"

Plans should be drawn on relatively heavy drafting paper. Drafting supply stores can help you select suitable paper. Graph paper, poster board and cardboard cannot be used, since they are difficult to store. If you prefer to draw each copy separately you may do so, or you can make good quality photocopies.

The next task is to draw the plan. It is usually easiest to begin drawing in the property lines. Next, add the existing features and then show what new additions or changes are to be made. Notes and dimensions are generally drawn last so they can be placed to avoid conflict with the lot and building elements. Printing and numbers should be at least 1/8" high so that they can be read easily. Varying the line weight (thickness of pencil line) will help the drawing to be more readable. Property lines and buildings are usually drawn in heavy lines while dimension lines and pavement lines are usually lighter.

Indicate the new work by notes and cross-hatching. The dimension line

"strings" through the property should add up to the overall property dimensions. If you are proposing to build on a sloping site you may have to show contour lines which indicate how much change in ground elevation occurs across your property.

For building sites that do not slope uniformly and gradually, a Certificate of Survey may be necessary to show the contour lines. Check with the Building and Planning Department before drawing contour lines to see if they are needed and determine how much information you should provide concerning the slope of your property, making sure that your site plan is complete and accurate.

Step 4: Check the drawings and make copies. You can save yourself a good deal of time in the application process by making-sure that your site plan is complete and accurate. The following check list is useful in checking your plan. Copies of the site plan can either be made by having the original drawing photocopied. Determine how many copies you will need to submit along with your application. It is advisable to keep your original drawing so that you have a record of what your submitted and so that you can make additional copies if the need arises.

## **Definitions of Terms**

**Contour Line** -A line on the plot plan that connects the points on a piece of land that have the same ground elevation. Contour lines are shown on a plot plan when the property is not flat. **Dimension-A** measure in feet and inches of how long something is, such as the length of a wall far something is from something else, such as the distance between a building and a property line.



**Easement** - A legal right to use a piece of property owned by someone else. Quite often an easement states that a property owner cannot build on a portion of his or her property to allow access for utility lines or vehicular traffic.

**Ground Elevation**-A number that states how high a specific point on the ground or on a structure is above sea level or some other recognized reference point.

**Legal Description** -The written description of the property, which then legally defines the property's boundaries. It is usually written in surveyor's language stating the length and direction of a property line from a given reference point or referring to the lot and block number of a sub-division plot on file at the City. Legal descriptions are found on real property tax statements and the deed to your property.

**Property Line** – A line on a site plan that accurately shows the legal dimensions of your property. It shows how long each edge of the property is and shows the configuration of the property as if you were viewing the property from a point above it.

**Scale** – An indication of a proportion which shows the size relationship between the actual size of something and the size of it as represented on a drawing. If something is actually 10 feet long and it appears on a drawing as being 1 inch long, the scale of the drawing would be 1 inch equals 10 feet.

**Setback** – The distance from a building or other structures to the property line.

If you have any additional questions regarding your Certificate of Survey or Plot plan, please contact the City of Spring Lake Park Zoning Administrator at [dbuchholtz@slpmn.org](mailto:dbuchholtz@slpmn.org) or Building Official, [bbrainard@slpmn.org](mailto:bbrainard@slpmn.org)



## **RESOLUTION NO. 18-20**

### **A RESOLUTION APPROVING A VARIANCE TO ALLOW A DRIVEWAY EXPANSION AT 733 81<sup>ST</sup> AVENUE NE**

**WHEREAS**, Keith Meyers, 733 81<sup>st</sup> Avenue NE, have made application to expand this driveway into the required five foot setback by constructing a 10 foot by 48 foot extension of the existing driveway on the west side of his property; and

**WHEREAS**, the property is legally described as follows:

Lot 13, Block 2 South Hampton Addition

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

**WHEREAS**, a public hearing to consider the proposed variance was held on June 25, 2018; and

**WHEREAS**, the request was made for expansion of an existing driveway to be constructed within 1.0 feet of the property line, which is less than the required five foot side yard setback (Section 153.132 of the Spring Lake Park Zoning Code); and

**WHEREAS**, the Planning Commission has considered the application against the practical difficulties test as outlined in Section 153.224 of the Spring Lake Park Zoning Code; and

**WHEREAS**, the Planning Commission has recommended approval subject to reasonable conditions; and

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

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Spring Lake Park, Minnesota that the City Council hereby approves the request of Keith Meyers for a variance allowing the expansion of the driveway within the required five foot side yard setback subject to the following conditions:

1. The wooden fence between the applicant's property and the property to the west shall remain in place, or similar screening, for the new parking area from neighboring properties.
2. All recreational vehicles will be parked at the rear of the proposed driveway extension.
3. Additional information about proposed drainage improvements shall be submitted to the Public Works Director for review prior to construction.

The foregoing Resolution was moved for adoption by Councilmember.

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

And the following voted against the same:.

Whereon the Mayor declared said Resolution duly passed and adopted the 2nd day of July, 2018.

APPROVED BY:

---

Cindy Hansen, Mayor

ATTEST:

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Daniel R. Buchholtz, City Administrator

To:	Planning Commission	From:	Phil Carlson, Katrina Nygaard
	City of Spring Lake Park		Stantec
File:	Staff Report for 733 81st Ave Driveway	Date:	June 20, 2018

**Reference:** 733 81<sup>st</sup> Ave NE Driveway Variance

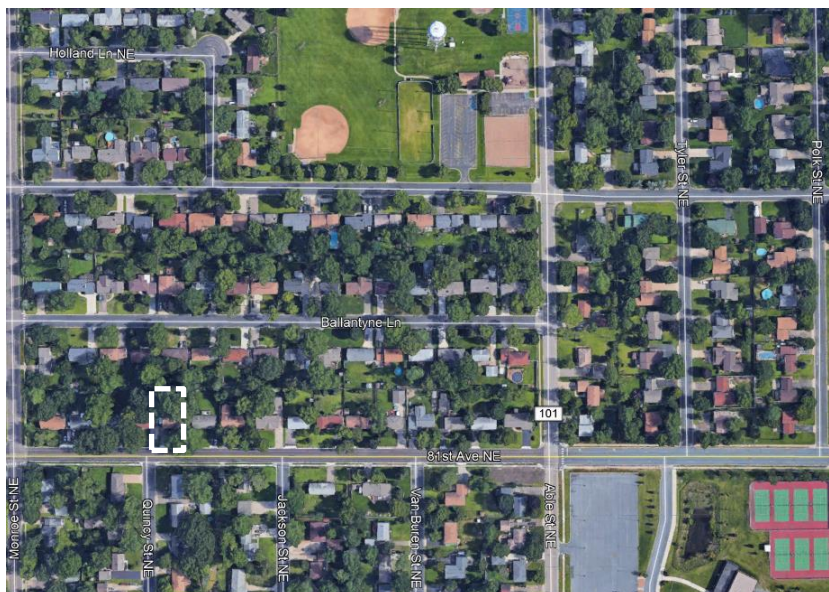
## 733 81<sup>st</sup> AVE NE | DRIVEWAY VARIANCE APPLICATION

Keith Meyers (applicant) has submitted a variance application for the extension of a driveway at his property: 733 81<sup>st</sup> Avenue NE. The application was filed on May 22, 2018 to the City of Spring Lake Park. This staff report identifies the background information about the property, provides an analysis of the proposed improvement, identifies issues and concerns with the proposed improvement, and includes a recommendation that the planning commission may approve or deny the variance application.

### BACKGROUND

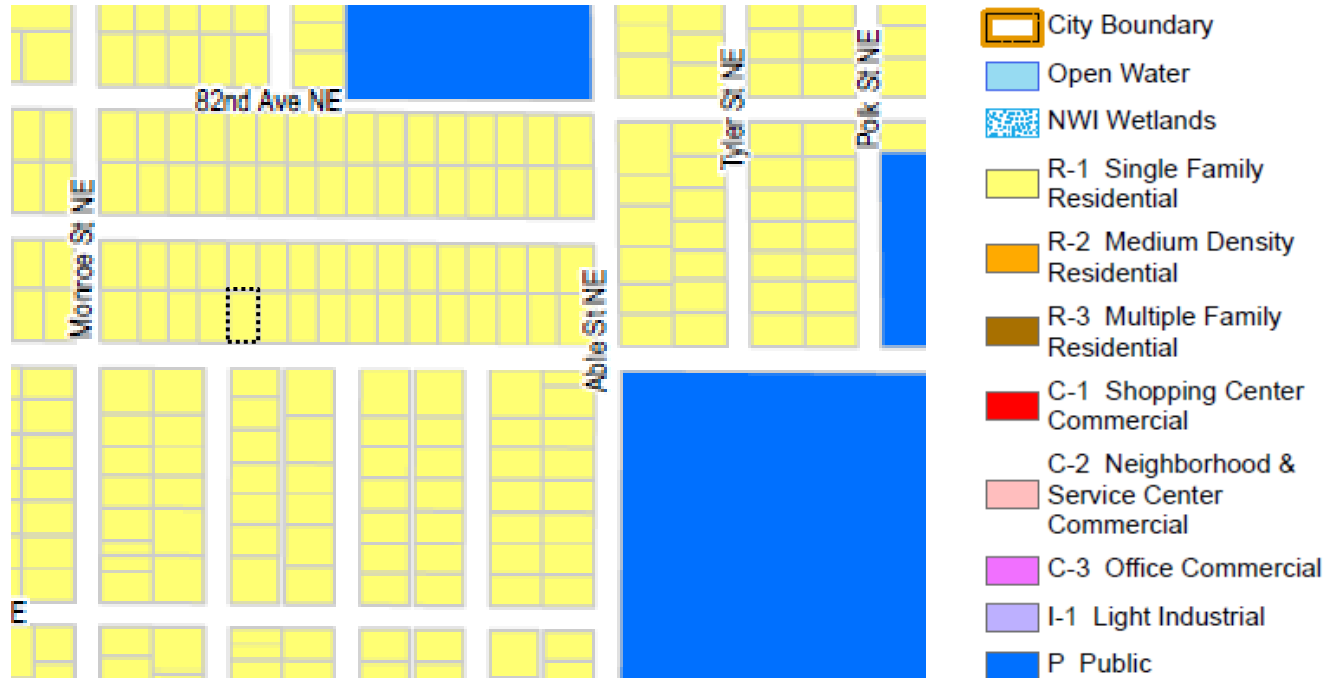
The applicant has submitted a request for a variance at 733 81st Ave NE to allow for the extension of his driveway along the western edge of the property, 1-foot off the property line, within the required 5-foot side-yard setback. The applicant states that this improvement will increase parking for cars and recreational vehicles on the site, increase property values, and improve drainage. The property is a 9,956 square-foot residential site, along 81st Ave NE (Figure 1). Currently, the site includes a single-family home, metal shed, and driveway. The property is fenced on three sides, the west and north side are fenced with a wood privacy fence and the east side is fenced with a chain-link fence. Neighboring properties are also single-family residential homes.

The property is zoned R-1 Single Family Residential and guided Low Density Residential on the 2030 Future Land Use Plan. The proposed driveway extension (off-street parking) is an allowed accessory use in the R-1 district and is consistent with the Comprehensive Plan (Figures 2 and 3).

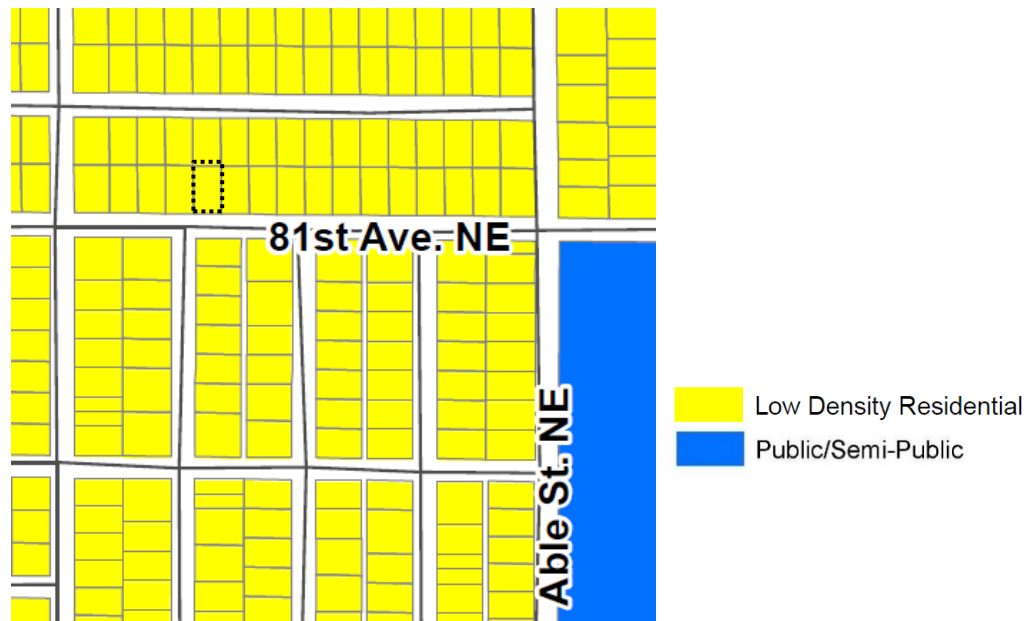


**Figure 1: Project Area**

**Reference: 733 81<sup>st</sup> Ave NE Driveway Variance**



**Figure 2: Zoning**



**Figure 3: 2030 Future Land Use**



**Reference: 733 81<sup>st</sup> Ave NE Driveway Variance**

## **ANALYSIS**

### **Variance Application**

Section §153.224 of the City of Spring Lake Park's zoning code outlines the purpose and process to approve a variance. This driveway extension application has been analyzed with respect to those requirements, listed below. It is important to note that a variance may be approved with conditions.

#### **Standards include:**

##### **“Actions will be in harmony with the general purposes and intent of this title”**

The driveway is a standard feature on residential properties for off street parking. The wood fence would screen the view of automobiles from neighboring property owners.

##### **“Variances are consistent with the Comprehensive Plan”**

The Comprehensive Plan guides this property as low density residential, which is the current use. A driveway is an accessory use to a residential use and is consistent with the Comprehensive Plan guidance.

##### **“The variance, if granted, will not alter the essential character of the locality”**

The area is a residential neighborhood, with each property owner having access to the roadway through a driveway. The proposed improvement is consistent with the character of the neighborhood. While the extension would result in a much larger paved area, the fencing along the west and north sides of the property would protect views from neighboring properties. The neighboring property owner has signed a letter stating that they have no concern with the proposed driveway extension.

##### **“Economic considerations alone do not constitute practical difficulties”**

The applicant does not cite economic considerations as a primary reason to extend the driveway into the side-yard setback. However, they argue that the larger parking area will increase property values.

##### **A variance will be granted “only in instances where their strict enforcement would cause practical difficulties in complying with the official control because of circumstances unique to the individual property under consideration”.**

The parcel is standard width and length and includes no wetlands or waterbodies, and therefore there are no unique challenges or circumstances on the parcel. The placement of the existing home 10 feet from the side lot line, however, means there is no way to place a typical 6- of 7-foot wide vehicle on that side of the house and still meet the 5-foot side yard setback. This could be considered a practical difficulty.

**Reference:** 733 81<sup>st</sup> Ave NE Driveway Variance

## **Off-Street Parking Standards**

Section §153.132 of the City of Spring Lake Park's zoning code outlines specific requirements for off-street parking facilities, including driveways, in the city. Those requirements are listed below and have informed the recommendations outlined later in this report.

"Off-street parking and loading facilities shall be subject to the front yard, side yard, and rear yard regulations for the use district in which the parking is located, with the following exceptions.

(A) In any of the residence districts, no parking or loading space shall be located within 15 feet of any property line. Driveways, garages, and carports in conjunction with any single- or two-family residence shall be exempted from this requirement; however, they shall not be located less than five feet from the property line, except by variance obtained in the manner provided in this code."

## **RECREATIONAL VEHICLE PARKING STANDARDS**

Section §153.066.B.2 of the City of Spring Lake Park's zoning code outlines specific requirements for off-street parking of recreational vehicles. Those requirements are listed below and have informed the recommendations outlined later in this report.

"(b) The following recreational vehicles, trailers and boats may be parked or stored on a lot in the R-1 district and may be parked or stored by a tenant only in the R-2 and R-3 districts, provided they are not used or occupied for living, sleeping, housekeeping, or business purposes, and provided they are parked or stored so as to meet the following criteria:

1. One recreational vehicle may be parked within the front yard setback provided that the vehicle may not be parked closer than five feet to the side yard property line except by variance granted pursuant to this code, and then only upon an approved driveway;
2. Travel trailers, pickup coaches, motorized homes, and camping trailers, constructed as temporary dwellings for travel purposes, not exceeding 300 square feet; and
3. Boats and trailers not exceeding 30 feet in length.

(c) Any recreational vehicle, trailer or boat may be parked anywhere on the premises for temporary loading or unloading purposes."

**Reference:** 733 81<sup>st</sup> Ave NE Driveway Variance

## **ISSUES AND CONCERNS**

Through the review of the application for the proposed driveway extension, the City identified numerous potential issues. These issues are summarized below.

### **Practical Difficulty and Unique Circumstances**

As stated earlier in this staff report, the applicant is requesting a variance to locate their new driveway extension within the required 5-foot setback from the western property line. While his existing driveway is located within this area, it is exempt from the regulation since it was a pre-existing feature on the site.

The site is a standard length and width and does not include any unique conditions such as steep slopes or wetlands that could be considered a practical difficulty for construction of the driveway extension elsewhere on the property.

The one potential difficulty that the property owner faces is that the house is currently set back approximately ten feet from the western property line, allowing only five feet of pavement under the existing code requirements. Five feet is not sufficiently wide to park a car or recreational vehicle.

### **Existing Parking Areas**

The applicant currently has a driveway (over 400 square feet) located in the southwestern portion of their property and a one-car garage attached to their home. Based on city code requirements, they meet current parking requirements.

### **Existing Screening**

The applicant currently has a wooden fence along the western and northern boundary of their property, adjacent to the proposed driveway extension. Views of the parking area from neighboring property owners will be minimized because of the fence.

### **Parking Recreational Vehicles**

As stated earlier in the staff report, the driveway extension may be used to park automobiles or other recreational vehicles or boats. The code supports the storage of these vehicles on residential property as long as they meet the required 5-foot side-yard setback. The location of these vehicles on the lot is not explicitly stated, but it is standard practice to recommend parking out of the front yard area.

### **Neighbor Support**

The applicant has included a letter of support for the project from their neighbor, Mike Agerbeck (725 81<sup>st</sup> Ave NE). The letter states that "I have no concern with Keith's new driveway extension 10'x48' next to the property line that we share". The letter is signed by both property owners and dated May 22, 2018.

### **Drainage**

The applicant states that drainage will be improved on site through the installation of the driveway extension. However, no documentation is included in their variance application to support this claim.

**Reference: 733 81<sup>st</sup> Ave NE Driveway Variance**

## **RECOMMENDATION**

Staff recommends that Planning Commission recommend to the City Council approval of the application for a variance to allow a driveway extension with the following conditions:

1. The wooden fence between the applicant's property and the property to the west remain in place, or similar screening, for the new parking area from neighboring properties.
2. All recreational vehicles will be parked at the rear of the proposed driveway extension.
3. Additional information about proposed drainage improvements be submitted to the Public Works Director for review prior to construction.

## **STANTEC CONSULTING SERVICES INC.**

**Katrina Nygaard**  
Planner

Phone: (425) 289-7374  
Katrina.Nygaard@stantec.com



**City of Spring Lake Park**  
 1301 81<sup>st</sup> Avenue NE  
 Spring Lake Park, MN 55432  
 763-784-6491 (p) 763-792-7257 (f)  
[info@slpmn.org](mailto:info@slpmn.org)

### For Office Use Only

Case Number:  
 Fee Paid: \$400  
 Received by: JG  
 Date Filed: 5-22-2018  
 Date Complete:  
 Base Fee: 150 Escrow: 250

## DEVELOPMENT APPLICATION

TYPE OF APPLICATION (Check All That Apply)		
<input type="checkbox"/> Appeal <input type="checkbox"/> Comprehensive Plan Amendment <input type="checkbox"/> Ordinance Amendment (Text) <input type="checkbox"/> Rezoning <input type="checkbox"/> Planned Unit Development	<input type="checkbox"/> Site Plan/Building Plan Review <input type="checkbox"/> Conceptual Plan Review <input type="checkbox"/> Conditional Use Permit <input checked="" type="checkbox"/> Variance <input type="checkbox"/> Street or Easement Vacation	<input type="checkbox"/> Minor Subdivision <input type="checkbox"/> Lot Combination <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Final Plat <input type="checkbox"/> Other _____
PROPERTY INFORMATION		
Street Address: 733 81 <sup>st</sup> AVE NE.		
Property Identification Number (PIN#): 02-30-24-14-0100 Current Zoning: 1A Residential		
Legal Description (Attach if necessary): Lot 13 BLK 2 South Hampton Addition		
APPLICANT INFORMATION		
Name: Keith Meyers		Business Name:
Address: 733 81 <sup>st</sup> AVE		
City: SPRING LAKE PARK	State: MN	Zip Code: 55432
Telephone: 612-296-9497	Fax:	E-mail:
Contact:	Title:	
OWNER INFORMATION (if different from applicant)		
Name: Keith Meyers		Business Name:
Address: 733 81 <sup>st</sup> AVE		
City: SPRING LAKE PARK	State: MN	Zip Code: 55432
Telephone: 612-296-9497	Fax:	E-mail: Keith.Meyers@slpmn.org
Contact:	Title:	
DESCRIPTION OF REQUEST (attach additional information if needed)		
Existing Use of Property: NONE		
Nature of Proposed Use: Driveway Extension / Drainage		
Reason(s) to Approve Request: more parking, better drainage, increase Property Value		
PREVIOUS APPLICATIONS PERTAINING TO THE SUBJECT SITE		
Project Name: N/A		Date of Application:
Nature of Request:		
<p><b>NOTE:</b> Applications only accepted with ALL required support documents.          See City Code</p>		

## APPLICATION FEES AND EXPENSES:

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

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

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

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

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

☒ E-mail K.Meyers99@yahoo.com ☐ Fax \_\_\_\_\_ ☐ USPS – Certified Mail

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

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

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

Applicant: Keith Meyers Date: 05-22-18

Owner: Keith Meyers Date: 05-22-18

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



**City of Spring Lake Park  
Variance Application**

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

1. Applicant Information:

Name: Keith Meyers

Telephone: 612-296-9497

Address: 733 81<sup>st</sup> AVE NE

Cell Phone: \_\_\_\_\_

City/State/Zip: Spring Lake Park MN 55432

E-mail: K.Meyers99@yahoo.com

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

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Address: SAME AS ABOVE

Cell Phone: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

E-mail: \_\_\_\_\_

3. Project Location (Address and Legal Description): 733 81<sup>st</sup> AVE (SLP) LOT 13 BLK 2 SOUTHAMPTON, Addition

4. Present Use of Property: NONE

5. Description of Project: 10'x48' Driveway Extension (Black Top)

6. Specify Section of the Ordinance from which variance is sought: 5' From Property LINE

7. Explain how you wish to vary from the applicable provisions of this Ordinance: would like to be 1.0' off Property LINE West

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

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

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

☒ Yes   ☐ No   Why or why not?

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

☒ Yes ☐ No Why or why not?

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

☒ Yes ☐ No Why or why not?.

Drainage / Parking

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

☐ Yes ☒ No Why or why not?

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

☒ Yes ☐ No Why or why not?

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

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

Applicant Signature:

Keith Meyers

Date:

05-22-18

Fee Owner's (Property Owner) Signature:

Keith Meyers

Date:

05-22-18

CITY OF SPRING LAKE PARK

Cashier asystadmin  
At Front Counter

5/23/18 3:35pm 107267

From: KEITH MEYERS  
733 81ST AVE NE  
SLP  
MN, 55432

CR Escrow for Var 250.00  
KEITH MEYERS

CR Variance 150.00  
KEITH MEYERS

Receipt total 400.00

CK CK#3272 JG 400.00

Change Due 0.00

Thank you!

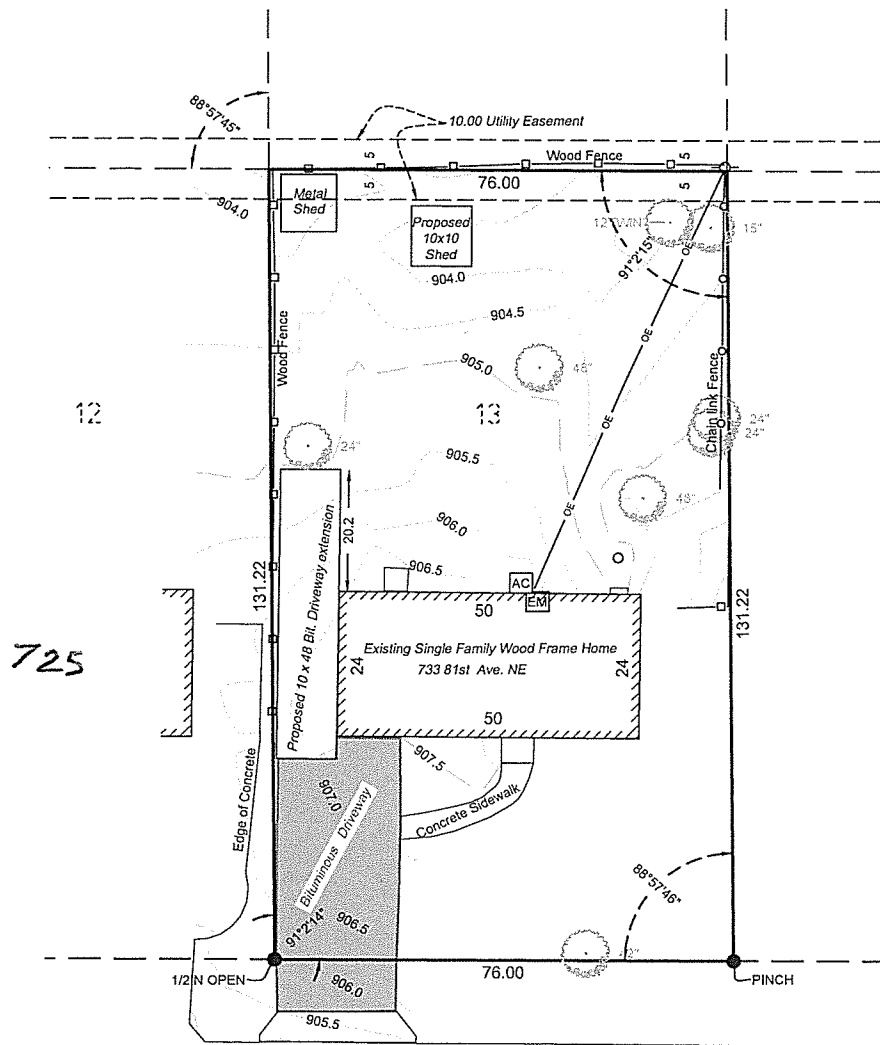
DATE 05-22-18

TO: THE CITY OF SPRING LAKE PARK ZONING

I (Mike Agerbeek) Lives at 725 81<sup>st</sup> AVE  
Spring Lake Park, MN, 55432, Lot 12 BLK 2 Southampton Add  
adjacent to Keith Meyers at 733 81<sup>st</sup> AVE NE  
Spring Lake Park, MN 55432, Lot 13 BLK 2 Southampton Add.

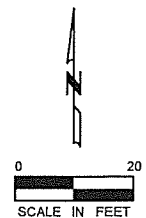
I have no concern with Keith's  
New Driveway Extension 10'x48' Next to  
the Property Line that we share.

725 81 <sup>st</sup> AVE NE	Property owner Mike Agerbeek * 
733 81 <sup>st</sup> AVE NE	Property owner Keith Meyers * 



81st Avenue NE

Quincy  
St. NE







## DRAFT PROCEEDINGS

Minutes of the Spring Lake Park Planning Commission regularly scheduled meeting held on June 25, 2018 at the Spring Lake Park Community Center, 1301 81<sup>st</sup> Avenue N.E., at 7:00 P.M.

### 1. Call to Order

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

### 2. Roll Call

Members Present: Commissioners Smith, Bernhagen, Eischens, Cobbs, Dircks and Hansen

Members Absent: None

Staff Present: Planner Carlson; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Councilmember Delfs  
Barbara Goodboe-Bisschoff, Spring Lake Park  
Paddy Jones, Ham Lake  
Keith Meyers, 733 81<sup>st</sup> Avenue NE

### 3. Pledge of Allegiance

### 4. Approval of Minutes – May 29, 2018

MOTION BY COMMISSIONER BERNHAGEN, SECONDED BY COMMISSIONER SMITH, APPROVING THE MINUTES OF MAY 29, 2018. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

### 5. Public Hearing – Approval of Driveway Variance – 722 81<sup>st</sup> Avenue NE

Planner Carlson reported that the City received an application for a variance at 733 81<sup>st</sup> Avenue NE to allow for the extension of a driveway along the western edge of the property, one foot of the property line, within the required five foot side yard setback. He reported that the applicant stated this improvement will increase parking for cars and recreational vehicles on the site, increase property values, and improve drainage. He reported that the property is a 9,956 square-foot residential site, along 81<sup>st</sup> Avenue NE. He stated that currently the site includes a single-family home, metal shed and driveway. He reported that the property is fenced on three sides, the west and north side are also fenced with a wood privacy fence and the east side is fenced with a chain-link fence. He stated the property is zoned R-1 Single Family Residential and guided Low Density Residential in the 2030 Future Land Use Plan.

Mr. Carlson reported that the site is standard length and width and does not include any unique conditions such as steep slopes or wetlands that could be considered a practical difficulty for construction of the driveway extension elsewhere on the property.

Mr. Carlson stated that the one potential difficulty that the property owner faces is that the house is currently set back approximately 10 feet from the western property line, allowing only five feet of pavement under the existing code requirements. He stated that five feet is not sufficiently wide to park a car or recreational vehicle. He explained that the Code supports the storage of these vehicles on residential property as long

as they meet the required five-foot side-yard setback. He stated that the location of these vehicles on the lot is not explicitly stated, but it is standard to practice to recommend parking out of the front yard area.

Mr. Carlson stated that the applicant has included a letter of support from the neighbor and it states that there are no concerns with the extension next to the property line that the neighbors share. Mr. Carlson reported that the applicant states that drainage will be improved on the site through the placement of a curb along the driveway extension.

Mr. Carlson stated that staff recommends that the Planning Commission recommend to the City Council approval of the application for a variance to allow a driveway extension with the following conditions:

1. The wooden fence between the applicant's property and the property to the west remain in place, or similar screening, for the new parking area from neighboring properties.
2. All recreation vehicles will be parked at the rear of the proposed driveway expansion.
3. Additional information about proposed drainage improvements will be submitted to the Public Works Director for review prior to construction.

Keith Meyers, 733 81<sup>st</sup> Avenue NE, stated that the expansion will help with the drainage issues along his garage and the curb that will be added will allow the water to flow away from the neighboring property.

Commissioner Eischens stated that it appeared that the applicant has a good relationship with the neighboring properties. Mr. Meyers stated that the neighbors are comfortable with the project and he has a great relationship with them.

Commissioner Smith stated that he wanted to make sure that if the variance is granted to the applicant, the neighbors and applicant understand that the variance is allowing for a permanent change to the property. Planner Carlson stated that a variance runs with the land and this would place conditions on the land for future improvements.

Chairperson Hansen opened the public hearing at 7:15 PM. There was no discussion from the floor. Chairperson Hansen closed the public hearing at 7:15 PM.

MOTION MADE BY COMMISSIONER SMITH, SECOND BY EISCHENS TO RECOMMEND APPROVAL OF DRIVEWAY VARIANCE AT 733 81<sup>ST</sup> AVENUE NE WITH THE FOLLOWING CONDITIONS: 1. THE WOODEN FENCE BETWEEN THE APPLICANTS PROPERTY AND THE PROPERTY TO THE WEST REMAIN IN PLACE, OR SIMILAR SCREENING, FOR THE NEW PARKING AREA FROM NEIGHBORING PROPERTIES; 2. ALL RECREATIONAL VEHICLES WILL BE PARKED AT THE REAR OF THE PROPOSED DRIVEWAY EXPANSION; 3. ADDITIONAL INFORMATION ABOUT THE PROPOSED DRAINAGE IMPROVEMENTS BE SUBMITTED TO THE PUBLIC WORKS DIRECTOR FOR REVIEW PRIOR TO CONSTRUCTION. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

6. Public Hearing- Approval of Preliminary Plat as a condition of the site plan approval for redevelopment of a portion of the Public Storage property at 7808 Highway 65 NE

Planner Carlson reported that the City Council has reviewed and approved the Site Plan earlier this year for Public Storage located at 7807 Highway 65 NE. He stated that one of the conditions of approval was the submission of a plat for the property. He stated that the applicants have submitted a Preliminary Plat to be named Public Storage SLP First Addition.

