



CITY COUNCIL AGENDA
MONDAY, November 7, 2016
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 – October 17, 2016
 - B. Application for Exempt Permit – MN Darkhouse and Angling Asst. – March 25, 2017 at Kraus Hartig VFW
 - C. Contractor’s Licenses
 - D. Sign Permit
 - E. Correspondence
7. PUBLIC WORKS REPORT
8. CODE ENFORCEMENT REPORT
9. RESOLUTIONS AND/OR ORDINANCES
 - A. Resolution 16-30 Approving a Comprehensive Plan Amendment to Amend the Future Lane Use Map for 1063 and 1075 Manor Drive NE
 - B. Ordinance No. 429 Amending the Official Zoning Map of the City of Spring Lake Park
10. NEW BUSINESS
 - A. Liquor Store Budget
 - B. Purchase New AED Defibrillator’s
 - C. Authorize Preparation of Plans and Bidding – 2017 Sewer Lining Project
 - D. Authorize Preparation of Plans and Bidding - 2017-2018 Seal Coat and Crack Repair Project
11. ENGINEER’S REPORT
12. ATTORNEY’S REPORT
13. REPORTS
 - A. Beyond the Yellow Ribbon Report
14. OTHER
 - A. Administrator Reports
15. ADJOURN

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

RULES FOR PUBLIC HEARINGS AND DISCUSSION FROM THE FLOOR

DISCUSSION FROM THE FLOOR

- ** Limited to 3 minutes per person to state their concern.
- ** Action: Council direction to staff for resolution or take this matter under advisement for action at the next regularly scheduled meeting.

PUBLIC HEARINGS

Advise audience that the purpose of the public hearing is to receive citizen input on the proposal to (name of 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 an 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 to comment are asked to limit their comments to 3 minutes, except in cases where there is a spokesperson representing a group wishing to have their collective opinions voiced. The spokesperson should identify the audience group her/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 state any new facts they may have within the 3 minutes allotted. Please be specific and to the point.
- ** Everyone will be given the opportunity to express their agreement or disagreement even if they have no new points to make. (This is not a time to debate the issue.)
- ** People wishing to speak twice will be given 2 minutes to comment on any new facts brought forward since the last time they spoke.

Following public input, the Council will have a second opportunity to ask questions of the presenter and/or citizens.

The public hearing will then be adjourned with the Council taking the matter under advisement until the next regularly scheduled Council meeting. At the next regular meeting, the Council will debate the issue, if necessary, state their positions and make a decision. 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 October 17, 2016 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 Nash, Nelson, Wendling and Mayor Hansen

Members Absent: None

Staff Present: Building Official Brainard; Public Works Director Randall; Engineer Gravel; Planner Carlson; Parks and Recreation Director Rygwall; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Barbara Goodboe-Bisschoff, 8309 Monroe Street NE
Tom Wentz, Rubicon Development Group LLC
Mark Peterson, 8322 Laddie Road NE

3. Pledge of Allegiance

4. Additions or Corrections to Agenda

Administrator Buchholtz asked that Item 5M, Commission Appointments to fill Councilmember Mason's Positions as Acting Mayor, Parks and Recreation Commission, Local 49 Labor Negotiation Commission and Cable Commission Member be added to the agenda.

Mayor Hansen asked that Item 14A Barbara Goodboe-Bisschoff Correspondence, be pulled from the agenda and the stated that her concerns will be addressed after the November 8, 2016 election.

5. Discussion From The Floor

Barbara Goodboe-Bisschoff, 8309 Monroe Street NE, addressed the Council with her concerns regarding the proposed rezoning and construction of a multi-family unit near the municipal liquor store on Highway 65. She stated that she felt more residents should have been notified of the public hearing and feels that bring a high-rise rental apartment complex into the area does not seem to be best use of the nine acres. She stated her concerns with the possible tax increase that residents could face if this project were to be developed.

Administrator Buchholtz explained to the Council that the required notice of the public hearing was sent to those residents and businesses within 350 feet of the proposed development as required. He added that the notice was published in the Spring Lake Park Life newspaper and on the City's website, Facebook and Twitter accounts. He stated that mailing public hearing notices to every resident would be very costly.

