



**CITY COUNCIL AGENDA
MONDAY, OCTOBER 2, 2017
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 – September 18, 2017
 - B. Approval of Public Right of Way Applications – Xcel Energy
 - C. City Administrator Performance Evaluation Public Statement
 - D. Contractor's Licenses
 - E. Correspondence
7. PRESENTATION
 - A. Mayor's Proclamation – Foreign Exchange Student Week – Honorary Citizens
Romina Montti Zapata (Chile); Cedric Leuenberger (Switzerland); Veera Toikka (Finland)
8. PUBLIC WORKS REPORT
9. CODE ENFORCEMENT REPORT
10. ORDINANCES AND/OR RESOLUTIONS
 - A. Resolution 17-28 Approving Conditional Use Permit Amendment for 8301 Sunset Road NE
11. NEW BUSINESS
 - A. Records Management Technician Appointment
12. ENGINEER'S REPORT
13. ATTORNEY'S REPORT
14. REPORTS
 - A. Beyond the Yellow Ribbon Report
15. OTHER
 - A. Administrator Reports
16. 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 September 18, 2017 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 Nelson, Wendling, Delfs, Goodboe-Bisschoff and Mayor Hansen

Members Absent: None

Staff Present: Police Chief Ebeltoft; Public Works Director Randall; Engineer Gravel; Parks and Recreation Director Rygwall; Attorney Thames; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Paddy Jones, Ham Lake
Olivia Alveshere, ABC Newspapers
Olivia Pearson, Student at Westwood Middle School
Kristine Pearson, Blaine, MN
Kimberly Pederson, 483 Maple Street NE
Ronald Stieren, 8404 Madison Street NE

3. Pledge of Allegiance

4. Additions or Corrections to Agenda - None

5. Discussion From The Floor

Mayor Hansen welcomed Olivia Pearson who attended the meeting for a school project.

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – September 5, 2017
- B. Disbursements
 - 1. General Fund Disbursement Claim No. 17-15 -- \$698,947.87
 - 2. Liquor Fund Disbursement Claim No. 17-16--\$133,484.92
- C. Mayor's Proclamation – Domestic Violence Awareness Month – October
- D. Approval of Third Quarter Billing for 2018 Payable 2019 Property Tax Assessment
- E. Approval of Construction Contract Change Order No. 1
- F. Approval of Contractor's Request for Payment No. 1 – Visu-Sewer, Inc.
- G. Resolution 17-30 Cancelling or Reducing Bond Levies – 2005A GO Capital Improvement Plan Bond
- H. Contractor's Licenses
- I. Sign Permits
- J. Correspondence

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

7. Police Report

Police Chief Ebeltoft reviewed the August 2017 department statistics.

Chief Ebeltoft reported that the Police Department responded to five hundred eighty two calls for service for the month of August 2017 compared to four hundred forty one calls for service in August 2016.

Chief Ebeltoft reported that Investigator Baker reported handling sixty eight cases for the month of August. He stated that Investigator Baker notes that he has seen an increase in cases being forwarded to him for investigation in the areas of Domestic Assaults, Controlled Substances and financial fraud involving scams.

Chief Ebeltoft reported that the Police Department continues to reach out to the youth not only in Spring Lake Park, but also in Anoka County. He reported that seven more bikes were donated to "Bikes 4 Kids", a local organization that provides bikes to kids that are not able to afford buying one themselves.

Chief Ebeltoft reported that the Spring Lake Park Police Department will be participating in the 14th National Prescription Take Back Day on October 28, 2017 from 10 AM – 2 PM at City Hall. He stated that more information will be posted on the City's website.

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.

8. Parks and Recreation Report

Parks and Recreation Director Rygwall reported that the Parks and Recreation Commission met and reviewed the concession sales during the softball tournaments and the increased fishing that is taking place at Lakeside Park. She stated that they discussed the partnership with the School District and the removal of distribution of non-school program fliers to the schools Department's by Community Education Department.

Ms. Rygwall reported that she met with the School District regarding the discontinuation of the distribution of program fliers. She stated that after meeting with the School District officials, they reconsidered and the City will be allowed to distribute program fliers with the school age children three times a year. She noted that the City will be required to pay a portion of the online service fee to advertise non-school programs. She also stated that the the School District will now be charging for use of their facilities if the City is the only group using the building. She stated that she is looking into utilizing other facilities to hold program.

Ms. Rygwall reported that she has applied to the DNR for the aeration permit for Spring Lake. She stated that she may need to apply for herbicide application for the spring due to weed growth interfering with fishing from the pier.

Ms. Rygwall provided a summary of the fall programs and reported that many of them have waiting lists due to the very good response. She reported that the extended trip to Ireland is full and there is a wait list. She noted that a travel show will take place in October for the 2018 extended trips.

Mayor Hansen stated that she is disappointed to hear that the school district partnership is strained. She was very happy and offered praise to the Parks and Recreation staff for the increased class participation and interest in the future classes.

9. New Business

A. Grahamco Parking Agreement

Administrator Buchholtz reported that the former mobile home park on Sunset Road has been purchased by Grahamco, LLC, a limited liability company owned by Greg Erickson, CEO of Pro Courier, a courier, delivery and messenger service company which serve the Twin Cities metropolitan area. He stated that Pro Courier is currently located at 8375 Sunset Road in Spring Lake Park. He stated that the former mobile home park property, which is across the street from their current facility, was purchased to allow for the construction of a new building for the business.

Administrator Buchholtz reported that Pro Courier would like to utilize the former mobile home park property temporarily for parking, while they plan construction of a new facility. He stated that parking is an accessory use in the City's zoning code, and generally must be accompanied by a principal use. He stated that since Pro Courier is planning to construct a facility on site, City staff has negotiated a parking agreement with Pro Courier and Grahamco LLC which allows Pro Courier to park up to 50 company/and or employee owned vehicles on the property between the hours of 6 AM and 8 PM and up to 30 company owned vehicles on the property between the hours of 8 PM and 6 AM .

Administrator Buchholtz reported that the agreement will run for a year. He stated that if Pro Courier applies for a building permit within the 12-month period; the agreement will extend for an additional 12 months while construction is taking place. He stated that the City has the ability to grant an additional six-month extension, if, in the City's full discretion, the City determines that construction is substantially complete. He stated that once the principal structure is constructed, the agreement will terminate and Pro Courier will have rights to park on the property under the City's zoning code. He explained that if the building permit is not pulled in 12 months, the agreement will terminate and Pro Courier will no longer be able to use the property of parking. He noted that if 12 months pass after the first extension and minimal or no construction has taken place, the agreement will end and Pro Courier will no longer be able to use the property for parking.

Administrator Buchholtz stated either party, with 30 days written notice to the other party, can cancel the agreement. He noted that Attorney Thames drafted the contract.

Councilmember Wendling inquired if the existing surface will be paved to become a parking lot. Administrator Buchholtz explained that site will not be paved until a building is constructed.

Councilmember Nelson inquired if overnight parking will be a problem with the site. He stated that there has been vandalism and thefts in this particular area in the past.

Administrator Buchholtz stated that the property is fenced and secured, as there has been previous vandalism to parked cars in the past at the parking lot site.

MOTION MADE BY COUNCILMEMBER NELSON TO APPROVE GRAHAMCO PARKING AGREEMENT. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Comprehensive Plan Update Proposal

Administrator Buchholtz reported that the City has received an updated Comprehensive Plan Update proposal from Stantec. He explained that every city in the Metropolitan Area is required by State law to update their comprehensive plan every ten years and submit the plan to the Metropolitan Council and surrounding communities for review.

Administrator Buchholtz stated that the previous proposal from Stantec to update the Comprehensive Plan was \$40,000. He reported that City staff and Stantec have been working together and on the update. He stated the new proposed amount from Stantec is \$22,500.

Engineer Gravel stated that many of the requirements of the plan have already been completed by City staff and that helped in the amount of work that will be required by Stantec.

Mayor Hansen reminded the Council and the residents that the Comprehensive Plan is mandated by the Metropolitan Council.

MOTION MADE BY MAYOR HANSEN TO APPROVE THE COMPREHENSIVE PLAN UPDATE PROPOSAL IN THE AMOUNT OF \$22,500.00. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

10. Engineer's Report

Engineer Gravel reported that the street striping is complete in the area of the street seal coat project took place. He noted that there are a few segments remaining of the sewer-lining project to complete.

11. Attorney's Report - None12. Reports

Councilmember Goodboe-Bisschoff reported that she and Executive Assistant Gooden attended a forum hosted by Metro Cities to learn about local Comprehensive Plans.

13. OtherA. Administrator Reports - NoneB. Administrator Performance Evaluation

MOTION MADE BY MAYOR HANSEN TO CLOSE MEETING TO CONDUCT CITY ADMINISTRATOR PERFORMANCE EVALUATION. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

The meeting was recessed at 7:24 PM.

Mayor Hansen reconvened the meeting at 8:15 PM

16. Adjourn

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

The meeting was adjourned at 8:16 PM.

Cindy Hansen, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer



CITY OF SPRING LAKE PARK

1301 Eighty-First Avenue N.E.

Spring Lake Park, MN 55432

Ph: 763-784-6491 Fax: 763-792-7257

PUBLIC RIGHT-OF-WAY APPLICATION

NAME/COMPANY: XCEL ENERGY DESIGN# 705399

GOPHER 1-CALL REG. NO.: _____

ADDRESS: 1518 CHESTNUT AVE.
MINNEAPOLIS, MN 55403

PHONE: 612-630-4222 FAX: 612-630-4229

E-MAIL ADDRESS: david.j.paulenko@xcelenergy.com

NAME OF REPRESENTATIVE: DAVE PAULENKO

REPRESENTATIVE PHONE NO'S.: 612-630-4222

DESCRIPTION OF PROPOSED WORK: including a start date and completion date:

1) FROM TRANSFORMER TAG CABLE TO TRANSFORMER ON POLE ACROSS CTY. HWY#10, 2) FROM POLE#1, UG CABLE TO POLE#2, THEN OH CABLE ACROSS CTY. HWY#10 TO EXISTING POLE.

START DATE: 9/25/17 COMPLETION DATE: 12/31/17

The City of Spring Lake Park reserves the right to modify the schedule as necessary in the issuance of the permit. Therefore, the dates stated on this application may not necessarily match actual approved dates.

EXPLANATION OF RESTORATION: OK 9/26/17

TR

Dave Paulenko

Authorized Representative Signature,

9/25/17

Date

FOR OFFICE USE ONLY

- ☐ PROOF OF CERTIFICATE OF INSURANCE:
☐ SCALED DRAWING SHOWING LOCATION
☐ COPY OF INSURANCE POLICIES
(If Corporation; from Secretary of State)

VERIFICATION DATE: _____

- ☐ LETTER OF CREDIT OR CONST. BOND
☐ COPY OF CERTIFICATE OF AUTHORITY
(From M.P.U.C., State, or Federal Agency)

PERMIT FEES: ☐ Excavation Hole - \$125.00
☐ Trench - \$70.00/100'+Hole fee

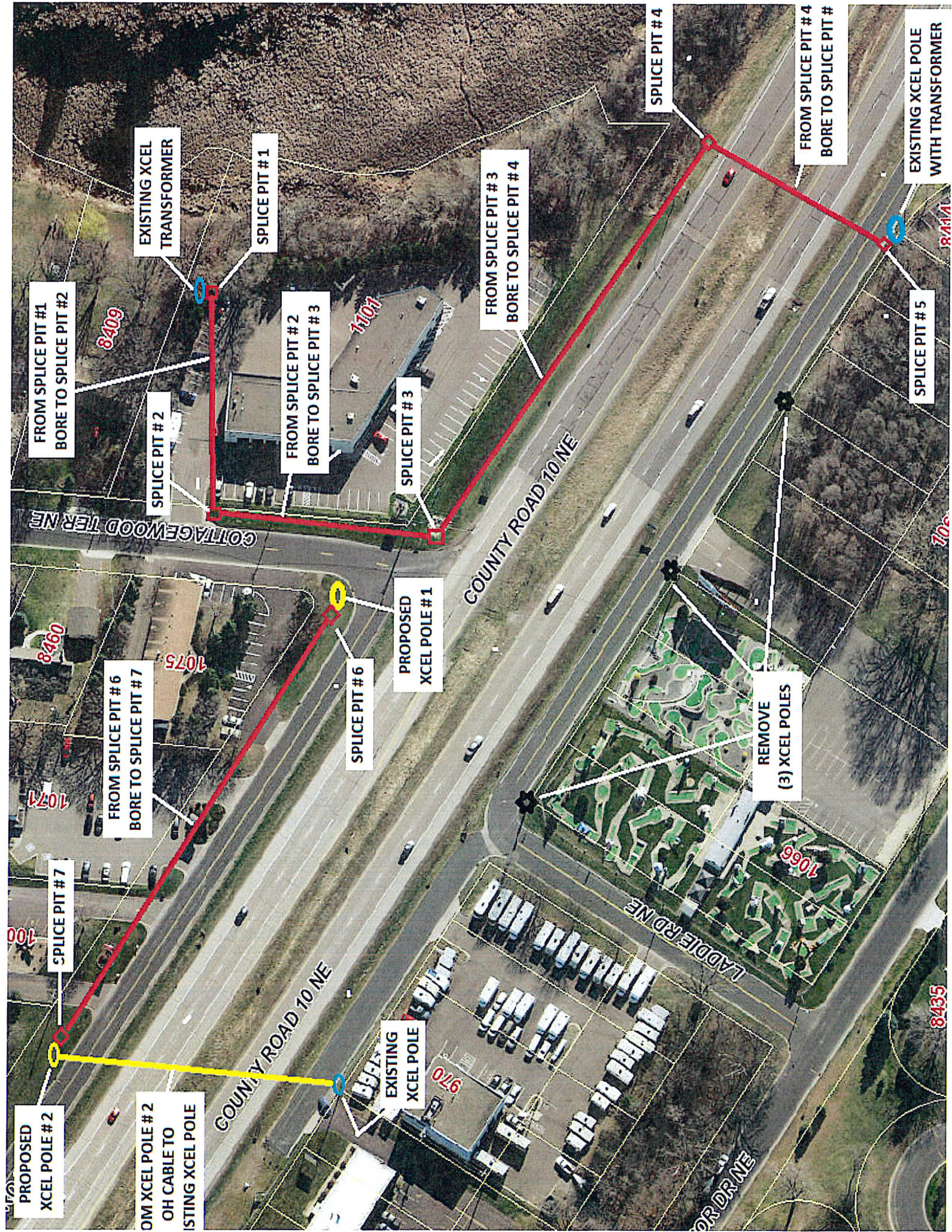
☐ Emergency Hole - \$55.00
☐ Obstruction Fee - \$50.00+.05/Ft.

Receipt No.: _____

Date: _____

Initials: _____

APPLICANT MUST CONTACT THE SPRING LAKE PARK PUBLIC WORKS DIRECTOR AT 763-792-7227
48 HOURS PRIOR TO COMMENCING WORK



PROPOSED
XCEL POLE # 2

FROM XCEL POLE # 2
OH CABLE TO
EXISTING XCEL POLE

SPLICE PIT # 7

FROM SPLICE PIT # 6
BORE TO SPLICE PIT # 7

SPLICE PIT # 6

PROPOSED
XCEL POLE # 1

COUNTY ROAD 10 NE

SPLICE PIT # 3

FROM SPLICE PIT # 2
BORE TO SPLICE PIT # 3

SPLICE PIT # 1

EXISTING XCEL
TRANSFORMER

FROM SPLICE PIT # 1
BORE TO SPLICE PIT # 2

SPLICE PIT # 2

FROM SPLICE PIT # 3
BORE TO SPLICE PIT # 4

SPLICE PIT # 4

FROM SPLICE PIT # 4
BORE TO SPLICE PIT # 5

EXISTING XCEL POLE
WITH TRANSFORMER

SPLICE PIT # 5

REMOVE
(3) XCEL POLES



LADDIE RD NE

COUNTY ROAD 10 NE

EXISTING
XCEL POLE

ORD DR NE



| | |
|--|------------------|
| Work Order Information | |
| Service Request # | : |
| Design Number | : 000000725300 |
| Designer/Planner ID | : 228208 |
| Designer/Planner Name | : Yang Chue Tzu |
| Designer/Planner Ph # | : (603) 990-0000 |
| Manager Approval | : _____ |
| Jail Utility | |
| E: | G. |
| T: | C. |
| Detailed Location | |
| Division : | Minnepolis |
| County : | Aroha |
| City : | Spring Lake Park |
| Address : | |
| T: 30N R: 24W E: 1 | |
| Map #: M52037 | Permit : _____ |
| Electric | |
| Fusebox : | Voltage: |
| Panel : | Bump Day ID: |
| Gas | |
| System : | Pressure : |
| Size : | Material : |
| Dead End : | |
| Work Order # : | |
| Date: 06/12/2017 | |
| Sketch: # C# Sketch Data | |
| Scale: 1" equals 152' | |
|   | |
| CONSTRUCTION USE ONLY <input type="checkbox"/> NO CHANGES (BUILT AS DESIGNED) <input type="checkbox"/> CHANGES MADE AS INDICATED <input type="checkbox"/> ALL WORK MUST HAVE ACTUAL MEASUREMENTS FROM THE FIELD SITE | |
| PRO FOREMAN _____ | DATE _____ |
| TEAM LEADER _____ | |



CITY OF SPRING LAKE PARK
1301 Eighty-First Avenue N.E.
Spring Lake Park, MN 55432
Ph: 763-784-6491 Fax: 763-792-7257

PUBLIC RIGHT-OF-WAY APPLICATION

NAME/COMPANY: XCEL ENERGY WO# 12586941-02

GOPHER 1-CALL REG. NO.:

ADDRESS: 1518 CHESTNUT AVE
MINNEAPOLIS, MN 55403

PHONE: 612-630-4222 FAX: 612-630-4229

E-MAIL ADDRESS: david.j.pavlenko@xcelenergy.com

NAME OF REPRESENTATIVE: DAVE PAVLENKO

REPRESENTATIVE PHONE NO'S.: 612-630-4222

DESCRIPTION OF PROPOSED WORK: Including a start date and completion date:

FROM TRANSFORMER, UG CABLE ONTO PROPERTY
FOR NEW HOME

START DATE: 9/21/17 COMPLETION DATE: 12/31/17

The City of Spring Lake Park reserves the right to modify the schedule as necessary in the issuance of the permit. Therefore, the dates stated on this application may not necessarily match actual approved dates.