**CITY OF SPRING LAKE PARK, MINNESOTA**

**RESOLUTION NO. 18-21**

**A RESOLUTION APPROVING PRELIMINARY AND FINAL PLAT FOR  
PUBLIC STORAGE SLP FIRST ADDITION**

WHEREAS, Galloway & Company, on behalf of property owner Secure Mini Storage Limited Partnership (Public Storage), (“Applicant”) has submitted an application for preliminary and final plat to plat land located at 7807 Highway 65 in the City of Spring Lake Park; and

WHEREAS, the proposed subdivision is located on a parcel approximately 6.52 acres in size, legally described as follows:

The South 455.0 feet of Lot 7, Auditor’s Subdivision No. 124, Anoka County, Minnesota, lying East of the easterly right-of-way line of State Trunk Highway 65 and lying West of the East 480.0 feet, and excepting therefrom the South 320.0 feet of the West 295.0 feet of said Lot 7, subject to easement of record; and

WHEREAS, the plat will reduce the complexity of the legal description, dedicate the right-of-way for the Trunk Highway 65 frontage road and dedicate drainage and utility easements for the benefit of the public; and

WHEREAS, the property is guided as industrial in the City’s Comprehensive Plan and is zoned I-1, Light Industrial; and

WHEREAS, the Planning Commission held a public hearing on the proposed request at its June 25, 2018 meeting and recommended approval of the proposed plat, subject to conditions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the City Council does hereby approve the preliminary and final plat for Public Storage SLP Addition, as submitted by the applicant and depicted on the plat drawings from Westwood Professional Services, Inc dated March 31, 2018, and revised on June 22, 2018, subject to the following conditions:

1. Drainage and utility easements 10 feet in width be dedicated around the entire perimeter of the property
2. Easements be dedicated over the storm water management facilities.
3. Easements be dedicated over the water main, 10 feet minimum on each side of the pipe.
4. Easements be dedicated over the sanitary sewer, 10 feet minimum on each side of the pipe.
5. Public right of way should be dedicated for the portion of the Service Drive on the west edge of the plat, 30 feet in width, replacing the current 30 foot wide easement.

The foregoing Resolution was moved for adoption by .

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

And the following voted against the same: .

Whereon the Mayor declared said Resolution duly passed and adopted the 2nd day of July, 2018.

CITY OF SPRING LAKE PARK, MINNESOTA

---

Cindy Hansen, Mayor

ATTEST:

---

Daniel R. Buchholtz, MMC, Administrator

To:	Planning Commission	From:	Phil Carlson, AICP
	City of Spring Lake Park		Stantec
File:	Public Storage Preliminary Plat Review	Date:	June 25, 2018

**Reference:** Public Storage | 7807 Highway 65 Northeast

## PUBLIC STORAGE PRELIMINARY PLAT REVIEW

Public Storage currently operates a mini storage facility at 7807 Highway 65 Northeast in Spring Lake Park, guided commercial and zoned I-1: Light Industrial. Public Storage intends to complete renovations to modernize the facility which were reviewed by the City Council in a Site Plan review earlier this year. One of the conditions of approval was the submission of a plat for the property. The applicants have submitted a Preliminary Plat to be called Public Storage SLP First Addition.



## DISCUSSION

The submitted preliminary plat creates one platted lot from the previous lot, which had a lengthy legal description. In addition to simplifying the lot description, there are easements required for the service road and utility and drainage purposes – the City needs perimeter easements (minimum of 10-feet), easements over the stormwater management facilities, easements over the water main (minimum of 10-feet on each side of pipe), and additional easements over the sanitary sewer to provide a minimum of 10-feet on each side of pipe.

**Reference: Public Storage | 7807 Highway 65 Northeast**

## **RECOMMENDATION**

We recommend that the Planning Commission recommend approval of the Preliminary Plat for Public Storage SLP First Addition with the following conditions:

1. Drainage and utility easements 10 feet in width be dedicated around the entire perimeter of the property.
2. Easements be dedicated over the stormwater management facilities.
3. Easements be dedicated over the water main, 10-feet minimum on each side of the pipe.
4. Easements be dedicated over the sanitary sewer, 10-feet minimum on each side of the pipe.
5. Public right-of-way should be dedicated for the portion of the Service Drive on the west edge of the plat, 30 feet in width, replacing the current 30-foot-wide easement.



Property Description

Property description per First American Title Insurance Company Title Commitment Number NCS-865694-LA2

The South 455.0 feet of Lot 7, Auditor's Subdivision No. 124, Anoka County, Minnesota, lying East of the easterly right-of-way line of State Trunk Highway No. 65 and lying West of the East 480.0 feet, and excepting therefrom the South 325.0 feet of the West 295.0 feet of said Lot 7.

Notes

- 1) This survey was prepared using First American Title Insurance Company Title Commitment Number NCS-865694-LA2 having an effective date of September 19, 2017 at 7:30 A.M.
- 2) Subject property appears to be classified as Zone X when scaled from Flood Insurance Rate Map Community - Panel Number 27003C0401E dated November 4, 2016.
- 3) Subject property contains 286,707 sq. ft. or 6.582 acres
- 4) No zoning information provided by client at time of survey. According to the City of Spring Lake Park zoning map the subject property is currently zoned (I-1) Light Industrial. Setbacks are as follows:  
Front Yard = 40 Feet  
Side Yard = 15 Feet  
Rear Yard = 15 Feet
- 5) Subject property contains 97 total parking stalls, including 1 handicapped stalls.
- 6) The underground utilities shown have been located from field survey information and existing drawings. The surveyor makes no guarantees that the underground utilities shown comprise all such utilities in the area, either in service or abandoned. The surveyor further does not warrant that the underground utilities shown are in the exact location indicated although he does certify that they are located as accurately as possible from information available. The surveyor has not physically located the underground utilities. (Gopher State One Call Ticket No. 172762319).
- 7) Adjoining owners shown per Anoka County parcel website.
- 8) Westwood Professional Services, Inc. was not provided adjoiner deeds.
- 9) The bearings shown on this survey are based on the Anoka County Coordinates N.A.D. 1983 (1986 adj.), US Survey feet and the vertical datum is N.A.V.D. 1988, contours shown at 1 foot intervals.
- 10) As of the date the field work was completed for this survey, there was no evidence of current earth moving work, exterior building construction or building additions.
- 11) Based on the information contained within title commitment listed above and a physical inspection of the subject property, the surveyor is not aware of any off site easements or servitude's other than shown hereon.
- 12) According to the USDA Soil Survey web site the subject property soil types are Urban Land-Zimmerman complex, 0 to 8 percent slopes and Urban land-Lino Complex, 0 to 3 percent slopes.

Title Exceptions

The following notes correspond to the numbering system of Schedule B, Section II of the above mentioned title commitment.

10. Limitations on access to Trunk Highway No. 65, as shown by the following:  
a.) Final Certificate, dated June 20, 1960, recorded September 23, 1960, as Document No. 214588, in Book 492 of Misc. on Page 447. (AS SHOWN)  
b.) Minnesota Department of Transportation Right of Way Plot No. 02-34, recorded October 10, 2012, as Document No. 2040756.001. (AS SHOWN)
11. Easement for roadway purposes, as reserved in the Warranty Deed dated February 29, 1980, recorded March 11, 1980, as Document No. 545803.
- As assigned to the City of Spring Lake Park, a Minnesota municipal corporation, by Assignment of Easement dated March 14, 1988, recorded June 28, 1988, as Document No. 812745. (AS SHOWN)
12. Terms, conditions and agreements of the Restated Parking Easement contained in the instrument dated April 11, 1985, recorded April 23, 1985, as Document No. 671871. (AS SHOWN)
13. Easement for purposes of sewer line, storm water pump drain and water main, together with the rights incidental thereto, as contained in the Restated Sewer Line Easement dated April 11, 1985, recorded April 23, 1985, as Document No. 671872. (AS SHOWN)
14. Easement for sanitary sewer purposes in favor of the Village of Spring Lake Park, a Municipal corporation, together with any rights incidental thereto, as described and contained in the Certificate dated November 30, 1966, recorded November 30, 1966, as Document No. 293320, in Book 736 of Misc. on Page 207. (AS SHOWN)

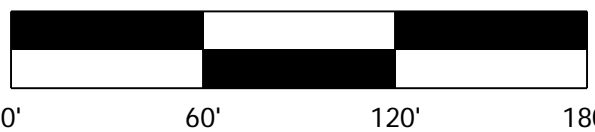
SURVEYOR:  
Westwood Professional Services, Inc.  
3701 12th Street North, Suite 206  
St. Cloud, Minnesota 56303  
Ph- (320)253-9495

DEVELOPER/ENGINEER:  
Galloway  
6162 S. Willow Drive, Suite 320  
Greenwood Village, Co 80111

OWNER:  
Secure Mini Storage Limited Partnership  
Po Box 25025  
Glendale, CA 91205

AREA SUMMARY  
Total site area: 6.58 ac. (286,707 s.f.)  
Lot 1, Block 1: 6.58 ac. (286,707 s.f.)

SITE ADDRESS  
7807 State Highway 65  
Spring Lake Park, Minnesota

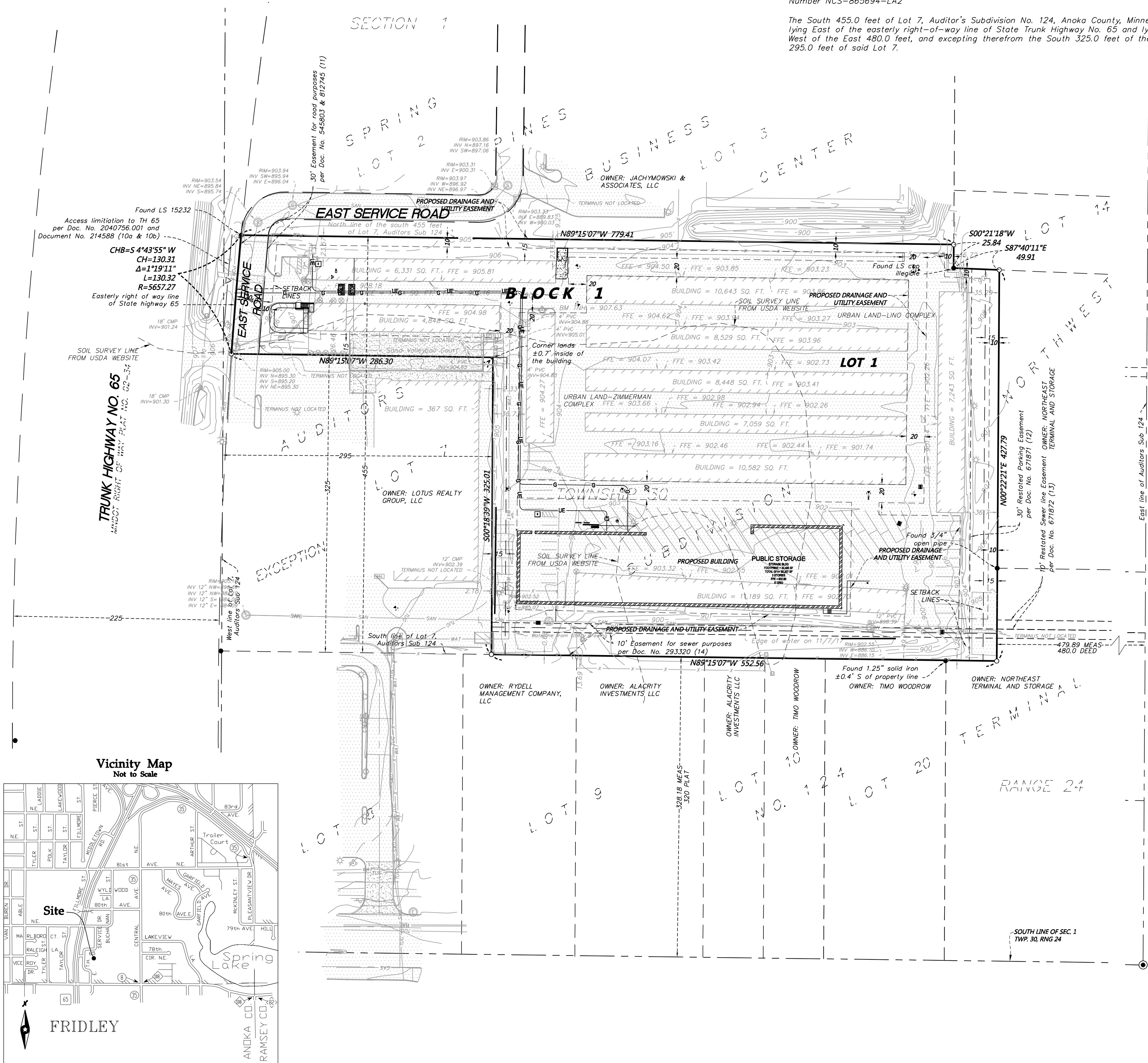


Legend

⊙	STEEL/WOOD POST	☐	TELEPHONE BOX
—	SIGN-TRAFFIC/OTHER	⋈	GATE VALVE
♿	HANDICAPPED STALL	⦿	HYDRANT
⊠	GAS METER	—GAS—	GAS LINE
☼	STREET LITE	—POH—	POWER OVERHEAD
—	GUY WIRE	—PUG—	POWER UNDERGROUND
⊙	POWER POLE	—SAN—	SANITARY SEWER
☐	ELECTRIC BOX	—STO—	STORM SEWER
⊠	ELECTRIC METER	—WAT—	WATERMAIN
⊙	SANITARY MANHOLE	—FOP—	FIBER OPTIC LINE
☐	CATCH BASIN	—△—	ACCESS CONTROL
⊠	CULVERT	—X—	FENCE LINE
☐	CONCRETE SURFACE	☐	BITUMINOUS SURFACE
☐	SAND SURFACE		

Proposed Legend

—UE—	PROPOSED UNDERGROUND ELECTRIC
—G—	PROPOSED UNDERGROUND GAS LINE
—6W—	PROPOSED UNDERGROUND WATER LINE
☐	PROPOSED CURB
☐	PROPOSED CONCRETE SURFACE



DESIGNED: JWF  
CHECKED: NHC  
DRAWN: TWB  
FIELD CREW:  
FIELD WORK DATE:

INITIAL ISSUE: 05/31/18  
REVISIONS:  
6-22-18 UPDATED PER CITY ENGINEER COMMENTS (TWS)

PREPARED FOR:

Galloway

6162 S. Willow Drive, Suite 320  
Greenwood Village, CO 80111

I HEREBY CERTIFY THAT THIS PLAN 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.

Nathan H. Carlson

DATE: 05/31/18 LICENSE NO. 45873

7807 Highway  
65 Northeast

Spring Lake Park, Minnesota

Westwood

Phone (320) 253-9495 3701 12th Street North, Suite 206  
Fax (320) 358-2001 St. Cloud, MN 56303  
TollFree (800) 270-9495 westwoods.com  
Westwood Professional Services, Inc.

Preliminary Plat for  
Public Storage SLP First  
Addition

SHEET NUMBER:

1

OF

1

DATE: 05/31/18

0013211.04PP01



PUBLIC STORAGE SLP FIRST ADDITION

DRAFT COPY  
SUBJECT TO CHANGE  
WITHOUT NOTICE

KNOW ALL PERSONS BY THESE PRESENTS: That Secure Mini Storage Limited Partnership, a Minnesota limited partnership fee owner of the following described property:

The South 455.0 feet of Lot 7, Auditor's Subdivision No. 124, Anoka County, Minnesota, lying East of the easterly right-of-way line of State Trunk Highway No. 65 and lying West of the East 480.0 feet, and excepting therefrom the South 325.0 feet of the West 295.0 feet of said Lot 7.

Has caused the same to be surveyed and platted as PUBLIC STORAGE SLP FIRST ADDITION and do hereby donate and dedicate to the public for public use forever the public ways, and the drainage and utility easements as shown on the plat.

In witness whereof said Secure Mini Storage Limited Partnership, a Minnesota limited partnership has caused these presents to be signed by PS LPT Properties Investors, a Maryland limited partnership its General Partner

this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signed: PS LPT Properties Investors.

By: \_\_\_\_\_, its \_\_\_\_\_

STATE OF CALIFORNIA

COUNTY OF \_\_\_\_\_

On \_\_\_\_\_ before me, \_\_\_\_\_, a Notary Public in and fore said County and State, personally appeared, \_\_\_\_\_, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: \_\_\_\_\_

I, Nathan H. Carlson do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on the plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on the plat; and all public ways are shown and labeled on this plat.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Nathan H. Carlson, Licensed Land Surveyor  
Minnesota License No. 45873

STATE OF MINNESOTA

COUNTY OF \_\_\_\_\_

This instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by Nathan H. Carlson.

Notary Public, \_\_\_\_\_ County, Minnesota

My Commission Expires \_\_\_\_\_

CITY COUNCIL, CITY OF SPRING LAKE PARK, MINNESOTA

This plat of PUBLIC STORAGE SLP FIRST ADDITION was approved and accepted by the City Council of the City of Spring Lake Park, Minnesota at a regular meeting thereof held this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

CITY COUNCIL, CITY OF SPRING LAKE PARK, MINNESOTA

\_\_\_\_ Mayor \_\_\_\_\_ Clerk

County Surveyor

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd.11, this plat has been reviewed and approved this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

By: \_\_\_\_\_  
Charles F. Glitzen  
Anoka County Surveyor

County Auditor/Treasurer

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20\_\_\_\_ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Property Tax Administrator

By: \_\_\_\_\_, Deputy

County Recorder/Registrar of Titles

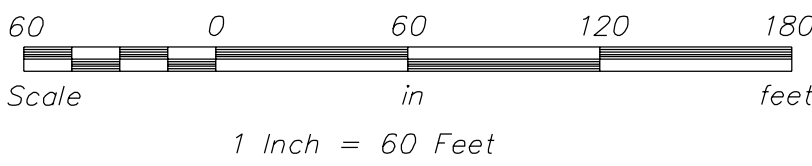
County of Anoka, State of Minnesota

I hereby certify that this plat of PUBLIC STORAGE SLP FIRST ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_ M. and was duly recorded in Book \_\_\_\_\_

Page \_\_\_\_\_, as  
Document Number \_\_\_\_\_

County Recorder/Registrar of Titles

By: \_\_\_\_\_, Deputy



The South line of Lot 7, AUDITORS SUBDIVISION NO. 124 is assumed to bear N89°15'07"W.

- Denotes 1/2 inch by 14 inch iron rebar set and marked by License No. 45873 Unless otherwise noted.
- Denotes found iron monument as noted on survey



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

For Office Use Only	
Case Number:	
Fee Paid:	
Received by:	
Date Filed:	
Date Complete:	
Base Fee:	Escrow:

## DEVELOPMENT APPLICATION

TYPE OF APPLICATION (Check All That Apply)		
<input type="checkbox"/> Appeal	<input type="checkbox"/> Site Plan/Building Plan Review	<input type="checkbox"/> Minor Subdivision
<input type="checkbox"/> Comprehensive Plan Amendment	<input type="checkbox"/> Conceptual Plan Review	<input type="checkbox"/> Lot Combination
<input type="checkbox"/> Ordinance Amendment (Text)	<input type="checkbox"/> Conditional Use Permit	<input checked="" type="checkbox"/> Preliminary Plat
<input type="checkbox"/> Rezoning	<input type="checkbox"/> Variance	<input checked="" type="checkbox"/> Final Plat
<input type="checkbox"/> Planned Unit Development	<input type="checkbox"/> Street or Easement Vacation	<input type="checkbox"/> Other _____
PROPERTY INFORMATION		
Street Address: 7807 St. Hwy 65 Spring Lake Park, MN		
Property Identification Number (PIN#): 01-30-24-34-0003		Current Zoning: I-1
Legal Description (Attach if necessary):		
APPLICANT INFORMATION		
Name: Zell Cantrell		Business Name: Galloway & Comapny, Inc.
Address: 6162 S. Willow Drive		
City: Greenwood Village	State: CO	Zip Code: 80111
Telephone: 303-770-8884	Fax:	E-mail: ZellCantrell
Contact:	Title: @GallowayUS.com	
OWNER INFORMATION (if different from applicant)		
Name: Dan Matula		Business Name: Public Storage
Address: 1710 S. Abilene St.		
City: Aurora	State: CO	Zip Code: 80012
Telephone:	Fax:	E-mail: dmatula@
Contact: Vice President, Development	Title: publicstorage.com	
DESCRIPTION OF REQUEST (attach additional information if needed)		
Existing Use of Property: Self- Service Storage Facility		
Nature of Proposed Use: Self- Service Storage Facility		
Reason(s) to Approve Request: Redevelopment of an existing storage facility to include a new indoor, climate controlled storage building. Property is currently unplatted. Staff has requested we plat property as part of our current development application.		
PREVIOUS APPLICATIONS PERTAINING TO THE SUBJECT SITE		
Project Name:		Date of Application:
Nature of Request:		
<b>NOTE:</b> Applications only accepted with ALL required support documents. See City Code		

### APPLICATION FEES AND EXPENSES:

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

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

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

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

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

☒ E-mail zellcantrell@Gallowayus.com ☐ Fax \_\_\_\_\_ ☐ USPS – Certified Mail

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

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

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

Applicant: \_\_\_\_\_

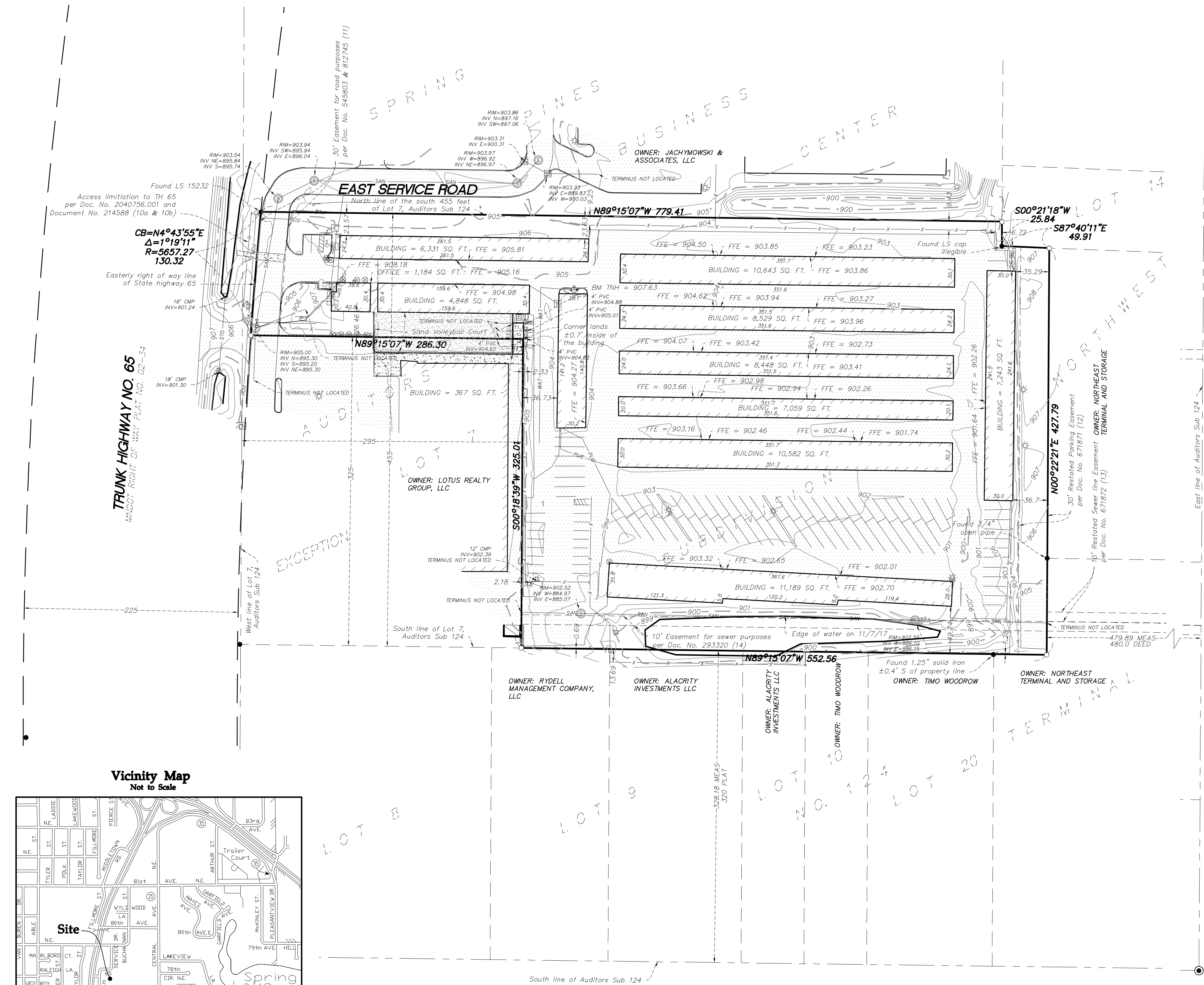
Date: MAY 31, 2018

Owner: \_\_\_\_\_

Date: 5/31/18

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





### Property Description

Property description per First American Title Insurance Company Title Commitment Number NCS-865694-LA2

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### Notes

- 1) This survey was prepared using First American Title Insurance Company Title Commitment Number NCS-865694-LA2 having an effective date of September 19, 2017 at 7:30 A.M.
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- 5) Subject property contains 97 total parking stalls, including 1 handicapped stalls.
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- 7) Adjoining owners shown per Anoka County parcel website.
- 8) Westwood Professional Services, Inc. was not provided adjoiner deeds.
- 9) The bearings shown on this survey are based on the Anoka County Coordinates N.A.D. 1983 (1986 adj.), US Survey feet and the vertical datum is N.A.V.D. 1988, contours shown at 1 foot intervals.
- 10) As of the date the field work was completed for this survey, there was no evidence of current earth moving work, exterior building construction or building additions.
- 11) Based on the information contained within title commitment listed above and a physical inspection of the subject property, the surveyor is not aware of any off site easements or servitudes other than shown hereon.

### Title Exceptions

The following notes correspond to the numbering system of Schedule B, Section II of the above mentioned title commitment.

10. Limitations on access to Trunk Highway No. 65, as shown by the following:

- a.) Final Certificate, dated June 20, 1960, recorded September 23, 1960, as Document No. 214588, in Book 492 of Misc. on Page 447. (AS SHOWN)
- b.) Minnesota Department of Transportation Right of Way Plat No. 02-34, recorded October 10, 2012, as Document No. 2040756.001. (AS SHOWN)

11. Easement for roadway purposes, as reserved in the Warranty Deed dated February 29, 1980, recorded March 11, 1980, as Document No. 545803.

As assigned to the City of Spring Lake Park, a Minnesota municipal corporation, by Assignment of Easement dated March 14, 1988, recorded June 28, 1988, as Document No. 812745. (AS SHOWN)

12. Terms, conditions and agreements of the Restated Parking Easement contained in the instrument dated April 11, 1985, recorded April 23, 1985, as Document No. 671871. (AS SHOWN)

13. Easement for purposes of sewer line, storm water pump drain and water main, together with the rights incidental thereto, as contained in the Restated Sewer Line Easement dated April 11, 1985, recorded April 23, 1985, as Document No. 671872. (AS SHOWN)

14. Easement for sanitary sewer purposes in favor of the Village of Spring Lake Park, a Municipal corporation, together with any rights incidental thereto, as described and contained in the Certificate dated November 30, 1966, recorded November 30, 1966, as Document No. 293320, in Book 736 of Misc. on Page 207. (AS SHOWN)

### Legend

	BUSH/SHRUB		STORM MANHOLE
	CONIFEROUS TREE		TELEPHONE BOX
	DECIDUOUS TREE		TELEPHONE MANHOLE
	WETLAND		TRAFFIC CONTROL BOX
	STEEL/WOOD POST		HAND HOLE
	SIGN-TRAFFIC/OTHER		TRAFFIC LIGHT
	SIGN-TRAFFIC/OTHER		GATE VALVE
	MAIL BOX		HYDRANT
	HANDICAPPED STALL		WATER METER
	PERC TEST		CURB STOP BOX
	MONITORING WELL		WATER MANHOLE
	CABLE TV BOX		WELL
	GAS METER		CABLE TV
	STREET LITE		GAS LINE
	GUY WIRE		POWER OVERHEAD
	POWER POLE		POWER UNDERGROUND
	ELECTRIC BOX		SANITARY SEWER
	ELECTRIC METER		STORM SEWER
	ELECTRIC MANHOLE		TELEPHONE OVERHEAD
	SANITARY MANHOLE		TELEPHONE UNDERGROUND
	SEWER CLEANOUT		WATERMAIN
	BEEHIVE CATCH BASIN		FIBER OPTIC LINE
	CATCH BASIN		ACCESS CONTROL
	FLARED END SECTION		FENCE LINE
	CULVERT		DECIDUOUS TREE LINE
	CONCRETE SURFACE		CONIFEROUS TREE LINE
	SAND SURFACE		CURB & GUTTER
			BITUMINOUS SURFACE

- Denotes set 1/2"x1/4" Iron Pipe marked with Plastic Cap inscribed with Lic. No. 45873, unless otherwise noted.
- Denotes Iron Monument Found as noted.
- ⦿ Denotes Cast Iron Monument

### Surveyor's Certificate

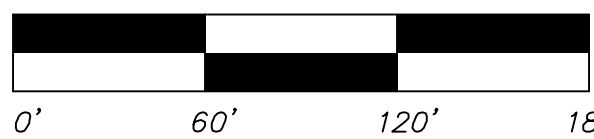
To Galloway, Secure Mini Storage Limited Partnership, a Minnesota limited partnership and First American Title Insurance Company:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 5, 7(a)(b1), 8, 9, 11, 13, 14, 16, and 19 of Table A thereof. The fieldwork was completed on November 7, 2017.

Nathan Carlson  
Minnesota License No. 45873  
nate.carlson@westwoodps.com

11/9/17

Date



Date: 11/9/17

Sheet: 1 OF 1

001.3211.04AL.T01.dwg

## Westwood

Phone (952) 937-5150 7699 Anagram Drive  
Fax (952) 937-5822 Eden Prairie, MN 55344  
Toll Free (888) 937-5150 westwoodps.com  
Westwood Professional Services, Inc.

### Revisions


Crew: JWF  
Checked: NHC  
Drawn: DCW  
Record Drawing by/date

Prepared for:

## Galloway

6162 S. Willow Drive, Suite 320  
Greenwood Village, CO 80111

## 7807 Highway 65 Northeast

Spring Lake Park, Minnesota

## ALTA/NSPS Land Title Survey





**First American Title Insurance Company  
National Commercial Services**

**777 South Figueroa Street  
Suite 400  
Los Angeles, CA 90017**

October 16, 2017

Irma Pimentel  
Public Storage  
701 Western Avenue  
Glendale , CA 91201  
Phone: (818)244-8080x1525  
Fax: (818)543-7341

Customer Reference: PS # 25555 / Spring Lake Park / Highway 65

Title Officer: Adam Schlesinger  
Phone: (213)271-1708  
Email: aschlesinger@firstam.com

Order Number: NCS-865694-LA2

Property: 7807 Highway 65 Northeast, Spring Lake Park, MN

Attached please find the following item(s):

Commitment

Thank You for your confidence and support. We at First American Title Insurance Company maintain the fundamental principle:

***Customer First!***

## First American Title Insurance Company

### INFORMATION

The Title Insurance Commitment is a legal contract between you and the company. It is issued to show the basis on which we will issue a Title Insurance Policy to you. The Policy will insure you against certain risks to the land title, subject to the limitations shown in the policy.

The Company will give you a sample of the Policy form, if you ask.

The Commitment is based on the land title as of the Commitment Date. Any changes in the land title or the transaction may affect the Commitment and the Policy.

The Commitment is subject to its Requirements, Exceptions and Conditions.

This information is not part of the title insurance commitment.

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Schedule B-1 - Requirements	
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Conditions	

**YOU SHOULD READ THE COMMITMENT VERY CAREFULLY.**  
**If you have any questions about the Commitment,**  
**please contact the issuing office.**

COMMITMENT FOR TITLE INSURANCE

Issued by

*First American Title Insurance Company*

Agreement to Issue Policy

We agree to issue a policy to you according to the terms of this Commitment.

When we show the policy amount and your name as the proposed insured in Schedule A, this Commitment becomes effective as of the Commitment Date shown in Schedule A.

If the Requirements shown in this Commitment have not been met within six months after the Commitment Date, our obligation under this Commitment will end. Also, our obligation under this Commitment will end when the Policy is issued and then our obligation to you will be under the Policy.

Our obligation under this Commitment is limited by the following:

The Provisions in Schedule A.

The Requirements in Schedule B-1.

The Exceptions in Schedule B-2.

The Conditions.

This Commitment is not valid without Schedule A and Sections 1 and 2 of Schedule B.



## Revision Information:

**SCHEDULE A**

1. Commitment Date: September 19, 2017 at 7:30 A.M.

2. Policy or Policies to be issued:

Amount

(A) **ALTA Owner's Policy**

\$0.00

Proposed Insured:

(B) **ALTA Loan Policy**

\$0.00

Proposed Insured:

3. (A) The estate or interest in the land described in this Commitment is:

Fee Simple

(B) [Title to said estate or interest at the date hereof is vested in:](#)

Secure Mini Storage Limited Partnership, a Minnesota limited partnership

4. The land referred to in this Commitment is situated in the City of Spring Lake Park, County of Anoka, State of Minnesota, and is described as follows:

The South 455.0 feet of Lot 7, Auditor's Subdivision No. 124, Anoka County, Minnesota, lying East of the easterly right-of-way line of State Trunk Highway No. 65 and lying West of the East 480.0 feet, and excepting therefrom the South 325.0 feet of the West 295.0 feet of said Lot 7.