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – October 3, 2016
- B. Disbursements
 - 1. General Fund Disbursement Claim No. 16-17 -- \$310,314.14
 - 2. Liquor Fund Disbursement Claim No. 16-18 -- \$175,997.38
- C. Budget to Date/Statement of Fund Balance
- D. Application for Exempt Permit - North Suburban Chapter of MN Deer Hunters Association – December 5, 2016 at Kraus Hartig VFW
- E. Resolution 16-27 Appointing Election Judges for the 2016 General Election
- F. Call for Special Meeting to Canvass City Election Results – November 14, 2016
- G. Motion to Not Waive Monetary Limits on Municipal Tort Liability
- H. Contractor's Request for Payment No. 2 – Hydro-Klean, LLC
- I. Contractor's License
- J. Business License – Massage Therapy – Individual License
- K. Business License – Wine and 3.2% Beer
- L. Correspondence
- M. Accept Appointments to Fill Councilmember Mason's Positions as Acting Mayor (Nelson), Parks and Recreation Commission (Wendling), Teamster Labor Negotiation Commission (Nash) and Cable Commission Member (Hansen).

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

7. Police Report

Police Chief Ebeltoft submitted the September Police Report prior to the Council meeting. Chief Ebeltoft was absent from the meeting.

Chief Ebeltoft's report stated that the Police Department responded to five hundred forty calls for service for the month of September 2016 compared to four hundred ninety eights calls for service in September 2015.

Chief Ebeltoft reported that the Spring Lake Park Police Department deployed the "Speed Trailer" at thirteen different locations throughout the city. He encouraged residents to continue to contact the Police Department with areas in the City that they feel are problematic for speeding.

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 discussed upcoming events such as the Turkey Shoot in November and the possibility of the selling of concessions at the adult softball tournaments.

Ms. Rygwall reported that she met with the Blaine Youth Baseball Association regarding the usage of the City's baseball fields. She reported that she accepted donations of trees that will be planted at Terrace and Lakeside

Parks. She stated that the new Parks and Recreation website is now up and running and invited residents to provide feedback on the new site.

Ms. Rygwall provided an update on the classes offered in September and stated that some of the popular classes are filling up fast as well as the mini trips

9. Ordinances and/or Resolutions

A. Resolution 16-28 Declaring a Vacancy on the City Council

Administrator Buchholtz informed the City Council that due to the death of Councilmember Jeanne Mason, a vacancy exists. He presented the resolution officially declaring that a vacancy exists.

Administrator Buchholtz stated that staff is recommending that the City Council discuss the appointment process at a future City Council workshop. He stated that the next workshop is scheduled for November 14, 2016 at the conclusion of the special City Council meeting to canvass the 2016 general election results. He stated the City Council will need to determine what process they wish to use – either the process the City Council undertook in 2013 or a different process yet to be identified.

Mayor Hansen read Resolution 16-28, Declaring a Vacancy on the City Council, and expressed her gratitude towards Councilmember Mason and acknowledged her years of service to the City of Spring Lake Park.

MOTION MADE BY MAYOR HANSEN TO APPROVE RESOLUTION 16-28 DECLARING A VACANCY ON THE CITY COUNCIL. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Request for Comprehensive Plan Amendment for Vacant Parcel North of 81st Avenue between Highway 65 and Old Central Avenue

Administrator Buchholtz reported that Rubicon Development, an apartment developer, has purchased the vacant property north of 81st Avenue Ne between Old Central Avenue and State Highway 65. He stated that Rubicon Development has proposed a comprehensive plan amendment for this parcel from Commercial to High Density Residential and a zoning map amendment from C-1, Shopping Center Commercial, to R-3, Multiple Family Housing, for approximately eight acres of the parcel. He stated that the remaining 1.5 acres immediately north of the liquor store would remain commercial. He stated that the proposed zoning changes would accommodate a 150 unit of multi-family housing in two buildings.

Administrator Buchholz reported that the Planning Commission, after receiving the staff report and hearing testimony presented by the developer, residents and business owners during the public hearing, recommended approval of the land use changes on a 3-2 vote.

Administrator Buchholtz explained to the Council that, pursuant to M.S. 462.355, subd.3, an amendment to the Comprehensive Plan generally requires a two-thirds affirmative vote of all the members of the City Council. He explained that in this situation, three votes are required for approval. He stated that the zoning map amendment would take a simple majority vote.

Planner Carlson provided an overview of the request as it pertains to current land use guidance in the Comprehensive Plan and the official zoning map, transportation access to the the site, economic implications to the community, housing needs, and land use compatibility.

Councilmember Nelson voiced his concern with the ability of the city's infrastructure handle the demands that a large complex would create. Engineer Gravel stated that at this time, the infrastructure capacity is unknown and it would be reviewed during site plan review.

Councilmember Nash inquired if the proposed complex would be built on the existing standing water or swamp area that currently exists. Engineer Gravel stated that the soils have not been tested and that these are wetlands on the parcel.