EXPLANATION OF RESTORATION: OK 9/26/17

TR

Dave Pavlenko

Authorized Representative Signature

9/21/17

Date

| FOR OFFICE USE ONLY | | | |
|--|---|--|--|
| <input type="checkbox"/> PROOF OF CERTIFICATE OF INSURANCE | VERIFICATION DATE | <input type="checkbox"/> LETTER OF CREDIT OR CONSTRUCTION BOND | |
| <input type="checkbox"/> SCALED DRAWING SHOWING LOCATION | | <input type="checkbox"/> COPY OF CERTIFICATE OF AUTHORITY | |
| <input type="checkbox"/> COPY OF INSURANCE POLICIES (If Corporation, from Secretary of State) | | <input type="checkbox"/> From MFLD, State or Federal Agency | |
| PERMIT FEES | <input type="checkbox"/> Excavation Hole - \$550.00 | <input type="checkbox"/> Emergency Hole - \$550.00 | |
| | <input type="checkbox"/> Trench - \$70.00/100' Hole Fee | <input type="checkbox"/> Obstruction Fee - \$50.00/105' Ft | |
| Recap No. | Date | Initials | |

APPLICANT MUST CONTACT THE SPRING LAKE PARK PUBLIC WORKS DIRECTOR AT 763-792-7227
48 HOURS PRIOR TO COMMENCING WORK



BEN

BENJAMIN STREET NE

EXISTING XCEL
TRANSFORMER

FROM SPICE PIT # 1
BORE TO SPICE PIT # 2

FROM SPICE PIT # 2
BORE ONTO PROPERTY

SPICE PIT # 1

SPICE PIT # 2

1528

1536

1544

1552

1560

1568

8030

8040

8030

8020

8010

8055

8045

8035

8025

8015

8005

8008

8053

8049

1580
#9

1580
#10

1600
#9

1600
#10

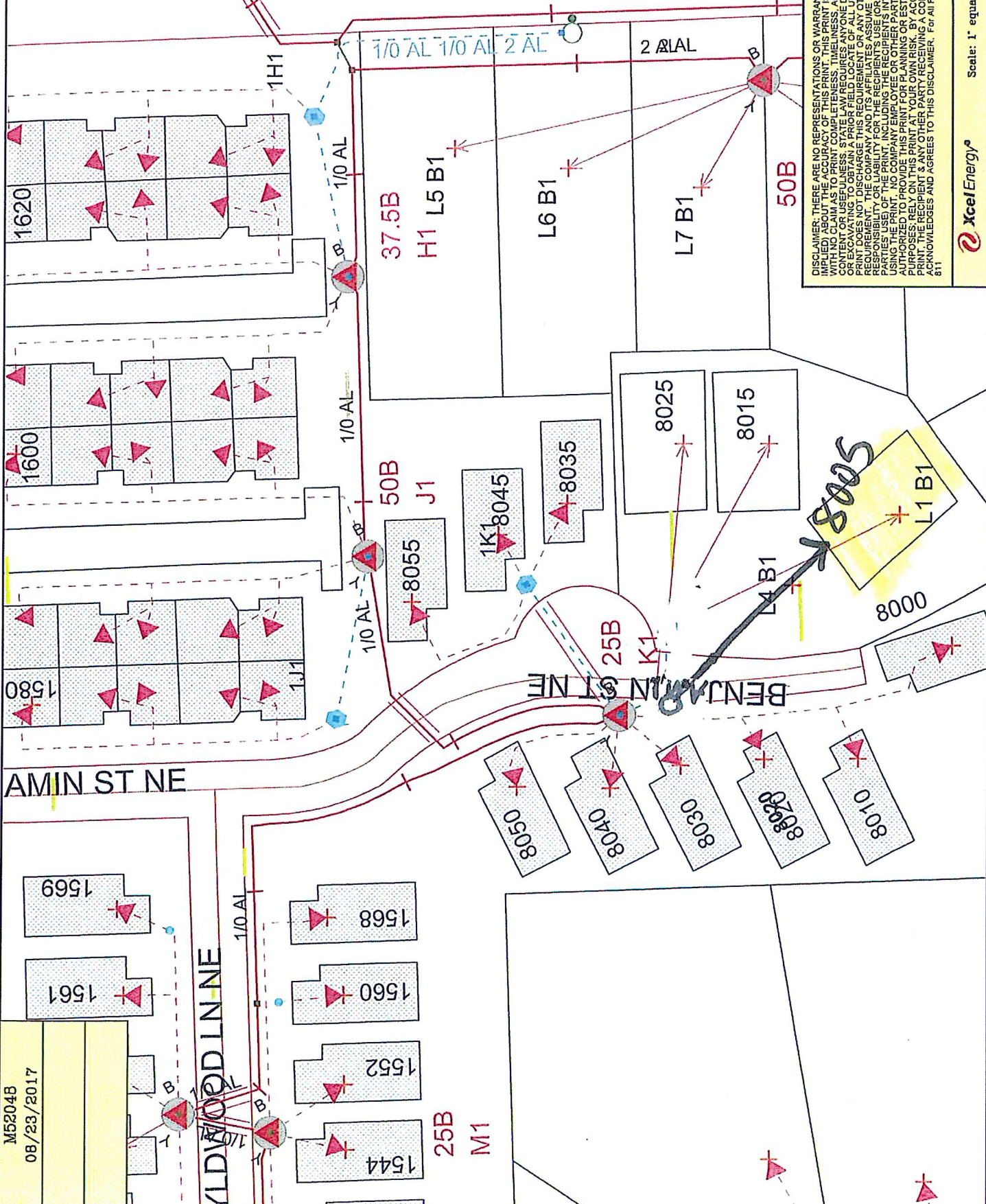
M52048
08/23/2017

1561
1569

YLDWOOD LN NE

AMIN ST NE

MCKINLEY ST NE



DISCLAIMER: THERE ARE NO REPRESENTATIONS OR WARRANTIES (EXPRESS OR IMPLIED) ABOUT THE ACCURACY OF THIS PRINT. THIS PRINT IS PROVIDED WITH NO CLAIM AS TO PRINT COMPLETENESS, TIMELINESS, ACCURACY OF CONTENT OR USEFULNESS. STATE LAW REQUIRES ANYONE DIGGING, GRADING OR CONSTRUCTING TO OBTAIN A CURRENT AND CORRECT SET OF PLANS. THIS PRINT DOES NOT DISCHARGE THIS REQUIREMENT OR ANY OTHER REQUIREMENT. THE COMPANY AND ITS AFFILIATES ASSUME NO LEGAL RESPONSIBILITY OR LIABILITY FOR THE RECIPIENT'S USE (OR ANY OTHER USE) OF THIS PRINT, INCLUDING THE RECIPIENT'S INTENDED PURPOSE IN USING THE PRINT. THE RECIPIENT'S USE OF THIS PRINT FOR ANY OTHER PURPOSES, INCLUDING BUT NOT LIMITED TO, CONSTRUCTION, GRADING, OR ANY OTHER PURPOSE, IS AT THE RECIPIENT'S SOLE RISK. BY ACCEPTING THIS PRINT, THE RECIPIENT & ANY OTHER PARTY RECEIVING A COPY OF THE PRINT ACKNOWLEDGES AND AGREES TO THIS DISCLAIMER. For All Field Locates Call 811



Scale: 1" equals 69'

MEMORANDUM

TO: MAYOR HANSEN AND MEMBERS OF THE CITY COUNCIL
FROM: DANIEL R. BUCHHOLTZ, CITY ADMINISTRATOR
SUBJECT: PERFORMANCE EVALUATION PUBLIC STATEMENT
DATE: SEPTEMBER 27, 2017

Here is the public statement that is required to be read the meeting after which a closed session is held to conduct a performance evaluation.

The City Council went into closed session to conduct a performance evaluation on the City Administrator's job performance. An evaluation was given by the Council. The evaluation focused on various performance areas. The City Council believes the City Administrator's job performance exceeded the job requirements of the position.

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

Contractor's Licenses

October 2, 2017

General Contractor

Veteran Innovations

Mechanical Contractor

Twin City Heating and Air

Sign Contractor

Leroy Signs, Inc.

Twin Cities Sign Installations



MAYOR'S PROCLAMATION
FOREIGN EXCHANGE STUDENT WEEK – OCTOBER 2, 2017
HONORARY CITIZEN – ROMINA MONTTI ZAPATA

WHEREAS, our communities' greatest asset is our youth; and

WHEREAS, American Field Service (AFS) organizes and administers a program which brings students from around the world to our community; and

WHEREAS, this interchange of culture and philosophy contributes to the education and maturation of our youth in many and varied ways; and

WHEREAS, it is the desire of the City of Spring Lake Park to show its appreciation and support to our distinguished guests.

THEREFORE, I, Cindy Hansen, Mayor of the City of Spring Lake Park, hereby proclaim the week of October 2, 2017 as American Field Service Week in honor of Romina Montti Zapata.

FURTHER, I proclaim that Romina be made an honorary citizen of the City of Spring Lake Park for the duration of her stay.

In witness whereof, I have hereunto set my hand and caused the seal of the City of Spring Lake Park to be affixed this second day of October, 2017.



Cindy Hansen, Mayor

ATTEST:

Daniel Buchholtz, City Administrator



MAYOR'S PROCLAMATION
FOREIGN EXCHANGE STUDENT WEEK – OCTOBER 2, 2017
HONORARY CITIZEN – CEDRIC LEUENBERGER

WHEREAS, our communities' greatest asset is our youth; and

WHEREAS, American Field Service (AFS) organizes and administers a program which brings students from around the world to our community; and

WHEREAS, this interchange of culture and philosophy contributes to the education and maturation of our youth in many and varied ways; and

WHEREAS, it is the desire of the City of Spring Lake Park to show its appreciation and support to our distinguished guests.

THEREFORE, I, Cindy Hansen, Mayor of the City of Spring Lake Park, hereby proclaim the week of October 2, 2017 as American Field Service Week in honor of Cedric Leuenberger.

FURTHER, I proclaim that Cedric be made an honorary citizen of the City of Spring Lake Park for the duration of his stay.

In witness whereof, I have hereunto set my hand and caused the seal of the City of Spring Lake Park to be affixed this second day of October, 2017.



Cindy Hansen, Mayor

ATTEST:

Daniel Buchholtz, City Administrator



MAYOR'S PROCLAMATION
FOREIGN EXCHANGE STUDENT WEEK – OCTOBER 2, 2017
HONORARY CITIZEN – VEERA TOIKKA

WHEREAS, our communities' greatest asset is our youth; and

WHEREAS, American Field Service (AFS) organizes and administers a program which brings students from around the world to our community; and

WHEREAS, this interchange of culture and philosophy contributes to the education and maturation of our youth in many and varied ways; and

WHEREAS, it is the desire of the City of Spring Lake Park to show its appreciation and support to our distinguished guests.

THEREFORE, I, Cindy Hansen, Mayor of the City of Spring Lake Park, hereby proclaim the week of October 2, 2017 as American Field Service Week in honor of Veera Toikka.

FURTHER, I proclaim that Veera be made an honorary citizen of the City of Spring Lake Park for the duration of her stay.

In witness whereof, I have hereunto set my hand and caused the seal of the City of Spring Lake Park to be affixed this second day of October, 2017.



Cindy Hansen, Mayor

ATTEST:

Daniel Buchholtz, City Administrator

The Code Enforcement Report will be distributed at the meeting.

RESOLUTION NO. 17-28

A RESOLUTION AMENDING CONDITIONAL USE PERMITS AT 8301 SUNSET ROAD NE IN REGARDS TO OVERNIGHT PARKING

WHEREAS, Cliff Fraser, owner of a building located at 8301 Sunset Road NE, has made application for an amendment to three conditional use permits which allow automotive repair in the I-1 District; and

WHEREAS, the property is legally described as follows:

The South ½ of Lot 24, Spring Lake Park Plat A, subject to easement of record; and
The North ½ of Lot 24, Spring Lake Park Plat A, subject to easement of record; and

WHEREAS, mailed and published notice of a public hearing to consider the proposed amendment to the conditional use permits was given; and

WHEREAS, a public hearing to consider the proposed conditional use permit was held on August 28, 2017; and

WHEREAS, the request was made to allow additional parking spaces for overnight parking for the three automotive repair businesses located in the building; and

WHEREAS, the Planning Commission considered the application at the August 28, 2017 and September 25, 2017 meetings; and

WHEREAS, the Planning Commission has recommended approval of the amendment to the conditional use permits, subject to conditions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the City Council hereby approves an amendment to the conditional use permits permitting automotive repair at 8301 Sunset Road NE (dated October 1, 2007, July 6, 2010 and October 18, 2010), subject to the following conditions:

1. The limitation of the number of overnight parking spaces outlined in each special use permit is hereby removed.
2. The property owner shall adhere to the prohibition of inoperable vehicles stored in the parking lot as listed within the special use permits and City Code.
3. For the convenience of automotive business customers, the property owner shall designate and visibly sign a 9 parking space drop off zone (three spaces for each automotive business).
4. Vehicles parked outside overnight shall not remain for more than 24 hours, except for vehicles parked on a Saturday night, which may remain in place until close of business on the following Monday.

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 October, 2017.

APPROVED BY:

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

MEMORANDUM

Date: September 25, 2017

To: Spring Lake Park Planning Commission

From: Beth Elliott, AICP, City Planner

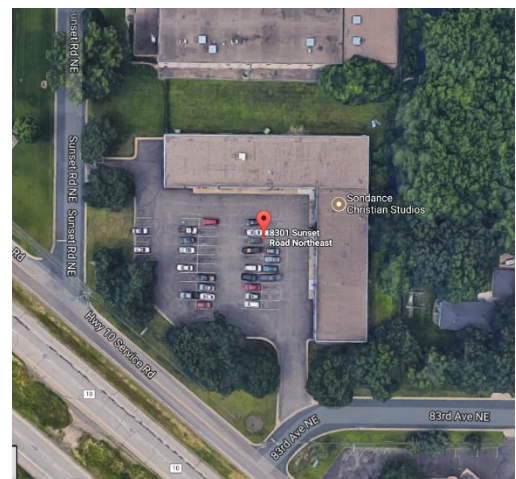
RE: Cliff Frasier of Sunset Management, 8301 Sunset Road NE
Special Use Permit (SUP) Amendment

BACKGROUND

Cliff Fraser owns the commercial property at 8301 Sunset Road NE and is requesting an amendment to an existing SUP to expand the amount of outdoor overnight parking spaces in the parking lot. His current SUP allows up to 9 cars to be parked in the lot overnight and he is proposing to increase that to 16 spaces.

The property is located along County Highway 10 and Sunset Road NE and is approximately 85,000 square feet, or 1.95 acres. Directly to the east are single-family homes, to the north is a plastics manufacturer; Hy-Way House Motel is located across the highway to the south. The property itself includes a green lawn on the north side between it and the plastic manufacturer.

Cliff Fraser owns the property under the business Sunset Management. The site contains an L-shaped one-story multi-tenanted building with a surface parking lot of approximately 43 parking spaces. Three of the tenants are auto repair shops and each has its own Special Use Permit (SUP). The property's original SUP was approved in 2010 with a number of conditions, including the limitation of 9 vehicles parked outside overnight. The property also contains a dance studio with several events throughout the year that require use of the whole parking lot.





Re: Sunset Management SUP Amendment

This item was continued from the August 28, 2017 Planning Commission meeting to allow staff additional time to review the function, needs, and regulations for the building's users in relation to the parking lot. While the original SUP from 2010 limited the number of cars that can be parked overnight in the lot, the zoning code has no current provision that regulates overnight parking.