## **SCHEDULE B**

### **SECTION ONE REQUIREMENTS**

The following requirements must be met:

1. This commitment has been prepared for information purposes only and does not reflect requirements which must be satisfied for the issuance of an owner's policy pursuant to this commitment.

## SCHEDULE B

### SECTION TWO

#### EXCEPTIONS

Any policy we issue will have the following exceptions unless they are taken care of to our satisfaction:

1. Defects, liens, encumbrances, adverse claims or other matters, if any, created, first appearing in the public records, or attaching subsequent to the effective date hereof but prior to the date the proposed Insured acquires for value of record the estate or interest or mortgage thereon covered by this Commitment.
2. Discrepancies, conflicts in boundary lines, shortages in area, encroachments, or any other fact which a correct survey would disclose, and which are not shown by public records.
3. Any facts, rights, interests, or claims which are not shown by the public records but which could be ascertained by an inspection of said land or by making inquiry of persons in possession thereof.
4. Easements, claims of easement or encumbrances which are not shown by the public records.
5. Any lien, or right to a lien, for services, labor or material heretofore or hereafter furnished, imposed by law and not shown in the public records.
6. Taxes or assessments which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the public records.
7. Real estate taxes payable in the year 2017 in the amount of \$106,343.84 total; first half paid, second half paid.  
Base tax: \$103,903.11.  
Tax Parcel No. 01-30-24-34-0003
8. Levied and pending special assessments, if any.
9. Rights of tenants under unrecorded leases.
10. Limitations on access to Trunk Highway No. 65, as shown by the following:
  - a.) Final Certificate, dated June 20, 1960, recorded September 23, 1960, as Document No. [214588](#), in Book 492 of Misc. on Page 447.
  - b.) Minnesota Department of Transportation Right of Way Plat No. 02-34, recorded October 10, 2012, as Document No. [2040756.001](#).
11. Easement for roadway purposes, as reserved in the Warranty Deed dated February 29, 1980, recorded March 11, 1980, as Document No. [545803](#).

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14. Easement for sanitary sewer purposes in favor of the Village of Spring Lake Park, a Municipal corporation, together with any rights incidental thereto, as described and contained in the Certificate dated November 30, 1966, recorded November 30, 1966, as Document No. [293320](#), in Book 736 of Misc. on Page 207.
15. Mortgage and Security Agreement, dated August 31, 1995, recorded September 13, 1995, as Document No. [1182516](#), executed by Secure Mini Storage Limited Partnership, a Minnesota limited partnership, to Northern Life Insurance Company, a Washington corporation, in the original principal amount of \$5,500,000.00.

As amended by Amendment dated February 25, 1997, recorded March 4, 1997, as Document No. [1266524](#).

As amended and restated by Amended and Restated Mortgage and Security Agreement, dated September 24, 1998, recorded October 2, 1998, as Document No. [1375191](#).

As further amended by Amended and Restated Mortgage, Security Agreement, Financing Statement and Fixture Filing, dated April 21, 2003, recorded April 29, 2003, as Document No. [1792641](#).

As modified by First Modification of Amended and Restated Mortgage, Security Agreement, Financing Statement and Fixture Filing, Amended and Restated Assignment of Leases and Rents and Other Loan Documents, dated October 12, 2004, recorded December 1, 2004, as Document No. [1971041.001](#).

16. Assignment of Rents and Leases, dated August 31, 1995, recorded September 13, 1995, as Document No. [1182517](#), executed by Secure Mini Storage Limited Partnership, a Minnesota limited partnership, to Northern Life Insurance Company, a Washington corporation.

As amended by Amendment dated February 25, 1997, recorded March 4, 1997, as Document No. [1266524](#).

As amended and restated by Amended and Restated Assignment of Rents and Leases, dated September 24, 1998, recorded October 2, 1998, as Document No. [1375192](#).

As further amended by Amended and Restated Assignment of Rents and Leases, dated April 21, 2003, recorded April 29, 2003, as Document No. [1792642](#).

As modified by First Modification of Amended and Restated Mortgage, Security Agreement, Financing Statement and Fixture Filing, Amended and Restated Assignment of Leases and Rents and Other Loan Documents, dated October 12, 2004, recorded December 1, 2004, as Document No. [1971041.001](#).

17. Mortgage and Security Agreement, dated October 29, 1999, recorded November 16, 1999, as Document No. [1469504](#), executed by Secure Mini Storage Limited Partnership, a Minnesota limited partnership, to ReliaStar Life Insurance Company of New York, a New York corporation, in the original principal amount of \$1,530,000.00.

18. Assignment of Rents and Leases, dated October 29, 1999, recorded November 16, 1999, as Document No. [1469505](#), executed by Secure Mini Storage Limited Partnership, a Minnesota limited partnership, to ReliaStar Life Insurance Company of New York, a New York corporation.

**1. DEFINITIONS**

(a) "Mortgage" means mortgage, deed of trust or other security instrument.

(b) "Public Records" means title records that give constructive notice of matters affecting the title according to the state law where the land is located.

**2. LATER DEFECTS**

The Exceptions in Schedule B - Section Two may be amended to show any defects, liens or encumbrances that appear for the first time in the public records or are created or attached between the Commitment Date and the date on which all of the Requirements (a) and (c) of Schedule B - Section One are met. We shall have no liability to you because of this amendment.

**3. EXISTING DEFECTS**

If any defects, liens or encumbrances existing at Commitment Date are not shown in Schedule B, we may amend Schedule B to show them. If we do amend Schedule B to show these defects, liens or encumbrances, we shall be liable to you according to Paragraph 4 below unless you knew of this information and did not tell us about it in writing.

**4. LIMITATION OF OUR LIABILITY**

Our only obligation is to issue to you the Policy referred to in this Commitment, when you have met its Requirements. If we have any liability to you for any loss you incur because of an error in this Commitment, our liability will be limited to your actual loss caused by your relying on this Commitment when you acted in good faith to:

comply with the Requirements shown in Schedule B - Section One

or

eliminate with our written consent any Exceptions shown in Schedule B - Section Two.

We shall not be liable for more than the Policy Amount shown in Schedule A of this Commitment and our liability is subject to the terms of the Policy form to be issued to you.

**5. CLAIMS MUST BE BASED ON THIS COMMITMENT**

Any claim, whether or not based on negligence, which you may have against us concerning the title to the land must be based on this commitment and is subject to its terms.

## Privacy Policy

### We Are Committed to Safeguarding Customer Information

In order to better serve your needs now and in the future, we may ask you to provide us with certain information. We understand that you may be concerned about what we will do with such information - particularly any personal or financial information. We agree that you have a right to know how we will utilize the personal information you provide to us. Therefore, together with our parent company, The First American Corporation, we have adopted this Privacy Policy to govern the use and handling of your personal information.

### Applicability

This Privacy Policy governs our use of the information which you provide to us. It does not govern the manner in which we may use information we have obtained from any other source, such as information obtained from a public record or from another person or entity. First American has also adopted broader guidelines that govern our use of personal information regardless of its source. First American calls these guidelines its *Fair Information Values*, a copy of which can be found on our website at [www.firstam.com](http://www.firstam.com).

### Types of Information

Depending upon which of our services you are utilizing, the types of nonpublic personal information that we may collect include:

- Information we receive from you on applications, forms and in other communications to us, whether in writing, in person, by telephone or any other means;
- Information about your transactions with us, our affiliated companies, or others; and
- Information we receive from a consumer reporting agency.

### Use of Information

We request information from you for our own legitimate business purposes and not for the benefit of any nonaffiliated party. Therefore, we will not release your information to nonaffiliated parties except: (1) as necessary for us to provide the product or service you have requested of us; or (2) as permitted by law. We may, however, store such information indefinitely, including the period after which any customer relationship has ceased. Such information may be used for any internal purpose, such as quality control efforts or customer analysis. We may also provide all of the types of nonpublic personal information listed above to one or more of our affiliated companies. Such affiliated companies include financial service providers, such as title insurers, property and casualty insurers, and trust and investment advisory companies, or companies involved in real estate services, such as appraisal companies, home warranty companies, and escrow companies. Furthermore, we may also provide all the information we collect, as described above, to companies that perform marketing services on our behalf, on behalf of our affiliated companies, or to other financial institutions with whom we or our affiliated companies have joint marketing agreements.

### Former Customers

Even if you are no longer our customer, our Privacy Policy will continue to apply to you.

### Confidentiality and Security

We will use our best efforts to ensure that no unauthorized parties have access to any of your information. We restrict access to nonpublic personal information about you to those individuals and entities who need to know that information to provide products or services to you. We will use our best efforts to train and oversee our employees and agents to ensure that your information will be handled responsibly and in accordance with this Privacy Policy and First American's *Fair Information Values*. We currently maintain physical, electronic, and procedural safeguards that comply with federal regulations to guard your nonpublic personal information.

## DRAFT PROCEEDINGS

Minutes of the Spring Lake Park Planning Commission regularly scheduled meeting held on June 25, 2018 at the Spring Lake Park Community Center, 1301 81<sup>st</sup> Avenue N.E., at 7:00 P.M.

### 1. Call to Order

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

### 2. Roll Call

Members Present: Commissioners Smith, Bernhagen, Eischens, Cobbs, Dircks and Hansen

Members Absent: None

Staff Present: Planner Carlson; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Councilmember Delfs  
Barbara Goodboe-Bisschoff, Spring Lake Park  
Paddy Jones, Ham Lake  
Keith Meyers, 733 81<sup>st</sup> Avenue NE

### 3. Pledge of Allegiance

### 4. Approval of Minutes – May 29, 2018

MOTION BY COMMISSIONER BERNHAGEN, SECONDED BY COMMISSIONER SMITH, APPROVING THE MINUTES OF MAY 29, 2018. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

### 5. Public Hearing – Approval of Driveway Variance – 722 81<sup>st</sup> Avenue NE

Planner Carlson reported that the City received an application for a variance at 733 81<sup>st</sup> Avenue NE to allow for the extension of a driveway along the western edge of the property, one foot of the property line, within the required five foot side yard setback. He reported that the applicant stated this improvement will increase parking for cars and recreational vehicles on the site, increase property values, and improve drainage. He reported that the property is a 9,956 square-foot residential site, along 81<sup>st</sup> Avenue NE. He stated that currently the site includes a single-family home, metal shed and driveway. He reported that the property is fenced on three sides, the west and north side are also fenced with a wood privacy fence and the east side is fenced with a chain-link fence. He stated the property is zoned R-1 Single Family Residential and guided Low Density Residential in the 2030 Future Land Use Plan.

Mr. Carlson reported that the site is standard length and width and does not include any unique conditions such as steep slopes or wetlands that could be considered a practical difficulty for construction of the driveway extension elsewhere on the property.

Mr. Carlson stated that the one potential difficulty that the property owner faces is that the house is currently set back approximately 10 feet from the western property line, allowing only five feet of pavement under the existing code requirements. He stated that five feet is not sufficiently wide to park a car or recreational vehicle. He explained that the Code supports the storage of these vehicles on residential property as long



as they meet the required five-foot side-yard setback. He stated that the location of these vehicles on the lot is not explicitly stated, but it is standard to practice to recommend parking out of the front yard area.

Mr. Carlson stated that the applicant has included a letter of support from the neighbor and it states that there are no concerns with the extension next to the property line that the neighbors share. Mr. Carlson reported that the applicant states that drainage will be improved on the site through the placement of a curb along the driveway extension.

Mr. Carlson stated that staff recommends that the Planning Commission recommend to the City Council approval of the application for a variance to allow a driveway extension with the following conditions:

1. The wooden fence between the applicant's property and the property to the west remain in place, or similar screening, for the new parking area from neighboring properties.
2. All recreation vehicles will be parked at the rear of the proposed driveway expansion.
3. Additional information about proposed drainage improvements will be submitted to the Public Works Director for review prior to construction.

Keith Meyers, 733 81<sup>st</sup> Avenue NE, stated that the expansion will help with the drainage issues along his garage and the curb that will be added will allow the water to flow away from the neighboring property.

Commissioner Eischens stated that it appeared that the applicant has a good relationship with the neighboring properties. Mr. Meyers stated that the neighbors are comfortable with the project and he has a great relationship with them.

Commissioner Smith stated that he wanted to make sure that if the variance is granted to the applicant, the neighbors and applicant understand that the variance is allowing for a permanent change to the property. Planner Carlson stated that a variance runs with the land and this would place conditions on the land for future improvements.

Chairperson Hansen opened the public hearing at 7:15 PM. There was no discussion from the floor. Chairperson Hansen closed the public hearing at 7:15 PM.

MOTION MADE BY COMMISSIONER SMITH, SECOND BY EISCHENS TO RECOMMEND APPROVAL OF DRIVEWAY VARIANCE AT 733 81<sup>ST</sup> AVENUE NE WITH THE FOLLOWING CONDITIONS: 1. THE WOODEN FENCE BETWEEN THE APPLICANTS PROPERTY AND THE PROPERTY TO THE WEST REMAIN IN PLACE, OR SIMILAR SCREENING, FOR THE NEW PARKING AREA FROM NEIGHBORING PROPERTIES; 2. ALL RECREATIONAL VEHICLES WILL BE PARKED AT THE REAR OF THE PROPOSED DRIVEWAY EXPANSION; 3. ADDITIONAL INFORMATION ABOUT THE PROPOSED DRAINAGE IMPROVEMENTS BE SUBMITTED TO THE PUBLIC WORKS DIRECTOR FOR REVIEW PRIOR TO CONSTRUCTION. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

6. Public Hearing- Approval of Preliminary Plat as a condition of the site plan approval for redevelopment of a portion of the Public Storage property at 7808 Highway 65 NE

Planner Carlson reported that the City Council has reviewed and approved the Site Plan earlier this year for Public Storage located at 7807 Highway 65 NE. He stated that one of the conditions of approval was the submission of a plat for the property. He stated that the applicants have submitted a Preliminary Plat to be named Public Storage SLP First Addition.

Mr. Carlson reported that the submitted preliminary plat creates one platted lot from the previous lot, which had lengthy legal description. He stated that in addition to simplifying the lot description, there are easements required for the service road and utility and drainage purposes. He stated that the City needs perimeter easements (minimum 10 feet), easements over the stormwater management facilities, and easements over the sanitary sewer to provide a minimum of 10-feet on each side of the pipe.

Mr. Carlson stated that staff recommends that the Planning Commission recommend to the City Council approval of Public Storage Preliminary Plat for Public Storage SLP First Addition with the following conditions:

1. Drainage and utility easements 10 feet in width be dedicated around the entire perimeter of the property.
2. Easements be dedicated over the stormwater management facilities
3. Easements be dedicated over the water main, 10-feet minimum on each side of the pipe
4. Easements be dedicated over the sanitary sewer, 10-feet minimum on each side of the pipe.
5. Public right-of-way should be dedicated for the portion of the Service Drive on the west edge of the plat, 30 feet in width, replacing the current 30-foot wide easement.

Commissioner Smith stated that he had toured the facility and stated that the applicant's purpose is to improve the site and clean up the property. Mr. Carlson stated that he has dealt with Public Storage in other communities and they have been very professional.

Administrator Buchholtz stated that the improvements will help a neighboring business with stormwater issues through the maintenance of the pond on the site. He stated the project will be reviewed by Rice Creek Watershed District.

Commissioner Dircks inquired where the water main would be located and wanted to assure that the building was not placed over the sewer or water mains. Administrator Buchholtz stated that the water main is located on the west side of the property and it will create a water main loop to assist the strip mall if there would be water main break in that particular area. He stated that with the creation of the easements, they would prevent any building over the mains.

Chairperson Hansen opened the public hearing at 7:25 PM. There was no discussion from the floor. Chairperson Hansen closed the public hearing at 7:25 PM.

MOTION MADE BY COMMISSIONER EISCHENS, SECOND BY SMITH TO APPROVE PRELIMINARY PLAT FOR PUBLIC STORAGE LOCATED AT 7807 HIGHWAY 65 NE WITH THE FOLLOWING CONDITIONS: 1. DRAINAGE AND UTILITY EASEMENTS 10 FEET IN WIDTH BE DEDICATED AROUND THE ENTIRE PERIMETER OF THE PROPERTY; 2. EASEMENTS BE DEDICATED OVER THE STORMWATER MANAGEMENT FACILITIES; 3. EASEMENTS BE DEDICATED OVER THE WATER MAIN, 10-FEET MINIMUM ON EACH SIDE OF THE PIPE; 4. EASEMENTS BE DEDICATED OVER THE SANITARY SEWER, 10-FEET MINIMUM ON EACH SIDE OF THE PIPE; 5. PUBLIC RIGHT-OF-WAY SHOULD BE DEDICATED FOR THE PORTION OF THE SERVICE DRIVE ON THE WEST EDGE OF THE PLAT, 30 FEET IN WIDTH, REPLACING THE CURRENT 30-FOOT WIDE EASEMENT. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.



## **RESOLUTION NO. 18-22**

### **A RESOLUTION AUTHORIZING CIRCULATION OF THE CITY OF SPRING LAKE PARK DRAFT 2040 COMPREHENSIVE PLAN UPDATE**

**WHEREAS**, state statutes (Minn. Stat. 473.175-473.871) requires that cities review and revise their comprehensive plans for consistency with Metropolitan Council policy plans and state statutes; and

**WHEREAS**, the City of Spring Lake Park is required to submit its draft comprehensive plan update to adjacent jurisdictions and other government agencies for review and comment prior to submission to the Metropolitan Council for its review; and

**WHEREAS**, the City of Spring Lake Park has completed a draft comprehensive plan update consistent with Metropolitan Council requirements and state statutes; and

**WHEREAS**, the Planning Commission held a public hearing on the draft 2040 Comprehensive Plan on June 25, 2018; and

**WHEREAS**, the Planning Commission unanimously recommended approval of the draft 2040 Comprehensive Plan; and

**WHEREAS**, the City Council has reviewed the plan and has found it ready for circulation to adjacent jurisdictions and other government agencies for review and comment.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Spring Lake Park, Minnesota that the City Council does hereby authorize circulation of the draft comprehensive plan to adjacent jurisdictions and other government agencies for review and comment.

The foregoing Resolution was moved for adoption by Councilmember.

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

And the following voted against the same:.

Whereon the Mayor declared said Resolution duly passed and adopted the 2nd day of July, 2018.

APPROVED BY:

---

Cindy Hansen, Mayor

ATTEST:

---

Daniel R. Buchholtz, City Administrator

### 7. Comprehensive Plan Review

Planner Carlson provided an overview of the draft the 2040 Comprehensive Plan. He reviewed with the Commission the process the plan has gone through, highlighted chapter subjects and informed the Commission of the next steps. He stated that after any further edits the plan would be presented to the City Council for their approval on July 2, 2018.

Mr. Carlson highlighted the 2040 Planned Future Land Use Map and noted that a new category titled, "Mixed Use" has been added. He explained that this area of the city could see new uses added in the future such as redevelopment with housing mixed with industrial or commercial. He noted that this area would allow for much flexibility for future development.

Chairperson Hansen inquired if the city will see an increase in density if zoning changed in certain areas. Mr. Carlson stated that the mixed-use area could handle more density and he stated that future projects similar to the Dominion project could be built in that area.

Commissioner Smith inquired if there was any guidance from the Metropolitan Council for churches to be built in Industrial areas. Mr. Carlson stated that there is no guidance and church or assembly uses cannot be reviewed differently than other uses in an industrial area. He stated that in many situations churches are looking for large reasonably priced buildings for their use.

Administrator Buchholtz noted that many times industrial building, especially those in the City, have issues with having enough parking spaces to accommodate large amounts of people for assembly usage.

Chairperson Hansen opened the public hearing at 7:58 PM. There was no discussion from the floor. Chairperson Hansen closed the public hearing at 7:58 PM.

MOTION MADE BY COMMISSIONER EISCHENS, SECOND BY BERNHAGEN TO APPROVE DRAFT 2040 COMPREHENSIVE PLAN. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

### 8. Other

Administrator Buchholtz stated that the Water Plan was included with the Comprehensive Plan for the Commission to review. He reported that the Stormwater Plan draft copy is complete and will be presented to the City Council at a workshop session in September to then be forwarded to the Planning Commission once completed.

Administrator Buchholtz thanked Stantec staff and Executive Assistant Gooden for their work on the Comprehensive Plan. He explained how the project has been a hybrid of many people working on the plan to make it a reality.

### 9. Adjourn

MOTION BY COMMISSIONER SMITH, SECONDED BY COMMISSIONER BERNHAGEN TO ADJOURN. VOICE VOTE: ALL AYES. MOTION CARRIED.

The meeting adjourned at 8:00 PM.





# 2040 Comprehensive Plan



Spring Lake Park,  
MN

**DRAFT**

June 20, 2018



# Acknowledgements

This Comprehensive Plan would not have been possible without the collaboration of City staff, Planning Commission Members, City Council Members, consultant staff, and the general public. A special thanks to these team members for the dedication and effort they gave to make this Plan a success.

## City Staff

Dan Buchholtz, City Administrator

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## Planning Commission Members

Hans Hansen (Chair)

Jeff Bernhagen (Vice Chair)

Lisa Dircks

Vince Smith

Doug Eischens

Rick Cobbs



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# Chapter 1: Background

## INTRODUCTION

A Comprehensive Plan is a tool to implement a community's long-range vision for the future. The Comprehensive Plan addresses many aspects related to City infrastructure and services, including transportation, land use, water systems, housing, parks and trails, and the overall vitality of the City. The plan provides a guide for elected officials to use when making decisions. The goal of the comprehensive planning process is to develop a plan that is a key resource for the community to use when facing issues such as redevelopment, locating a new park, or determining future transportation needs.

The Comprehensive Plan also serves as a legal foundation for rules and regulations adopted by the community, such as the zoning ordinance and subdivision regulations. The Comprehensive Plan shapes the community's zoning code and regulations, and can be used to guide land uses to best serve the community's changing needs. To ensure that the Comprehensive Plan addresses the needs of the community, full engagement from City staff, elected officials, committees and commissions, and the public is essential.

The comprehensive planning process is a systematic, ongoing, forward-looking process of analysis of opportunities and constraints, for the purpose of formulating a plan to accomplish the community's goals and objectives. To plan effectively, the City needs a clear and comprehensive understanding of current conditions, and influences and trends that will shape the community's future.

Comprehensive plans are required to be completed every ten years by the Metropolitan Council. Communities within the 7-County Metropolitan Area are required to complete comprehensive plans by the Metropolitan Land Planning Act.

This Comprehensive Plan is organized into chapters, based on the different elements affecting the City. Chapter 1 begins with a summary of the planning process and identifies existing demographic and economic conditions that shape Spring Lake Park. The following five chapters address key elements of the Plan, identifying goals and policies for future development, mapping and describing existing conditions, and describing relevant programs. These plan elements include:

- Chapter 2: Land Use
- Chapter 3: Housing
- Chapter 4: Parks, Trails, and Community Facilities
- Chapter 5: Transportation
- Chapter 6: Water Resources

The plan concludes with an implementation chapter which identifies land use controls, the plan amendment process, and the City's Capital Improvements Program. The implementation chapter is critical to the success of the Plan, as it develops action steps to turn the goals and policies identified in each chapter to tangible projects in the community.



## PLANNING PROCESS

This Comprehensive Plan is the result of a process that included a series of public meetings and background data analysis. The first step in the process was a review of current conditions, as well as influences and trends that will shape the community's future. Background information included: past and current trends in demographic data; land use; surface water, public utilities and facilities; transportation; and parks and recreation areas. An assessment of these characteristics is an important element in developing goals and policies that are consistent with existing conditions in the City.

The City kicked off the planning process by reviewing and updating background and demographic data and developing a planning process that would identify issues, develop goals, policies, and alternatives, and create an implementation plan to address the future development of Spring Lake Park. The City's Planning Commission members served as guides throughout the process, sharing feedback through all phases.

Following the background analysis, a Planning Commission meeting was held with members of the Spring Lake Park Planning Commission and City Staff in February of 2018 to identify key strengths, weaknesses, and opportunities in the community. Key strengths and opportunities identified by residents included transportation access for all modes, parks and public facilities, and a diverse and affordable housing stock. Key weaknesses included maintenance of public facilities and buildings, a lack of east-west transit options, and maintaining aging housing stock. A complete summary of comments received from this meeting is included in Appendix A. These responses were used to revise goals and policies for each plan chapter, so that they reflected the concerns of the community.

In April 2018, the City hosted a community meeting to present background information, share the goals and policies, and identify any other issues that needed to be incorporated into the Plan. A complete summary of comments received from this meeting is included in Appendix A.

The information presented in the background report and input provided from community residents provided a foundation for developing the Comprehensive Plan. Following consensus on the goals and policies, a future land use plan was developed. Because the City is fully developed, the future land use plan will be used to guide redevelopment in certain areas of the City.

After development of the City's future land use plan, the City's existing sewer and water, surface water, parks and transportation plans were revised to provide consistency with the 2040 Future Land Use Plan. A final draft of the Comprehensive Plan was presented to the Planning Commission on May 29, 2018. After input from the Planning Commission, the Plan was revised and presented to the City Council for authorization to submit the plan for adjacent community review. After the six-month review period, the Council adopted the final plan contingent on Met Council approval on **DATE**.



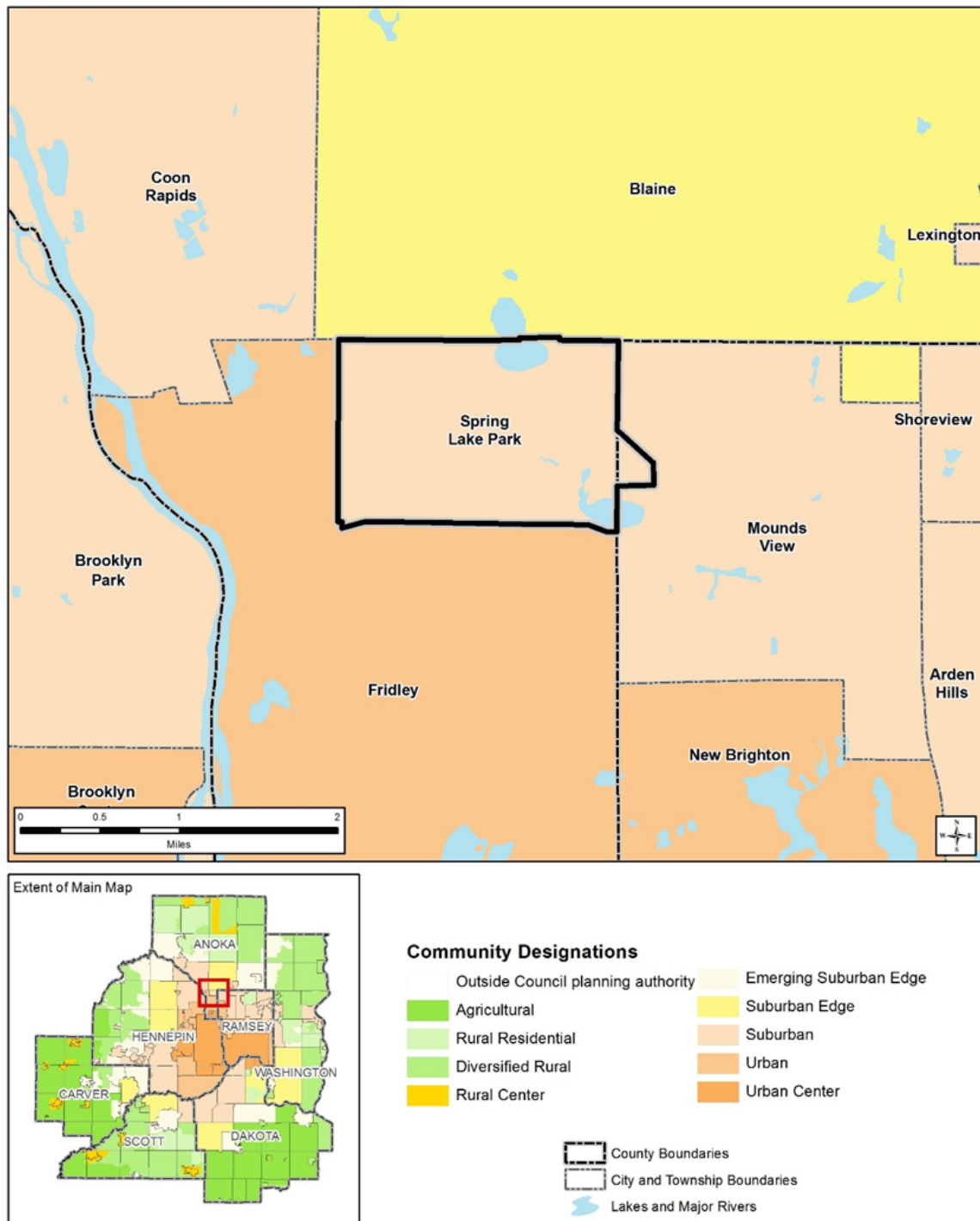
## CITY BACKGROUND

The City of Spring Lake Park was established in December of 1953, when residents of the township voted to approve incorporation. Today the City remains relatively small, with an estimated 2016 population of 6,519. Most of Spring Lake Park is located in southern Anoka County, but a small portion in the eastern part of the City lies within Ramsey County (Figure 1-1). The City is located approximately 12 miles north of downtown Minneapolis. Neighboring communities include Blaine to the north, Mounds View to the east, Fridley to the south and east, and Coon Rapids to the northwest. Spring Lake Park is served by several major highways. State Highway 47 (University Avenue) runs along the western edge of the City, and State Highway 65 and County Highway 10 (formerly US Highway 10) intersect in the northeast quadrant of the City.

The City's last Comprehensive Plan Update was adopted in the year 2009. The 2009 Plan's focus was planning for the year 2030. Conditions in the City have not changed significantly since the 2009 Plan was completed. Therefore, current planning efforts will focus on identifying City infrastructure and system needs for 2040, discussing possible redevelopment areas, and developing a plan that meets Met Council requirements. The Metropolitan Council has identified Spring Lake Park as a Developed Community, which means that most of the City's growth will occur through redevelopment.

Figure 1-1: Spring Lake Park Community Designation

### Community Designations City of Spring Lake Park, Anoka and Ramsey Counties



Source: Metropolitan Council

## Population Projections

To assist local communities in preparing their Comprehensive Plan, the Met Council has population, household, and employment forecasts for each community. These forecasts, as first presented in the City's System Statement prepared by the Met Council in 2015 (Appendix B) and subsequently amended in August 2016, are presented in Table 1-1.

Table 1-1: Metropolitan Council Forecasts

	2010	2016	2020	2030	2040
<b>Population</b>	6,412	6,519	6,700	7,000	7,400
<b>Households</b>	2,672	2,698	2,880	3,000	3,200
<b>Employment</b>	3,000	2,879	3,280	3,450	3,600

Source: 2010 US Census, 2016 American Community Survey, Metropolitan Council

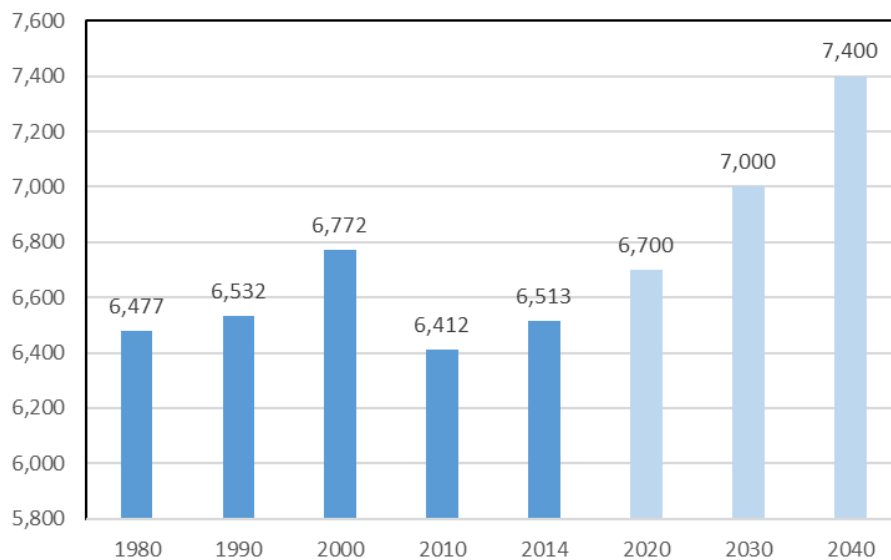
## Demographic Trends

Demographic trends within a community and the surrounding area are important, as these trends provide insight into future community issues and needs. A variety of demographic trends are analyzed below. Comparisons are made between the City of Spring Lake Park and Anoka County as a whole to provide a point of reference.