Councilmember Wendling reported that he is concerned with the occupancy numbers that have been proposed. He stated that the numbers could increase to 900 people in a small area if three people were to move in each designated unit. Planner Carlson stated that the occupancy rate is unknown at this time but the occupancy rate likely would equal around two people per unit.

Councilmember Wendling inquired on the accessibility from Highway 65 and inquired if MnDOT would allow an access point. Engineer Gravel stated that he felt it was more than likely that MnDOT would not allow access.

Tom Wentz, Rubicon Development Group LLC, reviewed with the City Council that the Planning Commission had recommend approval of the Comprehensive Plan and Zoning Map amendments at their meeting. He stated that he understands the City Council's concern with the wetlands and soil and assured that it would be addressed with the application and site plans.

Councilmember Nash stated that he has concerns changing the zoning of the property before an application has been submitted. He stated he is concerned with the zoning changing to residential could cause problems if the development application was not approved and the parcel would then be zoned for residential purposes.

Councilmember Nelson stated that he agreed with Councilmember Nash and said the City is not in need of any new multifamily rental properties.

Mayor Hansen stated that the Planning Commission recommended the amendment changes however, not all the Commissioners voted in favor of the changes.

MOTION MADE BY MAYOR HANSEN TO APPROVE RESOLUTION 16-25 DENYING A COMPREHENSIVE PLAN AMENDMENT TO AMEND THE FUTURE LAND USE MAP FOR A 9.5 ACRE PORTION OF PROPERTY LOCATED NORTH OF 81ST AVENUE NE BETWEEN STATE HIGHWAY 65 AND COUNTY STATE AID HIGHWAY 35. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

C. Request for Official Zoning Map Amendment for Vacant Parcel North of 81st Avenue between Highway 65 and Old Central Avenue

MOTION MADE BY MAYOR HANSEN TO APPROVE RESOLUTION 16-29 DENYING AN AMENDMENT TO THE OFFICIAL ZONING MAP FOR A 9.5 ACRE PORTION OF PROPERTY LOCATED NORTH OF 81ST AVENUE NE BETWEEN STATE HIGHWAY 65 AND COUNTY STATE AID HIGHWAY 35. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

10. New BusinessA. Parking Lot Lease Agreement

Administrator Buchholtz reported that Liquor Store Manager Brian Hachey informed the City that Central Park Liquor and Oppidan Incorporated have reached a tentative agreement for the use of parking spaces on the southeast corner of the liquor store property. Administrator Buchholtz reported that Oppidan is the management company of the Spring Lake Park Marketplace, the retail center directly to the south of the store. He stated that the agreement will deliver \$500.00 in additional income to the liquor operation while solving a continuing parking need at the retail center. He stated the use of the parking will be Monday through Friday from 6:00 AM to 6:00 PM and will not affect the customers or employees as these hours are outside the peak retail times.

Administrator Buchholtz reported that the City Attorney has reviewed the agreement and has found it in order.

Councilmember Wendling inquired if reserved parking signs would be needed to avoid towing of the vehicles. Administrator Buchholtz stated that it will be individual employees using the parking spots and they are typically open so he does not see a problem.

Councilmember Nelson inquired if additional pedestrian signs would be needed to warn of people crossing the street. Engineer Gravel suggested that the individuals using the parking spaces use the crosswalk and stated that the area will be watched and signs could be added at later date if it is a problem.

Administrator Buchholtz added that the situation will be evaluated during the contract term and the City can recommend changes. He stated nine spaces will be utilized.

MOTION MADE BY COUNCILMEMBER NASH TO APPROVE PARKING LOT LEASE AGREEMENT. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. 8322 Laddie Road Request for Permit Extension

Building Official Brainard reported that the property at 8322 Laddie Road has a long-standing history of nuisance violations including abatements with the City of Spring Lake Park. He stated that to prevent future nuisance's issues, he encouraged the homeowner to construct a garage in which they can store all outside material and debris. Mr. Brainard reported that on December 12, 2014, an application for home and garage addition was made by the homeowner, which stated completion of the project on the application by April 2016. He stated that permit number BP14232 was issued on December 15, 2014.

Mr. Brainard reported that on March 4, 2016, a nuisance violation notice letter was sent to the homeowner requiring front and side yard cleanup, which was corrected and completed. He stated that the letter also noted building permit BP14232, and the requirement to complete the project by the end of April 2016. He stated that he did grant the homeowner an extension of the building permit as permitted by code, in which he stated that homeowner, must make all efforts to make continuing progress on the house and garage addition so that it is fully completed and occupied by December 31, 2016.