Violation History

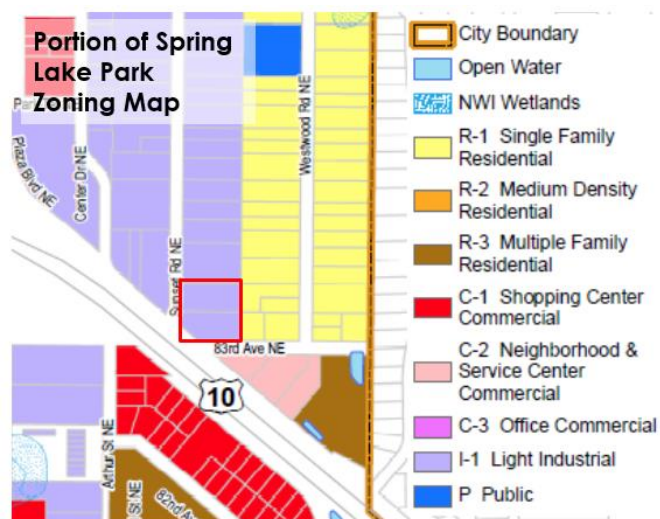
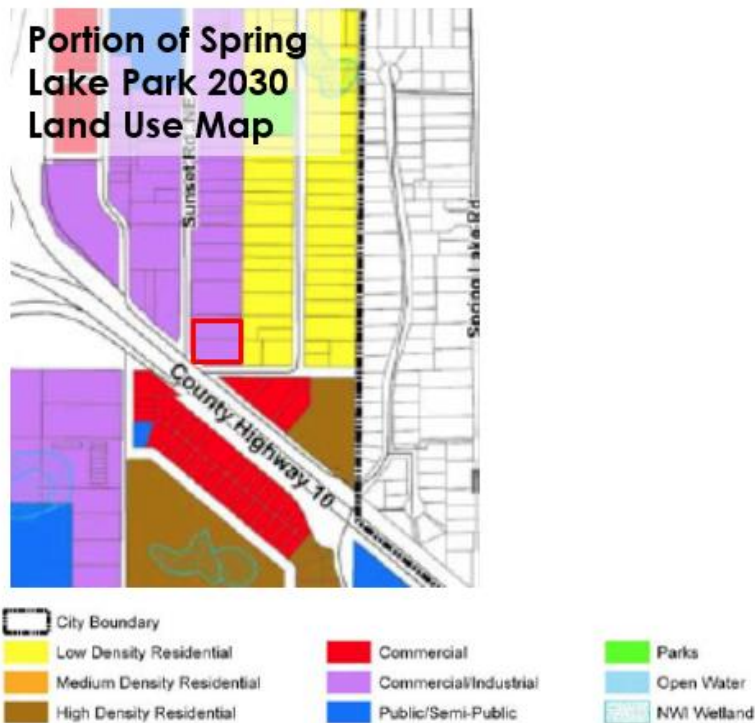
1. On November 5, 2014, Barry Brainard, Spring Lake Park's Code Enforcement Director, sent a letter to the property owner about a series of violations identified in Police Incident Reports, including a business working after listed hours, inoperable vehicles parked onsite, outdoor storage, more than 9 vehicles parking in the surface lot overnight, and repair vehicles illegally parked in a handicap space.
2. On December 3, 2014, Mr. Brainard sent a follow-up letter to the property owner requiring the existing violations be rectified. Seven tickets were issued at that time and two were dropped for a total violation of \$500.
3. On March 24, 2015, Mr. Brainard sent a letter to the property owner advising of a violation of the SUP and an Administrative Offense Ticket. Twenty-five vehicles were parked overnight on the site in violation of the maximum allowable 9 vehicles permitted.
4. On May 14, 2015, Mr. Brainard sent a letter to the property owner with an official written complaint of long-term parking of an inoperable vehicle and 3 vehicles without license plates. The letter also listed a number of nuisance complaints. The result was another Administrative Offense Ticket.
5. On August 12, 2015, Mr. Brainerd sent a letter to the property owner with a Police Incident Report, indicating a violation of the SUP due to 15 vehicles being stored in the lot overnight. The result was another Administrative Offense Ticket.
6. On November 9, 2015, Mr. Brainerd sent a letter to the property owner with an Incident Case Report about 15 vehicles being stored in the lot overnight and 5 vehicles without license plates.
7. On November 23, 2015, Mr. Brainerd sent a letter to the property owner with an Incident Case Report about 32 vehicles being stored in the lot overnight and 5 inoperable vehicles.
8. On January 25, 2016, Mr. Brainerd sent a letter to the property owner about complaints of outdoor storage of 3 inoperable vehicles and 2 others with snow accumulation in the parking lot.
9. On March 21, 2016, Mr. Brainerd sent a letter to the property owner with code complaints of long-term storage of inoperable vehicles in the parking lot and other site offenses. The result was another Administrative Offense Ticket.
10. On December 14, 2016, Mr. Brainerd sent a letter to the property owner regarding code complaints of inoperable vehicles being stored in the parking lot for extended periods of time, indicated by snow accumulation.
11. On December 20, 2016, Mr. Brainerd sent a letter to the property owner regarding additional parking violations of his tenants.
12. On July 21, 2017, Johnny Vang, Code Enforcement Inspector, sent a letter to the property owner regarding 24 inoperable vehicles being parked in the lot overnight.



Re: Sunset Management SUP Amendment

PLANNING ISSUES DISCUSSION

- 1) **Comprehensive Plan and Zoning.** The property is guided Commercial/Industrial in the 2030 Comprehensive Plan. Zoning is I-1 Light Industrial – allowed uses include, but are not limited to, auto repair; light manufacturing; retail; offices; and storage and warehousing.





Re: Sunset Management SUP Amendment

- 2) **Parking lot.** The property's existing Special Use Permit limits overnight parking of cars to three for each of the three automotive businesses on site, totally nine spots. The other uses in the building, such as the mosque and dance school, are not similarly limited in their overnight parking since the zoning code has no provision restricting overnight parking. The zoning code does, however, prohibit outside storage of automobile parts or storage of inoperable or salvage vehicles per section 153.120 of the code. All businesses on this property have a right to use the parking lot consistent with City regulations and it is the responsibility of the property owner to manage their shared interests.
- 3) **SUP amendment.** The original SUP from 2010 restricted overnight parking but there are no current restrictions in the zoning code for automotive businesses or any other use. Therefore, the property and its automotive uses are subject to restrictions that are not uniformly implemented throughout the city. Amending the SUP to eliminate the overnight parking restriction will likely reduce the number of code violations but the property is still subject to the zoning code's prohibition on outdoor storage of inoperable vehicles in the parking lot.

RECOMMENDATIONS

We recommend that the Planning Commission modify the original SUP located at 8301 Sunset Road NE with these conditions:

1. Remove the limitation on the number of overnight parking spaces from the SUP.
2. Adhere to the prohibition of inoperable vehicles stored in the parking lot in the SUP.
3. For the convenience of automotive business customers, designate and visibly sign a drop-off zone in the parking lot of nine spaces.

ATTACHMENTS

- Development application
- August 28, 2017 Planning Commission Memo



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

500.00 Amended CUP
 1000.00 Escrow

For Office Use Only

Case Number:
 Fee Paid: \$1500
 Received by: J6
 Date Filed: 7-31-17
 Date Complete:
 Base Fee: \$500 Escrow: \$1000

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 checked="" 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 type="checkbox"/> Preliminary Plat |
| <input type="checkbox"/> Rezoning | <input type="checkbox"/> Variance | <input type="checkbox"/> Final Plat |
| <input type="checkbox"/> Planned Unit Development | <input type="checkbox"/> Street or Easement Vacation | <input checked="" type="checkbox"/> Other CUP/SUP Amend |
| PROPERTY INFORMATION | | |
| Street Address: 8301 SUNSET ROAD | | |
| Property Identification Number (PIN#): 01-30-24-11-0002/0003 Current Zoning: I-1 | | |
| Legal Description (Attach if necessary): | | |
| APPLICANT INFORMATION | | |
| Name: CLIFF FRASER | | Business Name: SUNSET MANAGEMENT |
| Address: PO Box 370170 | | |
| City: Golden Valley Minn 55427 | State: | Zip Code: |
| Telephone: 612 868 0481 | Fax: 763 546 3154 | E-mail: |
| Contact: CLIFF FRASER | Title: OWNER | |
| OWNER INFORMATION (if different from applicant) | | |
| Name: SAME | | Business Name: |
| Address: | | |
| City: | State: | Zip Code: |
| Telephone: | Fax: | E-mail: |
| Contact: | Title: | |
| DESCRIPTION OF REQUEST (attach additional information if needed) | | |
| Existing Use of Property: SPACE RENTAL | | |
| Nature of Proposed Use: ADDITIONAL OVERNIGHT PARKING USE | | |
| Reason(s) to Approve Request: TO MEET the needs of the tenants Increase vehicle parking from 9 to 16. Seven days a week | | |
| PREVIOUS APPLICATIONS PERTAINING TO THE SUBJECT SITE | | |
| Project Name: | | Date of Application: |
| Nature of Request: | | |
| | | |
| | | |
| NOTE: 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 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 _____ ☐ 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: _____

Owner:  Date: 7/31/2017

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

City of Spring Lake Park
Conditional Use Permit Worksheet

A conditional use permit cannot be approved unless the Planning and Zoning Commission and the City Council make certain findings and recommendations. Please provide a response on how/why your project meets the below stated criteria. Use additional sheets if necessary. If some items are not applicable for your project, write N/A. Contact the Zoning Administrator with any questions.

1. That the proposed use at the particular location requested is necessary or desirable to provide a service or a facility which is in the interest of public convenience and will contribute to the general welfare of the neighborhood or community. N/A

2. That the proposed use will not be detrimental to the health, safety, morals, or general welfare of persons residing or working in the vicinity of the use or injurious to property values/improvements within the vicinity of the use. Additional overnight parking will not be detrimental to persons residing or working in the vicinity.

3. That the proposed use will comply with the regulations specified in Chapter 153 of the Zoning Code. N/A

4. That the proposed use shall not have a detrimental effect on the use and enjoyment of other property in the immediate vicinity. It will not have a detrimental effect on the use and enjoyment of other property in the immediate vicinity.

5. That the proposed use will not lower property values or impact scenic views in the surrounding area. YES
6. That existing utilities, streets, highways and proposed access roads will be adequate to accommodate anticipated traffic. YES
7. That the proposed use includes adequate protection for the natural drainage system and natural topography. YES
8. That the proposed use includes adequate measures to prevent or control offensive odor, fumes, dust, noise or vibration so that none of these will constitute a nuisance. YES
9. That the proposed use will not stimulate growth incompatible with prevailing density standards. YES

Daniel Buchholtz

From: Cliff Fraser <cfraser3131@hotmail.com>
Sent: Tuesday, September 26, 2017 3:52 PM
To: 'Daniel Buchholtz'
Subject: Conditional Use Permit Application

Dear Mr. Buchholtz,

I wish to amend my application to include all three of the existing special use permits at 8301 Sunset Road.

Respectfully,

Clifford Fraser

Mr. Sroka stated that he has over 400 names on a petition. Councilmember Carlson stated that she would like to see those 400 people attend a Council meeting in support of Mr. Sroka.

Rick Bishop, 8271 Monroe Street, asked when Monroe Street will be rehabilitated. Engineer Rhein stated that there are no street projects scheduled for 2011 or 2012. Mr. Bishop stated that he would like the Council to take into consideration all of the properties on corner lots that have a driveway on each street.

Mr. Bishop stated that he purchased his home in 1994 and made all the improvements the City required. Mr. Bishop stated that he lives on a school bus route and an MTC bus route with a sidewalk in front of his property and parking is not allowed on his side of the street. Mr. Bishop stated that he hopes he will get sufficient notice when it is time for Monroe Street to be improved so discussions can take place before the work is done.

Mayor Nelson recessed the meeting at 9:30 PM.

Mayor Nelson reconvened the meeting at 9:40 PM.

10. New Business:

A. Planning and Zoning:

1) Special Use Permit to Operate a Light Auto and Transmission Repair Business at 8301 Sunset Road – Liebl Properties

Mayor Nelson noted that the Planning and Zoning Commission recommended approval at their June 28, 2010 meeting.

Mayor Nelson stated that he spoke to Administrator Nelson today to inquire if the clean-up issues discussed at the Planning and Zoning Commission meeting had been dealt with and those issues have been addressed.

Mia Liebl, owner of 8301 Sunset Road, stated that Mr. Ristow does not object to any of the conditions set forth by the Planning and Zoning Commission. Ms. Liebl explained that Mr. Ristow will contain his trash inside the building, scrap metal and waste oil will be stored in 55 gallon drums and he will have no outside storage. Ms. Liebl further stated that a maximum of 4 customer vehicles can be parked inside the building for repair however, most of the interior will be shelving units for supply parts as the business is moving more to the retail side and away from transmission removal.

Ms. Liebl stated that NAPA, O'Reilly's and others will use a standard vehicle to pick up or deliver parts and Mr. Ristow proposes to provide a storage box outside so parts can be left after hours.

Administrator Nelson stated that there was a long discussion at the Planning and Zoning Commission meeting regarding Grand Central Auto at 8301 Sunset Road because of special use permit issues. Ms. Nelson stated that a letter has been sent to Grand Central Auto advising that they have 60 days to apply for a special use permit.

MOTION BY COUNCILMEMBER MASON APPROVING A SPECIAL USE PERMIT TO OPERATE A LIGHT AUTO AND TRANSMISSION REPAIR BUSINESS AT 8301 SUNSET ROAD NE, AS REQUESTED BY SHANE RISTOW, DBA RISTOW AUTO REPAIR AND TRANSMISSION, SUBJECT TO THE FOLLOWING CONDITIONS: (1) HOURS OF OPERATION: MONDAY THROUGH FRIDAY: 7AM-7PM, SATURDAY: 9AM-5PM; (2) ALL TRASH AND GARBAGE TO BE STORED INSIDE OR IN AN APPROVED DUMPSTER CONTAINER AND ENCLOSURE; (3) NO OUTSIDE STORAGE OF MATERIALS; (4) NO INSIDE STORAGE OF HAZARADOUS WASTE OR MATERIALS; (5) NO PARTS OR PARTS OF VEHICLES STORED OUTSIDE; (6) NO AUTO BODY WORK IS TO BE CONDUCTED; (7) NO INOPERABLE VEHICLES ARE TO BE STORED OUTSIDE; (8) NO MORE THAN THREE (3) VEHICLES PARKED OUTSIDE OVERNIGHT IN A DESIGNATED AREA FOR MORE THAN 24 HOURS; (9) NOISE OUTSIDE OF THE NORMAL WORKING HOURS MUST BE MAINTAINED AT A LEVEL SO AS NOT TO DISTURB ANY NEIGHBORS; (10) TWO STOP SIGNS MUST BE REPLACED AND PARKING LOT PAVEMENT MARKINGS MUST BE RESTRIPE IN EXISTING CONFIGURATION BY OCTOBER 15, 2010.

Jean Pederson, 1595 83rd Avenue, stated that she and her husband thought that Central Trailer Hitch had expanded their business into what is now the Grand Central Auto space and they were planning to notify City staff that vehicles and a truck filled with tires were parked in the parking lot 24/7. Ms. Pederson stated that they now understand that Grand Central Auto is a separate entity operating under the Central Trailer Hitch SUP. Ms. Pederson asked that the applicant keep the back fire escape door closed at all times.

Administrator Nelson agreed that Grand Central Auto is operating their business under the Special Use Permit granted to Central Trailer Hitch. However, due to non-compliance issues related to hours of operation, Grand Central Auto has been advised to apply for an amended special use permit within 60 days. Administrator Nelson added that Mr. Ristow was advised to seek a Special Use Permit for the space he is occupying.

Ms. Pederson asked why the Harstad building SUP's states that no vehicles can be parked outside overnight on the property but Grand Central Auto will be able to park vehicles overnight.

Administrator Nelson stated that the majority of the parking at the Harstad property is at the back of the building adjacent to residential property whereas, the entire parking lot for the Sunset Road property is in the front of the building facing County Highway 10.

ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Appoint Election Judges for August 10, 2010 State Primary Election

Mayor Nelson referred to Administrator Nelson's recommendation for the appointment of election judges, peace officers, demonstrators, registrars, greeters and alternates for the August 10, 2010 State Primary Election.

Administrator Nelson noted that the listed judges have been trained and there is party balance in each precinct as required by law.

MOTION BY COUNCILMEMBER WHITE APPOINTING THE FOLLOWING ELECTION JUDGES FOR THE STATE PRIMARY ELECTION ON AUGUST 10, 2010:

9. Unfinished Business:A. Planning and Zoning:1. Grand Central Auto – Special Use Permit to Operate an Automotive Repair and Service Business at 8301 Sunset Road – Mike Roberts

Mayor Nelson stated that the Planning and Zoning Commission recommended approval at their September 27, 2010 meeting.

Mr. Roberts stated that he moved his business to 8301 Sunset Road in March, 2010 and due to issues that violated conditions of the special use permit in place, he was asked to seek a special use permit specific to his business.

Mr. Roberts stated that he has a general three bay auto repair service without a paint booth. If a vehicle needs paint, it is taken to another location.

Mr. Roberts stated that the dance studio in the same complex is having several events this fall so he has given permission for overflow parking in his portion of the parking lot because business is slow and he can store up to 6 vehicles inside the shop along with the trash and garbage containers.

Councilmember Dahl asked Building Official Brainard if he has any concerns about the building. Mr. Brainard stated that Mr. Roberts has met all of the fire regulations and has agreed to keep the back door shut. Mr. Brainard added that the complaints against the previous tenant have been settled and the area is clean.

Councilmember Dahl stated that he is concerned about body work because it can be very noisy and asked if most of the work is body work. Mr. Roberts stated that about 90% of his business is mechanical repair and the remainder is body work.

Chief Ebeltoft stated that due to the wood fence on the northwest side of the site, the rear door to the business is not clearly visible causing concern for a possible point of break in. Chief Ebeltoft suggested that an alarm and/or video surveillance system be installed. Chief Ebeltoft also suggested that adequate lighting be installed to illuminate the fenced in area/door.

Administrator Nelson asked Building Official Brainard if he is satisfied that the Chief's concerns have been met. Mr. Brainard replied positively.

Councilmember Dahl asked what the procedure is if there are complaints from the neighbors about noise.

Building Official Brainard replied that if there are complaints, the applicant is advised of the problem and if he doesn't comply, he is asked to appear before the Council to explain why his special use permit should not be revoked.

Jean Pederson, 1595 83rd Avenue, stated that the only problem she has noted has been that the back door has been open from time to time.