### *Population and Household Growth*

As demonstrated in Figure 1-2, Spring Lake Park's population has remained stable in recent decades. The City's population in 1980 was 6,447. The City's 2006 population was estimated at 6,623. As Figure 1-2 demonstrates, the City did experience some growth between 1990 and 2000, adding approximately 200 residents, an increase of nearly 4 percent. This population increase, however, was erased between 2000 and 2010 due to effects of the "Great Recession" which began December 2007. The City's population is forecasted to increase 13.6 percent by 2040, with a projected 2040 population of 7,400. Given that the City is currently fully developed, this growth will most likely be accommodated through infill development at higher densities.

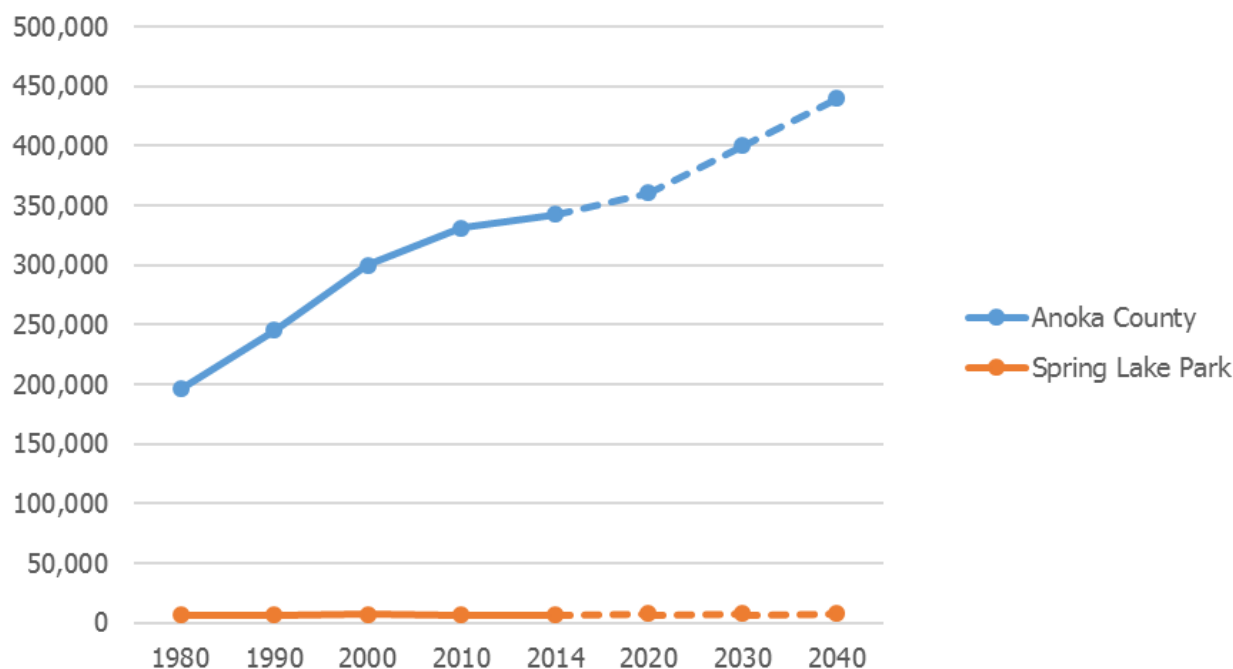
Figure 1-2: Historic and Forecasted Population



Source: Metropolitan Council

Comparatively, Anoka County's population has increased substantially in recent decades, as demonstrated in Figure 1-3. This growth is forecasted to continue within Anoka County. The significant population increases in Anoka County can be explained by the large amount of undeveloped land within Anoka County to accommodate population increases. Conversely, because Spring Lake Park has been fully developed for several decades, it has not experienced significant growth.

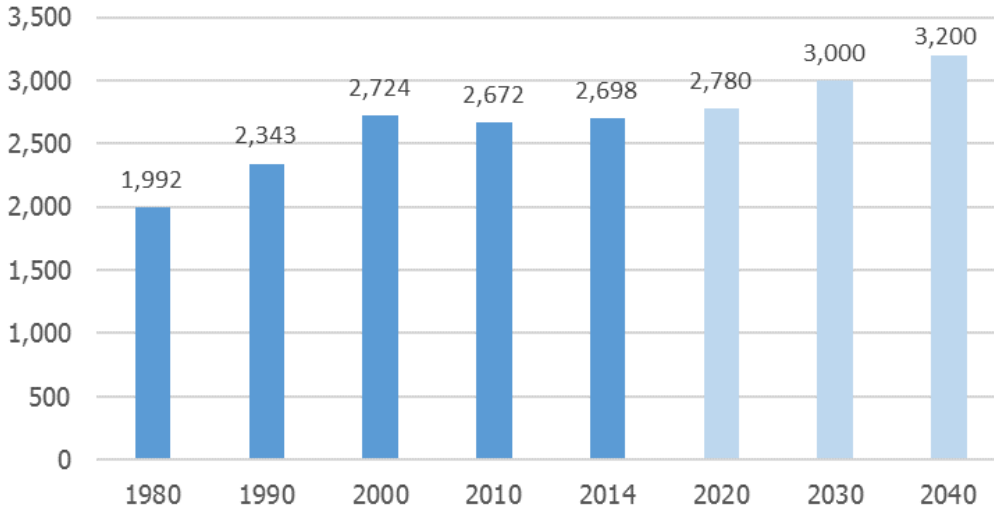
Figure 1-3: Anoka County and Spring Lake Park Population Comparison



Source: Metropolitan Council, 2010 US Census

Household trends often have more significant impacts for communities than population trends, as household numbers more directly relate to housing and land use needs and development. Household trends in the City of Spring Lake Park and Anoka County closely follow population trends in the two jurisdictions. As shown below in Figure 1-4, the number of households in Spring Lake Park has increased from 1,992 households in 1980 to 2,698 in 2014. The increase in households does not correspond to significant increase in population, which can likely be explained by the recent trend of decreasing household sizes. By 2040, it is forecasted that the number of households in the City will increase to 3,200.

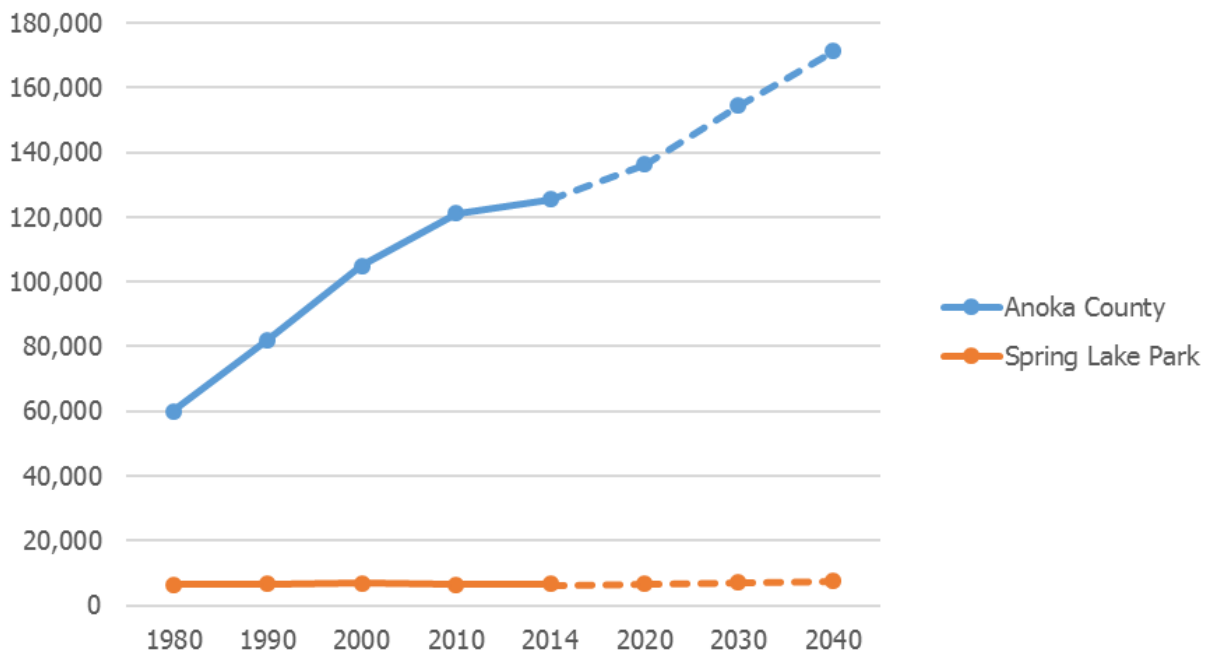
Figure 1-4: Actual and Projected Households



Source: Metropolitan Council

Figure 1-5 demonstrates significant increases in the forecasted number of households for Anoka County compared to a relatively small increase for Spring Lake Park. Again, this increase can be attributed to the large undeveloped portions of Anoka County available to accommodate additional growth. Because Spring Lake Park is fully developed, it will not absorb as large a percentage of the region's growth as other developing communities in Anoka County.

Figure 1-5: Actual and Projected Households in Anoka County and Spring Lake Park

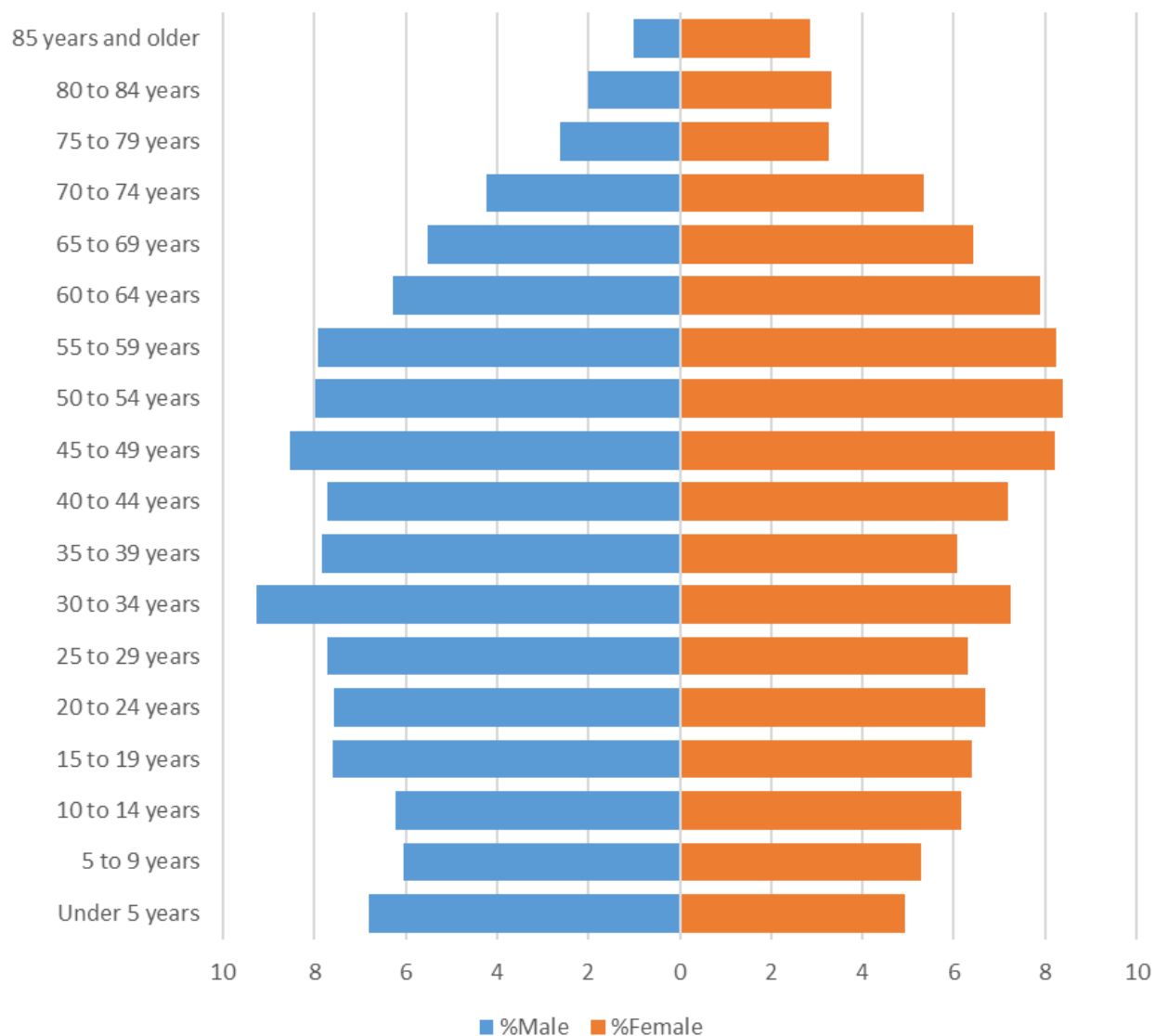


Source: Metropolitan Council, 2010 US Census

### Age Distribution

In 2010, the median age of Spring Lake Park's population was 41.2 years. The City's historic median age trends demonstrate that the City's population is aging. For example, in 1970, the median age was 20.5. The City's age distribution for the year 2010 is shown below in Figure 1-6.

Figure 1-6: Population Pyramid for Spring Lake Park, 2010



Source: 2010 US Census

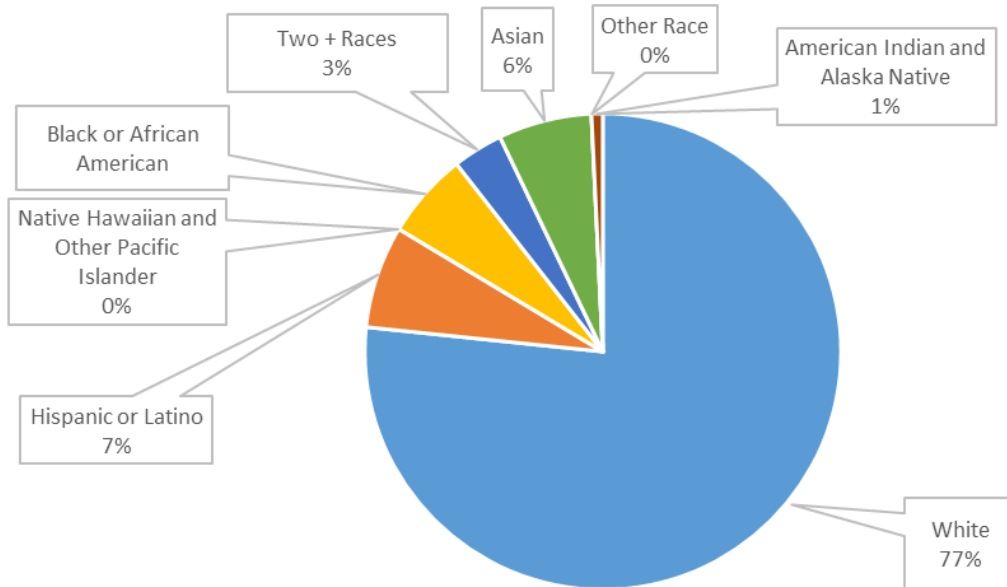
The City's age distribution reflects a common trend, with a large percentage of the population between the ages of 45 and 64 in the year 2010. This large age group represents the baby boom generation. The aging of the baby-boom generation will have a significant effect on the community in upcoming decades as the needs of its residents change.



### Racial Diversity

The racial make-up of Spring Lake Park is presented below in Figure 1-7. The City of Spring Lake Park is predominately white (77 percent). The largest minority populations in Spring Lake Park are Hispanic or Latino and Asian or Pacific Islander. Approximately 6.0 percent of the population identified as Asian or Pacific Islander, and 7.0 percent identified as Hispanic or Latino. Since the 2030 Comprehensive Plan, the City has seen an increase in racial diversity, with both racial groups doubling in size.

Figure 1-7: Racial Diversity in Spring Lake Park

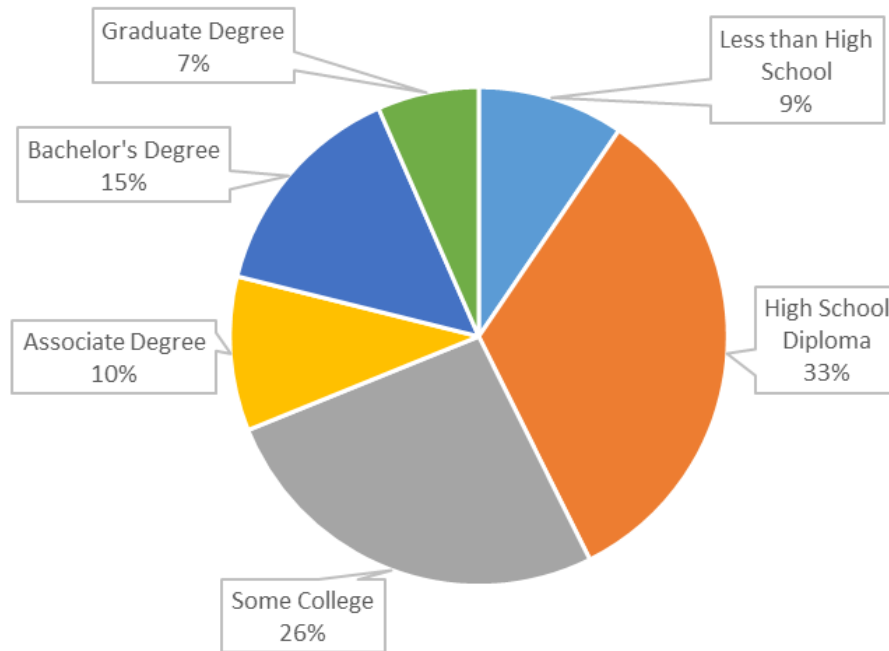


Source: 2015 American Community Survey

### Education

The educational attainment for the Spring Lake Park population is presented in Figure 1-8. This information is relevant for communities, as it affects the local economy and economic development opportunities, as well as potential needs of residents. As demonstrated below, most residents in Spring Lake Park have obtained a High School Diploma (91.0 percent) and many others have completed some college or higher education (58.0 percent). There has been significant growth in the educational attainment of the city's residents, as the number of residents attaining a bachelor's degree or above has increased nearly 32 percent since the 2000 census.

Figure 1-8: Educational Attainment



Source: 2015 American Community Survey

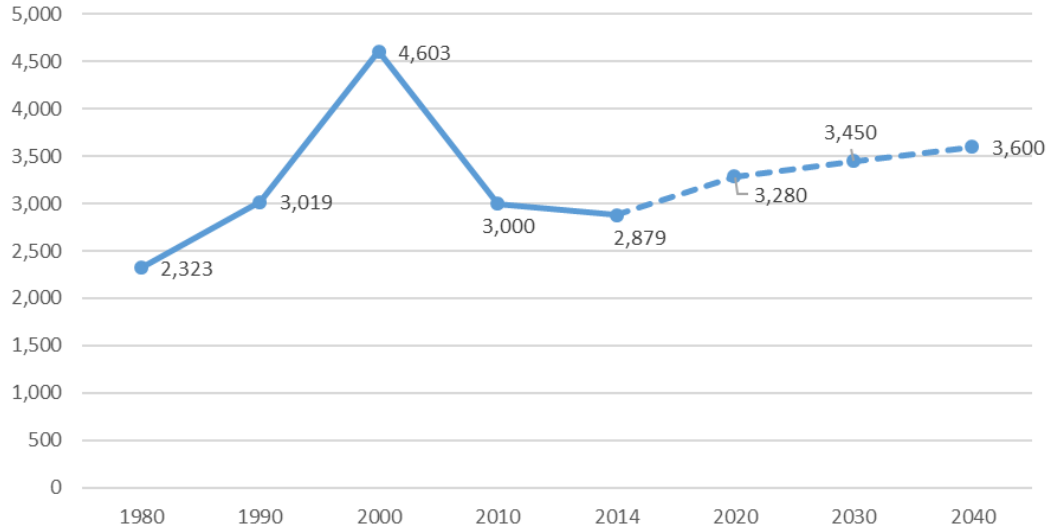
## Economic Overview

The economic health of a community is important to maintain a high standard of living for existing residents and to attract new residents. The following information identifies employment and related economic trends.

### *Employment*

Historic and forecasted employment data is presented below in Figure 1-9. The number of jobs in Spring Lake Park increased steadily between 1970 and 2000, as the number of jobs within the City increased from 730 in 1970 to 4,603 in 2000, an increase of 530 percent. Employment dropped significantly in the decade between 2000 and 2010; many of the jobs were lost in the latter part of the decade due to job losses from the “Great Recession” which began in December 2007. Employment growth is expected to level off, with a 2040 forecast of 3,600 total jobs. The ratio of jobs to population in Spring Lake Park is 2.3 residents for every job in the City in 2010. Major employers in Spring Lake Park include Spring Lake Park School District, Aggressive Industries, Rise, and Spring Lake Park Lumber.

Figure 1-9: Employment in Spring Lake Park

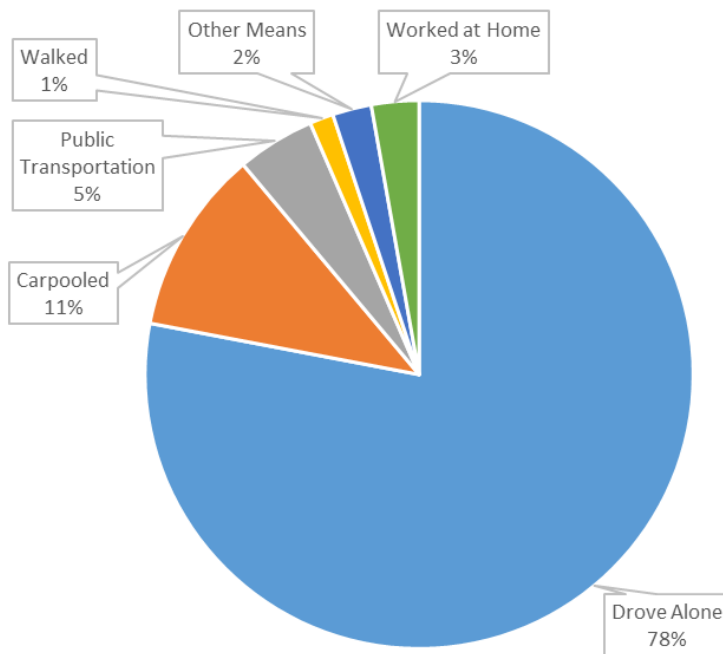


Source: Metropolitan Council

### Commute and Transportation

Figure 1-10 identifies the mode of transportation residents of Spring Lake Park use to access their jobs in 2000. A majority of residents (78 percent) drove alone to work. Approximately 11 percent of residents carpooled, and nearly five percent used public transportation. The number of residents who worked at home has doubled since the 2000 census, reflecting the technological advances that have occurred over the past 15 years that allows more residents to work productively from home.

Figure 1-10: Means of Transportation to Work



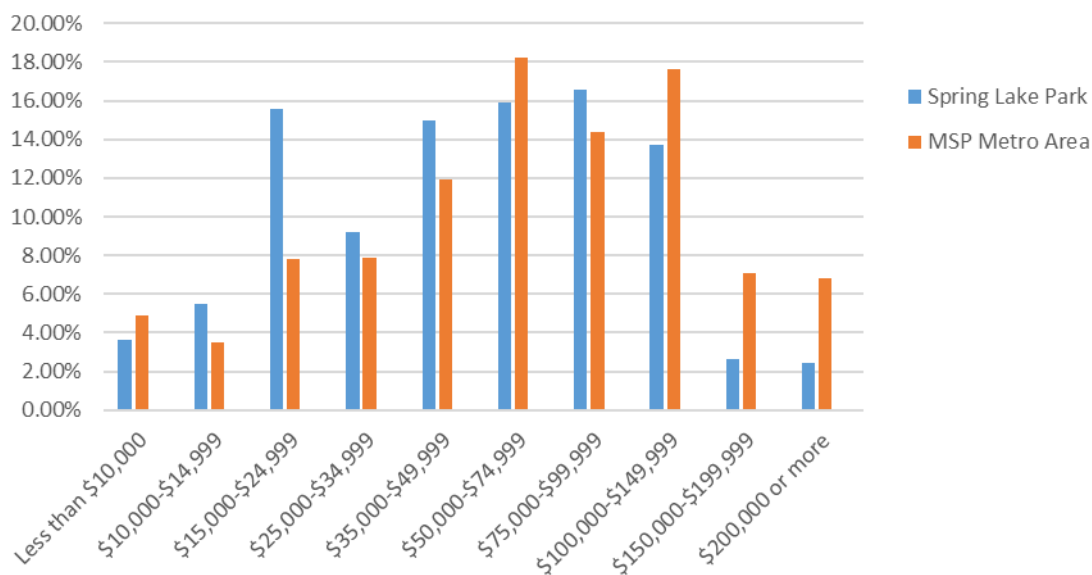
Source: 2015 American Community Survey

Despite the large number of jobs within Spring Lake Park, a majority of residents worked outside of the City. The average commute time for Spring Lake Park residents in 2015 was 24.2 minutes. It is likely that this number has increased significantly in recent years due to increasing congestion in the metropolitan area.

### Household Income

The median household income in 2015 in Spring Lake Park was \$51,719, an increase of 10.8% from 2000. Figure 1-11 presents a comparison of income distribution for the City of Spring Lake Park and the Minneapolis-St. Paul metropolitan area.

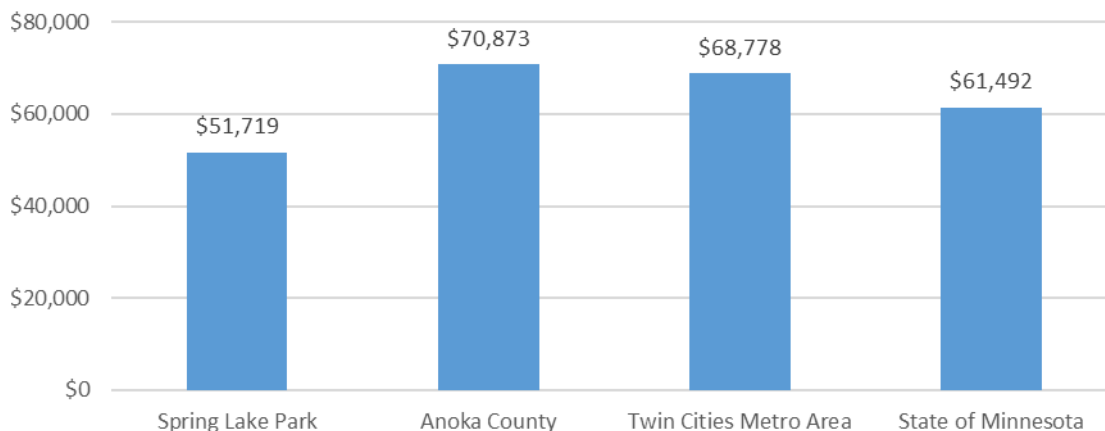
Figure 1-11: Household Income Distribution



Source: 2015 American Community Survey

The median household income for Spring Lake Park is lower than the median household income for Twin Cities metro and Anoka County as a whole (Figure 1-12).

Figure 1-12: Median Household Income Comparison



Source: 2015 American Community Survey



Spring Lake Park's median income has not kept pace with the growth in median income from either Anoka County, the Twin Cities Metro Area and the State of Minnesota. While the City's median income grew by 10.8 percent since 2000, Anoka County's grew by 22.7 percent, the Twin Cities Metro Area's grew by 26.7 percent and the State of Minnesota's grew by 30.5 percent. The City's median income can have an impact on the local economy and housing and transportation needs for residents.

# Chapter 2: Land Use

## INTRODUCTION

The Land Use Chapter identifies the specific land use categories and strategies for future growth and redevelopment in Spring Lake Park. The land use categories are the framework upon which the official controls, such as the zoning ordinance and subdivision regulations, are based. The plan elements contain the regulatory concepts for residential growth, commercial and industrial development and environmental protection. The plan elements and land use planning decisions are based on Goals and Policies developed during the Comprehensive Plan update process.

### Land Use Goals and Policies

The City of Spring Lake Park's land use goals include the following:

1. Provide for a mix of residential land uses to provide life-cycle housing for residents.
2. Provide for industrial uses to sustain and broaden the city's economic base.
3. Provide for a mix of commercial uses that provide goods and services to residents and that benefit from the city's proximity to major highways and roads.
4. Provide for public uses to serve the needs of residents.
5. Provide for parks that provide recreational opportunities for residents
6. Support growth consistent with the Metropolitan Council's regional growth strategy.
7. Encourage the redevelopment of under-utilized properties in a manner that achieves the highest and best use, eliminates blight, and increases the community's tax base while mitigating impacts on surrounding land uses.

Policies reflect the position of the City on the specific implementation of the Goals listed above. It is the policy of the City of Spring Lake Park to:

1. Establish a future land use plan that will enable the City to meet its population, and household and employment forecasts.
2. Provide for the rezoning of properties currently improved with residential uses but designated for commercial or industrial uses by the adopted comprehensive plan update, at such time as proposals for industrial or commercial developments are presented to the City for review, with the intent that current residential property owners with nonconforming uses shall not be jeopardized in the event that a natural or man-made disaster destroys their dwellings.
3. Work with property owners to create redevelopment standards in existing single-family residential neighborhoods that are consistent with neighboring homes.
4. Continue to provide for zoning restrictions on properties designated for commercial/industrial uses so that there will be appropriate buffers between commercial/industrial development and adjacent residential uses.
5. Approve ordinance provisions that are consistent with land use designations established in the adopted comprehensive plan update.
6. Review and amend the City's Code of Ordinances and Zoning Code as needed to reflect changes in the community.

## EXISTING LAND USE

Despite its small size, Spring Lake Park includes a variety of land uses including industrial, commercial, public/semi-public, park, and single and multi-family residential. Table 2-1 shows acreages of existing land uses. Net acreages (including wetland areas) are included in Table 2-1. It is important to note that all acreage calculations have been rounded. Figure 2-1 shows a map of existing land use in Spring Lake Park that corresponds with the information presented in Table 2-1.

As shown in Table 2-1, single family residential is the predominant land use in the City (57 percent). The City also includes a manufactured home park, and scattered townhomes, duplexes, and apartment buildings.

Commercial uses are concentrated along major transportation corridors in the City: University Avenue, Highway 65, and Highway 10. Commercial businesses consist mainly of retail stores or service providers, with a few office buildings. Industrial uses are mainly clustered north of the intersection of Highway 10 and Highway 65 and at the intersection of Osborne Road and Old Central (CSAH 35).

Public and Semi-Public Uses, which may consist of government buildings, churches, schools, and hospitals and clinics, also make up a large portion of the total land use in the City (10 percent of the total net acreage). Significant public uses in the City include the Spring Lake Park High School located just south of 81st Ave NE between Able St NE and Highway 65 and the Independent School District 16 administration offices located just north of 81st Avenue NE and east of Central Ave NE.

Table 2-1: Existing Land Use Acreages

Existing Land Use Category	Acreage	Percent
Single Family Residential	555.48	57.07%
Multi-Family Residential (3-6u)	22.30	2.29%
Multi-Family Residential (6+u)	53.22	5.47%
Senior/Handicap Residential	12.88	1.32%
Commercial	78.29	8.04%
Commercial/Industrial	79.39	8.16%
Public/Semi-Public	98.24	10.09%
Park	51.01	5.24%
Vacant	22.46	2.31%
<b>TOTAL</b>	<b>973 Acres</b>	<b>100%</b>



## FUTURE LAND USE

Because Spring Lake Park is fully developed, land use in the City will not change significantly during this comprehensive planning period. The City's future land use categories include the following:

- **Low Density Residential:** Single-family detached housing, including scattered duplexes at a density of 1 to 3 units per acre.
- **Medium Density Residential:** Attached housing, including quad homes, townhomes, and row homes at a density of 3 to 6 units per acre.
- **High Density Residential:** Attached housing, including condominiums and apartment buildings at a density of 6 to 25 units per acre.
- **Commercial:** Retail sales and services, including professional services, hotels/motels, recreational services, and private institutional uses.
- **Industrial:** Manufacturing of all kinds, including assembly of products produced elsewhere, facilities involved in the movement of goods, warehousing, construction, communications, utilities and wholesale sales.
- **Public/Semi-Public:** Buildings and adjacent lands of schools (both public and private), hospitals, churches, cemeteries, and all facilities of local, state, and federal government.
- **Mixed Use:** Areas designated "Mixed Use" are intended to provide flexibility to allow complementary uses within a district. Land uses include a mix of medium- and high-density residential uses (60 percent of land uses) and commercial uses (40 percent of land uses). Site design should focus on walkability, preservation of open space, and access to commercial uses.
- **Parks and Recreation:** Park, open space, and recreational facilities owned and operated by local, regional, state and federal governments
- **Right-of-Way:** Public or private vehicular, transit, and/or pedestrian rights-of-way
- **Lake:** Open water
- **Wetland:** Wetlands identified in the National Wetland Inventory.

Acreages for the City's future land use category are presented below in Table 2-2. It is important to note that acreages are rounded in this table. Future land use in the city is mapped in Figure 2-2.

Single family residential will remain the predominant land use in Spring Lake Park, occupying 55 percent of the City's total area. The City is planning to accommodate additional Medium Density Residential, which is defined as attached housing such as townhomes, at a density of 3 to 6 units per acre. Currently the City contains 22 acres of Medium Density Residential, however this is planned to increase slightly to 23.76 acres by 2040. These additional areas of Medium Density Residential will provide capacity for some of the City's projected 2040 growth. High density residential areas include existing apartment buildings, mobile home parks, and senior/housing with services at a density of 6 units per acre or more. Because the community of Spring Lake Park already has a vast supply of affordable housing, and because the community's population is aging, redevelopment in the High Density Residential Districts should be directed towards accommodating senior residents. Providing senior housing for residents will help Spring Lake Park to achieve its goals for the provision of life-cycle housing within the community.

The future land use plan also identifies additional areas of commercial and industrial areas. Currently, the City contains 78 acres of Commercial uses. The 2040 plan identifies 100 acres, with the largest growth in commercial areas at the future Hy-Vee site. Similarly, Industrial areas are planned to increase from 79 acres to 86 acres. Much of this development will occur on land within the City that is currently vacant. The provision of additional commercial and industrial lands will provide additional employment opportunities

within the City, enabling the City to meet its projected in employment. Additionally, providing new commercial and industrial areas will broaden the City's tax base, which could potentially reduce the tax burden on residential properties.

A mixed-use area is planned along Highway 65, south of 81<sup>st</sup> Avenue NE. This area will feature a mixture of commercial and medium- and high-density residential uses. It will be an important center for the community with easy access to the High School, Highway 65, City Hall, and commercial development north of 81<sup>st</sup> Avenue NE. When developed, this area could accommodate projected household and population growth in the city.

Because the City is fully built-out, land use change will occur through redevelopment. Rather than phase growth area, the City, its Council and Planning Commission are prepared to address these changes as they arise. Table 2-2 does not identify land use change in 2020 or 2030, as redevelopment will be market-driven and exact timing is unknown. Areas likely to redevelop are discussed in the next section of this chapter: Potential Redevelopment Areas.

Table 2-2: 2040 Future Land Use

<b>Future Land Use Category</b>	<b>2040 Acreage</b>	<b>Percent</b>
Single Family Residential	534.83	54.95%
Multi-Family Residential (3-6u)	23.76	2.44%
Multi-Family Residential (6+u)	63.54	6.53%
Mixed Use	13.45	1.38%
Commercial	100.46	10.32%
Commercial/Industrial	86.61	8.90%
Public/Semi-Public	98.24	10.09%
Park	51.01	5.24%
<b>TOTAL</b>	<b>973 Acres</b>	<b>100%</b>

## Potential Redevelopment Areas

Through the planning process, the City of Spring Lake Park has identified numerous potential redevelopment areas in their community (mapped in Figure 2-3). Potential redevelopment areas have been identified because of their unique location in the community, with high visibility and access. These areas show potential for change in the city, but redevelopment will only occur if the market conditions are right. The City will support existing and future property owners to make sure that new development works for all residents and business owners. Each of the five possible areas are described below.

### *1. New Mixed-Use District*

This area, bounded by Highway 65 and 81<sup>st</sup> Avenue NE has been identified for possible mixed-use redevelopment. The area is along major corridors in the community, with good access to schools and commercial areas. The addition of a Hy-Vee Grocery Store north of the area will provide additional opportunity for future commercial and residential activity in the area.

### *2. Osborne Road NE at Terrace Road NE*

This area is across Osborne Road from the Mercy Hospital Campus in Fridley. This area includes vacant land and single-family homes. While there were previous intentions to use the property for medical office, the 2040 Future Land Use Plan identifies the area for commercial redevelopment.

### *3. Intersection of Highway 65 and Osborne Road NE*

This area is another highly visible and accessible intersection in Spring Lake Park. The area will still be guided for commercial use, with the opportunity to redevelop the area as market conditions allow.

### *4. Intersection of University Avenue NE and 83<sup>rd</sup> Ave NE*

This intersection is part of a larger commercial area along the far eastern side of Spring Lake Park, bordering Fridley. Like Redevelopment Area #3, the area will still be guided for commercial use, with the opportunity to redevelop as market conditions allow. Redevelopment in this area should feature improved pedestrian facilities as University Avenue has been a historically dangerous corridor for motorist-pedestrian vehicle collisions.

### *5. 85<sup>th</sup> Ave NE Public Works Facility*

This area is located at 85<sup>th</sup> Ave, near the interchange of County Highway 10 and Highway 65. It is highly visible, but access is limited due to the interchange and presence of Laddie Lake. The area is currently a mix of restaurants and the City's Public Works garage. As departmental needs grown and change, this area may become available for redevelopment or reuse.

## **Key Employment Areas**

The City of Spring Lake Park is home to numerous commercial and industrial areas, with opportunities for employment. Because many of these areas have already been developed and are operating, there will not be a significant change in trips generated or water usage. Two major commercial employment changes include the future Hy-Vee Grocery Store at 81<sup>st</sup> Avenue NE and commercial development of vacant land along Osborne Road NE. In commercial and industrial developments, property owners are required to complete a site plan review process which will minimize the impacts to utilities and traffic generated by the proposed development.

## **PROTECTING SPECIAL RESOURCES**

As required by state statute, a municipality's comprehensive plan must also include strategies for protection of special resources, including solar access, historic preservation, aggregate, and natural resources. These strategies are discussed below.

### **Solar Access**

Minnesota Statutes require an element for the protection and development of access to direct sunlight for solar energy systems. The purpose of this legislation is to prevent solar collectors from being shaded by adjacent structures or vegetation and to ensure that development decisions do not preclude the possible future development and use of solar energy systems. To ensure the availability of solar access, the City of Spring Lake Park will, whenever possible, protect access to direct sunlight for solar energy systems on principal structures. The City of Spring Lake Park will consider solar access in the review of site plans and planning decisions.

The Metropolitan Council has calculated the gross and rooftop solar potential for the City of Spring Lake Park to identify how much electricity could be generated using existing technology. The gross solar potential and gross solar rooftop potential are expressed in megawatt hours per year (Mwh/yr), and these estimates are based on the solar map for your community. Developed areas with low building heights and open space areas have the highest potential for solar development in the City. Many of the developed neighborhoods and some natural areas in Spring Lake Park do not have high gross solar potential due to existing tree cover. This gross development potential is included in Table 2-3.

Table 2-3: Solar Potential in Spring Lake Park

Community <sup>1</sup>	Gross Potential (Mwh/yr)	Rooftop Potential (Mwh/yr)	Gross Generation Potential (Mwh/yr) <sup>2</sup>	Rooftop Generation Potential (Mwh/yr) <sup>2</sup>
Spring Lake Park	2,713,057	386,097	271,305	38,609

<sup>1</sup> There are a few communities where generation potential calculations could not be produced. There are areas within some maps where data was unusable. These areas were masked and excluded from gross rooftop potential and generating potential calculations.

<sup>2</sup> In general, a conservative assumption for panel generation is to use 10% efficiency for conversion of total insolation into electric generation. These solar resource calculations provide an approximation of each community's solar resource. This baseline information can provide the opportunity for a more extensive, community-specific analysis of solar development potential for both solar gardens and rooftop or accessory use installations. For most communities, the rooftop generation potential is equivalent to between 30% and 60% of the community's total electric energy consumption. The rooftop generation potential does not consider ownership, financial barriers, or building-specific structural limitations.

Source: Metropolitan Council

Gross solar potential in Spring Lake Park is illustrated in Figure 2-4.

## Historic Preservation

There are no sites in the city that are listed on the National Register of Historic Places. The City of Spring Lake Park will consider the preservation of historic resources in the review of site plans and other planning decisions. The City will, whenever possible, preserve historic structures or landscapes.

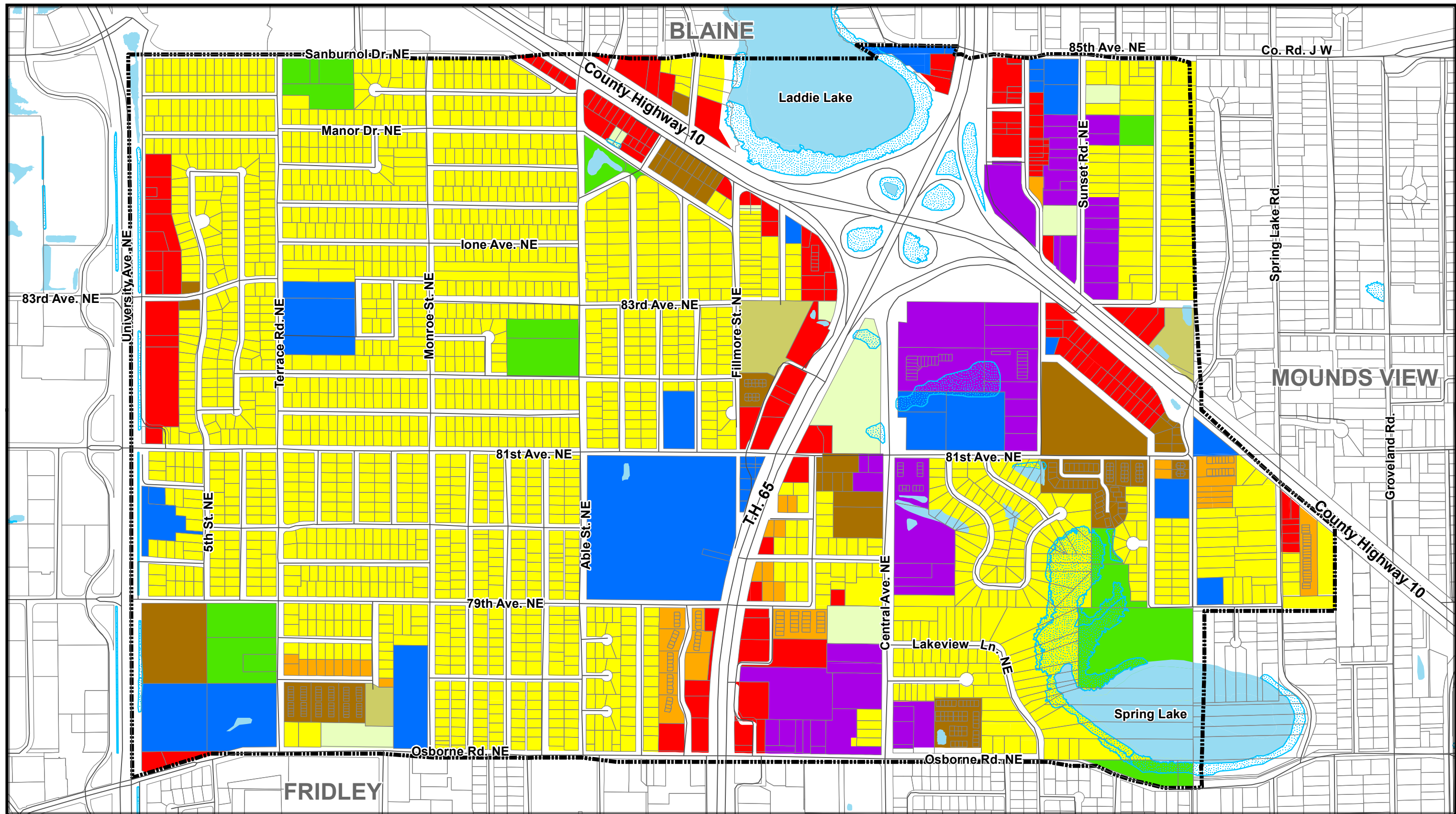
## Aggregate Resources

Metropolitan Council requires that metropolitan area communities identify any regionally significant aggregate resources to ensure proper planning for their use. The City of Spring Lake Park is fully developed. Therefore, the City is not impacted by aggregate resources nor are there any opportunities for mining within the community.

## Natural Resources

Vibrant natural amenities help to make a community thrive. Preserving and retaining natural resources for the future is an important value in Spring Lake Park and Twin Cities Region. The City is home to numerous parks, lakes, and wetlands which provide ecological and recreational benefits to residents. As the city is built out, no new parks are planned. However, the City will work to protect existing natural areas for future generations. The City will work with the Minnesota Department of Natural Resources, local watershed districts, Anoka and Ramsey Counties, and the Metropolitan Council to protect and enhance natural resources in the area.

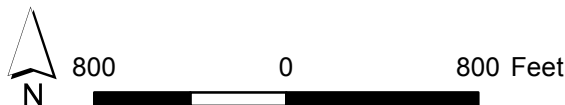




# 2018 Existing Land Use

## Spring Lake Park 2040 Comprehensive Plan

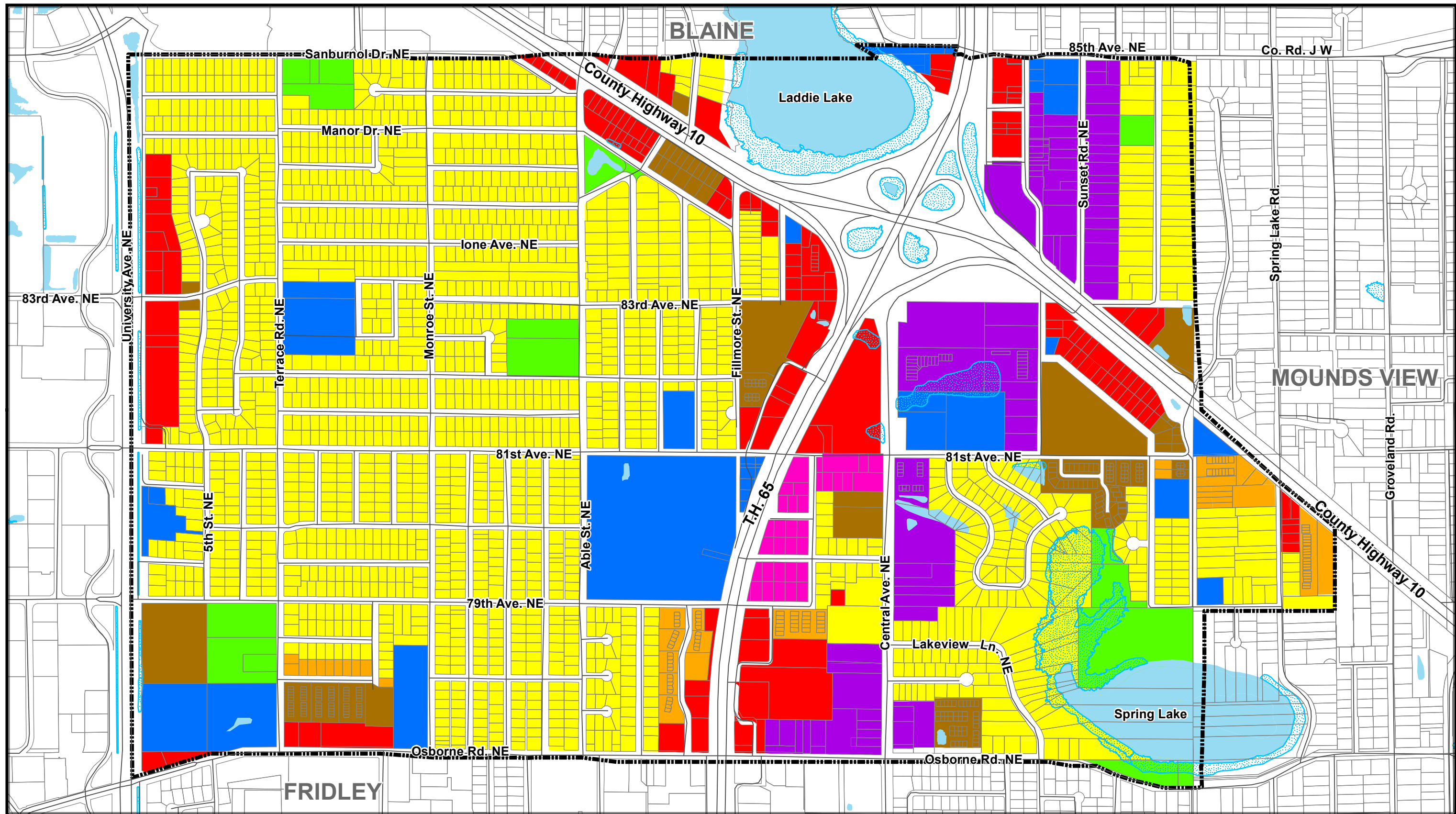
Note: This is the existing land use in Spring Lake Park in 2018. Existing land use may differ from zoning and future land use.



- |                                 |                                |             |
|---------------------------------|--------------------------------|-------------|
| City Boundary                   | Senior/Handicapped Residential | Parks       |
| Single Family Residential       | Commercial                     | Vacant      |
| Multi-Family Residential (3-6u) | Commercial/Industrial          | Open Water  |
| Multi-Family Residential (6+u)  | Public/Semi-Public             | NWI Wetland |

June 4, 2018





## 2040 Planned Future Land Use

### Spring Lake Park 2040 Comprehensive Plan

Note: This is the legally binding future land use plan for the City of Spring Lake Park.

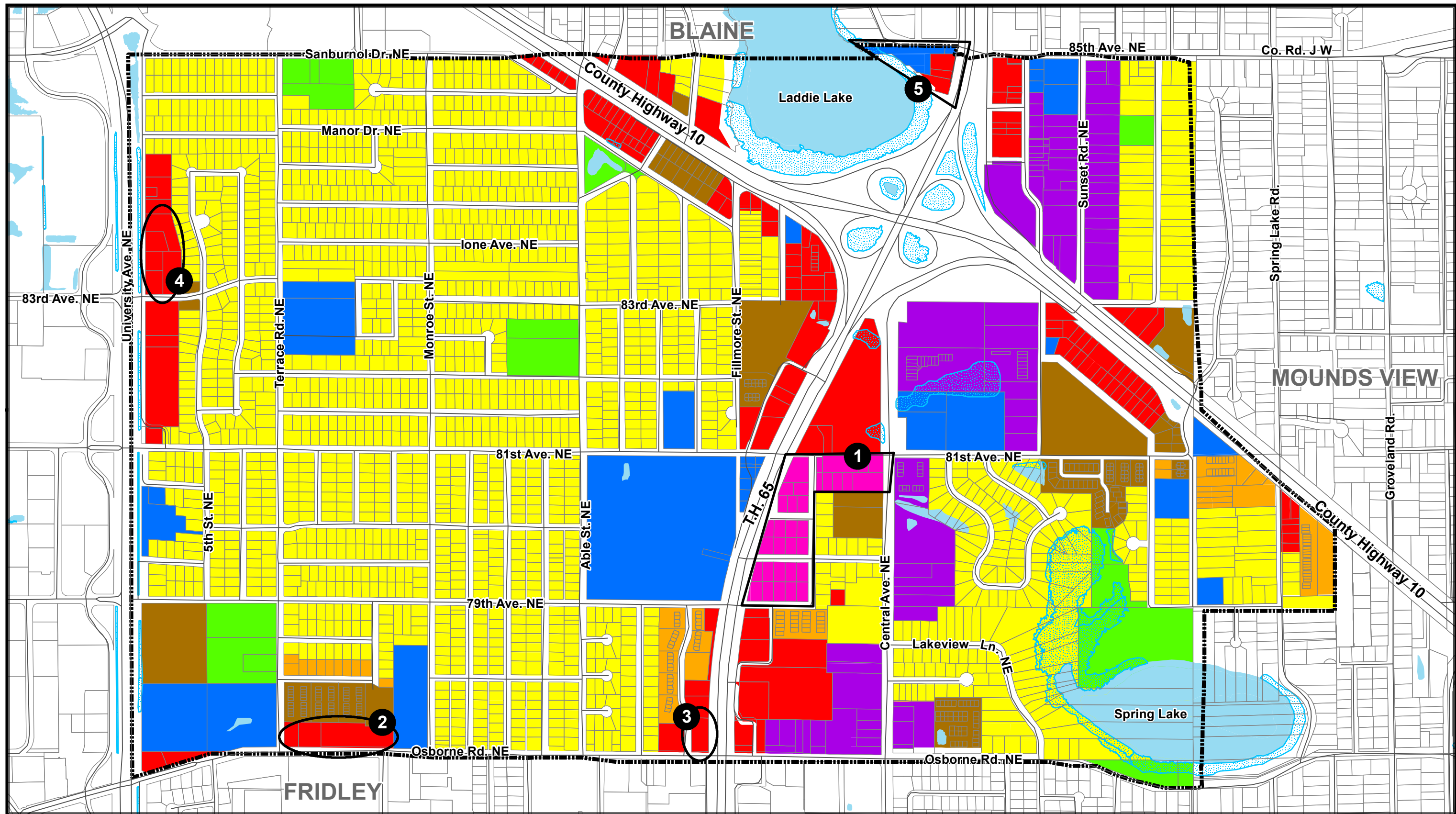


May 30, 2018



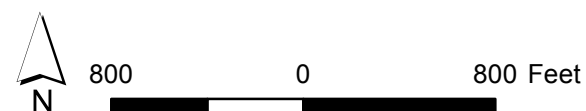
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## Potential Redevelopment Areas

Spring Lake Park 2018 Comprehensive Plan



	City Boundary		Mixed Use		Parks
	Single Family Residential		Commercial		Vacant
	Multi-Family Residential (3-6u)		Commercial/Industrial		Open Water
	Multi-Family Residential (6+u)		Public/Semi-Public		NWI Wetland

### Potential Redevelopment Areas

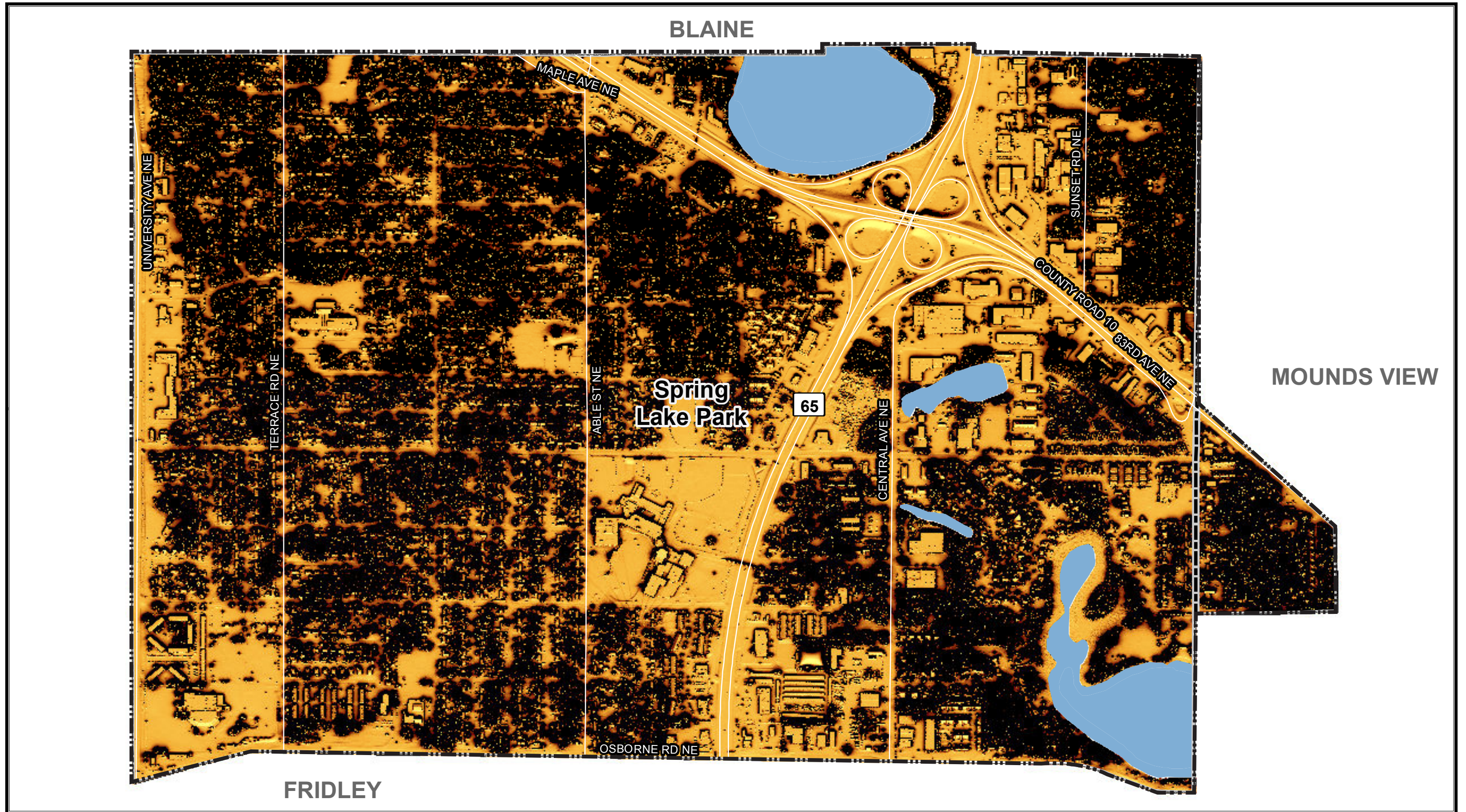
1. New Mixed Use District
2. Commerical at Osborne Rd and Terrace Rd
3. Intersection of Highway 65 and Osborne Rd NE
4. Commercial along University Ave
5. Intersection of Highway 65 and 85th Ave NE

May 30, 2018



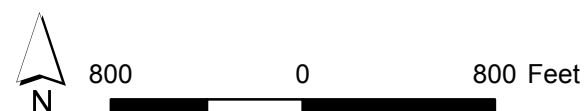
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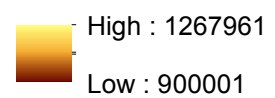
## Gross Solar Potential

Spring Lake Park 2040 Comprehensive Plan



City Boundary

**Gross Solar Potential  
(Watt-hours per Year)**



- Solar Potential under 900,000 watt-hours per year
- County Boundaries
- City and Township Boundaries
- Wetlands and Open Water Features

Source: Metropolitan Council  
University of Minnesota U-Spatial Statewide Solar Raster.

January 30, 2018



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# Chapter 3: Housing

## INTRODUCTION

Housing is an integral component of a city's landscape. This chapter identifies the City's goals for its future housing stock, an inventory of existing housing in the City, and identifies future housing needs.

### Housing Goals and Policies

The following goals were developed to guide development of the City's housing plan:

1. Facilitate the maintenance and rehabilitation of existing housing, so as to prevent deterioration.
2. Provide housing for a range of ages and incomes.

Policies reflect the position of the City on the specific implementation of the Goals. It is the policy of the City of Spring Lake Park to:

1. Provide qualified residents with information about housing maintenance and rehabilitation programs administered by Anoka County Housing and Redevelopment Authority and the Minnesota Housing Finance Agency.
2. Pursue the development of new housing to accommodate a range of housing needs, particularly executive and senior housing.
3. Research and engage with experts and the community on best management practices and policies regarding accessory dwelling units in residential neighborhoods.

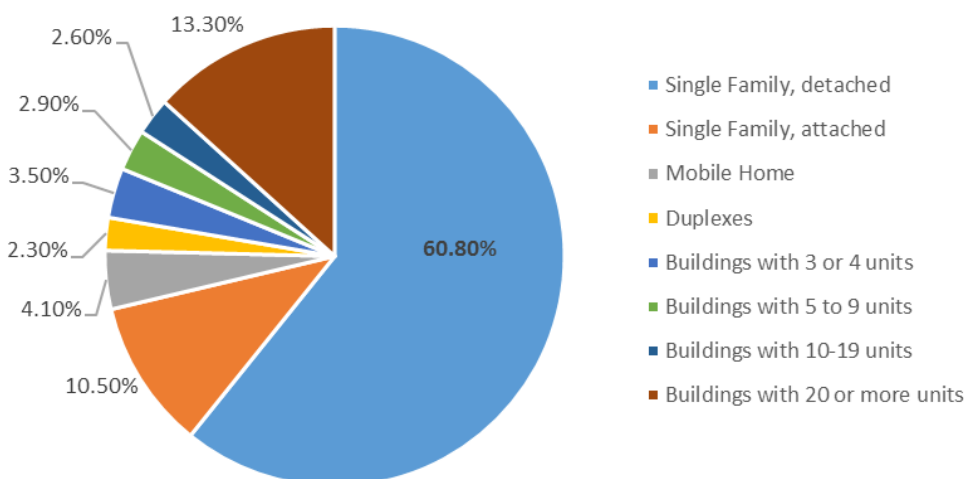
## EXISTING HOUSING STOCK

Spring Lake Park was developed mainly in the 1950s and 1960s. The rambler comprises a majority of homes in the City, a housing style typical of the era in which the City developed. The oldest neighborhoods in Spring Lake Park are located north and western parts of the city. Some housing developments were completed after 2000, particularly in the southeastern part of the city. Housing age is mapped in Figure 3-1.

### Housing Type

There were 2,782 occupied housing units in Spring Lake Park in the year 2015. Twenty-eight percent of these units were rental units. The City includes a variety of housing types, as shown in Figure 3-2. A majority of units (60.8 percent) are single family detached units. After single family detached housing units, the most common housing type within the City was buildings with 20 or more units, as this housing type represents 13.3 percent of all housing units within the City.

Figure 3-2: Housing Type



Source: American Community Survey, 2015

## Housing Values and Costs

### *Owned Housing Units*

The median home value for Spring Lake Park in 2015 was \$158,700. In 2000, the median home value in Spring Lake Park was \$120,000 (\$165,168 in 2015 dollars). While the median home value has increased 32 percent over the past fifteen years, on an inflation adjusted basis, the median home value has declined by 3.9 percent. Home values increased at a faster rate in Anoka County as whole, with an increase from \$131,000 in 2000 (\$180,300 in 2015 dollars) to \$187,600 in 2015. The Anoka County 2015 median home value of \$187,600 is higher than Spring Lake Park's median value. This discrepancy may in part be attributed to the large number of new homes built in Anoka County in recent years relative to the City of Spring Lake Park.

With this inflation-adjusted decline in median home value over the past year, a significant amount of the housing in Spring Lake Park qualifies as affordable housing. Out of the 2,782 housing units in the City, nearly 95% of the units are affordable to households making 80% or less of area median income. Housing values are mapped in Figure 3-3.

As stated earlier in this section, the median home value in Spring Lake Park is \$158,700, which is slightly more affordable than the Anoka County median value of \$193,200 and also more affordable than the Twin Cities Metropolitan Area median of \$212,600. Spring Lake Park's housing values are very similar to neighboring communities. Table 3-1 includes median home values in nearby communities.

Table 3-1: Median Housing Values in and around Mendota Heights

Community	Median Housing Value
Spring Lake Park	\$158,700
Mounds View	\$168,600
Fridley	\$166,600
Anoka County	\$193,200
Twin Cities Metropolitan Area	\$212,600

Source: American Community Survey, 2016

### *Rental Housing Units*

The median rent in Spring Lake Park is \$905 per month, which is lower than the Twin Cities Metropolitan Area (\$916) and Anoka County (\$1,000). Compared to other communities in the area, Spring Lake Park's median rent is approximately the same or slightly higher. As the city sees housing redevelopment opportunities, such as the Dominion apartment development Legends of Spring Lake Park, median monthly rent may change. Table 3-2 includes median monthly rents in nearby communities.

Table 3-2: Median Rent in and around Mendota Heights

Community	Median Monthly Rent
Spring Lake Park	\$905
Mounds View	\$869
Fridley	\$904
Anoka County	\$1,000
Twin Cities Metropolitan Area	\$916

Source: American Community Survey, 2016

## HOUSING AFFORDABILITY

As part of the 2040 Housing Policy Plan, the Metropolitan Council estimates that approximately 37,000 additional low- and moderate-income households needing affordable housing units will be needed in the region between 2020-2030. The Metropolitan Council will be working with communities to allocate these units across the region.

### Affordable Housing Stock in Spring Lake Park

The Metropolitan Council defines home ownership affordability as \$85,500 for households making less than 30 percent Area Median Income (AMI), \$153,000 for households making 31-50 percent AMI, and \$240,500 for households making 51-80 percent AMI. In Spring Lake Park, the median home value is \$160,400, indicating that much of the City's housing stock is affordable at the 51-80 percent AMI level. Housing affordability is discussed further later in this chapter.

These housing stock characteristics in Spring Lake Park are summarized in Table 3-3.

Table 3-3: Affordable Housing Stock in Spring Lake Park

<b>Total Number of Units</b>	2,782		
<b>Tenure</b>	<b>Owner Occupied</b>	<b>Renter Occupied</b>	
	1,905	877	
<b>Number of Affordable Units</b>	<b>At or below 30% AMI</b>	<b>31-50% AMI</b>	<b>51-80% AMI</b>
	234	1,037	1,405
<b>Number of Publicly Subsidized Units</b>	<b>Senior Housing</b>	<b>People with Disabilities</b>	<b>All other publicly subsidized units</b>
	60	0	38

Source: Metropolitan Council

## Cost Burdened Households

Many residents in communities across the Twin Cities experience challenges affording their housing costs. The Department of Housing and Urban Development (HUD) defines housing to be affordable if the residents do not pay more than 30 percent of their income towards housing costs. Housing costs can include rent or mortgage payments, utility bills, HOA fees or other fees associated with living in the home. Residents who pay more than 30 percent are considered “Cost-burdened”. In Spring Lake Park, over six hundred households (23.8 percent of households) are considered to be cost-burdened. Table 3-4 describes the cost burdened households by median income level.