MOTION BY COUNCILMEMBER DAHL APPROVING A SPECIAL USE PERMIT TO OPERATE AN AUTOMOTIVE REPAIR AND SERVICE BUSINESS AT 8301 SUNSET ROAD, AS REQUESTED BY MICHAEL ROBERTS, DBA GRAND CENTRAL AUTO, SUBJECT TO THE FOLLOWING CONDITIONS: (1) HOURS OF OPERATION: MONDAY THROUGH FRIDAY: 9AM – 9PM; SATURDAY: 9AM – 7PM; (2) ALL TRASH AND GARBAGE TO BE STORED WITHIN THE BUILDING OR IN AN APPROVED DUMPSTER CONTAINER AND ENCLOSURE; (3) NO OUTSIDE STORAGE OF MATERIALS; (4) NO INSIDE STORAGE OF HAZARDOUS WASTE OR MATERIALS; (5) NO PARTS OR PARTS OF VEHICLES STORED OUTSIDE; (6) NO AUTO BODY WORK INVOLVING SPRAYING OR PAINTING IS TO BE CONDUCTED; (7) NO INOPERABLE VEHICLES ARE TO BE STORED OUTSIDE; (8) NO MORE THAN 3 VEHICLES PARKED OUTSIDE OVERNIGHT IN A DESIGNATED AREA FOR MORE THAN 24 HOURS, EXCEPT VEHICLES PARKED ON SATURDAY NIGHT, WHICH MAY REMAIN IN PLACE UNTIL CLOSE OF BUSINESS ON THE FOLLOWING MONDAY; (9) NOISE OUTSIDE OF THE NORMAL WORKING HOURS MUST BE MAINTAINED AT A LEVEL SO AS NOT TO DISTURB ANY RESIDENTS AND (10) NO AUTO BODY REPAIR TO BE DONE AFTER 7PM. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Request to Delay Parking Lot Improvement at 8301 Sunset Road Until June, 2011. Mia Liebl

Mia Liebl, owner of 8301 Sunset Road, stated that at the Council meeting of July 6, 2010, the Council requested that she restripe the parking lot by October 15, 2010 and replace two stop signs. Ms. Liebl stated that the stop signs have been replaced but the parking lot needs patching and sealing prior to restriping. Ms. Liebl stated that due to the cost of the repairs needed to the parking lot and unforeseen repairs needed on the building, funding is not available for restriping. Ms. Liebl agreed that the parking lot needs the repairs but requested an extension on the restriping until June, 2011.

MOTION BY COUNCILMEMBER MASON EXTENDING THE COMPLETION FOR PATCHING, SEALCOATING AND STRIPING THE PARKING LOT AT 8301 SUNSET ROAD TO JUNE 30, 2011. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

10. New Business:

A. Schedule Workshop for Joint Council/Planning Commission to Discuss State Supreme Court Interpretation of Variance Authority – January 31, 2011

MOTION BY COUNCILMEMBER WHITE CALLING A JOINT COUNCIL/PLANNING AND ZONING COMMISSION WORKSHOP FOR MONDAY, JANUARY 31, 2011 AT 6:30 PM TO DISCUSS THE SUPREME COURT INTERPRETATION OF CITIES' VARIANCE AUTHORITY. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Call Special Meeting to Canvass Votes of Regular and Special City Election

Administrator Nelson stated that the Council is required to hold a meeting to canvass (review) the votes of the City's regular and special election and adopt a resolution declaring the winners. In the past, the meeting has been held the day after the election at 5:30 PM. Ms. Nelson stated that the law changed this year and the canvass meeting must be held within three to ten days after the election.

Mayor Nelson noted that the Planning and Zoning Commission recommended approval at its September 24, 2007 meeting.

Mr. Soczydski stated that he proposes to operate an automotive and light truck repair business at 8301 Sunset Road. Mr. Soczydski stated that he anticipates 4-5 vehicles on an average day however, vehicles may be dropped off after business hours and will remain in the parking lot overnight for repair the next day. Mr. Soczydski stated that his hours of operation will be Monday through Friday - 7 AM - 7 PM and Saturday - 7 AM - 5 PM and he will be the only employee.

Mr. Soczydski stated that the Planning and Zoning Commission reviewed his request very extensively at their meeting expressing concern that the area would not be kept in good condition. Mr. Soczydski added that the neighbors expressed concern about noise and the Planning and Zoning Commission also expressed concern about "junk" and parts cars on the site adding that he does not plan to store junk or parts vehicles.

Mayor Nelson stated that it is the City's hope that businesses and residential neighbors can exist with each other and communicate if problems arise. Mr. Soczydski stated that he is willing to work with the neighbors at all times.

Mayor Nelson stated that there is always a concern about sufficient parking spaces for each business in a multi-tenant building and the City prefers that parking spaces be designated for each business. Mr. Soczydski stated that the Planning and Zoning Commission suggested that customer parking for his business be clearly marked.

Councilmember Carlson asked Mr. Soczydski if he disagrees with any conditions recommended by the Planning and Zoning Commission. Mr. Soczydski replied negatively.

MOTION BY COUNCILMEMBER CARLSON APPROVING A SPECIAL USE PERMIT TO OPERATE AN AUTOMOTIVE AND LIGHT TRUCK REPAIR BUSINESS AT 8301 SUNSET ROAD NE, AS REQUESTED BY PAUL SOCZYDSKI, D/B/A PAUL'S QUALITY CAR CARE, SUBJECT TO THE FOLLOWING CONDITIONS: (1) HOURS OF OPERATION: MONDAY THROUGH FRIDAY: 7 AM - 7 PM AND SATURDAY: 7 AM TO 5 PM; (2) TRASH TO BE STORED WITHIN THE BUILDING OR IN AN APPROVED DUMPSTER ENCLOSURE; (3) NO OUTSIDE STORAGE OF MATERIALS; (4) NO INSIDE STORAGE OF HAZARDOUS WASTE OR MATERIALS; (5) NO PARTS OR PARTS VEHICLES STORED OUTSIDE; (6) NO AUTO BODY WORK; (7) NO MORE THAN THREE VEHICLES PARKED OVERNIGHT IN A DESIGNATED AREA FOR MORE THAN 24 HOURS; (8) PROVIDE ABOVE GROUND SIGNAGE FOR DESIGNATED PARKING STALLS; (9) REVIEW OF SPECIAL USE PERMIT IN ONE YEAR AND (10) NOISE OUTSIDE OF THE NORMAL WORKING HOURS MUST BE MAINTAINED AT A LEVEL SO AS NOT TO DISTURB ANY RESIDENTS.

Larry Pederson, 1545 83rd Avenue, asked if this business faces west. Building Official Brainard replied positively.

ROLL CALL VOTE: ALL AYES. MOTION CARRIED

Ms. Nelson stated that the Cable Commission and the Operating Committee have reviewed the proposed ordinance and recommend the members approve it. Ms. Nelson added that the other member cities have already approved it.

Mayor Nelson asked how the telephone companies will provide service. Ms. Nelson stated that it would be provided through their existing lines.

Ms. Nelson commented that the cable commissions and the cable companies question the FCC's authority to write such an order therefore, it is being appealed.

Mayor Nelson asked Attorney Carson if he reviewed the model franchise ordinance. Attorney Carson replied negatively explaining that the attorneys for the Cable Commission are better versed in this field than he.

Councilmember Carlson stated her opinion that the proposed model franchise ordinance will protect the city and the cable territory to which the City belongs.

Councilmember Loesch stated that he cannot support the proposed ordinance because he doesn't want to stand in the way of "good old American open market competition" and it is his belief that the Legislature will make the final decision, not the cities.

MOTION BY COUNCILMEMBER CARLSON ADOPTING RESOLUTION NO. 07-19, A RESOLUTION REGARDING THE APPROVAL OF A MODEL FRANCHISE ORDINANCE THAT CAN BE UTILIZED BY COMPETITIVE CABLE FRANCHISE APPLICANTS AND THE REAFFIRMATION OF THE NORTH METRO TELECOMMUNICATIONS COMMISSION'S AUTHORITY TO RECEIVE AND REVIEW ADDITIONAL CABLE FRANCHISE APPLICATIONS ON BEHALF OF THE CITY OF SPRING LAKE PARK. ROLL CALL VOTE: MASON: AYE; CARLSON: AYE; LOESCH: NAY; DAHL: NAY AND MAYOR NELSON: AYE. MOTION CARRIED.

B. Resolution Increasing Purchasing Authority of City Administrator

Mayor Nelson stated that in 1999, the City Council adopted a resolution granting the City Administrator authority to approve certain budgeted purchases not exceeding \$2,500. Mayor Nelson stated that the proposed resolution does not give her authority to approve purchases of non budgeted items however, it does increase the City Administrator's purchasing authority to \$5,000 using the same criteria established in 1999.

MOTION BY COUNCILMEMBER MASON ADOPTING RESOLUTION NO. 07-20, A RESOLUTION INCREASING PURCHASING AUTHORITY OF THE CITY ADMINISTRATOR. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

11. New Business:

A. Planning and Zoning:

1. Special Use Permit to Operate an Automotive and Light Truck Repair Business at 8301 Sunset Road. Paul Soczydski

OFFICIAL PROCEEDINGS

Minutes of the Spring Lake Park Planning Commission special meeting held on August 28, 2017 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 P.M.

1. Call to Order

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

2. Roll Call

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

Members Absent: None

Staff Present: Building Official Brainard; City Planner Elliott; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Barbara Goodboe-Bisschoff, 8309 Monroe Street NE
Paddy Jones, Ham Lake
Brad Delfs, 8172 Polk Street NE
Pam Wolf Sladek, Life Prep Academy
Larry and Jean Pederson, 1595 83rd Avenue NE
Cliff Fraser, 5617 29th Avenue North, Crystal
Becky and Matt Hedgers, 7733 Lakeview Lane NE
Jeff Yurich, Kingdom Homes
Judy Rogge, Life Prep Academy

3. Pledge of Allegiance

4. Approval of Minutes – July 24, 2017

MOTION BY COMMISSIONER BERNHAGEN, SECONDED BY COMMISSIONER SMITH, APPROVING THE MINUTES OF JULY 24, 2017. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

5. Public Hearing – Variance Request for Construction of a Deck – Matt and Becky Hedgers – 7733 Lakeview Lane NE

Chairperson Dircks opened the public hearing at 7:03 PM

City Planner Elliott provided an overview of the variance request from Kingdom Homes on behalf of homeowners Matt and Becky Hedgers for a variance to build a 22 x 20 foot deck within the 8-foot setback of a principal structure to an accessory structure at 7733 Lakeview Lane NE.

Ms. Elliott reported that the applicant is requesting an after-the-fact variance-the deck has been constructed three feet from the detached garage. She stated that the deck is required to meet the eight-foot setback requirement from an accessory structure. She explained that according to Chapter 153.061 of the Zoning Code “a detached accessory building shall not be closer than eight feet to the principal building.” She noted that the deck is considered part of the principal structure since it is attached to the back of the house and is therefore not complying with this section of the code.

Ms. Elliott stated that the property owner approached City staff about his intention to build the deck and was provided with a handout that explains the setback requirement. She noted that he then built the deck without a permit. The City became aware of the deck's construction once the property owner came in for a permit and an inspector inspected the newly constructed deck.

Ms. Elliot reported that the deck is 20 feet wide and adjacent to a garage that is approximately 22 feet wide. She stated that the lot itself is 75 feet wide and the garage sits just parallel to the eastern property line. She noted that there is adequate space to move the deck west out of the required setback. She noted that it is the City's understanding that the deck was built using diamond piers rather than concrete footings and should be easier to move west, which the deck could be moved five feet, without a setback conflict.

Ms. Elliott reported that the property is guided Low Density Residential in the 2030 Comprehensive Plan. She reviewed with the Commission the criteria for considering variances as stated in the zoning code, in Section 153.224.

Ms. Elliott stated that staff recommends that the Planning Commission deny the deck variance with the following findings:

1. Requiring the deck to comply with established setbacks does not cause practical difficulties unique to the individual property.
2. The property owner was adequately informed of the eight-foot setback principal building setback from an accessory building prior to construction beginning on the deck.
3. The deck could be moved to the west without compromising the west side yard setback and is therefore not in harmony with the general purposes and intent of the code.
4. Chapter 153.222 of the Zoning Code requires a permit prior to proceeding with any construction, alternation, repair, enlargement, demolition, or removal of any building.
5. The property can reasonably be used without a variance.
6. There are no unique circumstances on this property that require the deck to be built within the setback.
7. The use of the property as a single-family home is consistent with the comprehensive plan.

Commissioner Eischens inquired if the resident built the deck or if a contractor was hired. He inquired as to why frost footings were not required. Building Official Brainard stated that a contractor was hired and diamond piers were used rather than concrete footings. He stated that with diamond piers there is no required footing inspection.

Commissioner Smith stated that the contractor should have been aware of the required setbacks. Mr. Brainard stated that the International Building Code only requires a three-foot setback, which was met; however, the eight-foot setback is a City requirement. He noted that the setback requirements are listed in the deck handout that was provided to the homeowner.

Chairperson Dircks inquired if the eight-foot setback requirement is standard for cities. Mr. Brainard stated that he is not aware what other cities require and it has not been questioned in the past.

Homeowner Becky Hedgers thanked the Commission for their time and the consideration of their variance request. She stated that was disappointed to learn that the staff recommendation was to deny the approval of the variance. She reported that she never had received any handouts regarding the deck construction and had not met with any City staff to discuss the plans.

Mr. Brainard stated that when he met with the contractor and homeowner at the final inspection, the contractor stated that he had a copy of the deck handout.

Administrator Buchholtz inquired as to why a permit was not pulled prior to construction. Contractor Jeff Yurich stated that he applied for a permit on May 12, 2017 and did start some prep work. He stated that he informed the city that diamond piers would be used for footings. He stated that he had the deck handout and that he knew the deck met the required three-foot setback required by the International Building Code but missed the eight-foot setback city requirement.

Mr. Brainard reported that the copy he received of the site plan was very unclear and dimensions were not clearly shown on the copy. He recalled that the contractor informed the City that the deck had been built when the permit application was applied for. He noted that the contractor had the handout and chose to ignore the requirements.

Mr. Hedgers explained that the requirement to move the deck over five feet would make the deck visible from the street. He stated that it would be unrealistic to shift the deck, as the door that is used to get onto the deck would not line up. He noted that the current garage is situated behind the house. He confirmed that the current alignment meets the required three-foot setback from the garage and stated that there is enough room between the garage and the deck. He proposed that a separation of some sort could be built between the deck and garage.

Mr. Brainard noted that frost footings would be required if any such structure were built or added onto the garage.

Mr. Hedgers feels that his deck does pass the practical difficulties test for the qualification of a variance. He stated that with a small home, the addition of the deck will provide added usable space and will enhance the property along with the other enhancements that have been made on the property.

Mr. Hedgers stated that he had not seen the staff memo recommending denial until before the meeting and stated that there was miscommunication with the contractor. He stated that they were under the impression that the deck was designed according to the rules.

Chairperson Dircks asked for discussion from the floor.

Barbara Goodboe-Bisschoff, 8309 Monroe Street NE, inquired if public notices were mailed to residents within 350 feet of the Hedgers. Administrator Buchholtz confirmed that the notices were mailed.

Ms. Goodboe-Bisschoff inquired if the contractor has built in Spring Lake Park and if an eight-foot setback is common. Mr. Yurich stated that he had not built in Spring Lake Park previously. Mr. Yurich stated that he thought that a five to eight foot setback is normal.

Pam Wolf Sladek, 7743 Lakeview Lane NE, informed the Commission that the Hedgers have improved their property greatly since they have moved in. She added that if the deck were to be shifted over the five feet as suggested, it would be more visible from the street.

Mr. Brainard noted that he did offer suggestions other than shifting the deck five feet to the west. He stated that he suggested shifting the existing garage to the north 24 feet to attain the eight foot required separation.

Chairperson Dircks asked for any further comments from the public. Hearing none, Chairperson Dircks closed the public hearing.

The public hearing was closed at 7:24 PM.

MOTION MADE BY COMMISSIONER BERNHAGEN, SECONDED BY COMMISSIONER HANSEN TO APPROVE VARIANCE FOR A 22 X 20 FOOT DECK AT 7733 LAKEVIEW LANE NE. ROLL CALL VOTE: COMMISSIONER SMITH – AYE; COMMISSIONER EISCHENS – NAY; COMMISSIONER BERNHAGEN-AYE; COMMISSIONER HANSEN-AYE AND CHAIRPERSON DIRCKS-AYE. MOTION CARRIED.

6. Public Hearing– Amendment to existing Special Use Permit – Cliff Fraser- 8301 Sunset Drive NE

Chairperson Dircks opened the public hearing at 7:58 PM.

City Planner Elliott provided an overview for an amendment to an existing Special Use Permit for the commercial property located at 8301 Sunset Road NE. She stated that the owner, Cliff Fraser, would like to expand the amount of outdoor overnight parking spaces in the parking lot. She noted that the current Special Use Permit (SUP) currently allows up to nine cars to be parked in the lot overnight and he is proposing to increase that number to 16 spaces.

Ms. Elliott reported that the property is located along County Highway 10 and Sunset Road NE and is approximately 85,000 square feet, or 1.95 acres. She noted that the property itself includes a green lawn on the north side between it and a plastic manufacturer.

Ms. Elliott stated that Mr. Fraser owns the property under the business Sunset Management. She reported that the site contains an L-shaped one story multi-tenanted building with a surface parking of approximately 43 parking spaces. She stated that three of the tenants are auto repair shops and each has its own SUP. She explained that the property's original SUP was approved in 2010 with a number of conditions, including the limitation of nine vehicles parked outside overnight. She noted that the property also contains a dance studio with several units throughout the year that require use of the whole parking lot.

Ms. Elliott reviewed with the Planning Commission the numerous violations that have been issued to the property owner for having an excessive amount of inoperable vehicles; stored vehicles and numerous vehicles parked overnight in the lot.

Chairperson Dircks inquired how many auto businesses occupy the building. Building Official Brainard reported there are three automotive repair businesses. He noted each business is allowed three overnight parking spaces.

Mr. Fraser reported that the current SUP does not take into account the parking needs for the other businesses in the building. He stated that additional parking is needed as he has received citations for vehicles over the allowed amount of nine. He stated that three parking spaces for each the business is not enough. He stated that it is unknown if overnight parking is allowed as it is not stated in the SUP.