Table 3-4: Housing Cost Burdened Households

Household Income Level	Number of Cost-burdened Households
At or below 30% AMI	222
31 to 50% AMI	274
51 to 80% AMI	140
<b>Total Households</b>	<b>636</b>

Source: Metropolitan Council

## Housing Projections and Need

Although the City of Spring Lake Park is relatively built out, it will still need to accommodate for new residents of all socioeconomic backgrounds. The Metropolitan Council requires that Spring Lake Park must supply 29 new units of affordable housing (at or below 80 percent AMI) by 2040. The units must be affordable at different levels, described below in Table 3-5.

Table 3-5: Affordable Unit Allocations for Spring Lake Park

Household Income Level	Number of Units
At or below 30% AMI	14
31 to 50% AMI	6
51 to 80% AMI	9
<b>Total Households</b>	<b>29</b>

Source: Metropolitan Council

A majority of housing within the Spring Lake Park is already considered affordable, however the City has guided several areas for Medium and High Density Residential on its 2040 land use plan, which will provide additional opportunities for affordable housing in the community. The 29 allocated affordable housing units could also be accounted for in the proposed mixed-use district along MN 65.

While the City is doing their part in creating a regulatory land use plan to plan for areas of density greater than 6 units per acre, where most affordable housing will occur, barriers to development of affordable housing still exist in the region as well as in Spring Lake Park. Some of these barriers are beyond the City's control including:

- Steady increases in land prices.
- Increase in construction costs. When combined with land prices, it becomes more difficult to provide affordable units through new construction.
- Physical limitations of land due to wetlands, poor access, poor soils that would increase the cost of land development or construction thus making it more difficult to build affordable units.
- Limited amount of remaining developable land.
- State, county and local tax structures.

## HOUSING ACTION PLAN

The following Housing Action Plan outlines efforts Spring Lake Park will explore to maintain existing housing and create new affordable housing in the next ten years:

### Regulatory

- Provide sufficient land guided at densities greater than 6 units per acre, within redevelopment areas close to jobs and transit.

### Housing Maintenance

- The City will strengthen its efforts to actively promote first-time homebuyer programs to assist residents entering the market.
- The City will also market housing rehabilitation programs available through the County and State. This can be done via the City's website, newsletter and other methods.

### Enforcement

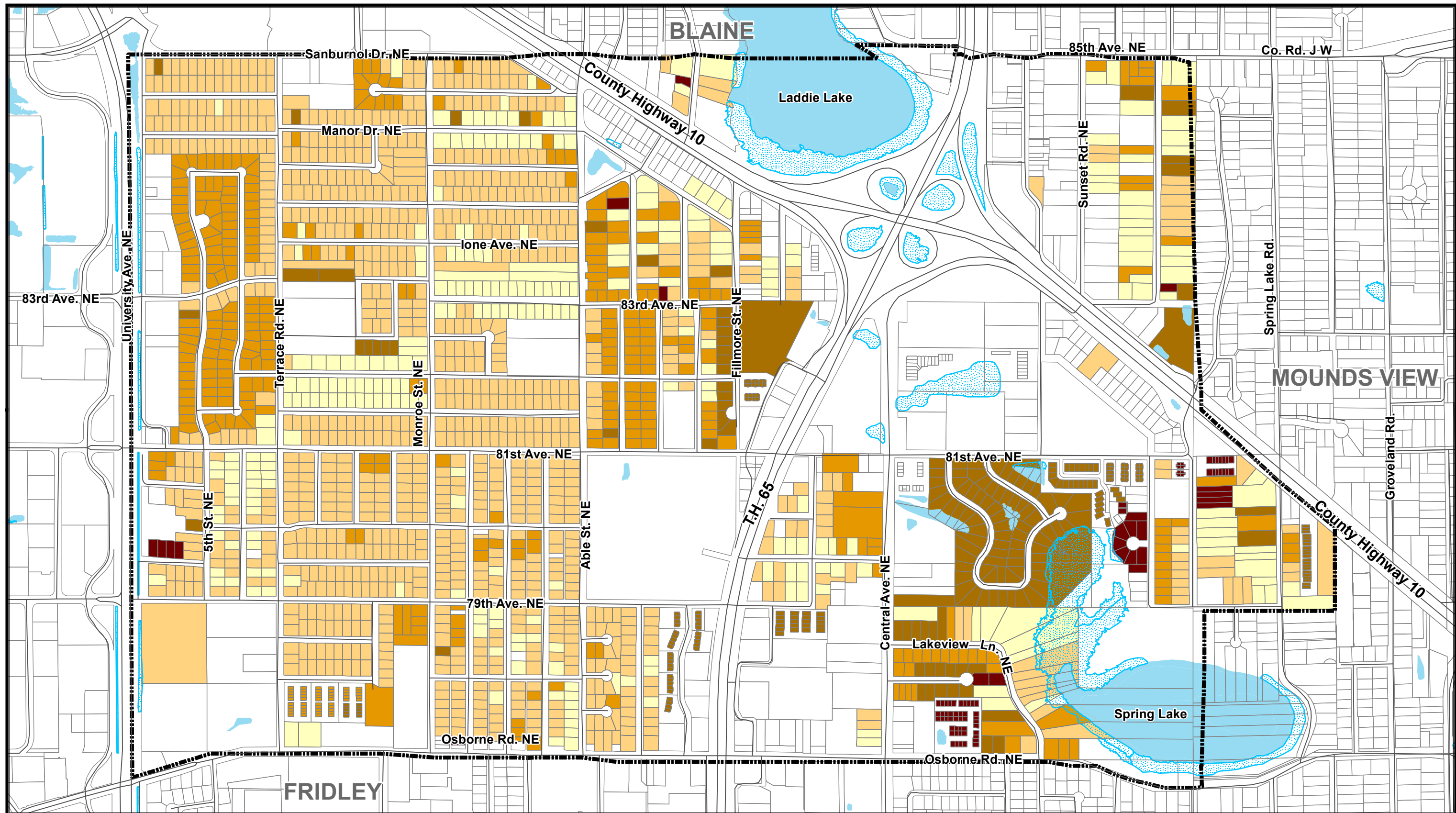
- Evaluate existing housing stock in order to target code enforcement and rehabilitation assistance.
- The City will actively enforce the Housing Maintenance Code.

### Neighborhood Development

- Continue City programs promoting pride in the community.
- Partner with Anoka County to implement affordable housing programs at all three affordability levels in Spring Lake Park.

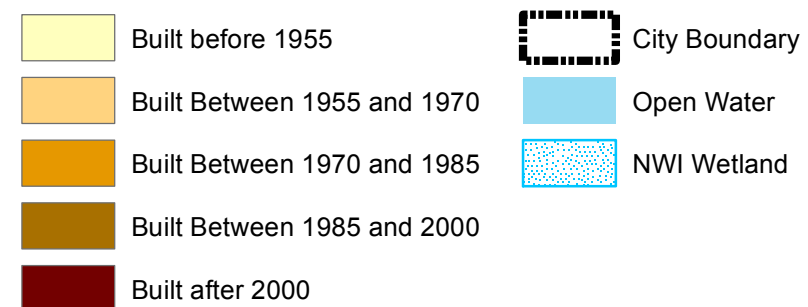
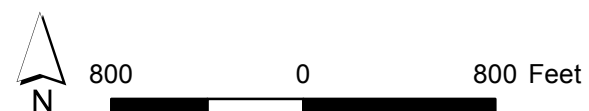
### Rental Housing

- Continue to utilize Spring Lake Park's existing rental licensing program to promote safe rental housing.



## Housing Age

Spring Lake Park 2040 Comprehensive Plan

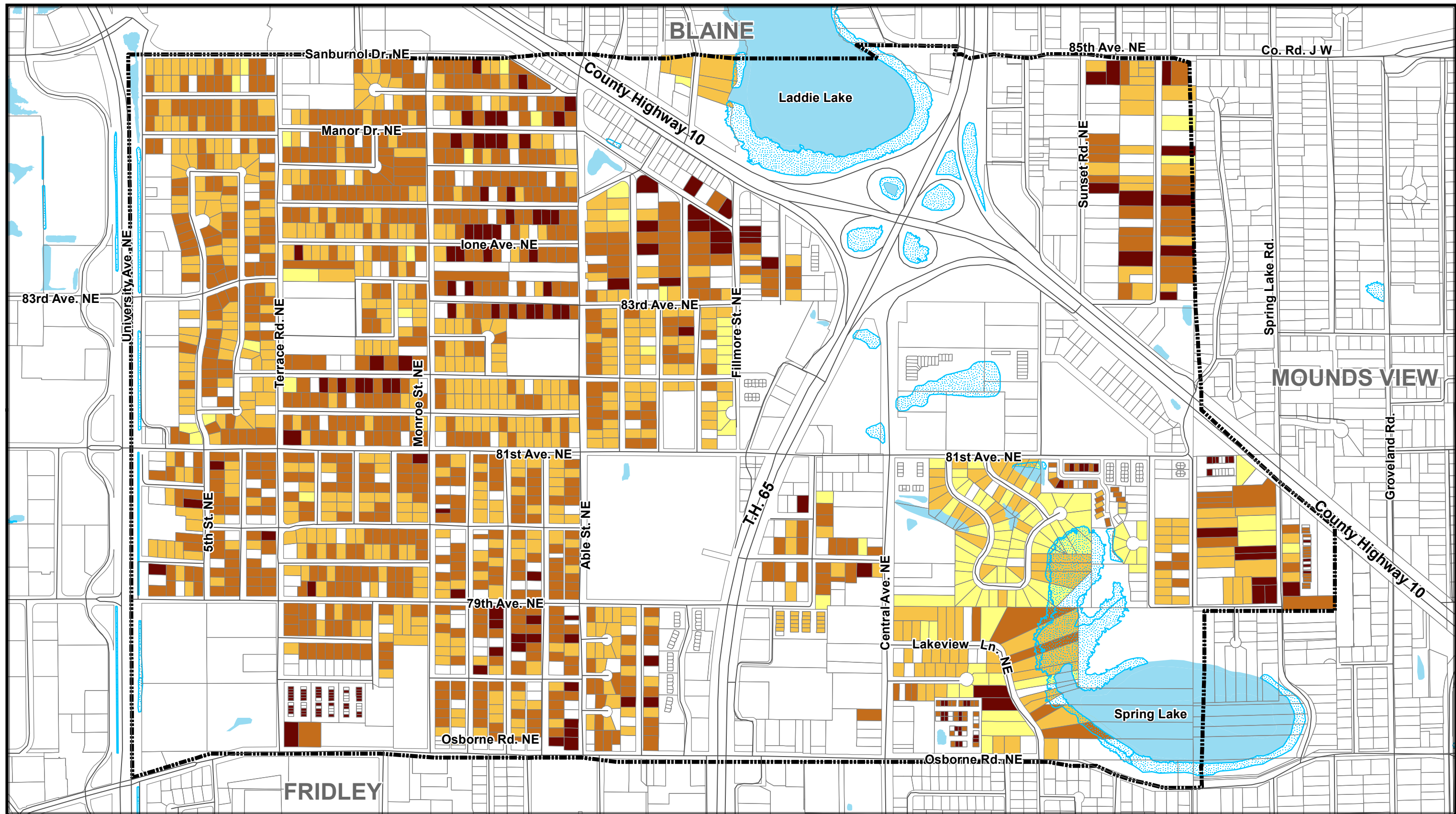


May 16, 2018



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# Owner Occupied Single Family Residential Housing Values

## Spring Lake Park 2040 Comprehensive Plan

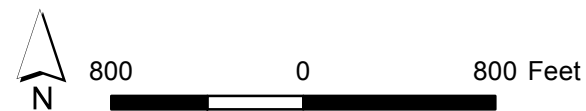
\* Metropolitan Council Affordable Housing Guideline:  
2016 Home Ownership

Household Income	Affordable Home Price
80% AMI (\$65,700)	\$235,000
60% AMI (\$51,480)	\$180,500
50% AMI (\$42,900)	\$148,000
30% AMI (\$25,750)	\$82,500

Estimated Total Market Value:

Up to \$148,000*
\$148,000 to \$180,500*
\$180,500 to \$235,000*
Above \$235,000

City Boundary
Open Water
NWI Wetland



April 13, 2018



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# Chapter 4: Parks, Trails, and Community Facilities

## INTRODUCTION

Parks, trails, and open space provide many important benefits for cities and their residents. In addition to providing recreational opportunities for residents, these facilities also contribute to the health of a community by providing active living opportunities for residents. Parks may also foster a sense of community by providing gathering space and programs for residents.

### Parks, Trails, and Community Facilities Goals and Policies

The following goals were developed to guide development of the City's parks, trails, and community facilities plan:

1. Maintain and provide adequate funding for the existing park and trail network in Spring Lake Park.
2. Complete sidewalk and trail gaps to establish a connected network for pedestrian and bicycle facilities in the city.

Policies reflect the position of the City on the specific implementation of the Goals. It is the policy of the City of Spring Lake Park to:

1. Complete renovations of park buildings to meet the needs of park users and visitors.
2. Explore the renovation or relocation of City Hall to better meet the needs of constituents.
3. Work with Anoka County to rebuild Osborne Trail in areas needing pavement maintenance.
4. Collaborate with other agencies and partners to implement new regional or multi-jurisdictional trails in Spring Lake Park and neighboring communities.

## EXISTING PARKS AND TRAIL NETWORK

### Parks

The City of Spring Lake Park includes six City parks, as illustrated in Figure 4-1. These six parks and their amenities are listed in the following sections. There are no regional parks in the city.

#### *Able Park*

Able Park is located at 8200 Able Street NE. This park is approximately 6.7 acres, and includes playgrounds, a picnic shelter, a basketball court, volleyball courts, and athletic fields. In the winter months, the park features a hockey rink.

#### *Triangle Park*

Triangle Park is located at the intersection of Able Street and Manor Drive. This 2.5-acre park includes a pond, walking path, and picnic tables.

### *Lakeside Lions Park*

Lakeside Lions Park is located at 79<sup>th</sup> Avenue and Pleasant View Drive. This 11.8-acre park is jointly owned with the City of Mounds View, and includes a swimming beach and beach house, picnic shelter and equipment, playground equipment, athletic fields, volleyball courts, and a walking path.

### *Sanburnol Park*

Sanburnol Park is located at 520 Sanburnol Drive. This 5.7-acre park includes playground equipment and athletic fields.

### *Terrace Park*

Terrace Park is located at 79<sup>th</sup> Avenue and Terrace Road. This 10.7-acre facility includes playground equipment, picnic shelters, and athletic fields. The park also features a basketball court, tennis courts, and a skate park. In the winter months, the park features a hockey rink.

### *Westwood Park*

Westwood Park is located at 8450 Westwood Road. This 1.8-acre park includes playground equipment, a picnic shelter, and one athletic field.

## **Trails**

The City of Spring Lake Park has two major bicycle trail facilities and two pedestrian trail facilities within the community, providing opportunities for recreation and transportation to walk and bike in Spring Lake Park. These trails include:

- A paved, east-west trail along Osborne Road from University Avenue NE to the city limits, continuing into Mounds View
- A paved north-south trail from 81<sup>st</sup> Ave NE to Osborne Road, along Old Central Avenue.
- A pedestrian bridge at 80<sup>th</sup> Avenue NE, crossing Highway 65 to Spring Lake Park High School
- Internal, paved recreational pedestrian trails at Lakeside Lions Park.

There are currently no regional trails in Spring Lake Park.

Existing trails are mapped in Figure 4-1.

## **Sidewalks**

There are also numerous concrete sidewalks for use by pedestrians along several streets within the City, as well as a pedestrian bridge over Highway 65 near 80<sup>th</sup> Ave. Pedestrian facilities and safety are discussed further in Chapter 5: Transportation.

## PLANNED PARKS AND TRAILS

### Planned Parks

The City of Spring Lake Park is entirely built out and there are no new planned parks in the city.

### Planned Trails

#### *Local Trails*

The City has planned one bicycle lane along 81<sup>st</sup> Avenue NE, from County Highway 10 to Old Central Avenue. This bike lane will be added by restriping 81<sup>st</sup> Ave NE from a 4-lane to a 3-lane road. There are no other planned on- or off-street bicycle facilities in the city.

#### *Regional Trails*

The Metropolitan Council has identified a regional bicycle trail network (RBTN) through their 2040 Transportation Policy Plan. The RBTN identifies possible trail alignments and search areas for future regional trails. The Met Council has identified one regional trail opportunity in Spring Lake Park: a north-south trail along County Highway 10 and Highway 65. The Met Council has also identified two corridor search areas, through the northwestern part of the city (Tier 2) and at the southwest corner of the city (Tier 1).

Planned bicycle facilities and RBTN alignments are mapped in Figure 4-2.

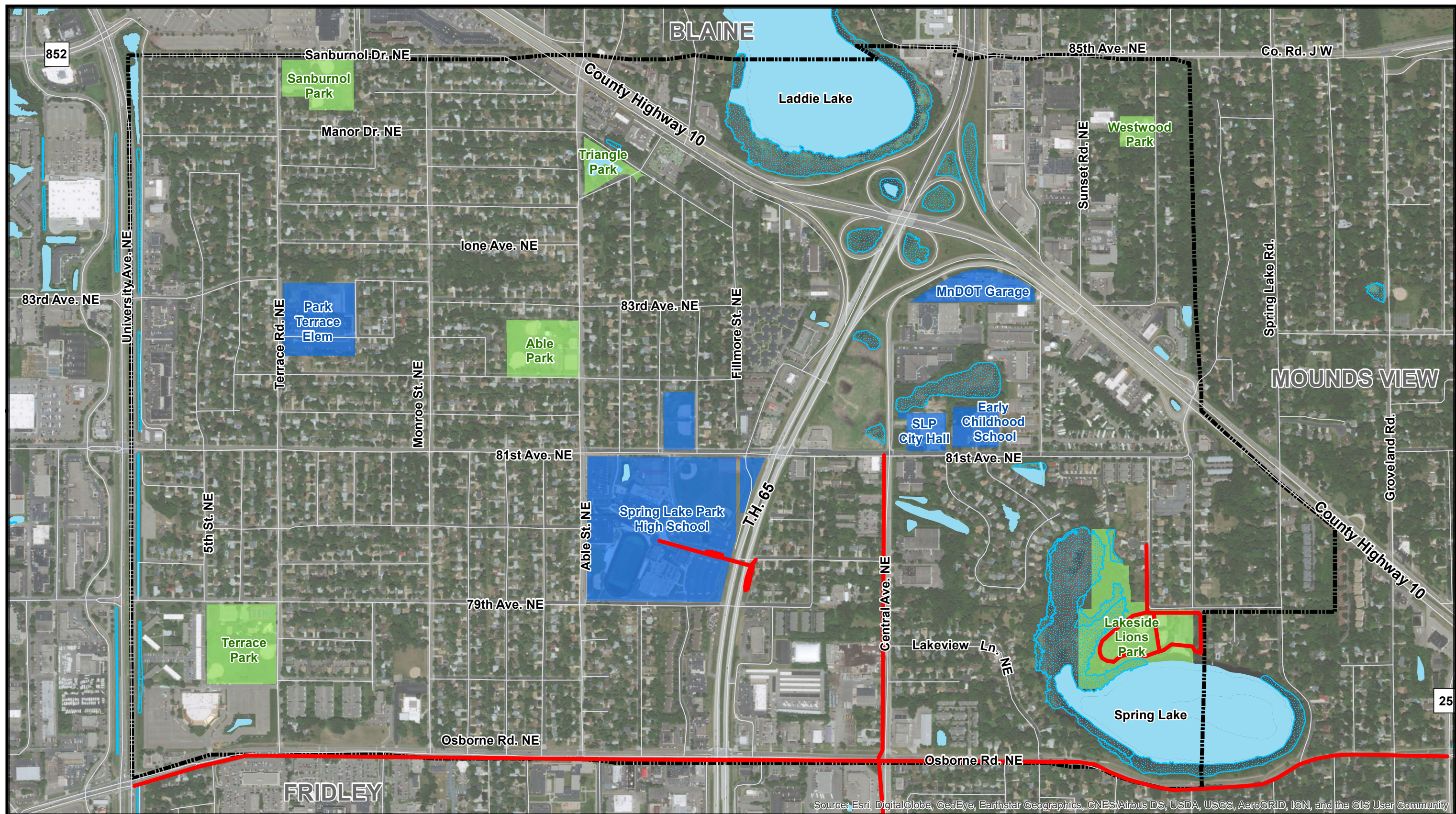
## COMMUNITY FACILITIES

Community facilities include public and semi-public uses, such as schools, medical facilities, and government buildings. In general, the City's existing facilities are in good condition and adequate for the City's needs. However, space is limited at City Hall, which houses the City's administrative offices and police department. The City Hall is also used regularly for City Council, Planning and Zoning Commission, and Parks and Recreation Commission meetings; community education classes; and community meetings. Space at City Hall is very limited, as there are few available conference rooms for staff meetings or adequate space for larger community meetings. Expansion or relocation of the existing City Hall will likely be necessary to accommodate additional space needs.

In addition to the physical facilities discussed above, the City provides a number of services and activities to promote the health, safety, and welfare of its residents. The City provides recycling services to residents through curbside pick-up and recycling days. The City also cooperates with Anoka County to encourage residents to utilize the Anoka County Household Waste Facility (3230 101<sup>st</sup> Ave NE, Blaine). The City communicates with residents through a variety of means, including the Spring Lake Park News in the Park quarterly newsletter, city website, and cable access channel. Other facilities that serve Spring Lake Park residents include county libraries, medical clinics and hospital, a community college (in Coon Rapids), a technical school (in Anoka), transit facilities including local and commuter bus routes and the Northstar commuter train station in Fridley, public safety, and senior services. Although not all of these facilities are located within the City boundaries, these facilities are provided directly to residents of Spring Lake Park from the City or through the City's collaboration with other agencies.

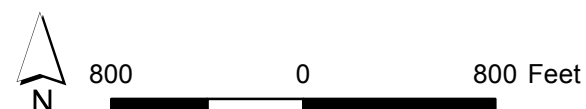
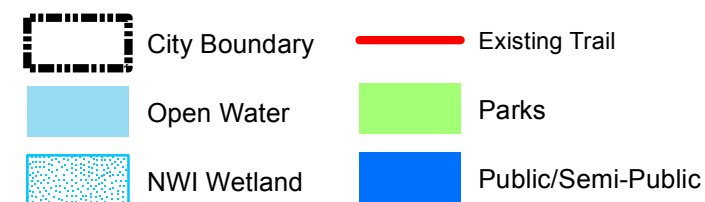
Existing community facilities are illustrated in Figure 4-1.





## Existing Parks, Trails, and Community Facilities

Spring Lake Park 2040 Comprehensive Plan

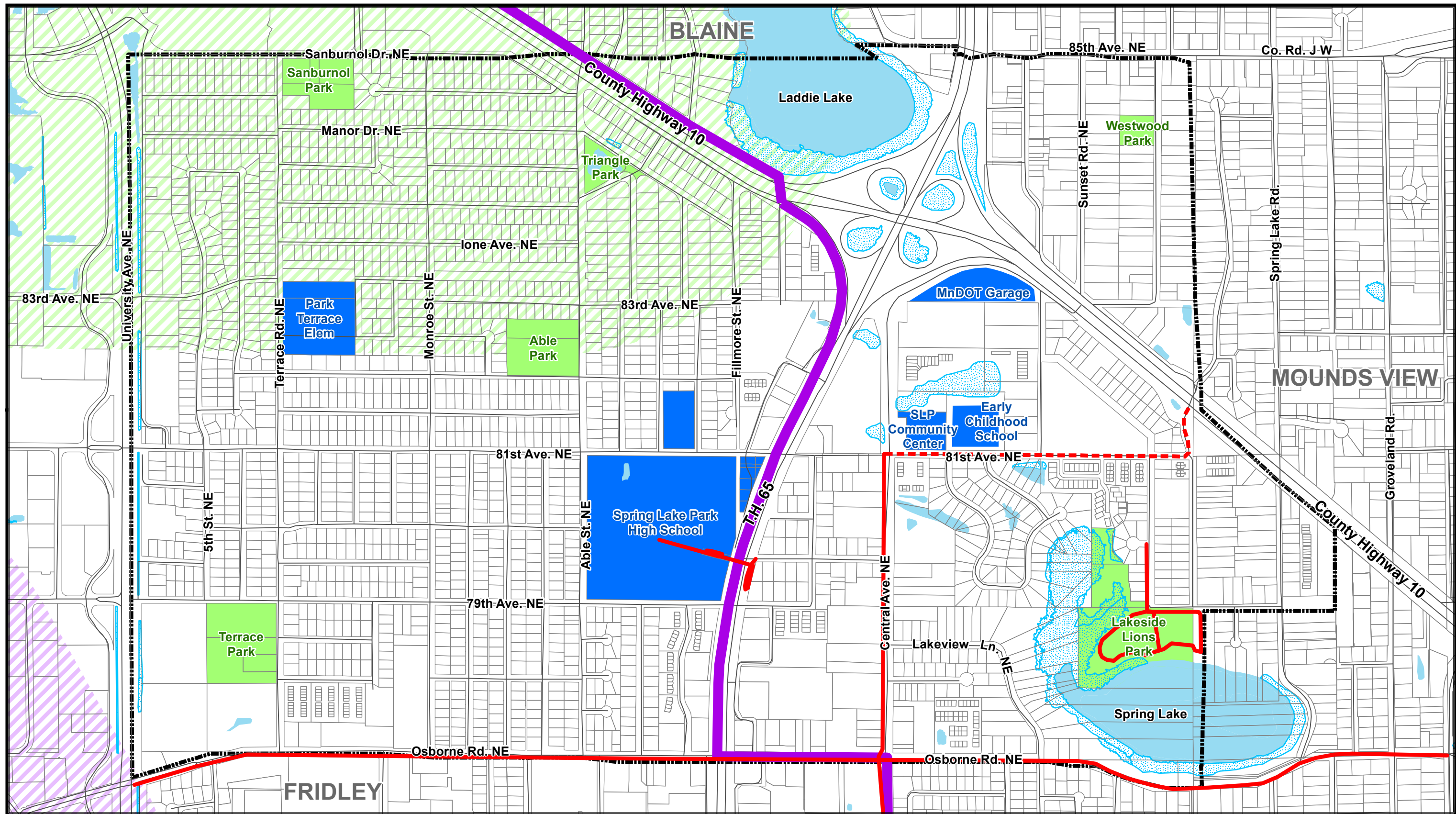


May 23, 2018



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## Planned Parks and Recreation

### Spring Lake Park 2040 Comprehensive Plan

Existing Trail

Planned Bike Lane

Metropolitan Council Tier 1 RBTN Alignment

Parks

Public/Semi-Public

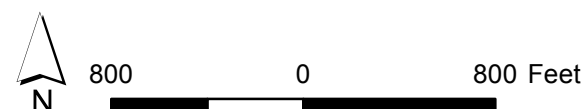
Metropolitan Council Tier 1 RBTN Corridor

Metropolitan Council Tier 2 RBTN Corridor

City Boundary

Open Water

NWI Wetland



May 23, 2018



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# Chapter 5: Transportation

## INTRODUCTION

The purpose of the Transportation Chapter is to identify and analyze all components of a community's transportation network. This includes roads, transit, aviation, non-motorized vehicles (i.e. bicycle and pedestrian), freight and goods movement, and supporting land use. The plan develops strategies, goals, and policies for the development of a multi-modal transportation system.

### Transportation Goals and Policies

The City of Spring Lake Park's goals for transportation include the following:

1. Support a multi-modal transportation system that meets the needs of residents.
2. Provide for a transportation system that supports and revitalizes the economic base.
3. Support a transportation system consistent with the goals and policies of the Metropolitan Council Regional Development Framework.

Policies reflect the position of the City on the specific implementation of the Goals. The City of Spring Lake Park's transportation policies include the following:

1. Continue regular maintenance of existing City streets, including reconstruction of older streets as necessary.
2. Continue to collaborate with Anoka County on any future County-initiated improvements to County Road 10.
3. Establish a program of access management in connection with the redevelopment of commercial land industrial properties.
4. Require that a developer of any proposed structure 200 feet above ground level notify the Federal Aviation Administration and the Minnesota Department of Transportation (Aeronautics) of the potential to affect navigable airspace.
5. Cooperate with the Metropolitan Council and the Metropolitan Airports Commission on potential development within the influence area of the Anoka County-Blaine Airport.
6. Reclassify the functional classification of 81<sup>st</sup> Avenue to a Collector.
7. Cooperate with Metro Transit and Anoka County to accommodate Spring Lake Park's transit needs.
8. Limit access on Principal and A-Minor Arterials to improve the safety and capacity of these roadways.

## ROADWAY SYSTEM

### Functional Classification

The roadway system represents a significant component of a city's overall transportation network. Roadways are classified according to their function in the roadway network. This functional classification system creates a hierarchy of roads for the orderly movement of traffic from local residences and businesses to the highway system. A roadway functional classification is important, as it will determine a road's design features such as width, speed limit, intersection control, and access.

Roads are classified according to their degree of access and mobility:

- Principal arterials are at the top of the roadway system hierarchy. The primary purpose of principal arterials is to provide for mobility. Therefore, access on these roadways is limited. These routes are intended for travel from one region to another. Ideally, these roadways are spaced every two to three miles in developed areas. Trunk Highway 65 is an example of a principal arterial in Spring Lake Park.
- Minor arterials are directly below principal arterials in the roadway network hierarchy. These roadways also maintain a focus on mobility, but mobility is sacrificed somewhat to allow for more access. These routes provide for travel access a region and between principal arterials. Minor arterials are ideally spaced every one-half to one mile in developed areas. University Avenue (TH 47) is an example of a minor arterial in Spring Lake Park.
- Collectors provide a balance between mobility and access. Residences and businesses often have direct access to these roads. Collectors also collect traffic from local roads and distribute it onto higher order roadways. Collectors also provide for shorter trips within a small area. Ideally, collectors are spaced every  $\frac{1}{4}$  to  $\frac{3}{4}$  mile in developed areas. An example of a collector roadway in Spring Lake Park is Able Street.
- Local streets fall at the bottom of the roadway hierarchy, as their primary function is to provide for local access to homes and businesses. Local roads are intended for short trips. Typically, they connect to other local streets and to collector roadways. An example of a local street in Spring Lake Park is Filmore Street NE.

The functional classification of Spring Lake Park roadways is presented in Figure 5-1.

## Capacity

Existing (2017) traffic volumes provided by the Metropolitan Council are shown on Figure 5-1 as well. The City currently experiences congestion at the intersection of 81st Ave and TH 65 and at the intersection of 81st Ave and TH 47. This congestion is mainly caused by the timing of the signals at these intersections. No additional lanes are planned at either of these intersections.

## Safety

### *Anoka County 2040 Transportation Plan*

In the 2040 Transportation Plan Update, Anoka County identifies vehicle crashes from 2006 to 2015. In this 10-year period, there were 165 fatal crashes and 33,989 total crashes in the county. Of fatal and serious crashes, distracted driving accounted for approximately 20 percent and intoxicated driving accounted for approximately 18 percent.

Between 2011 and 2015, there was one fatal crash at Pleasant View Drive and County Road 10 and three serious crashes at Osborne Road and MN 65, 81<sup>st</sup> Ave and MN 65, and at Pleasant View Drive and County Road 10.

### *Pedestrian Safety Along University Ave NE*

In the past few years, there have been numerous pedestrian fatalities along University Avenue NE, bordering Spring Lake Park and Fridley. High speed traffic, wide roadways and limited crossing facilities make the area dangerous for people walking or running in the area. Some of the recent incidents along the corridor include:

- Pedestrian fatality, University Avenue and 81<sup>st</sup> Street, October 14, 2016
- Pedestrian fatality, University Avenue and 57<sup>th</sup> Avenue, January 16, 2017

- Pedestrian fatality, University Avenue and Osborne Road, March 1, 2018

The Minnesota Department of Transportation is currently working with local jurisdictions to understand the issues for pedestrians and motorists along the corridor.

The City will continue to cooperate with the appropriate agencies on safety issues that arise.

## Access Management

Access management is a critical component of a safe and efficient roadway system. By limiting access points, safety and mobility are increased on roadways. It is also important to balance mobility needs with local access needs. As discussed above, access is limited on higher mobility roadways such as Principal Arterials, while local streets provide increased access and decreased mobility.

Anoka County has adopted access spacing guidelines to address access, safety, and mobility issues on roadways within the County. These guidelines for urban roadways are presented below in Table 5-1.

Table 5-1: Anoka County Access Spacing Guidelines

Functional Classification	Route Speed (MPH)	Intersection (Primary Full Movement)	Spacing (Conditional Secondary)	Signal Spacing	Private Access
Principal Arterials	<40	1/8 mile	300-600 ft	¼ mile	Subject to Conditions
A Minor Arterials	<40	1/8 mile	300-600 ft	¼ mile	Subject to Conditions
B Minor Arterials	<40	1/8 mile	300-600 ft	¼ mile	Subject to Conditions
Collectors	<40	1/8 mile	300-600 ft	1/8 mile	Subject to Conditions
Local	<40	1/8 mile	300-600 ft	1/8 mile	Subject to Conditions

Source: Anoka County

## Pedestrian and Bicycle System

The City of Spring Lake Park includes two bicycle trails. The first runs east to west along Osborne Road (CSAH 8/CR 108) across the length of the City. The second trail runs along Central Avenue from the Fridley City boundary to 81st Avenue NE. The City maintains both trails. There are also numerous concrete sidewalks for use by pedestrians along several streets within the City, as well as a pedestrian bridge over Highway 65 near 80th Ave.