Commissioner Smith inquired if the dance studio has overnight parking spaces that is utilized. Mr. Fraser stated that there is no overnight parking used by the dance studio.

Administrator Buchholtz inquired on the square footage of the building and what business are currently in the building. Mr. Fraser stated that he was not sure of the square footage. He stated that the building houses three automotive repair shops; a dance studio; a carpentry business; a steel business and a mosque.

Chairperson Dircks inquired as to when Mr. Fraser became the owner of the property. Mr. Fraser stated that he purchased the property in November 2015.

Commissioner Smith inquired if the area to the north of the building could be improved for to accommodate additional parking and serve as an impound lot for the disabled vehicles from the mechanical shops. Mr. Fraser stated that the 43 spaces he currently has would accommodate the current businesses.

Administrator Buchholtz stated his concerns that there is not enough parking for the various uses in the building and the wrecked/inoperable vehicles that have been parked onsite in violation of the SUP and City Code.

Mr. Fraser stated that the parking for the mosque is utilized only on the weekend and the dance studio uses additional parking when dance recitals are held. He stated that he feels that his property is the most watched property for vehicle violations in the City.

Mr. Brainard reported that he received complaints of the dance studio customers parking on other properties and there is overflow parking from the dance studio. He stated that he has met with Mr. Fraser and the other tenants to review the conditions and the best ways to comply with the parking issues. He stated that it has been an ongoing problem for quite some time.

Commissioner Eischens reported 14 cars parked after business hours recently when he drove by the property in the evening hours. Commissioner Smith noted that the property does have unlicensed and inoperable vehicles at the lot and the Police do patrol areas on a regular basis.

Larry Pederson, 1595 83rd Avenue NE, stated that with Mr. Fraser being an offsite owner, he is not aware of the overnight and overflow parking issues. He stated that during the dance recital times the parking lot is full and overflow parking is occurring in the streets and local businesses. He stated that there are many inoperable vehicles all the time at the lot. He noted that many of the vehicles will often sit for months or weeks. He expressed that the property is an eyesore for the neighborhood and the lot is full on many occasions especially when dance recitals and services at the mosque take place.

Mr. Brainard stated that he had ordered Mr. Fraser to remove the fence and clean up the grassy lot area in the past. He is concerned that if the grassy lot were to be surfaced and fenced in, the area would become a junk yard inside the fenced area. He noted his frustrations at the number of inoperable vehicles and the amount of administrative citations that have been issued for this property.

Mr. Pederson expressed concern if the grassy area were to be surfaced as he thought there is a holding pond for storm water on the NE corner. He is worried that by paving the area, the run off would be worse.

Jean Pederson, 1595 83rd Avenue NE, stated that she understood the SUP conditions to include no storage of vehicles on the property and no overnight parking. She stated that she does not want to see more overnight parking spaces granted and feels that the neighbors have a right to know who is operating businesses in the building. She expressed concern that there are fire lane violations occurring with the overflow parking.

Barbara Goodboe-Bisschoff, 8309 Monroe Street NE, inquired if Mr. Fraser divides the 43 parking spaces amongst his tenants and asked how the tenants know where to park their vehicles. Mr. Fraser stated that he does not specify spaces for the tenants.

Administrator Buchholtz inquired if the parking requirements are explained in the lease with the tenants. Mr. Fraser stated that they are not explained in the lease. He stated it would be complicated to specify the

numbers as each business is unique and some of the businesses have work vehicles that are parked outside overnight.

Administrator Buchholtz stated that the mosque at times could take up a lot of the parking. He expressed that is concerned that there might not be enough spaces allotted for a mosque use.

Ms. Goodboe-Bisschoff inquired as to why the overnight parking escalated so much in the past two months and why the issue was not it pursued through the legal process. Administrator Buchholtz stated that staff had decided to move forward using the administrative process in hopes that Mr. Fraser would bring the property into compliance.

Mr. Brainard stated that sensitivity is higher towards a business verses a residential property in regards to enforcement and complaints. He stated that tickets are issued as permitted.

Administrator Buchholtz requested the Planning Commission table the request for the SUP amendment until next month so that more information could be collected on the businesses; parking spaces could be calculated and square footages could be attained on the businesses.

Chairperson Dircks closed the public hearing at 8:55 PM.

MOTION MADE BY COMMISSIONER EISCHENS; SECONDED BY COMMISSIONER SMITH TO TABLE THE SPECIAL USE PERMIT AMENDMENT FOR 8301 SUNSET ROAD NE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

7. Public Hearing- Application for Conditional Use Permit – Pam Wolf Sladek-1628 Highway 10 NE

Chairperson Dircks opened the public hearing at 8:57 PM.

City Planner Elliott provided an overview of an application for a Conditional Use Permit from Pam Wolf Sladek to expand the opportunity to more students by providing a dormitory for students in their existing school space at Life Prep Academy. Ms. Elliott reported that previously such a dormitory use was not allowed in the City's zoning ordinance, but a Conditional Use Permit in the C-1 District amended the ordinance on August 7, 2017 to allow this use. She noted that the City Council approved five performance standards in Section 153.120 for boarding schools and dormitories as part of the ordinance amendment.

Ms. Elliott reported that the applicant is proposing to expand school attendance, and therefore dormitory use, to 20 teens eventually. She stated that space within their existing building would be remodeled to create the dormitory space. She stated that students would be supervised throughout the day and evening. She reported that the floor plan shows classrooms on the first floor and dormitory functions on the second floor with two to six students per room. She stated that dorm parents would have their own residential suite on the second floor.

Ms. Elliott reported that the property is adjacent to Arthur Street NE, running parallel to Highway 10 NE near Pleasant View Drive NE. The site is comprised of six parcels with a total size of 67,500 square feet, about 1.5 acres. She explained that the front portion of the building where the use is proposed is a two-story structure with approximately 10,000 square feet of gross floor area – the school is already functioning on the ground floor. This L-shaped building shares a surface parking lot with a similar one-story building facing it on the opposite side of the lot that included a salon and the auto sales business.

Ms. Elliott reported that the property is guided Commercial in the City's 2030 Land Use Plan and zoning on the site is C-1 Shopping Center Commercial.

Ms. Elliott stated that staff recommended the Planning commission approve the Conditional Use Permit for the Life Prep Academy located at 1628 Highway 10 NW with the following conditions:

1. Up to six students shall be permitted without a CUP permit
2. The operator shall comply with the International Building Code and apply for any necessary permits.
3. The operator shall comply with five performance standards for boarding houses and dormitories as approved by the City Council.
4. The exterior property shall be cleaned up of litter on a weekly basis.
5. The operator shall dedicate a secure indoor bicycle parking location for at least six bicycles.
6. The operator will submit a clearly delineated and advertised policy that defines resident responsibilities and behavioral expectations as well as response to policy infractions to City staff to review and approval. The approved policy will be posted in the building, provided to all dormitory residents, and provided to City Police.

Chairperson Dircks inquired if Ms. Wolf Sladek would be required to to amend the CUP each time the number of students increases since six students are allowed without a CUP amendment. Ms. Elliott stated that since this is a new dormitory and new use, the CUP would be able to grow with the school so allowing six at this time seems reasonable.

Commissioner Smith inquired on the supervision and care that will available to students who may have a greater need for services or assistance.

Ms. Wolf Sladek stated that all of the students must be highly motivated to receive their diploma. She explained that the students are working towards their diploma verses their GED because a diploma is accepted more often than a GED. She stated that proper care will be given for those students who have reasonable needs or would need to be seen by a professional. She stated that she would have to deny a student if there was a need for extreme treatment needed.

Ms. Wolf Sladek explained that there would 24-hour awake security on site and dorm parents would be on site for assistance overnight. She stated that the homes that the students are currently housed in do not have awake security as the dorm parent is only in the home with them.

Commissioner Smith inquired if Ms. Wolf Sladek is aware of the age difference amongst students and would she be able to have access to all their personal information.

Ms. Wolf Sladek explained that she has been teaching for over 35 years so she is aware of the difference with children. She noted that there would be separation of males and females in the dorm rooms and the oldest student she would accept would be 18 years old. She stated that she would have access to their information and history. She stated that students can be recommended by parents, police, social workers, school personnel to attend Life Prep Academy.

Commissioner Smith inquired as to what role Ms. Wolf Sladek has in the school. She explained that she handles all the roles of the Academy including the administration, fund raising and teaching. She reported that the school is 100 percent donation based and a private donor has donated \$150,000 for the renovation for a dormitory. She stated that there are other tenants in the building but they lease on month-to-month

basis and the property owner would provide them with adequate notice and leasing space in one of the other buildings that the property owner owns.

Chairperson Dircks inquired if there are any regulations that need to be followed by the county or state level. Ms. Wolf Sladek reported that she is researching this currently. She stated that there are mandatory reported and legal issues that need to be met but there are currently no regulations that she is aware of. She explained that Life Prep Academy would be similar to a boarding school.

Building Official Brainard inquired if the building is ADA compliant and sprinkled since it is a two-story building. She stated that it is not sprinkler equipped. She noted that there will not be any students with needs that would make the building necessary to for ADA accommodations. She stated that there are resources available to those persons with disabilities and have needs.

Chairperson Dircks asked for public comments.

Judy Rogge, Life Prep Academy, explained how she and Ms. Wolf Sladek see the importance of providing children a better life, education and to have a happier place to be.

Barbara Goodboe-Bisschoff stated that she supports Ms. Wolf Sladek and the good she is doing with the school. She inquired if there will be a curfew for the students. Ms. Wolf Sladek stated that on a school night, the curfew would be 10:00 PM and a non-school night the curfew would be midnight.

Ms. Goodboe-Bisschoff inquired if the dormitory is set up for 20 students now, why would only six be allowed currently. Administrator Buchholtz explained that a more restrictive permit allows the City the opportunity to evaluate the impact of the use before granting any further CUP amendments to expand the use.

Ms. Goodboe-Bisschoff inquired as to what type of security training the security personnel will have. Ms. Wolf Sladek stated that she is unsure at this time. She predicted that the requirement of a security class or something similar would be in order.

Chairperson Dircks asked for any additional comments. Hearing none, Chairperson Dircks closed the public hearing.

The public hearing closed at 9:25 PM.

MOTION MADE BY COMMISSIONER EISCHENS, SECONDED BY COMMISSIONER SMITH TO APPROVE A CONDITIONAL USE PERMIT FOR LIFE PREP ACADEMY AT 1628 HIGHWAY 10 NE WITH THE FOLLOWING CONDITIONS: 1. UP TO SIX STUDENTS SHALL BE PERMITTED WITHOUT A CUP AMENDMENT; 2. THE OPERATOR SHALL COMPLY WITH THE INTERNATIONAL BUILDING CODE AND APPLY FOR ALL NECESSARY PERMITS; 3. THE OPERATOR SHALL COMPLY WITH THE FIVE PERFORMANCE STANDARDS FOR BOARDING HOUSES AND DORMITORIES AS APPROVED BY THE CITY COUNCIL; 4; THE EXTERIOR PROPERTY SHALL BE CLEANED UP OF LITTER ON A WEEKLY BASIS; 5. THE OPERATOR SHALL DEDICATE A SECURE INDOOR BICYCLE PARKING LOCATION FOR AT LEAST SIX BICYCLES; 6. THE OPERATOR WILL SUBMIT A CLEARLY DELINEATED AND ADVERTISED POLICY THAT DEFINES RESIDENT RESPONSIBILITIES AND BEHAVIORAL EXPECTATIONS AS WELL AS RESPONSE TO POLICY INFRACTIONS TO CITY STAFF FOR REVIEW AND APPROVAL. THE APPROVED POLICY WILL BE POSTED IN THE BUILDING; PROVIDED TO

ALL DORMITORY RESIDENTS, AND PROVIDED TO CITY POLICE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

8. Other

9. Adjourn

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

The meeting adjourned at 9:28 PM.

DRAFT PROCEEDINGS

Minutes of the Spring Lake Park Planning Commission special meeting held on September 25, 2017 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 P.M.

1. Call to Order

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

2. Roll Call

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

Members Absent: None

Staff Present: Building Official Brainard; City Planner Elliott;
Administrator Buchholtz and Executive Assistant Gooden

Visitors: Barbara Goodboe-Bisschoff, 8309 Monroe Street NE
Paddy Jones, Ham Lake
Brad Delfs, 8172 Polk Street NE
Larry and Jean Pederson, 1595 83rd Avenue NE
Cliff Fraser, 8301 Sunset Road NE
Samer Salaymeit, American Eagle Auto Repair
Austin Agnayedo, A & Z Auto

3. Pledge of Allegiance

4. Approval of Minutes – August 28, 2017

MOTION BY COMMISSIONER EISCHENS, SECONDED BY COMMISSIONER BERNHAGEN, APPROVING THE MINUTES OF AUGUST 28, 2017. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

5. Special Use Permit Amendment – Cliff Fraser, 8301 Sunset Road NE

City Planner Elliott reported that Cliff Fraser owns the commercial property at 8301 Sunset Road NE and is requesting an amendment to an existing Special Use/Conditional Use permit (SUP) to expand the amount of outdoor overnight parking spaces in the parking lot. She stated that the current SUP allows up to nine cars to be parked in the lot overnight and he is proposing to increase that number to 16 spaces.

Ms. Elliott reported that this Special Use/Conditional Use Permit Amendment request is a continued item from the August 28, 2017 Planning Commission meeting. She noted that the item was tabled at the August 28, 2017 meeting to allow staff additional time to review the function, needs, and regulations for the building's users in relation to the parking lot. She stated that while the original Special Use Permit (SUP) from 2010 limited the number of cars that can be parked overnight in the lot, the zoning code has no current provision that regulated overnight parking.

Ms. Elliott stated that the property's existing SUP allows the overnight parking of cars to three for each of the three automotive businesses on site, totaling nine spots. She reported that the other uses in the building, such as the mosque and dance school, are not similarly limited in their overnight parking. She stated that

the zoning code does, however, prohibit outside storage of automobile parts or storage of inoperable or salvage vehicles per section 153.120 of the code. She noted that all businesses on this property have a right to use the parking lot consistent with City regulations and it is the responsibility of the property owner to manage their shared interests.

Ms. Elliott reported that the original SUPs restricted overnight parking but there are no current overnight parking restrictions in the zoning code for automotive businesses or any other use. She stated that the property and its automotive uses are subject to restrictions that are not uniformly implemented throughout the City. She stated that amending the SUP to eliminate the overnight parking restriction will likely reduce the number of code violations but the property is still subject to the zoning code's prohibition on outdoor storage of inoperable vehicles in the parking lot.

Ms. Elliott stated that staff recommends that the Planning Commission modify the original SUP located at 8301 Sunset Road NE with these conditions:

1. Remove the limitation on the number of overnight parking spaces from the SUP.
2. Adhere to the prohibition of inoperable vehicles stored in the parking lot in the SUP.
3. For the convenience of automotive business customers, designate and visibly sign a drop-off zone in the parking lot of nine spaces.

Commissioner Smith inquired if the nine spots had always been designated in the SUP for drop off the vehicles. Ms. Elliott stated that there were nine spots to be designated for that purpose. She stated that it would be up to the property owner to manage those sites on his property and make sure that those spaces are for operable vehicles. She stated that enforcement of those spaces will be easier.

Commissioner Smith stated that a vehicle could look like it is operable but it is not. He inquired as to how the City will be able to determine if vehicle is operable. Ms. Elliott explained that the vehicles will need to be parked in the designated spaces for no more than 24 hours and if the Code Enforcement staff or the Police see that a vehicle has been parked in that space for more than 24 hours, ticketing can then occur.

Cliff Fraser, 8301 Sunset Road NE, inquired if three designated spaces were allowed for each of the automotive business that would allow overnight parking. Building Official Brainard stated that was correct, he noted that the vehicles must be operable.

Mr. Fraser asked for clarification on the modification of the SUP. Ms. Elliott explained that the previous SUP prohibited overnight parking of vehicles. She stated that other business are allowed to park vehicles overnight.

Commissioner Smith noted that a tow truck could reasonably drop off a vehicle into the designated drop off site and it would be up to the automotive business to make sure that vehicle moves within the 24-hour time limit to be serviced. Ms. Elliott concurred and suggested that the staff recommendation be that, under the proposed amendment, amended to add to the condition stating that there is a 24-hour time limit.

Mr. Fraser inquired if he could use all his parking spaces for overnight parking. Mr. Brainard stated as long as the vehicles were operable vehicles could be parked on site. He stated that the vehicles must have current license registration and be legal to drive on the road. He noted that they must be moved within in the 24 hour time period.

Samer Salaymeit, American Eagle Auto Repair, stated that he owns American Eagle Auto Repair and has worked hard to not allow inoperable vehicles to be dropped at his business. He noted that on occasion, vehicles have been left in the parking lot and it is unknown who the vehicle belongs to or which automotive business will be making the repairs.

Building Official Brainard reported that he has met with the tenants on several occasions and reviewed the conditions of the SUP. He noted that the parking issues and the amount of vehicles would improve for a short amount of time but would revert back to not following the conditions. He stated that he has issued numerous citations for the same violations on a regular basis. He noted that there will be strict enforcement in the designated parking spaces if the vehicles are inoperable.

Commissioner Hansen inquired as to how many mechanics are employed at each the automotive businesses. Mr. Salaymeit reported that he employs two and he thought that each of the businesses had at least two of their own mechanics.

Administrator Buchholtz inquired as to how many stalls are in each service bay in the automotive businesses. Mr. Salaymeit reported he had 2 lifts in his business and could service approximately four or five vehicles at one time.

Mr. Brainard confirmed that the overnight parking would be allowed for a 24 hour period and the existing conditions of the SUP remains in effect. He stated that vehicles cannot sit for a number of days and if vehicles are in the lot for a number of days, they would be ticketed.

Chairperson Dircks asked for any further discussion or feedback from the Commission.

MOTION MADE BY COMMISSIONER SMITH; SECONDED BY COMMISSIONER BERNHAGEN, TO OPEN THE FLOOR FOR DISCUSSION AND FEEDBACK FROM MEMBERS OF THE AUDIENCE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

Barbara Goodboe-Bisschoff, 8309 Monroe Street NE, inquired if the businesses have a three strike rule like the rental housing licensing currently must follow. Mr. Brainard stated that businesses do not follow the three strike rule as it only applies to rental housing and not commercial uses.

Ms. Goodboe-Bisschoff inquired how the snow removal is handled at the property. Austin Agnayego, A & Z Auto, reported that he plows the lot during the winter season. He stated he clears the lot as soon as it snows continuously and needs plowing.

Larry Pederson, 1595 83rd Avenue NE, reported that he does not see how this change will help the parking situation and the accumulation of junked vehicles. He stated that there is no way to enforce the parking situation. He stated that the SUP conditions state that the business will not have an effect on neighboring properties. He expressed that home values are decreasing due to the automotive businesses on this property.

Jean Pederson, 1595 83rd Avenue NE, expressed her disappointment at the Planning Commission, City Council, City and Code Enforcement for the lack of enforcement of this property over a number of years. She stated that the property is turning into a junk yard and the businesses are dumping and hiding vehicles in the nearby streets.

Mr. Fraser stated that he has never been approached by the residents living near the property. He stated that when he purchased the site, he was aware of past issues and incidents at the property. He stated that he

hopes the business owners will communicate amongst each other so that it is clear which vehicles belong to the correct business.

Mr. Salaymeit stated that he understands the frustration with the parking enforcement and the violations that were issued. He reported that he is willing to communicate with the other businesses and be available when a vehicle is going to be towed to his location for repair.

Mr. Fraser inquired as to what Mr. Brainard would like to see happen with the new amendment. Mr. Brainard stated that he wants the businesses to abide by the original SUP with visible signs placed in the nine designated parking spaces. He stated that will help with enforcement and if any inoperable vehicles are parked there as well as any operable vehicles for the 24 hour allowable time.

Ms. Elliott suggested that the Commission apply the new conditions as proposed to the existing SUP. She reminded the Commission that the Council has the authority to revoke a SUP if conditions are not being met and there are ongoing problems. She suggested that condition number eight of the current SUP be eliminated since it sets a limit on the amount of vehicles allowed to be stored outside for a 24 hour time period.

MOTION MADE BY COMMISSIONER EISCHENS; SECONDED BY COMMISSIONER BERNHAGEN TO APPROVE SPECIAL USE PERMIT AMENDMENT FOR 8301 SUNSET ROAD NE WITH THE FOLLOWING CONDITIONS: 1) REMOVE THE LIMITATION OF THE NUMBER OF OVERNIGHT PARKING SPACES FROM THE SUP; 2) ADHERE TO THE PROHIBITION OF INOPERABLE VEHICLES STORED IN THE PARKING LOT IN THE SUP; 3) FOR THE CONVENIENCE OF AUTOMOTIVE BUSINESS CUSTOMERS, DESIGNATE AND VISIBLY SIGN A DROP OFF ZONE IN THE PARKING LOT OF NINE SPACES; 4) VEHICLES PARKED OUTSIDE SHALL NOT REMAIN FOR MORE THAN 24 HOURS, EXCEPT VEHICLES PARKED ON SATURDAY NIGHT, WHICH MAY REMAIN IN PLACE UNTIL CLOSE OF BUSINESS ON THE FOLLOWING MONDAY. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

6. Administrator Reports

Administrator Buchholtz reported that the Hy-Vee project is currently being reviewed by Anoka County and the Rice Creek Watershed District. He stated progress made by the agencies.

Administrator Buchholtz reported that a draft ordinance would be presented to the Commission at the October meeting granting explicit authority as it relates to the suspension/revocation of Conditional Use Permits/Special Use Permits.

Administrator Buchholtz stated that the City Council approved Stantec to work on the City's Comprehensive Plan and with assistance from Executive Assistant Gooden, the proposed fee from Stantec decreased significantly making this mandated project more financially manageable.

7. Adjourn

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

The meeting adjourned at 8:14 PM.



Memorandum

To: Mayor and Council

From: Chief Ebeltoft

Re: Records Management Technician (Full-time)

Date: October 2, 2017

The Police Records Management Technician- Full-time position testing process has been completed, with sixteen applicants submitting applications. Scores from the interview, typing test, and Veteran's Preference and experience points were combined to achieve the final ranking. It is my recommendation that the top scoring applicant be appointed to the position of Records Management Technician (Full-time).

The highest scoring applicant was/is: "Lisa Murphy".

I am seeking authorization from the Mayor and City Council to confirm my recommendation of the highest scoring applicant to the position of "Records Management Technician (Full-time), effective October 16, 2017, at Step 4 of the current pay scale for the Records Management Technician position, pending a Criminal Background check.



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 10.2.17 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

MS4 Permit (193802936).

Continuing to work with the Public Works Director and the Administrator on implementing the work plan for 2017 MS4 items.

Surface Water Management Plan (193803949).

We continue doing research (including compiling old plans) as part of the background research for updating the local surface water management plan including stormwater modeling.

2017 Sanitary Sewer Lining Project (193803782).

This project includes sanitary sewer lining in the neighborhood east of Able Street and north of 81st Avenue. *The Contractor, Visu-Sewer, has completed most of the lining work. Remaining lining work will be completed over the next few weeks. Terry Randall is coordinating.*

2017-2018 Street Seal Coat Project (193803783).

This 2-year project will include street maintenance in the neighborhood north of 81st Ave. and west of Monroe St. (2017) and in the neighborhood east of Monroe St., south of 81st St. and west of TH 65 (2018). *The Contractor, Astech, has completed the 2017 seal coat work and pavement markings. Terry Randall is coordinating.*

Other issues/projects.

Continue to work with Coon Creek Watershed District (CCWD) Technical Advisory Committee (TAC) meeting.

City's Water Supply Plan (DNR requirement) has been reviewed by the DNR and forwarded to the Met Council for review.

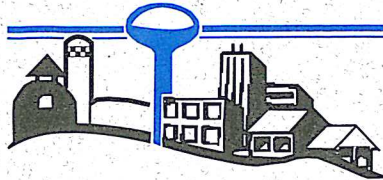
Reviewed plans from T-Mobile to upgrade their facilities on the Able Street water tower.

Continue working with Dan, Terry, Phil Carlson, and the developer regarding the potential Hy-Vee development. MnDOT and County permits are the current issues.

Working on site plan construction issues for the Dominion project. Prepared letter to state regarding sanitary sewer plans. Terry Randall is monitoring day-to-day issues on the project.

Feel free to contact Harlan Olson, Phil Carlson, Jim Engfer, Mark Rolfs, Tim Grinstead, Peter Allen, or me if you have any questions or require any additional information.

CORRESPONDENCE



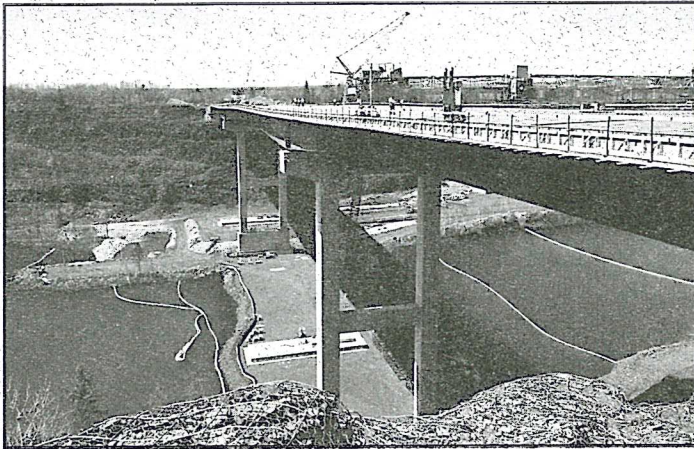
WATERLINE

m DEPARTMENT
OF HEALTH

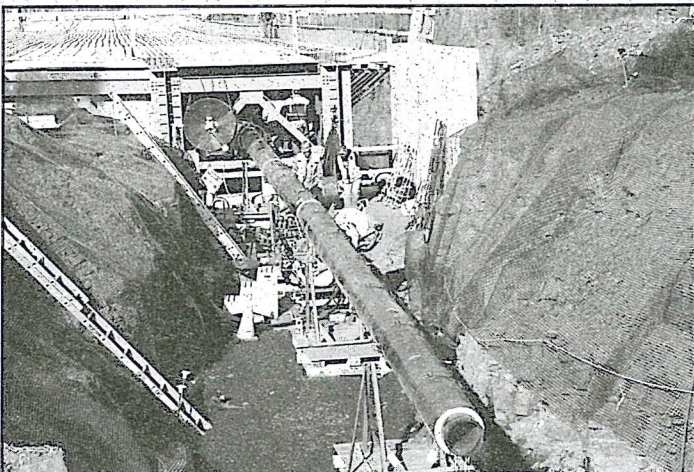
NEWS AND INFORMATION

FOR PUBLIC WATER SUPPLIERS IN MINNESOTA

A Bridge to Somewhere



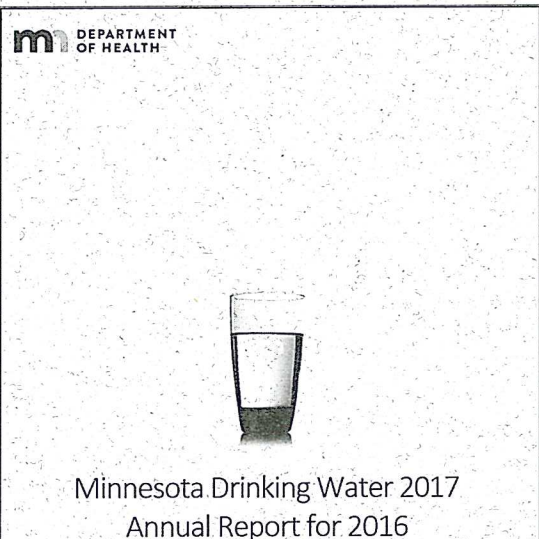
The relocation of U. S. Hwy. 53 in Virginia, necessary for mining companies to reach iron ore reserves under the existing highway, includes a bridge over the Rouchleau Pit, the source of drinking water for the city of Virginia. Minnesota Department of Health engineers are making sure the water is protected during and after construction. One of the features during construction is silt curtains (shown above). The curtains are part of a multi-layered approach to keep materials away from the drinking water intakes, which includes an impermeable liner and rock berm on the causeway below the bridge. Water and sewer lines are also being relocated with the highway and will pass under the bridge (shown below). Story on page 3.



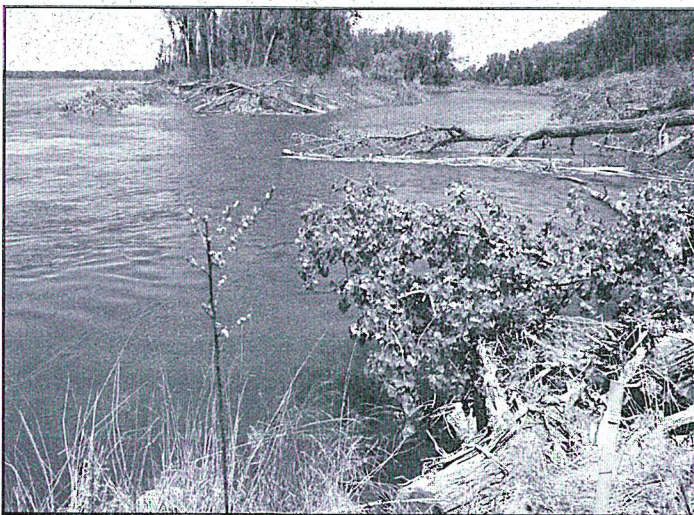
Safe Drinking Water Week in Minnesota



Minnesota Lt. Governor Tina Smith (center) holds a proclamation signed by Governor Mark Dayton that made May 7-13 Safe Drinking Water Week in Minnesota. Smith is flanked by representatives of the Minnesota Department of Health (MDH), Minnesota Section of American Water Works Association, and Minnesota Rural Water Association. MDH also released its annual report, documenting monitoring results from 2016. The report also looks at water issues that have developed elsewhere in the country with the theme of "Unsafe Water: Could It Happen Here?" The report is online at: <http://www.health.state.mn.us/divs/eh/water/com/dwar/report2016.pdf>.



Lewis & Clark Project Gets Needed Funding



The Minnesota Legislature approved a bonding bill, which was signed by Governor Mark Dayton, that included a federal funding advance to connect the southern Minnesota city of Worthington to the Lewis & Clark Regional Water System (LCRWS) by the end of 2018.

Conceived in 1988 as a way of serving water-challenged areas in South Dakota, Iowa, and Minnesota, the Lewis & Clark project takes water from a series of wells that tap into an aquifer adjacent to the Missouri River near Vermillion, South Dakota. The water is delivered to communities as far away as 125 miles.

The state had previously provided advances of \$22 million in fiscal year 2014 and \$19 million in fiscal year 2016. "Due to an extremely favorable bidding environment these last two years, there is an estimated \$8 million surplus from the \$19 million advance," said LCRWS executive director Troy Larson, who explained that Lewis & Clark was prevented from using the surplus toward construction of the 16.8 miles of pipeline between Adrian and Worthington. "The bonding bill approved includes language allowing Lewis & Clark to use the surplus toward construction of this segment of pipeline. It also includes a third and final advance of \$3.5 million to also be used toward construction of the pipeline."

"We are extremely relieved to get this final piece of the funding puzzle in place so we can finally get Lewis & Clark water to Worthington," said Worthington Public Utilities manager and Lewis & Clark director Scott Hain.

Update on Luverne shrimp: The Summer 2017 *Waterline* reported the possibility of Luverne acquiring a commercial-scale shrimp facility, a result of the abundance of water from the Lewis & Clark project. In June it became official: the tru Shrimp Company announced it will place a \$50 million shrimp production facility, known as a "harbor," in Luverne. Groundbreaking is scheduled for 2018. Larson said the shrimp harbor will take 14 million gallons of water to fill its basins and, once underway, will use up to 100,000 gallons of water per day. Beyond the economic impact for Luverne and the surrounding area, the harbor will provide a boost for farmers as the shrimp will be fed soybeans, corn, and wheat.

"Anytime we can help our local farmers is a plus for Main Street Luverne," said the city's mayor, Pat Baustian. "When our farmers do well, the whole region does well."

MDH District Engineers Assignments

The Minnesota Department of Health is filling positions opened by the recent retirements of Steve Pederson, Dave Schultz, and Mark Sweers.

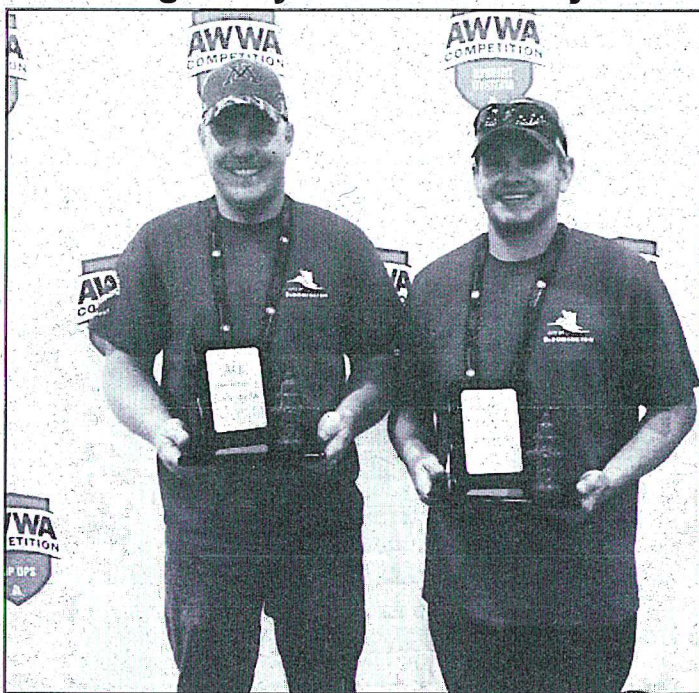
As noted in the Summer 2017 *Waterline*, Lucas "Duke" Hoffman was hired to succeed Pederson as the engineer in the West Central District.

Amy Lynch will move from the Metro-West District to the South-Central District, which had been the district for Mark Sweers. Lynch will continue to work out of the Mankato office.

Simon McCormack, working out of the Metro Office in St. Paul, takes over Lynch's previous district.

Lucas Martin, the Metro-North engineer, will continue as the primary contact for Schultz's former Central-North District.

Bloomington Hysterical about Hydrants



By Carol Kaszynski, City of Bloomington

Congratulations to Chad Bauer and Justin Johnson of the city of Bloomington Utilities Division. They drenched their competition and took home the hydrant trophy by winning first place in Hydrant Hysteria at the AWWA Annual Conference & Exposition in Philadelphia.

The duo competed against 17 strong challengers. Their finishing time was 1:33.6.

Hydrant Hysteria is a competition in which a team of two compete to assemble a fire hydrant the quickest. According to the American Water Works Association, Hydrant Hysteria is meant to challenge the competing teams' skills while assembling the hydrant. Once the team finishes, the judges test the product to ensure it functions as it's supposed to.

The team competed and won 1st place at the Minnesota AWWA annual conference in 2016, which allowed them to advance and compete at the national level.

The team is headed to Las Vegas next June to defend the title and are looking forward to another 1st place win!

Congratulations, Chad and Justin!

Highway 53 Rerouting Includes Impact on Virginia Water Supply

The history of the Mesabi Iron Range in northeastern Minnesota includes towns being moved so land could be mined for iron ore. Hibbing is the most notable, its residents and businesses displaced by a growing open-pit mine nearly 100 years ago.