The City does not include any regional trails.

Additional information and maps about trails in Spring Lake Park can be found in Chapter 4: Parks, Trails, and Community Facilities.

## Transit

Transit is an important aspect of a multi-modal transportation system. The Metropolitan Council has identified the City of Spring Lake Park as “Market Area II.” Service options within Market Area II include express routes, urban radial, suburban local, circulators, and general public dial-a-ride. Anoka County Volunteer Transportation and Anoka County Traveler Dial-A-Ride provide paratransit service in the County.

The City of Spring Lake Park is currently served by several bus routes, all of which are operated by Metro Transit (Figure 5-2):

- Route 10 is a local service bus route on Central Avenue (TH 65) between Blaine and downtown Minneapolis. In Spring Lake Park, this route runs detours off Central Avenue to Osborne Road NE and Monroe St NE.
- Route 59 is a limited stop bus route that runs along Central Avenue (TH 65) between Coon Rapids and downtown Minneapolis. In Spring Lake Park, this route provides service on 81st Avenue and Osborne Road.
- Route 824 is limited stop bus route that runs along University Avenue (TH 47) between Coon Rapids and downtown Minneapolis. In Spring Lake Park, this route provides service on Osborne Road and Monroe Street.
- Route 854 is an express bus route that runs along University Avenue (TH 47) between Coon Rapids and downtown Minneapolis.

There no regional transit corridors planned for the City of Spring Lake Park. There are no planned dedicated busways or MnPASS lanes in Spring Lake Park. However, the City will work with the Metropolitan Council to determine future transit services consistent with the city's transit market area.

There are no park-and-ride facilities located within Spring Lake Park. A facility is located nearby at the Northtown Mall Transit Center, which is just north of Spring Lake Park's north boundary at University Avenue and Sanburnol Drive.

## Aviation

There are no existing or planned aviation facilities within Spring Lake Park. However, the City is within the Anoka County-Blaine Airport (ANE) Influence Area. Therefore, it may be affected by planning considerations such as airport zoning, environmental mitigation, airport development and economic impacts, ground access needs, infrastructure requirements, and general land use compatibility. Development of an airspace zoning ordinance to meet the State standards is the responsibility of a joint airport/community zoning board.

In 2010, the Metropolitan Airports Commission (MAC) adopted a comprehensive plan for the Anoka County – Blaine Airport. The Plan serves as a framework for future development of the airport and compatibility with surrounding communities. The Plan also includes forecasts for air travel out of the airport with flight operations falling from 86,838 annual flights in 2007 to 79,560 flights in 2025. As such, the airport is estimated to be under capacity and no expansions are planned.

The City will notify the Federal Aviation Administration of any alteration exceeding 200 feet above ground level or other construction or alteration as required by Federal Regulation Title 14, Part 77.

## Freight

While there are some industrial and auto-oriented uses in Spring Lake Park, major trucking or freight infrastructure is limited. Heavy commercial average annual daily traffic is mapped in Figure 5-1. There are no railroads, rail terminals, or barge terminals in Spring Lake Park.

## TRAFFIC ANALYSIS ZONES

The City of Spring Lake Park falls entirely within TAZs 250, 251, 252, and 253. A small portion of the City is located partially within TAZ 248 and 249. All TAZs are illustrated in Figure 5-3. Population, household, and employment forecasts are allocated to the appropriate TAZs in Table 5-2. These projections assume

linear growth within the time period between 2014 and 2040. The City of Spring Lake Park is entirely built-out with very few vacant parcels. New population growth in each of the six intersecting TAZs will be the result of residential and mixed-use redevelopment. More information about demographics and population growth and future land use changes are included in Chapters 1 and 2, respectively.

Table 5-2: Population, Household, and Employment Projections by TAZ

Population				
TAZ	2014	2020	2030	2040
248	911	971	1,070	1,170
249	1,025	1,107	1,243	1,380
250	1,395	1,435	1,503	1,570
251	630	667	728	790
252	1,999	2,020	2,055	2,090
253	2,012	2,090	2,220	2,350
<b>Total</b>	<b>7,972</b>	<b>8,290</b>	<b>8,820</b>	<b>9,350</b>
Households				
TAZ	2014	2020	2030	2040
248	345	374	422	470
249	467	498	549	600
250	564	586	623	660
251	279	293	317	340
252	756	787	838	890
253	841	878	939	1,000
<b>Total</b>	<b>3,252</b>	<b>3,415</b>	<b>3,688</b>	<b>3,960</b>
Employment				
TAZ	2014	2020	2030	2040
248	608	615	628	640
249	758	862	1036	1,210
250	1,193	1257	1363	1,470
251	198	226	273	320
252	200	232	286	340
253	246	312	421	530
<b>TOTAL</b>	<b>3,203</b>	<b>3,505</b>	<b>4,007</b>	<b>4,510</b>

Source: Metropolitan Council

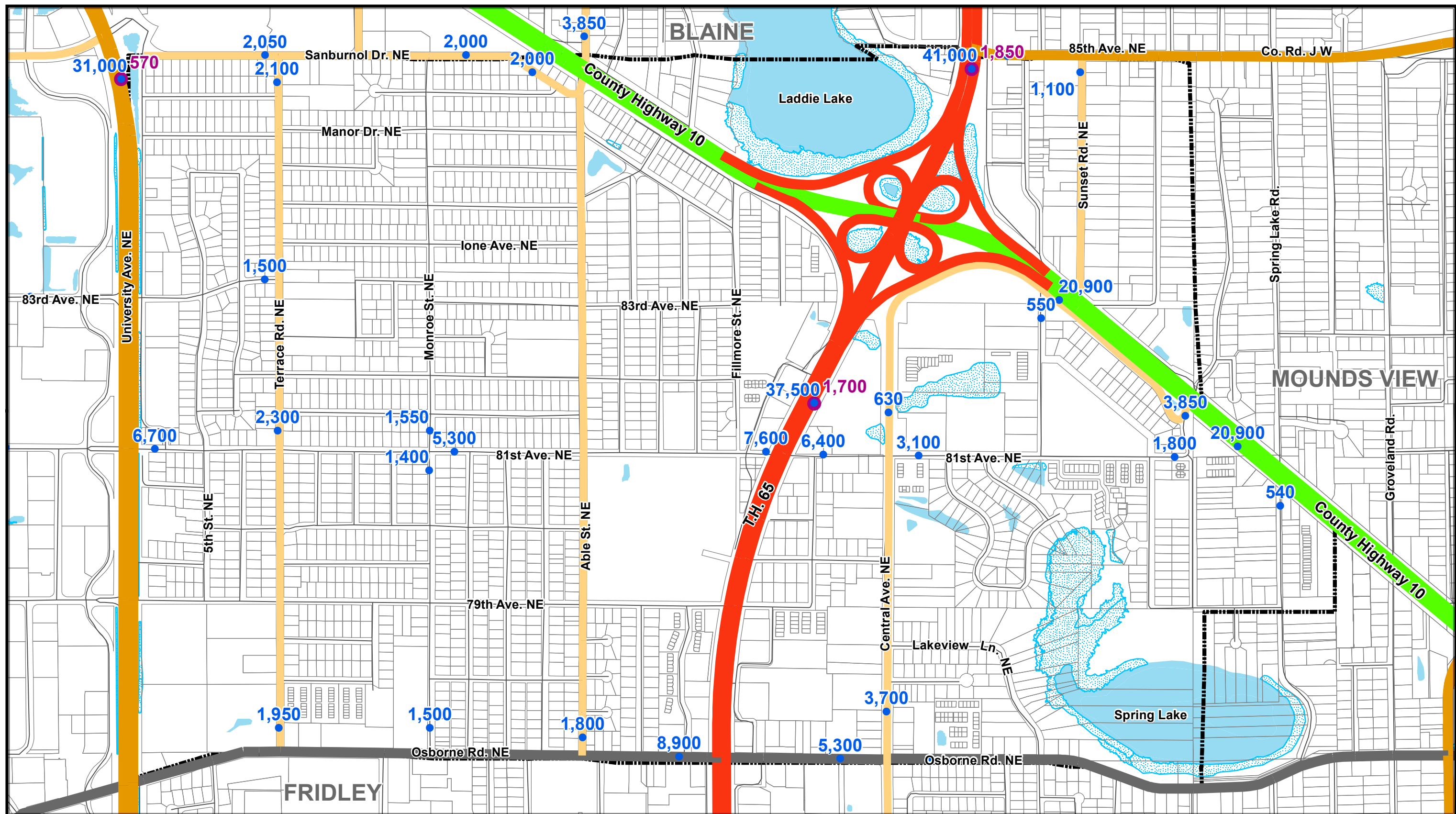
## PLANNED IMPROVEMENTS

The City of Spring Lake Park will continue to cooperate with neighboring municipalities, Anoka and Ramsey Counties, and Mn/DOT to address access and mobility on local, county, and state roadways.

- There are no planned improvements to principle arterials in Spring Lake Park under the TPP 2040 current revenue scenario.
- There are no planned interchange improvements in Spring Lake Park.

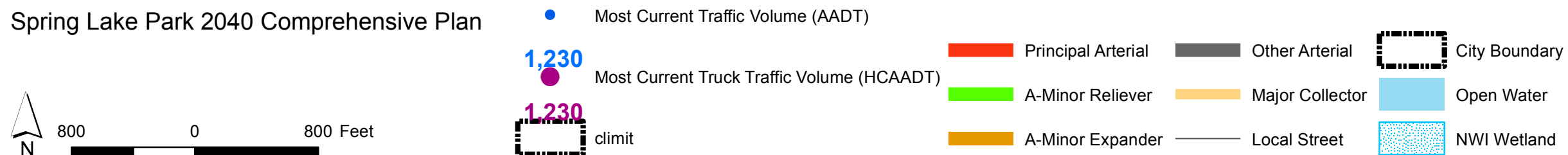
Within the next 10-year planning period, the City will evaluate the condition of Garfield Street NE and Hayes Street NE for possible resurfacing. With the development of Hy-Vee, intersection improvements and signal timing will be implemented at 81<sup>st</sup> and MN 65. The City will continue its 7-year crack seal and seal coat maintenance program, as well as repairing any problem areas that arise.





## Transportation Classification

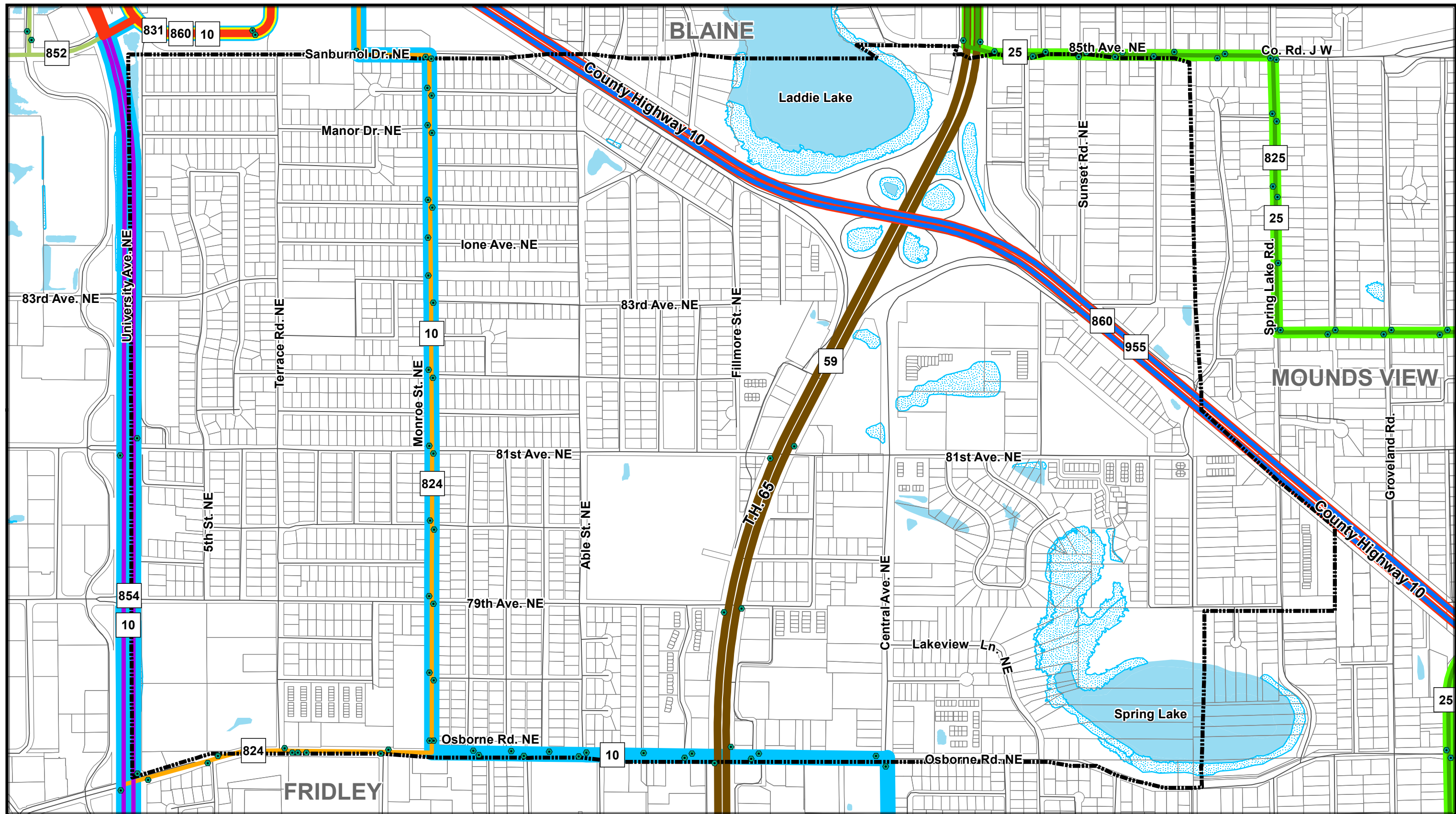
Spring Lake Park 2040 Comprehensive Plan



April 13, 2018

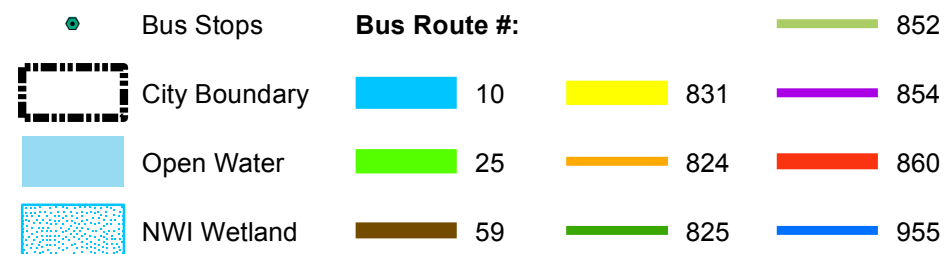
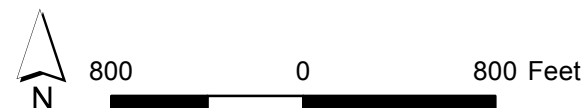


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## Transit System

Spring Lake Park 2040 Comprehensive Plan

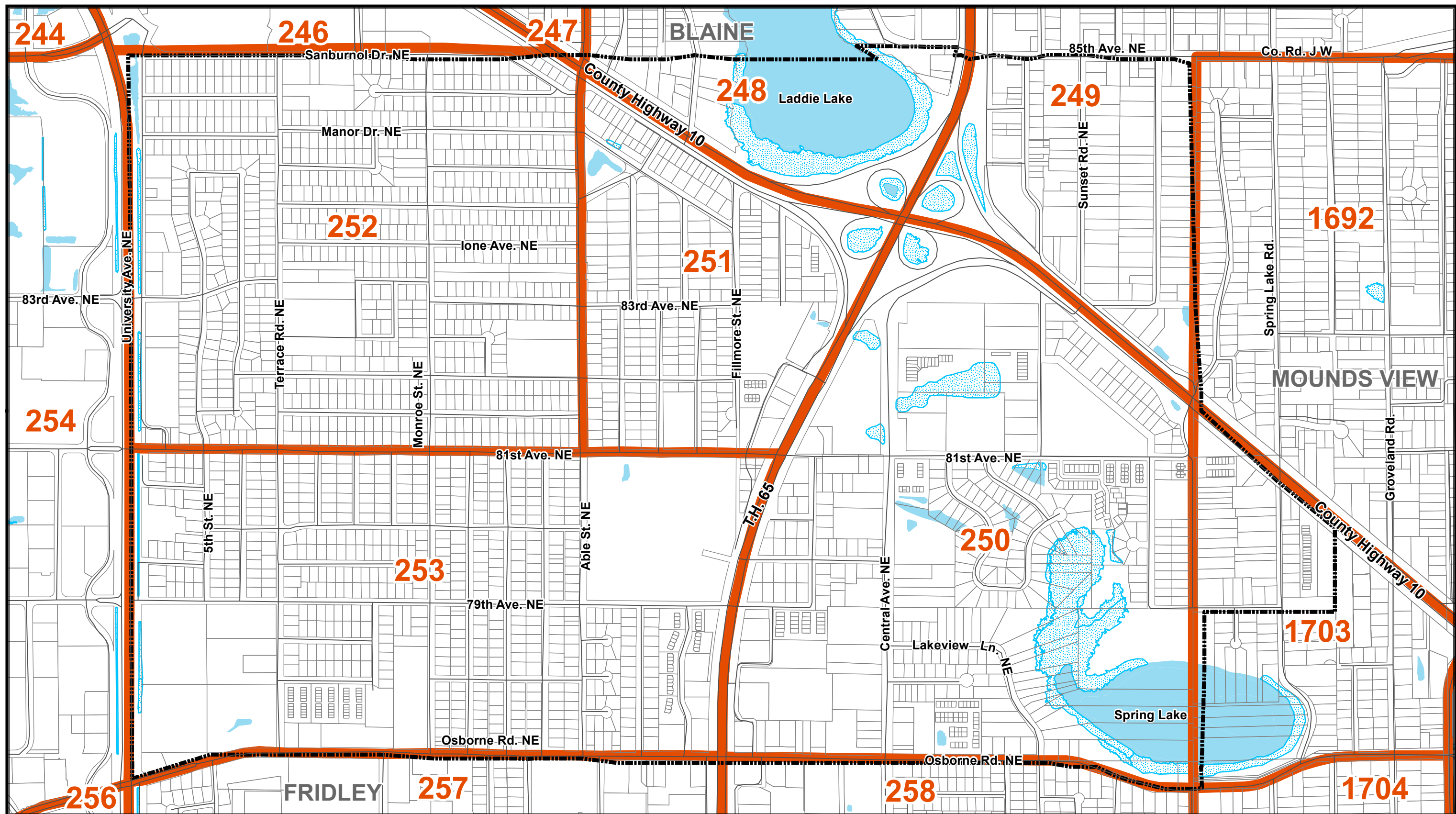


May 16, 2018



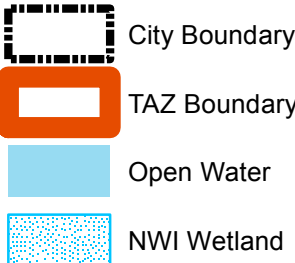
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# Traffic Analysis Zones (TAZ)

Spring Lake Park 2040 Comprehensive Plan



May 16, 2018



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# Chapter 6: Water Resources

## INTRODUCTION

The Public Facilities Chapter provides information on the City's Sanitary Sewer, Water Supply, Local Surface Water Management Plans, and community facilities. These plans are currently being revised to meet new Metropolitan Council and watershed district standards. Full versions of these water resource plans will be included as appendices to the final comprehensive plan.

### Water Resources Goals and Policies

The City of Spring Lake Park recognizes the importance of water resources for human and ecological services. The following goals and policies address surface water, sanitary sewer, and water supply.

1. Provide adequate sewer, water, and stormwater management to serve existing and new development.
2. Construct and operate existing and new public facilities to protect the health, safety, and welfare of residents.
3. Develop a plan consistent with the Metropolitan Council's Regional Development Framework.

#### Policies and Action Steps:

1. Prohibit the installation of new on-site sewer systems.
2. Encourage new development that is consistent with the capacity of the sanitary sewer and water systems.
3. Continue the City program to require polyvinyl chloride sewer pipes for all new development and redevelopment, as well as for all repairs.
4. Continue implementation of Best Management Practices of City MS4 permit administered by the MPCA, including adoption of necessary ordinances.
5. Cooperate with the Minnesota Department of Natural Resources-Ground Level Monitoring Program to monitor groundwater levels and establish municipal baseline groundwater level information.

## SANITARY SEWER

The Met Council has prepared forecasts for sewer flow to assist communities in their comprehensive planning efforts. The sewer forecasts for Spring Lake Park are presented in Table 6-1.

Table 6-1: Sewer Forecasts

	2010	2020	2030	2040
Sewered Population	6,412	6,700	7,000	7,400
Sewered Households	2,672	2,880	3,000	3,200
Sewered Employment	3,000	3,280	3,450	3,600
Average Annual Wastewater Flow (MGD)	0.55	0.54	0.56	0.58
Allowable Peak Hourly Flow (MGD)	2.24	2.21	2.21	

The City of Spring Lake Park is served by the Met Council Interceptor 4-SL-534. Currently this interceptor has an available capacity of 0.79 mgd to provide for the City's long-term sewer and water needs. The Met Council has not scheduled any improvements for this interceptor within the Plan's 2040 timeframe. A small area of the City near Laddie Lake is served by Interceptor 4-NS-522 in Blaine.

Spring Lake Park's wastewater flow is treated at the Metropolitan Waste Water Treatment Plant in St. Paul. Several improvements are planned for this facility through 2030 2040 to provide for additional plant capacity and to meet required permit standards.

The Met Council has established I/I goals for all communities discharging wastewater to the Metropolitan Disposal System. Spring Lake Park's I/I goal is 2.46, which is equal to the allowable peak hourly flow presented in Table 1 for 2010. According to the Met Council's metering program, the City's 2004 annual average flow was 0.66. To achieve its I/I goal established by the Met Council, the City will adopt an ordinance to prohibit the connection of sump pumps. Additionally, portions of the City's sewer are televised regularly in a rotation. During these inspections, services exhibiting constant clear water flows are noted and investigated for possible illegal connections. The City also requires that all new sewer construction and all repairs of existing sewers be constructed with polyvinyl chloride pipes.

As demonstrated in Table 5, the community's sewer flow is anticipated to increase slightly by the year 2040. However, the City does not anticipate any capacity issues with the existing sewer system.

## **SURFACE WATER MANAGEMENT**

Spring Lake Park is within the Rice Creek Watershed District and the Coon Creek Watershed District. After watershed district plans are developed and approved, local communities are required to complete a local surface water management plan. The City of Spring Lake Park is currently updating their local surface water management plan to reflect the needs of the watershed districts and the Metropolitan Council. A full copy of the plan will be included in the appendices of this comprehensive plan upon completion.

## **WATER SUPPLY PLANNING**

The City of Spring Lake Park is served by four wells, with two treatment facilities. The City completed a Wellhead Protection Plan, which was approved by the Minnesota Department of Health in May 2018. The Plan establishes Drinking Water Supply Management Areas (DWSMA) around city wells and establishes goals for the protection of its water supply over the next ten years. The City also participates in the Anoka County Municipal Wellhead Planning Group, a joint power organization that promotes cooperation and coordination among area cities to protect the area's water supply.

In lieu of completing a Water Supply Plan Chapter, the City has completed the DNR's Emergency and Conservation Water form, which fulfills the requirements of the Water Supply Chapter. This form is included in the appendices of this plan for reference (Appendix X).

# Chapter 7: Implementation

## INTRODUCTION

The implementation of the Comprehensive Plan does not end with adoption. The City's official controls, the zoning ordinance and subdivision regulations, will ensure day to day monitoring and enforcement of the policy plan. The regulatory provisions of both ordinances, as revised, will provide a means of managing development in the City in a manner consistent with the Comprehensive Plan. The City's Capital Improvements Program will enable needed improvements identified in the plan to be programmed and implemented in a timely and cost-effective manner.

## OFFICIAL CONTROLS

As part of the planning process, the City will evaluate its land use controls and consider amendments to existing ordinances to eliminate inconsistencies with the Comprehensive Plan, enhance performance standards, protect public and private investments, and to conform to mandatory State and Federal regulations.

The plan identifies a number of specific changes to the zoning ordinance and subdivision regulations which need to be considered by the City. Some of these changes include:

- Changes in the zoning map to make the zoning of property consistent with the policies and provisions of this plan. The City's existing zoning map is presented in Figure 7-1.
  - Completed by September 2019.
- Completion of a local surface water management plan, which is currently underway.
  - Completed by December 2018.
- Adopt an ordinance prohibiting the connection of sump pumps to the sanitary sewer system.
  - Completed by December 2019.

## Zoning Map and Categories

Zoning is the primary regulatory tool used by local governments to implement their comprehensive plan. In 2015, the City of Spring Lake Park revised their entire zoning code to reflect changes in the community and provide a more concise and user-friendly code document. The code consists of the official zoning map and the supporting ordinance text. The official map divides the community into a series of zoning districts and the text describes regulations for the use of land within these districts. Zoning districts in Spring Lake Park are mapped in Figure 7-1. Zoning districts are listed in the following section. Full regulations for all districts can be found in the City's Code of Ordinances §153.

### *Residence Districts*

**R-1, single-family residence district:** This district is intended to preserve, create, and enhance areas of exclusive single-family development where that development fits the Comprehensive Plan, and where two-family dwellings may be allowed by conditional use permit.

**R-2, medium density residence district:** This district is intended to provide for medium density residential use which stresses individually owned dwelling units to provide a transition between lower and higher densities and between incompatible land uses.



**R-3, multiple-family residence district:** This district is intended to provide a residence area in which multiple dwellings not exceeding six units per building may be allowed, except by conditional use permit.

### *Non-residence Districts*

**C-1, shopping center commercial district:** This district is intended to provide a district which may be applied to land in single ownership or unified control for the purpose of developing a planned business center with a unified and organized arrangement of buildings and service facilities at key locations which are suitable for the use and which are centrally located within the residential area they are intended to serve.

**C-2, neighborhood and service commercial district:** This district is intended for the convenience of persons residing in nearby residential areas and is limited in its function to accommodating the basic day-to-day shopping needs of the typical family. It is also intended as a business district which may be located in separate areas adjacent to shopping centers and thus help to keep the basic retail areas compact and convenient, and in other separate areas to provide a district which may be located in close proximity to a major thoroughfare or highway in order that highway service types of land use can be provided.

**C-3, office commercial district:** This district is intended to provide a district which is related to and may reasonably adjoin high density or other residential districts for the location and development of administrative office buildings, medical uses, and related office uses which are subject to more restrictive controls.

**I-1, light industrial district:** The light industrial district is established to provide employment opportunities and to group industrial and certain uses in locations accessible to highways for the safe and effective movement of raw materials, finished products, and employees.

## PLAN AMENDMENT PROCESS

The Comprehensive Plan is intended to be general and flexible; however, formal amendments to the Plan will be required when land use elements are revised. Periodically, the City should undertake a formal review of the plan to determine if amendments are needed to address changing factors or events in the community. While a plan amendment can be initiated at any time, the City should carefully consider the implications of the proposed changes before their adoption.












When considering amendments to this plan, the City will use the following procedure:

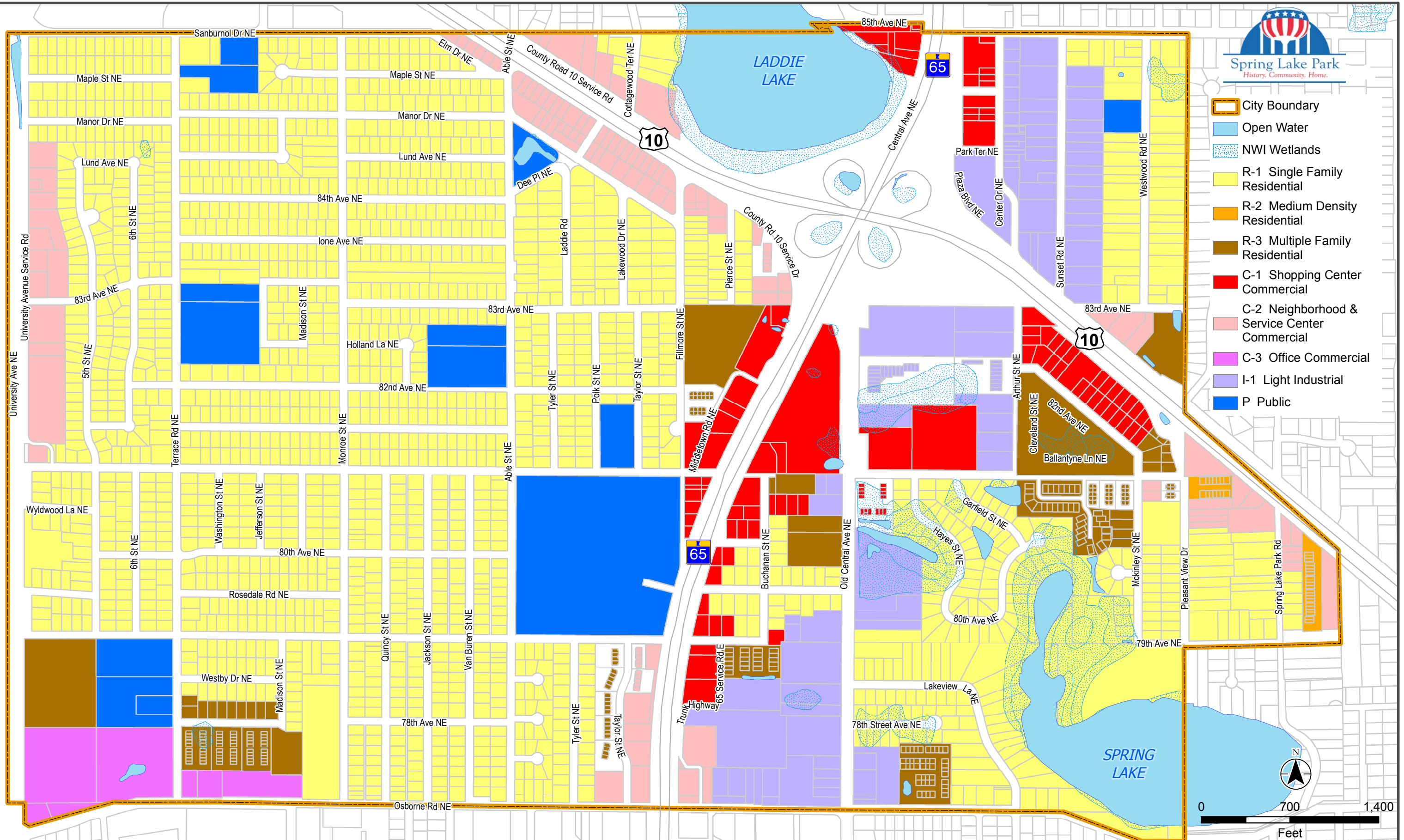
1. Amendments may be initiated by land owners, land developers, the Planning and Zoning Commission or the City Council.
2. The Planning and Zoning Commission will direct the City staff to prepare a thorough analysis of the proposed amendment.
3. The City staff will present to the Planning and Zoning Commission a report analyzing the proposed changes, including their findings and recommendations regarding the proposed plan amendment.
4. The Planning and Zoning Commission will decide whether or not to proceed with the proposed amendment. If a decision to proceed is made, a formal public hearing will be held on the proposed amendment.
5. Following the public hearing the Planning and Zoning Commission will make a recommendation to the City Council.
6. The City Council will receive the recommendation from the Planning and Zoning Commission and make a final decision on whether to adopt the amendment.

All amendments to the plan must be submitted to the Metropolitan Council for review prior to implementation.

## CAPITAL IMPROVEMENT PLAN

The City will annually update a five-year capital improvements program which identifies major capital expenditures consistent with the Plan. The program should include public and private investments in infrastructure, park and trail development expenditures, infrastructure repair and replacement, building maintenance and repair and other planned capital expenditures. Like the Comprehensive Plan, the capital improvements planning process is ongoing and subject to modification, as appropriate. Spring Lake Park's Capital Improvement Program is included in Appendix X, for reference.

-  City Boundary
-  Open Water
-  NWI Wetlands
-  R-1 Single Family Residential
-  R-2 Medium Density Residential
-  R-3 Multiple Family Residential
-  C-1 Shopping Center Commercial
-  C-2 Neighborhood & Service Center Commercial
-  C-3 Office Commercial
-  I-1 Light Industrial
-  P Public



May 23, 2018



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# OFFICIAL ZONING MAP

## Spring Lake Park, MN

The information on this map has been compiled by Stantec staff from a variety of sources and is subject to change without notice. Stantec makes no representations or warranties, express or implied, as to accuracy, completeness, timeliness, or rights to the use of such information.