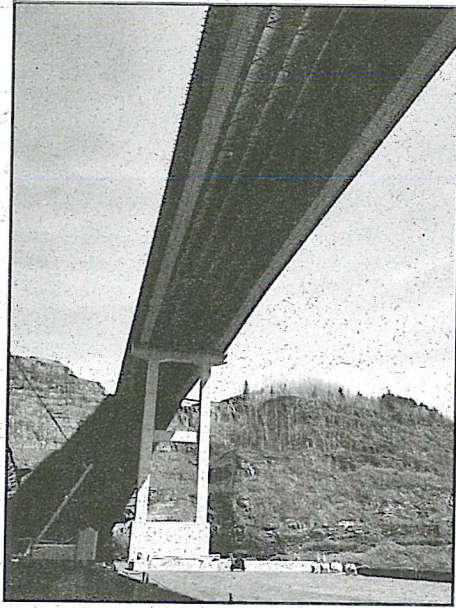
The trend continues in the 21st century with the rerouting of U. S. Hwy. 53 through Virginia, a serpentine course around the city and over the Missabe Mountain Pit (also known as the Rouchleau Pit), which is the source of drinking water for Virginia.

In the early 1960s the Minnesota Department of Transportation (MnDOT) secured an easement to turn Highway 53 into a four-lane road. The agreement allowed the mining company to retain ownership of the land and the power to have the state vacate the land. Through 1987 the mining company—U. S. Steel, the original owner, or its successor—was responsible for moving the road. It became the state's responsibility after 1987.

In 2010, it happened. The land owner, RGGS Lands and Minerals of Pelham, Alabama, notified MnDOT that it wanted to expand its Thunderbird Mine to access the iron ore that is beneath a section of Hwy. 53, on the south and west side of the Rouchleau Pit. MnDOT, RGGS, and Cliffs Natural Resources of Cleveland (the lessee of the land) negotiated a schedule that called for the highway, along with all utilities of the city of Virginia and the Virginia Public Utilities Commission to be removed by 2017 as well as infrastructure and the Mesabi Trail.

The result was a massive project in terms of coordination and planning that involved other state and federal agencies, including the Minnesota Department of Health (MDH), to perform plan review and source water protection measures related to the city's water supply.

The project used the process of Construction Management General Contractor (CMGC) as opposed to a low-bid



or design-build method. CMGC, which is relatively new to the transportation industry, incorporates the owner, designer, and contractor and allows the owner to hire a contractor to collaborate with the owner and designer to explore efficient construction means and methods, reduce risk, define and reduce the construction schedule, and increase cost certainty during the design phase and before the start of construction.

Pat Huston, the project engineer for MnDOT, said, "With CMGC we were able to plan the resources needed to complete this on schedule." Construction began on November 2, 2015, fewer than nine months after the design contract was executed. The prime contractor on the project is Kiewit Infrastructure Company

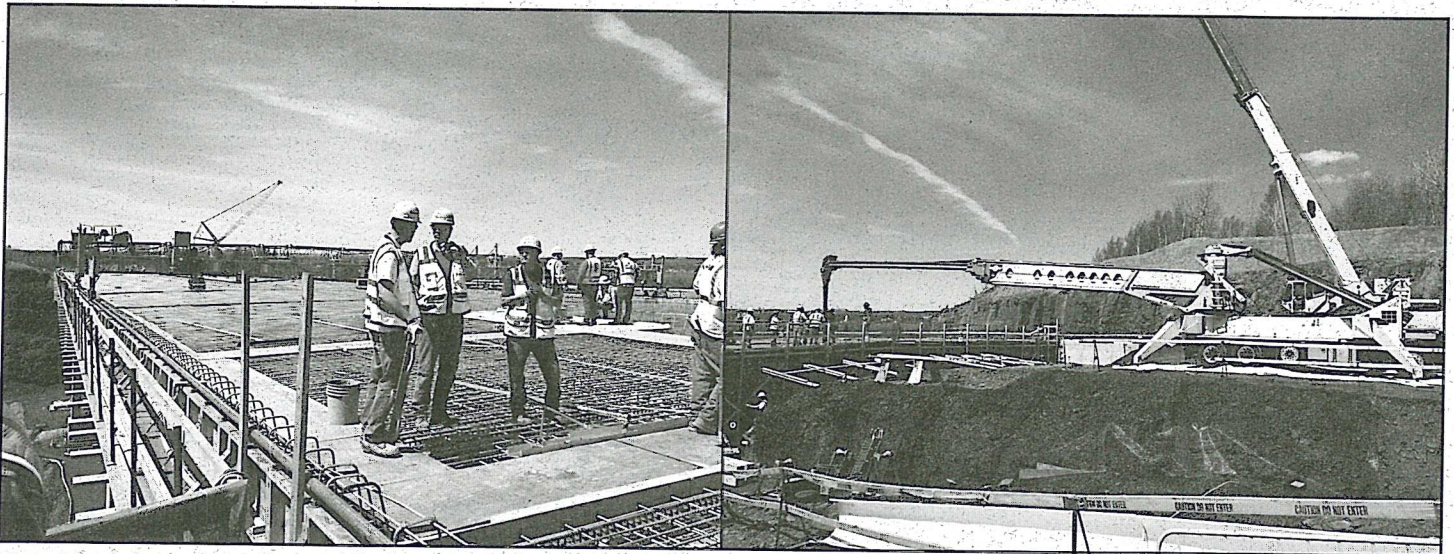
of Omaha, and 29 subcontractors (28 from Minnesota) are completing approximately 30 percent of the work.

MnDOT had explored options for moving the highway before settling for a 3.1 mile route to the east of the Rouchleau Pit that reconnects with the existing Hwy. 53 after crossing the 1,125-foot-long bridge over the pit. The Mesabi Trail, a pedestrian and bicycling trail, which is also open to snowmobiles in the winter, is part of the bridge and separated by a railing from the traffic lanes. Pedestrian plazas are at each end of the bridge with a time capsule on the eastern side.

Kiewit had first considered using barges to bring in materials and staging its operations but instead opted for an earthen causeway beneath the bridge. The causeway was created with more than 300,000 cubic yards of fill, waste rock owned by the Minnesota Department of Natural Resources taken from near the project. The causeway, which is permeable enough to allow water in the pit to pass through, remains in place for maintenance uses.

With the eastern pier of the bridge rising more than 200 feet above the pit, the bridge is one of the tallest—if not

Continued on next page



The placement of concrete on the bridge deck over the Rouchleau Pit began May 9, 2017.



Environmental Health Division
625 North Robert Street
P. O. Box 64975
St. Paul, Minnesota 55164-0975

ADDRESS SERVICE REQUESTED

Presorted Standard
US Postage Paid
Twin Cities MN
Permit No. 171



T10 P1 ****AUTO**ALL FOR AADC 553
SPRING LAKE PARK CITY COUNCIL
C/O MR. DAN BUCHHOLZ, ADMINISTRATOR
SPRING LAKE PARK CITY HALL
1301 81ST AVE NE
SPRING LAKE PARK, MN 55432-2116

CALENDAR

Minnesota Section, American Water Works Association

*August 30, Southwest Water Operators School, Fairmont.
Contact Kyle Hinrichs, 507-387-8588.

September 12-15, Annual Conference, Duluth Entertainment Convention Center. Contact Rob Isabel, 651-252-3716.

*October 13, Southeast Water Operators School, Cabela's, Owatonna. Contact Bob Stark, 651-385-5112.

October 18, Central Water Operators School, St. John's University, Collegeville. Contact Bill Schluez, 320-252-6822.

*October 24-26, Northwest Water Operators School, Sanford Center, Bemidji. Contact Dan Portlock, 218-329-3875.

Information for all district schools, including agendas:
<http://www.health.state.mn.us/water/wateroperator/trng/schoolagendas.html>

Suburban Utility Superintendents Association (SUSA)

*October 25, Shoreview Community Center. Contact Jay Hall, 952-924-2557.

Minnesota Rural Water Association (MRWA)

Contact Kyle Kedrowski, 800-367-6792.

*October 4, Zumbrota
*October 10-12, St. Cloud
*November 8, Clarks Grove

***Includes a water operator certification exam.**

For an up-to-date list of events, see the training calendar on the MDH web site:
http://health.state.mn.us/water/wateroperator/trng/wat_op_sched.html

the tallest—in the MnDOT system. Pilings for both piers were drilled into bedrock. Shoring towers, which had been used for the new Minnesota Vikings stadium in downtown Minneapolis and made adaptable enough for use on other projects, were brought in to temporarily support the large steel bridge girders until they were all in place and spliced together.

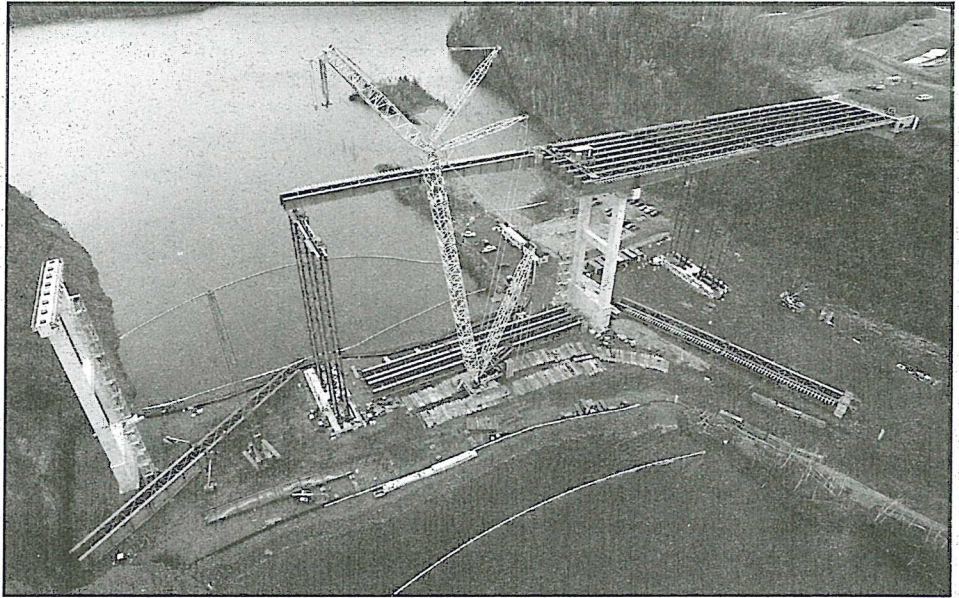
The placement of 80 girders, totaling 10 million pounds, began in the fall of 2016 and was completed in January 2017. A gigantic Terex CC6800 1375 Ton Crawler, the same model as was used for the Vikings stadium, was brought in to lift the girders from the causeway to the bridge deck. Huston said the girders were spliced into “four packs,” two pieces end-to-end coupled with another parallel pair. Weather was a factor with the schedule; the girders could not be lifted if the wind was more than 12 miles per hour.

“The Terex crane minimized the number of picks the contractor had to make, thus reducing the risk and increasing safety,” Huston said, adding that the heaviest of the lifts was 750,000 pounds.

The girders were fabricated at Veritas Steel in Eau Claire, Wisconsin, more than 200 miles from the project. A special route needed to be worked out to get the girders to the site and had to be coordinated with paving and other road projects along the way.

In addition to the highway, watermain lines were also rerouted along the highway and across the bridge. MDH engineers Brian Noma, David Weum, and David Rindal oversaw the plan review portion of construction related to water supply. All have been involved since the beginning of the project, working with the contractors on concerns related to the Safe Drinking Water Act and the impacts of construction.

MDH hydrologist Tracy Lund worked on issues related to source water protection and noted that stormwater



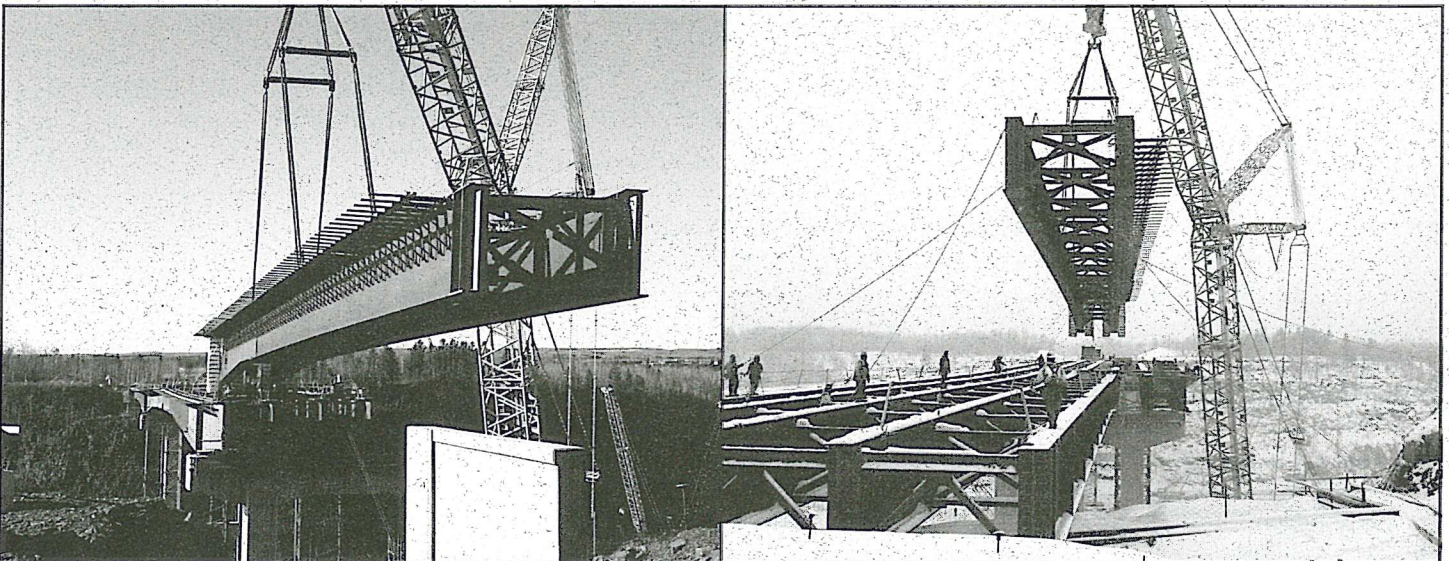
An aerial view from the north of the mammoth Terex crane lifting girders into place.

runoff goes to retention ponds on the east side of the bridge rather than directly into the water below, slowing the infiltration process. The bridge has no deck drains; in addition, snow will be plowed to the side of the bridge and then removed by MnDOT, using snow blowers and trucks.

The bridge is opening to traffic in August 2017 with the infrastructure removed along the old portion of the highway so that mining operations could begin as soon as possible. Even the final work, including landscaping, is being completed in 2017 instead of the following spring, as was originally planned.

Huston said the early completion will save money by not having overhead through another winter, helping with the price tag of \$240 million for the total project. The cost includes the purchase of the mineral deposits below the highway so that MnDOT has full ownership of the highway and the land.

Even though he won't be around for the life of the bridge, projected to be at least 100 years, Huston thought of those who will follow and said, “We don't want to have to go through this again.”



Placement of the girders, using the Terex crane, began in the fall of 2016 and continued into the winter.

Northwest Water Operators School

Here is the agenda for the Northwest Water Operators School at the Sanford Center, 1111 Event Center Drive NE, Bemidji, Minnesota 56601, 218-442-4000.

Guest rooms are available at the adjacent Country Inn & Suites, which will hold a block of rooms at the special rate of \$109 per night plus tax until September 23. Call 218-441-4800 and mention American Water Works Association.

Participants in the school will receive 16 credit hours for their attendance.

Registration will begin at 7:45 a.m. on October 24.

Tuesday, October 24

Exam prep will be held in the morning and afternoon.

8:15 to noon

- Minnesota American Water Works Association Update
- Water for People
- Providing Safe Drinking Water around the World
- Minnesota Department of Health Update
- Lead and Copper Long-term Revisions
- Corrosion Control Treatment

1:00 to 3:45

- Leak Detection
- Chemical Feed
- TOP of the Tower

Wednesday, October 25

8:15 to noon

- Operator Breakfast
- Northwest District Business Meeting
- Vendor Show
- TopOps
- Taste Test
- Water for People Drawing

1:00 to 3:45

- Tour of water facilities at Bemidji Brewing

Thursday, October 26

8:30 to noon

- Communicating with the Public
- Security
- Ergonomics
- 20 Questions

Online registration is available at http://www.mnawwa.org/events/event_list.asp. Information on other schools is available at http://www.health.state.mn.us/divs/eh/water/wateroperator/trng/wat_op_sched.html.

Surface Water Treatment Workshop

The biannual Surface Water Treatment Workshop will be held May 1-3, 2018 at the Courtyard by Marriott in Moorhead. The workshop is sponsored by the American Water Works Association sections of South Dakota, Minnesota, and North Dakota, which have common water sources, geology, and climate.

Proposed topics for the workshop:

Utility Management & Operations

- Emerging Contaminants
- Regulations
- Sustainability
- Financing
- Asset Management
- Utility Management
- Water Conservation
- Source Water Issues
- GIS Applications

Water Treatment & Technology

- Treatment Technologies
- Lime Softening
- Membrane Technologies
- Chemical Feed Optimization
- Innovative Treatment
- Filter Optimization
- Biological Treatment
- Residuals Handling
- Taste & Odor Removal
- Chemical Usages

Supply, Distribution & Green Technologies

- Disinfection
- Disinfection By-products
- Water Storage Issues
- Distribution
- Water Age
- Water Modeling
- Stormwater
- Surface Water Intake Issues
- Green Technologies

For more information, contact Adam Zach, 701-746-8087, adam.zach@ae2s.com.