June 22, 2018

**TO: NMTC OPERATIONS COMMITTEE**

**RE: APPROVAL OF 2019 NORTH METRO TELECOMMUNICATIONS  
COMMISSION BUDGET**

Enclosed, please find for the council's review and approval the 2019 North Metro Telecommunications Commission Budget and support materials.

The Commission's operating budget for 2019 is proposed at \$1,305,578. This number represents a \$13,525 increase over last year's operating budget. There were reductions in anticipated administrative expenditures, but personnel and building maintenance line-items were increased.

Budgeted capital costs for 2019 are \$450,615. Over half of this amount is dedicated to the HD bond payment of \$230,475. The remainder is for Makito X transport systems and streaming servers for Cities, a wireless mic system for Studio A, tripod systems for the truck, field equipment, office computers, software, software licenses, music licenses and annual system maintenance contracts.

Franchise fees paid back to the Member Cities are budgeted at \$400,000. This is the same as last year's franchise fee payment.

**Recommendation:** That the Member Cities approve the 2019 Commission Budget as recommended by the Telecommunications Commission and the Operations Committee.

The Joint Powers Agreement states, "submitted budgets shall be deemed approved by a Member City unless, prior to October 15 preceding the effective date of the proposed budget, the Member City gives notice in writing to the Commission that it is withdrawing from the Commission."

I want to thank the Commission directors, staff, and the Operations Committee for their efforts in preparing these budgets. If you have any questions about either budget please consult with your Commission director or City Administrator.



I look forward to working with all parties, throughout the remainder of 2018, toward reaching the full potential of North Metro TV and to increase both the quality and quantity of community programming and services in 2019.

Sincerely,

A handwritten signature in cursive script, appearing to read "Richard H. Swanson". The signature is written in dark ink and is positioned below the word "Sincerely,".

Richard Swanson  
Chair, North Metro Telecommunications Commission

Enc.

# 2019 North Metro Telecommunications Commission

## Budget

### Talking Points

#### Overall Organizational Goals

- Expand accessibility of City channels by providing live streaming of channels, 24-hours-a-day, via the City and North Metro TV websites.
- Encourage the transition of all member Cities to HD.
- Upgrade the City channels to HD on the Comcast system.
- Proceed with the franchise renewal process. Conduct needs assessments and craft a franchise document.
- Develop drone/video service.
- Monitor effects of economic pressures and cord cutting on cable subscriber levels.
- Produce high quality channel and web friendly programming that can be viewed using any device.
- Develop an OTT community programming service.
- Provide program playback, video transport, channel management services, video equipment maintenance and consulting services, internet streaming services for City channels, VOD libraries for meetings, meeting management software licenses and bookmarking services, program production and event coverage services, and public access to television production for our cities, schools and general public.

#### Estimated Fund Balance/Revenues/Expenses

- The beginning fund balances for 2019 are estimates based on previous allocations, planned spending for 2018, and estimated income.
- Estimated revenues include: Franchise fees based on the actual first quarter franchise fee payment. PEG fees are based on the actual first quarter PEG fee payment. Other income includes dub fees, home movie transfers, drone and production services. Interest income is estimated based on the first quarter interest earnings of this year.
- Estimated expenditures include the operating expenses, capital expenses, the bond payment and the franchise fee payment to the cities. Franchise fees back to cities are budgeted at \$400,000. This is the same amount as last year.
- The year end fund balances include:
  - The **Operating reserve** at 25% of the operating budget.
  - **Accrued vacation, sick and comp** time. The total value of owed vacation, sick, and comp time to employees.
  - The **Capital equipment fund** is intended for emergency replacement of unplanned equipment failures.

- The **truck replacement fund** was used to purchase studio sets in 2017. The funds were not needed for a new production truck, as the truck was replaced as part of the HD upgrade with bond funds. A small amount is in this reserve in the event the fleet vehicle requires replacing.
- The **building repair fund** is to cover major costs related to the building such as windows, roof, furnace, parking lot, AC replacement and painting, carpet replacement etc.
- The **bond reserve** is currently closed out, as the building was paid off in 2015.
- The **franchise renewal fund** is a reserve fund for the NMTC's franchise renewal process. Franchise renewal can be very expensive, with the informal negotiation process costing around \$200,000 across a three year period. Moving to a formal negotiation process is more expensive. These costs include needs assessments, consulting, and legal fees. It is anticipated that up to \$100,000 of these funds could be utilized in 2019.

### **Budget**

- The recommended operating budget for the organization totals \$1,305,578. This number represents a \$13,525 increase over last year's operating budget. While there were some reductions in anticipated administrative expenditures, building maintenance and utilities line-items were increased, along with personnel costs.
- Budgeted capital purchases for 2019 are set at \$450,615. A little over half of this amount is dedicated to the HD bond payment of \$230,475. Budgeted capital items for 2019 include Makito X HD video transport systems for two Cities, Tightrope streaming servers and related equipment for six Cities, a wireless microphone system for Studio A, field cameras, and the annual maintenance/support contracts for City and NMTV Tightrope, Ross, Haivision and Carousel equipment. The total amount budgeted for video equipment replacement/support is \$187,640. The capital budget also includes routine computer/software upgrades, software licenses and money for parking lot repairs and re-striping.
- Franchise fees paid to the cities are budgeted at \$400,000. This is the same as last year.

### **Closing Points**

- We have created a thriving and dynamic service for our cities, schools, producers, and viewers. Through program playback and channel management, internet streaming of city meetings including an agenda bookmarking tool, video equipment consulting, drone services, and video production services, our cities are seeing real benefits from their investment of franchise fees and PEG fees. Our cable subscribers are benefiting from this investment with educational opportunities, tape and film transfer services, and varied, informative and interesting programming regarding their communities.

- We are taking important steps to remain relevant in a media viewing world that expects high quality programming provided in a format that can be utilized on any device, and can also be accessed via the internet.
- 2019 will be a pivotal year for the Commission, as Cities expand accessibility to their channels through 24/7 streaming services, and franchise renewal moves forward.

**North Metro Telecommunications Commission**  
**2019 FINANCIAL SUMMARY**  
**Estimated Fund Balances/Revenues/Expenditures.**

**BEGINNING FUND BALANCES**

Operating Reserve	\$323,013
Accrued Vac, Sick, Comp	\$121,000
Capital Equip. Fund	\$249,426
Truck Replacement Fund	\$35,000
Bldg Repair Reserve	\$180,000
Franchise Renewal Fund	\$250,000
Bond Reserve	\$0

**TOTAL: \$1,158,439**

**ESTIMATED REVENUES**

Franchise Fees	\$1,220,000
PEG Fees	\$755,000
Other Income	\$25,000
Interest Income	\$25,000
Income From Reserve Funds	\$100,000

**TOTAL: \$2,125,000**

**ESTIMATED EXPENDITURES**

Operating Expenses	\$1,305,578
Capital Expenses: Equipment	\$187,640
Capital Expenses: Bond Payment	\$230,475
Franchise Fees Back to Cities	\$400,000

**TOTAL: \$2,123,693**

**YEAR END FUND BALANCES**

		Increase(Decrease)
Operating Reserve	\$323,013	\$0
Accrued Vac, Sick, Comp	\$121,000	\$0
Capital Equip. Fund	\$249,426	\$0
Truck Replacement Fund	\$35,000	\$0
Bldg Repair Reserve	\$180,000	\$0
Franchise Renewal Fund	\$151,307	-\$98,693
Bond Reserve	\$0	\$0

**TOTAL: \$1,059,746      -\$98,693**



# **North Metro Telecommunications Commission**

## **Budget Line Item Supporting Information**

### **Personnel**

- The personnel total increased by \$20,812. The increase is the result of an up-to 2.75% cost of living adjustment and step increases for three employees. The 2.75% COLA is based on the percentage Member Cities will be using in 2019.
- The part-time assistants are divided into two groups. Employees in the largest group are contracted when needed for a shoot, and generally do not work enough to qualify for PERA. The second part-time designation is for two 20 hour per week positions that do qualify for PERA. Neither category is eligible for health benefits. Payroll taxes apply.

### **Benefits**

- The NMTC employee benefits package is based on the benefits packages offered by the Member Cities to their employees. It is budgeted at \$1,145.00. This is a \$30 per employee, per month increase over the previous year. This amount is less than the average of Member City package values. The average was determined by utilizing the most recent information provided by Member Cities. The benefits line-item increased by \$7,113 over the 2018 budget.
- The NMTC's contribution to PERA will remain at 7.5% in 2019.

### **Administrative Expenses**

- Budgeted administrative expenses are \$28,000 less than 2018. The decrease is due to a reduction in franchise renewal related expenses. It is anticipated that there will be no need to conduct a technical audit of Comcast. In 2018, money was budgeted for the franchise and PEG fee audits. Consultant fees were budgeted at the same amount as 2018, and there is a slight reduction in budgeted legal fees. Money from the franchise renewal reserve fund is included in the income estimate for 2019, to cover franchise related costs.
- Tuition and training expenses comply with the revised employee handbook designating \$500 per employee per year for training purposes and to cover the expenses for IT staff's Microsoft certification classes and other equipment certification renewals.

### **Production Expenses**

- Budgeted production expenses remain the same as expenses for 2018. It is anticipated that maintenance costs will remain low on the two vehicles. The advertising line-item covers ads, postcards, billboards, and receipt tape coupons. Promotions for home movie transfers, drone services, and targeted programming such as the live election night coverage are planned.
- All other production expenses remain near the 2018 level.

## **Office Expenses**

- Office expenses are budgeted \$14,400 higher than the 2018 level.
- The building maintenance line-item was increased by \$10,000. With the building and property ageing, more costly maintenance issues may arise. Building maintenance includes the furnace/AC maintenance contract, lawn care, snow removal, carpet and window cleaning, fire inspection, and landscaping and building mechanical services.
- The building utilities line item was increased by \$5,000. Actual costs for 2017 were higher than anticipated, so the line item has been increased to insure adequate funding for paying bills. Building utilities include sewer, water, gas, and electric.
- Insurance includes all property, liability, crime, volunteer, vehicle, and monument sign coverage.
- Office supply line item includes all office supplies, and maintenance contracts on printers and copiers.
- The Telephone/Internet/Web Hosting line-item remains the same as the 2018 budget. This line-item was increased in 2018 to cover data transport for City video and data. NMTV continues to pay a fee to house video-on-demand content on a remote server. This allows for unlimited simultaneous viewing, without a reduction in speed. The line-item also covers the wireless live transmission of sporting events and other field productions. The website maintenance contract, web hosting, telephone costs, and the annual phone software upgrade are also included.
- Postage covers the cost of mailing dubs and equipment for contract maintenance, and other postage for the NMTC.
- Property tax is for the recycling assessment.
- Building cleaning, trash, recycling, and hazardous material disposal/recycling.

## **Capital Expenditures**

- The 2019 capital budget is set at \$450,615. Over half of this amount is dedicated to the HD bond payment of \$230,475. Capital items for 2019 include Makito X transport systems for two Cities, Tightrope streaming servers and related equipment for six Cities, replacement of Studio A's wireless microphone system (the government has reallocated the frequencies NMTV currently uses so new mics are required), two new tripod systems for the production truck (only three new systems were purchased during the upgrade, to save money, and the two old systems no longer function well) field cameras, and the annual maintenance/support/insurance contracts for City and NMTV Tightrope, Ross, Haivision and Carousel equipment. The 2019 capital equipment budget is set at \$187,640.
- Office equipment includes routine computer and software upgrades, and software licenses for office and editing computers
- Parking lot repairs and re-striping.

## **Summary**

- Operating expenses have been budgeted at \$13,525 more than in 2018. There were reductions in the anticipated administrative expenses, but increase in building and personnel costs.

- Capital costs are \$41,468 higher than last year. The majority of the capital budget is for the bond payment, streaming servers and Makito X transport equipment for Cities, and maintenance and support contracts for equipment. Other expenditures include a wireless mic system for Studio A, two tripod systems for the truck, and some field equipment. The office computer and software line-item remains at \$28,000. Money was included for parking lot repairs and re-striping. The bond payment is set at \$230,475.
- Franchise fees back to Cities are budgeted at \$400,000. This is the same as last year.
- The overall 2019 budget is \$54,993 higher than the 2018 budget. The increase is primarily in capital expenditures. This is a 3.23% increase.

**2019**  
**North Metro Telecommunications Commission Budget**

	2017 ACTUAL	2018 BUDGET		2019 BUDGET	NOTES
		Budget	April Act.		
<b>PERSONNEL</b>					
Director Meeting Per Diem	3,510	3,780	0	3,780	7 per month @ \$45
Executive Director (1) FT	84,512	87,045	30,042	89,439	Heidi Arnson
IT Engineer/ Administrative Asst.	63,298	65,103	22,469	66,893	Rose Valez
Video Engineer (1) FT	62,779	62,003	20,607	66,893	Matt Waldron
Sports Director (1) FT	56,898	58,527	20,200	60,136	Kenton Kipp
News Director (1) FT	56,898	58,527	20,200	60,136	Danika Peterson
Programming Coord. (1) FT	52,013	53,486	18,457	54,957	Michele Silvester
Ed./Special Projects Coor. (1) FT	52,013	53,486	18,457	54,957	T.J. Tronson
Municipal Producer (1) FT	31,392	40,556	13,680	40,566	Trevor Scholl
Sports Producer (1) FT	38,351	40,556	13,634	40,566	Jeremy Millington
News Producer (1) FT	51,907	53,486	18,457	54,957	Ben Hayle
Studio Manager (1) FT	51,907	53,486	18,457	54,957	Eric Houston
\$425 per month PT Assistants	72,826	63,595	26,623	65,344	@ \$425 per month
20 Hour per Week Assistants	18,524	31,544	6,003	32,411	Public Access/Sports
Accrued Vacation/Sick/Comp	0	0	0		
<b>PERSONNEL TOTAL:</b>	<b>696,828</b>	<b>725,180</b>	<b>247,286</b>	<b>745,992</b>	<b>Up to a 2.75 % COLA increase</b>
<b>BENEFITS</b>					
FICA	51,751	44,727	18,400	46,018	6.2% of gross wages
Medicare		10,461		10,762	1.45% of gross wages
PERA	47,358	54,105	17,112	55,666	7.50% of FT gross wages
Benefits Package	139,213	147,180	58,148	151,140	Health/Dental/STD, LTD, ADD
Workers Compensation	15,336	5,000	859	5,000	
Electronic Filing Charges	1,663	2,000	446	2,000	
<b>BENEFITS TOTAL:</b>	<b>255,321</b>	<b>263,473</b>	<b>94,965</b>	<b>270,586</b>	
					*Benefits package = based on cities
					\$1,145 per employee/per month
					Increase of \$30 over 2018

# 2019 North Metro Telecommunications Commission Budget

[illegible]

**2019**  
**North Metro Telecommunications Commission Budget**

	2017 ACTUAL	2018 BUDGET		2019 BUDGET	NOTES
		Budget	April Act.		
<b>CAPITAL EXPENDITURES</b>					
Video Equipment	236,173	151,932	65,906	187,640	City streaming servers, Makitos, studio mics
Computer/Office Equipment/Sftwre	26,273	28,000	4,865	28,000	office systems, software licenses
Vehicles	0	0	0	0	
Building Expenditures	0	0	0	4,500	Parking Lot Repairs/Re-stripe
Bond Payment	227,850	229,215	0	230,475	HD Upgrade
<b>CAPITAL EXP. TOTAL:</b>	<b>490,296</b>	<b>409,147</b>	<b>70,771</b>	<b>450,615</b>	
<b>GRAND TOTAL:</b>	<b>1,525,006</b>	<b>1,701,200</b>	<b>480,918</b>	<b>1,756,193</b>	



# North Metro TV 2019 Equipment Budget

## Master Control Service & Subscriptions

ID No.	Model No.	Make	Description	Qty	Cost	Total
2019-1	CBL-REFLECT-BND	Tightrope	Reflect Live & VOD Services Annual Cloud Based Reflection Service Plan	1	2500	2500
2019-2	CBL-CG330-SDI-HA	Tightrope	Tightrope Hardware Assurance for Flex 4 16TB (SN: 0055767, 768, 769, 770, 771, 772)	6	1000	6000
2019-3	CBL-SAS-CH-1YR	Tightrope	Cablecast Software Assurance per Channel 1-Year	17	500	8500
2019-4	CBL-VOD-PRO-BOX	Tightrope	VOD / PRO Tightrope Hardware & Service Contract	1	1200	1200
2019-5	Ross Equipment Support	Ross	Ross Service Contract Quote AAAQ39244 - NMTV All Equipment	1	16000	16000
2019-6	Imagine Equipment Support	Imagine Communica	Imagine Contract for Router, Encoder & Router Panels	1	10000	10000
2019-7	Haivision Equipment Support	Haivision	5 Haivision Makito X Encoders & 4 Haivision Makito X Decoders	9	700	6300
2019-8	K2-ESA-1YR	Grass Valley	Dyno Service Contract	1	7500	7500
						58000.00

## Master Control Equipment

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2019-13	Livestream Server	Tightrope	Cablecast 340 Livestream Server	6	2750	16500
2019-14	Livestream Server	Tightrope	Cablecast 340 Livestream Server Hardware, maintenance / service for years 4 & 5	2	560	1120
2019-15	CBL-REFLECT-BND	Tightrope	Cablecast Live Stream Server Subscription - Add another 3-Channel Reflect Service	2	2200	4400
2019-16		Bizzyweb	Website Integration City for Live Stream Channels	6	1500	9000
2019-17	B-292D-HD2	Haivision	Makito X Decoder	1	5000	5000
2019-18	H.264 Encoder	Haivision	Makito X Encoder	2	5750	11500
2019-19	M-PREM-SUPP-1	Haivision	Premium Maintenance & Support 1-Year	3	700	2100
2019-20	10319	Monoprice	3G SDI 2x1 Switch	2	100	200
2019-21	LS423	Brightsign	Standard I/O Player	2	400	800
2019-22	HA5-PLUS	AJA	HDMI to SDI Mini-Converter	2	500	1000
2019-23	SFS-8622-A-R2A	Ross	A/V Frame Synchronizer with Audio Embedding / De-Embedding	2	1500	3000
2019-24			Log Me In Subscription	1	1200	1200
						55820.00

## Control Room/Studio A

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2019-30	UA846Z2GLX-D	Shure	Frequency Manager	2	800	1600
2019-31	PA805Z2-RSMAP	Shure	Passive Directional Antenna	2	350	700
2019-32	UA8100-RSMA100	Shure	Reverse SMA Cable for GLX-D Digital Wireless System	2	350	700
2019-33	GLXD124R/85	Shure	Handheld & Lav Combo System	2	1100	2200
2019-34	GLXD14R/85	Shure	Handheld & Lav Combo System	7	850	5950
2019-35	UA505-RSMAP	Shure	Paintable Wall Mount	2	60	120
						11270

## Control Room/Studio B

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
						0

## Production Truck

ID No.	Model No.	Make	Description	Qty	Unit Price	Total
2019-40	Pearl 2	Epiphan	Streaming & Encoding Device	0	7500	0
2019-41.1	ULXD	UXLD1	Body Pack Wireless Transmitter	0	600	0
2019-41.2	ULXD	UXLD2/B58	Wireless Stick Mic	0	700	0
2019-41.3	ULXD	UXLD4Q	Wireless Quad Receiver	0	5500	0
2019-41.4	Sennheiser	EW 300-2 IEM G3	Wireless IFB System	0	1500	0
2019-41.5	Z Systems	Custom	Custom Wireless Box featuring IFB & Mics + Install	0	2000	0
2019-42.1	CP2M	Vinten	Vinten 250 Tripod System with Heads	2	13000	26000
2019-42.2	Parts	Vinten	Vinten 250 Parts	1	3000	3000
2019-43	SS-CDR250N	Tascam	Digital Media Player	0	1500	0













City of Spring Lake Park  
Engineer's Project Status Report

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To: Council Members and Staff  
From: Phil Gravel

Re: **Status Report for 7.2.18 Meeting**  
File No.: R-18GEN

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**Note:** Updated information is shown in *italics*.

**MS4 Permit (193802936).**

*Annual Report has been submitted (was due June 30<sup>th</sup>). The Annual Public Meeting was held on June 18<sup>th</sup>. Required Annual Training will be completed in the fall.*

**Surface Water Management Plan (193803949).**

Detailed storm water modeling has been completed. We are currently using the storm water model to evaluate proposed conditions to see what can be done to reduce flooding in these areas. A summary report will be presented this fall with the updated LSWMP.

**2017 Sanitary Sewer Lining Project (193803782).**

This project included sanitary sewer lining in the neighborhood east of Able Street and north of 81<sup>st</sup> Avenue. The Contractor was Visu-Sewer. Terry Randall is working on one-year televising and follow-up items.

**2018 Sanitary Sewer Lining Project (193804547).**

This project includes sewer lining in the northeast area of the city. *A Preconstruction Conference is scheduled for July 9<sup>th</sup>. Initial sewer cleaning and televising will start in late July.*

**2017-2018 Street Seal Coat Project (193803783).**

This 2-year project includes street maintenance in the neighborhood north of 81<sup>st</sup> Ave. and west of Monroe St. (2017) and in the neighborhood east of Monroe St., south of 81<sup>st</sup> St. and west of TH 65 (2018). Terry Randall will coordinate 2018 work this summer. *The contractor has completed the crack filling work. Seal coat placement was scheduled to be completed the week of June 25<sup>th</sup>. The first sweeping will take place 7-10 days after the seal coat rock was placed. Resident information is on the city's website.*

**Wells 4 and 5 (193804554):** *Plans and specifications are nearly complete. Will present bid information to the city council in August.* The timeline for construction work on the wells will be late summer for Well 4 and autumn for Well 5.

**Water Supply Plan:** Terry Randall, Nancy Kelm, and Mark Janovec from Stantec worked together to compile additional information requested from the Minnesota Department of Natural Resources (DNR) for the city's Water Supply Plan. DNR and City Council have approved the plan.

**Wellhead Protection Plan:** Well survey responses have been reviewed and compiled. The results of the survey, along with other wellhead protection activities in the past two years, will be included in a Plan Evaluation Report which will be provided to the Minnesota Department of Health (MDH). *A letter requesting the 10-year extension to the Plan has been sent to MDH, MDH has requested some additional documentation.*

**Buchanan Street Parking Lot:** Staff is working on the idea of possibly construction a small parking lot on the city owned lot on Buchanan Street south of 81<sup>st</sup> Avenue. A cost estimate has been prepared. The Administrator will discuss options with the commercial property on Buchanan. Quotes are being obtained.

**Bituminous Trail Maintenance:** Ongoing bituminous trail maintenance for the trails on Osborne and Central Avenue is being completed. *The public works staff has removed grass along the edges of the trails and swept them. A construction quote for a surface slurry seal was awarded at the council meeting on June 18<sup>th</sup>. The slurry seal work will start later this summer.*

**Anoka County 2018 Paving Project:** Anoka County will be completing a mill and overlay of County Road 10 a short distance each side of the Highway 65 bridge this summer. The County does not have a dedicated webpage for the overlay program. However, the following webpage will have weekly updates on the overlay projects:  
<http://www.anokacounty.us/1578/Construction-Weekly>

The County's construction and detours map is kept up to date with projects on roads.  
<http://gis.anokacountymn.gov/highway/>

Terry Randall attended the Preconstruction Conference for the project on June 4th.

#### **Cellular Antenna Installations on Water Towers:**

- **T-Mobile on Able Street tower.** Final construction acceptance letter was sent on May 2, 2018. This project can be closed out once final invoices clear.
- **Verizon on Arthur Street tower.** This is a new installation. Final comments on the Construction Drawings were sent to the applicant on April 24<sup>th</sup> (CDs are approved). *Lease issues are still being discussed.*
- **AT&T on Arthur Street tower.** This is a replacement/modification project. Initial comments on the Construction Drawings were sent to the applicant on May 22<sup>nd</sup>. A second comment letter was sent on June 12, 2018. *Revised CDs were received on June 22, 2018 and are presently being reviewed. Lease is being reviewed.*

#### **Other issues/projects.**

Dominium Project. A site walkthrough inspection will be completed this month the review remaining site improvement work.

Hy-Vee Project. No news.

Public Storage Project. *Plat information has been submitted and is ready for approval.*

Interstate Plaza Project (7700 Hwy 65 NE). No news.

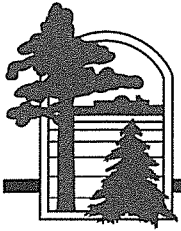
...

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



# **CORRESPONDENCE**





# City of Blaine

10801 Town Square Drive NE  
Blaine, MN 55449-8101  
[www.ci.blaine.mn.us](http://www.ci.blaine.mn.us)

June 15, 2018

Chief Doug Ebeltoft  
Spring Lake Park Police Department  
1301 81<sup>st</sup> Avenue NE  
Spring Lake Park, MN 55432

Dear Chief Ebeltoft:

On behalf of the City of Blaine and the Blaine Police Department, I wish to extend our sincere appreciation for the personnel assistance you provided on Wednesday, May 30<sup>th</sup> in helping out with our city call load. Because of your assistance, we were able to gather as a group and have a citywide Department Meeting, dinner and also recognize the great people we have here in the Blaine Police Department through an Awards ceremony.

I recognize what great effort was put forth from your people as the City of Blaine is not a small city and it required the work of all bordering cities in order for us to have a few hours off to conduct such an event.

Please feel free to contact me in the future should you be in need of similar assistance from our agency and staff. Again, I thank you for your support and assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian Podany", with a stylized flourish at the end.

Brian Podany  
Safety Services Manager/Chief of Police  
Blaine Police Department



## **North Metro Telecommunications Commission Meeting Talking Points**

June 20, 2018

- ▶ The North Metro TV summer schedule is busy with City celebrations, parades, and USA Cup Soccer. NMTV will be partnering with the National Sports Center to provide TV and web coverage of games and events.
- ▶ The new Ham Lake HD system has had the bugs worked out and is performing well. The video is a vast improvement. Circle Pines is ready to select a vendor for their upgrade, and Centerville is moving forward with bids. Lexington has received an estimate for an upgrade. Once all seven Cities have been upgraded to HD, NMTV will obtain an HD channel from Comcast for the Cities.
- ▶ The recommended 2019 budget was reviewed. Goals for 2019 include expanding accessibility of City channels by providing live streaming of channels 24-hours-a day, transitioning all Cities to HD, obtaining an HD City channel from Comcast, creating OTT apps for community programming, and continuing with the franchise renewal. Operating expenses were budgeted at \$13,525 more than the 2018 budget. There were reductions in anticipated administrative expenses, but increases in building and personnel costs. The personnel budget includes an up to 2.75% COLA increase and step increases for three employees. Benefits were budgeted at \$1,145 per employee, based on benefits packages provided by Cities to their employees. Capital expenses are budgeted at \$450,615. A little over half of the capital budget is dedicated to the bond payment of \$230,475, for the HD upgrade. Other capital expenditures recommended for 2019 include streaming servers and Makito X transport equipment for Cities, maintenance and support contracts for equipment, a wireless microphone system for Studio A, two tripod systems for the truck, and some field equipment. Annual computer upgrades, software licenses, and music licenses are also included in the capital budget, along with money for some parking lot repairs. Franchise fees returned to Cities have been budgeted at \$400,000. This is the same amount as last year. The motion to approve the budget was passed unanimously. Budgets have been forwarded to the City Administrators.
- ▶ The Commission moved to increase the 2019 PEG fee by 7 cents.

**PLEASE encourage your council members to call me if they have any questions you can't answer. I would be happy to answer any questions they may have. Heidi Arnson at NMTV. Direct line is 763-231-2801. Email is [harnson@northmetrotv.com](mailto:harnson@northmetrotv.com).**





## Sector: Law Enforcement

**Officer Safety: Harris County (TX) Sergeant Treated after Touching Fentanyl-Laced Flyer**

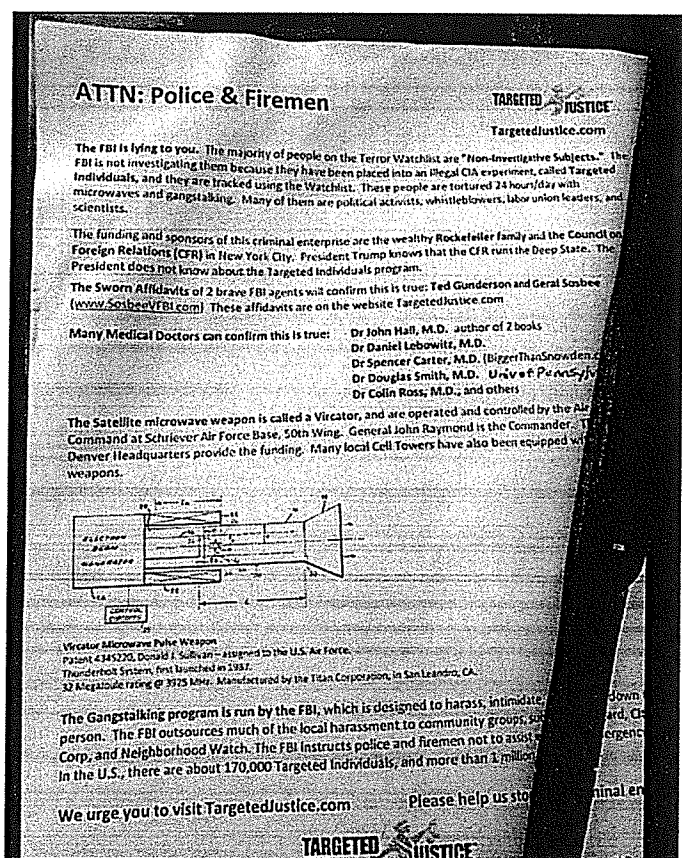
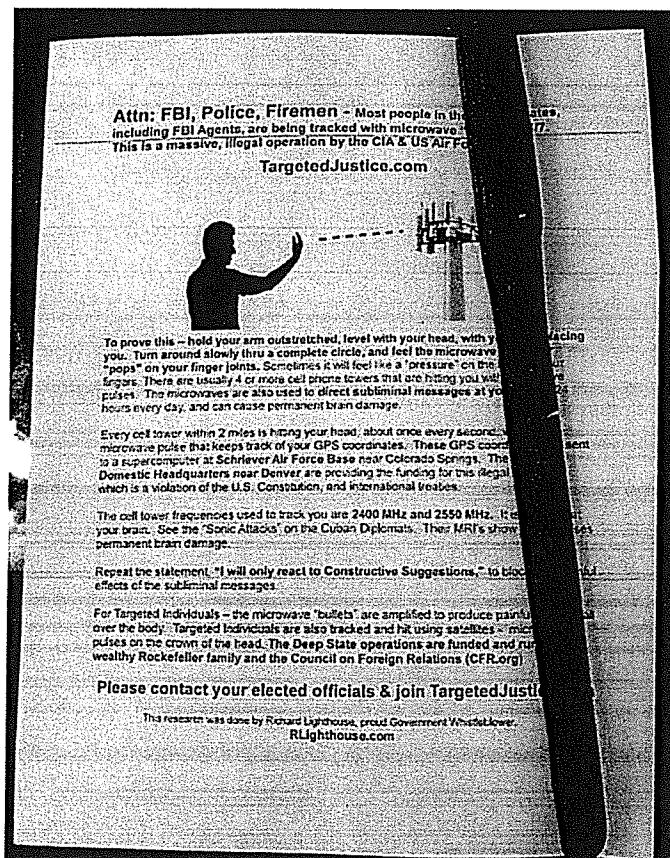
A Harris County sergeant received treatment Tuesday, 26 June 2018 after touching a flyer laced with fentanyl, according to officials. Investigators said the flyers were found around 1 pm on the windshields of approximately 12 vehicles parked on the street at the Harris County Sheriff's Department.

The sergeant removed one of the flyers from her windshield and later began feeling light-headed, according to Harris County Sheriff Ed Gonzalez. She started driving herself to a hospital, but pulled over when she started feeling sick. A lieutenant met her and drove her to the Houston Northwest Medical Center. The sergeant was later released from the hospital. Hazardous materials crews spent hours clearing the scene on Tuesday afternoon. This is the first time Gonzalez said he could remember the drug being weaponized.

"I was shocked because this is unprecedented," said Daryl Shorter, Assistant Professor of psychiatry at the Baylor College of Medicine who specializes in addiction. "Fentanyl is a synthetic opioid medication ... used to treat very severe pain, post-operative, post-surgical pain. It's similar to morphine, but it's about 50 to 100 times more potent".

The flyers contained information about microwave tracking and sonic weapons, with "Attn: FBI, police, fireman" and "Attn: Police & Fireman" written in bold print at the top. They also included the logo and website of a group called Targeted Justice. This group focuses on helping and bringing awareness to any individuals who feel targeted by the government. The flyers left on vehicle windshields are available for download on the Targeted Justice website.

"We just wanted to get this information out to the public because we don't know if it's an isolated incident," Gonzalez said. The Harris County Sheriff's Office put out a statewide alert, warning law enforcement to watch out for the potential threat. Gonzalez said investigators are still trying to determine if deputies were targeted and if there are any more flyers placed elsewhere in the county. Anyone who finds these flyers should not touch them and should notify local law enforcement.



Source: Multiple Open Sources

[Return to Title Page](#)