Reminder to All Water Operators

When submitting water samples for analyses, remember to do the following:

- Take coliform samples on the distribution system, not at the wells or entry points.
- Write the Date Collected, Time Collected, and Collector's Name on the laboratory request form.
- Write the Sample Point on the laboratory request form.
- Attach the label to each bottle (do not attach labels to the lab form).
- Include laboratory request forms with submitted samples; make sure the information on the bottle label and the lab form is the same.
- Use something other than a rollerball or gel pen; the ink may run.
- Consult your monitoring plan(s) prior to collecting required compliance samples.

Notify your Minnesota Department of Health district engineer of any e-mail changes for contact people.

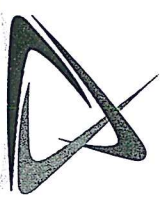
If you have questions, call the Minnesota Department of Health contact on the back of all sample instruction forms.

METRO UPDATE

PRINT DIGEST OF ONLINE NEWS

SEPTEMBER - OCTOBER 2017

PRESORTED
STANDARD
U.S. POSTAGE PAID
TWIN CITIES, MN
PERMIT NO. 1610



METROPOLITAN
COUNCIL

Partnerships strengthen our competitive edge
Chair Tchourumoff reflects on her visits with local officials.

Transit fares to rise on Oct. 1
Discount fares to qualified low-income riders also approved.

Navigating the rental process
Metro HRA ombudsman provides tenant education, advocacy.

***** AUTO**ALL FOR AADC 553
CITY ADMINISTRATOR
DANIEL BUCHHOLTZ
CITY OF SPRING LAKE PARK
1301 81ST AVE NE
SPRING LAKE PARK MN 55432-2188

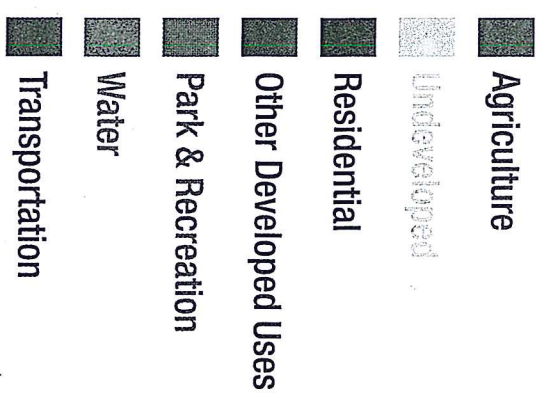
S3488
T8
P10

Metro Land Use: Growing Greener, Getting Leaner

A 2016 Council inventory of generalized land use in the seven-county metro area shows that:

- Nearly half of the 1.9 million-acre region is used for agriculture or is undeveloped.
- New development, especially for residential purposes, is mostly occurring on previously undeveloped land and at higher densities. Ag land is being preserved.
- The region is "doing more with less." Development is more central, more urban, and more likely to be on previously developed land than in previous decades.
- From 2010 to 2016, the footprint of developed land in the region grew by 91 acres per 1,000 new residents, or 234 acres per 1,000 new households. This compares with 291 acres per 1,000 new residents or 626 acres per 1,000 new households from 2000 to 2010.

Generalized Land Use in the Twin Cities Region, 2016



Brownfield cleanup grants awarded. In July, the Council approved nearly \$4 million in grants to 12 projects in four communities aimed at cleaning up polluted sites for future development. The awards will help clean up 54 acres, create or retain more than 1,100 jobs, increase the net tax base by \$3.8 million, help to produce and preserve more than 600 affordable apartments, and encourage more than \$500 million in private investment.

Metro Mobility Task Force holds first meeting. The Metro Mobility Task Force met for the first time in August. Elected as co-chairs were Council Member Deb Barber and Washington County Commissioner Karla Bigham. The task force is charged with identifying options for reducing program costs and improving efficiency.

I/I grant deadline is Sept. 22. Communities may apply through Sept. 22 for a grant to help fund capital improvements that mitigate inflow and infiltration of clear water into public wastewater infrastructure. The 2017 Minnesota Legislature approved more than \$3.7 million for the purpose.

Upcoming Plant workshops. Council Local Planning Assistance staff and their partners will host two workshops in September. The first is Water Management Tools: Going Beyond the Comprehensive Plan, on Sept. 12. The second is Comp Plan Implementation: Communicating about Race & Equity, on Sept. 21. Get details and register at metro council.org/Handbook/Plant.aspx.

Visit metro council.org for more Council news.

Metropolitan Council Chair: Alene Tournumoff

Members: Katie Rodriguez (District 1); Lona Schreiber (2); Jennifer Munt (3); Deb Barber (4); Steve Elkins (5); Gail Dorfman (6); Gary L. Cunningham (7); Cara Letofsky (8); Edward Reynoso (9); Marie McCarthy (10); Sandy Rummel (11); Harry Melander (12); Richard Kramer (13); Jon Commers (14); Steven T. Chávez (15); Wendy Wulff (16).

Regional Administrator: Wes Koolstra

Editor: Jeanne Landkamer
General Offices: 651-602-1000 | 651-291-0904 TTY)
 390 N. Robert St. | St. Paul, MN 55101
e-mail: public.info@metc.state.mn.us
Web site: metro council.org

This publication is available in alternative formats upon request.

Printed on paper containing 100 percent post-consumer and alternative fibers.



Technicians in training celebrate early milestone

Chapman Templer was working at a local bike shop, unsure when or if he'd ever get promoted or earn more money. After two years at Tires Plus, Chee Vang was struggling to pinpoint his long-term goals. Jordan "Monk" Nicholson was writing comic books and looking for a full-time job after recently moving from Ohio to Minnesota.

Templer, Vang, and Nicholson, along with a dozen other job seekers who entered the Metro Transit Technician training program last fall, now have a much better idea of what their futures could hold.

While still at the beginning of their journeys, the group has been put on a path toward full-time technician jobs through a combination of training, schooling and other support.

Participants spent 10 weeks over the summer studying electrical theory and learning from the Electro Mechanic Technicians they aspire to someday work beside.

They also received tutoring and empowerment training with instructors at Twin Cities RISET, a

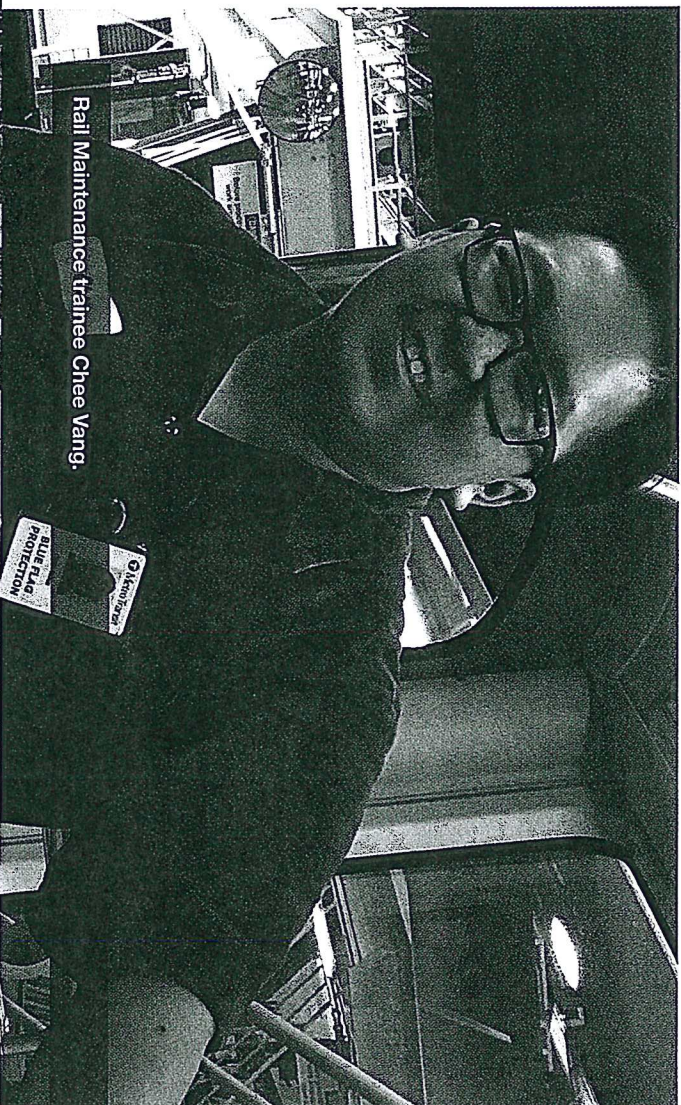
Minneapolis-based nonprofit that helps individuals overcome barriers to employment.

The training was designed to put participants in the best position to succeed as they begin full-time, paid Metro Transit internships and start taking classes at Hennepin Technical College, which has developed a new degree program focused on Rail Maintenance. Participants began that part of the program in August.

For participants, the goal is obvious: secure a career that promises stability, good benefits and opportunities to advance. For Metro Transit, the hope is to land talented technicians amid retirements and system growth.

The number of technicians needed to maintain light-rail vehicles, signals and systems is expected to double as the system grows in coming years. At the same time, many current technicians are approaching retirement.

"We're very excited now to be growing our own technicians," Chief Operating Officer Vince Pellegrin said.



Partnerships strengthen our competitive edge



Alene Tchourumoff
FROM THE CHAIR

As I dive into leadership here at the Council, my excitement is only growing. My first weeks on the job have strengthened my sense that our region is strong and economically competitive as a direct result of our shared commitment to regionalism.

In a region with seven counties and nearly 200 communities it is imperative that the Council develop strong collaborative relationships with our external partners.

In many places, these relationships already exist. I also know that in many places we can foster and strengthen those relationships.

My goal is to meet with our partners across the seven counties - both regular partners, and some new faces. I kicked off a seven-county tour in August with several visits to Washington, Dakota and Anoka counties.

At a ribbon-cutting for roadway improvements in Blaine, our regional partnerships were on display. From county to local officials, community members and staff, we all have a role to play in improving the livability and prosperity of our region. We can disagree on issues and still work to find common ground to move us all forward.

I will spend time in all the seven counties by later this fall, meeting with county and local officials and all our partners who share responsibility for maintaining vital regional infrastructure and finding ways to keep our region strong.

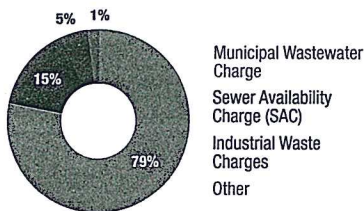
I am confident that if we listen to one another with an ear towards mutual solutions, we will succeed together in realizing our shared vision for a region that is prosperous, sustainable, livable and equitable.

Municipal wastewater charge up 3.7% in 2018

The overall charge to communities for regional wastewater collection and treatment will go up 3.7% in 2018.

Most communities will not see their rate go up exactly 3.7%; some communities will see a larger increase and others might see a decrease. It all depends on a community's measured flow relative to all the wastewater that enters the regional system.

Sources of MCES Revenue, 2018



The biggest driver of the increase is paying the debt for the Environmental Services division's (MCES) capital improvement program. MCES has a systematic, ongoing program to expand and rehabilitate portions of the 600+ miles of large regional sewer interceptor pipes and other wastewater collection and treatment facilities in the seven-county metro. About 85% of that effort goes to preservation of existing assets.

Debt service is rising \$7 million from 2017 to 2018, about 90% of the total increase in the municipal wastewater charge. MCES is in the lowest third of its peer agencies in terms of debt service per capita.

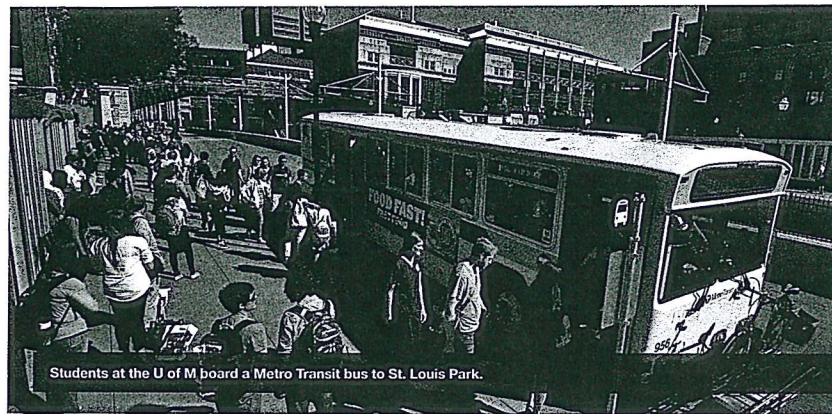
The sewer availability charge, or SAC, will stay flat at \$2,485 for the fifth year. The industrial strength charge will go up 6.8%, part of a five-year strategy to gradually incorporate the cost of capital improvements into the strength charges.

The combined MCES capital and operating budget for 2018 totals \$281.6 million.

CONNECT WITH US

FACEBOOK.COM/METROPOLITANCOUNCIL
TWITTER.COM/METCOUNCILNEWS
YOUTUBE.COM/METROPOLITANCOUNCIL

SUBSCRIBE TO MONTHLY E-MAIL UPDATES
ON METROCOUNCIL.ORG



Students at the U of M board a Metro Transit bus to St. Louis Park.

Transit fare increase to go into effect Oct. 1

On Oct. 1, regular-route bus and rail fares will increase by 25 cents and Metro Mobility fares by 50 cents, following action by the Council in late July.

The Council also voted to make permanent the Transit Assistance Program (TAP) that provides a discounted fare of \$1.00 per ride to qualifying low-income riders. The Council also approved several other adjustments.

Transit fares hadn't been raised in the Twin Cities region since late 2008.

In 2016, ridership was 96.3 million rides. On an average weekday, ridership is more than 250,000 rides. Research shows 80 percent of riders are going to work or school.

"The fare hike is needed to strengthen the future of transit in our region," said outgoing Council Chair Adam Duinick, whose term ended in July. "Transit connects hundreds of thousands of Minnesotans with jobs, school, and with their communities."

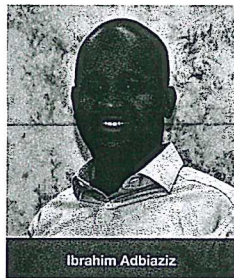
The decision followed significant discussion and public feedback related to pressures on the Council's transit budget. Regional transit services face significant challenges, including inflationary pressures, growth in demand for Metro Mobility service, and a primary funding source for transit - the Motor Vehicle Sales Tax - that is continually not meeting expectations.

The 2017 Legislature funded operations with an infusion of one-time money of \$70 million, but no additional funding for FY 2020-2021. The result is the region is facing a transit deficit projected at \$110 million for the next biennium.

The fare hike will result in an estimated \$6.8 million in additional revenue per year.

The Council's action affects all regional transit services, including suburban transit providers. Transit fares, under state law and regional policy, must be set on a regional basis and be consistent across providers.

Ombudsman helps people navigate rental process



Ibrahim Abdiaziz

The Council's Metro HRA recently hired Abdiaziz Ibrahim as its first outreach coordinator and program ombudsman.

Ibrahim's welcoming persona and experience as a property manager, housing case manager, and HRA coordinator make him well suited to the role. His clients are families who have difficulty finding housing where they can use their federal Housing Choice voucher.

Ibrahim leads classes to teach renters the skills necessary to becoming a successful long-term tenant. Topics include budgeting, home maintenance, and navigating the rental lease process. He also recruits landlords for the program.

Property managers who accept Housing Choice vouchers benefit from targeted marketing, reduced turnover, and steady rental payments.

Ibrahim says that bridging the divide between families and rental properties is his passion.

"I came to this country with no rental history, I had to figure it all out," he said. "Hundreds of people don't have regular access to the Internet, or don't know how to approach a property manager about a vacant unit. The application process can be complicated."

"I get a sense of fulfillment when renters are approved and can finally move in; it's like a calling," Ibrahim said.

Voucher holders pay one-third of their monthly income for rent. The remainder is paid by the federal government.

Cottage Grove: Suburb with farms and open space

Bordering the Mississippi River in southern Washington County, Cottage Grove is a community where "city" meets "nature."

Residential neighborhoods, dozens of parks, and major commercial and industrial activity reinforce its suburban character. At the same time, the city features wide expanses of natural open space.

More than half the city's land area is undeveloped or in active agriculture.

Cottage Grove is home to nearly 36,000 residents, and by 2040 is expected to grow by another 11,000 people.

To meet the challenge of growth, the city is now in the process of planning for the community's future. As part of the effort, the city reached out to its residents to help set general directions for its 2040 comprehensive plan update.

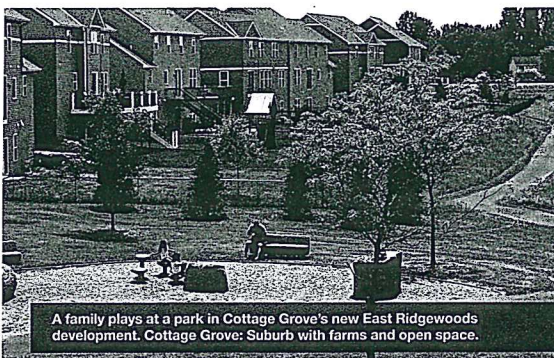
The city has gone beyond the traditional format of surveys or town hall meetings. "We held Facebook Live sessions in the evening so we could reach more people who wanted to express their opinions and aspirations for the community," said Jennifer

Levitt, Community Development Director and City Engineer. "People could jump in and comment live, and respond to comments of previous speakers."

Residents expressed the desire that Cottage Grove position itself well to deal with growth. "Meeting that challenge is much like three legs of stool," said Levitt. "One is expanding housing opportunities for people at all stages of life. Another is increasing retail and related commercial activity,

and the third is expanding our business parks to spur business activity and increase jobs in our community."

Another important theme is making Cottage Grove—with its 39 miles of shoreline and bluffs—a recreation destination. The city is also pursuing transit opportunities, and ways their plan can contribute to healthy, active living.



A family plays at a park in Cottage Grove's new East Ridgewoods development. Cottage Grove: Suburb with farms and open space.