Mr. Brainard reported that on September 13, 2016, an on-site inspection found that only the foundation wall and floor covering of the house addition had been completed. He stated that on September 13, 2016, another letter was sent to the homeowner reminding them of their obligation to complete the house and garage addition so that it is fully occupied by December 31, 2016. He stated that he mentioned to the homeowner that they may request an additional extension; however, since this was the second extension, the request would need to

be forwarded to the City Council for review and action. He reported that that on October 3, 2016, he received a written request stating that inclement weather has delayed the progress and completion of the project and the homeowner hope to have the project fully completed by spring of 2017.

Mr. Brainard stated that he is asking the City Council to consider the request for the extension and to list any possible conditions they may wish to include should the Council agree to grant such extension.

Councilmember Nelson stated that he has heard from several neighbors of nearby properties and they have expressed their disappointment in the tardiness in the cleanup of 8322 Laddie Road. He inquired if conditions could be added to an extension.

Attorney Thames stated that conditions could be added stating that certain items need to be completed by a specified time. He stated that if those conditions were not met by the date, a new permit would need to be issued resulting in new permit fees.

Mayor Hansen stated that she is very concerned that this property has been an ongoing nuisance and in her opinion, feels that the City has been more than patient with the homeowner.

Mark Peterson, 8322 Laddie Road, stated that he is self-employed and has encountered several hardships over the years and the funds he was using to make the repairs has run out. He also stated that the weather has not worked in his favor in the completion of the garage.

Councilmember Nelson stated that while he understands the hardships people encounter, he feels that a solution could be that the permit be extended if the homeowner could secure funds to complete the project. Attorney Thames suggested that an agreement be drafted with the homeowner stating that certain conditions be completed by specific dates or no permit will be granted. He stated that this would extend the period to allow the homeowner to complete the project without having to pay for a new permit.

Administrator Buchholtz stated that he has received calls from neighbors regarding the condition of the property. He stated that he feels an agreement with the homeowner and the City would be the best way to see that the project is completed and inspected at the required times.

Mr. Peterson stated that he plans to have the structure constructed by the end of the 2016. He stated that he would be comfortable signing an agreement with the City.

Mr. Brainard stated that the agreement could be drafted for the next Council meeting and the Council can review the penalties for the next steps. He stated that the agreement could be approved at the November 7, 2016 Council meeting.

Administrator Buchholtz stated that Mr. Brainard will provide status reports on the property owner's progress in his monthly Code Enforcement Report.

11. Engineer's Report

Engineer Gravel reported that the close out process has started on many of the recent projects within the City. He stated he continues to work with staff on implementing items for the MS4 Permit and has been working with Public Works Director Randall on determining areas for 2017 projects.

12. Attorney's Report – None

13. Reports

Councilmembers Wendling and Nelson expressed their appreciation towards former Councilmember Mason and both commented how much she will be missed.

14. OtherA. Administrator Report

Administrator Buchholtz reported that Fire Chief Smith provided an update on the purchasing of the new ladder truck for the Spring Lake Park Blaine Mounds View Fire Department. He stated that the purchase of the new fire truck is purchased with certificate bonds typically purchased by the City of Blaine with the payments split amongst the three cities. Administrator Buchholtz stated that the City of Blaine has several large projects in 2017 requiring their own funding and issuance of bonds. He stated that with their planned projects and the equipment certificate for the new fire truck, it would exceed the amount that the City of Blaine could bank qualify.

Administrator Buchholtz reported that he has offered that the City of Spring Lake Park issue bonds and the participating cities will provide the necessary payments to the City. Administrator Buchholtz assured the Council that this bond will not affect any future bonding that might be required by the City of Spring Lake Park.

Administrator Buchholtz reported that the new City website has been updated and is now live. He stated that the transition of the new IT services for the City is also completed and the City is utilizing the new service provider.

Administrator Buchholtz expressed his condolences towards former Councilmember Mason and recalled what a kind and gentle person she was and how he will miss working with her.

14. Adjourn

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

The meeting was adjourned at 8:15 PM.

Cindy Hansen, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)
 Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.
 Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: MINN DARKHOUSE GAMBLING ASST METRO CHAPTER Previous Gambling Permit Number: X32358-18-005
 Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____
 Mailing Address: Box 1875 Burnsville
 City: Burnsville State: MN Zip: 55337 County: DAK
 Name of Chief Executive Officer (CEO): DAVID BURG
 Daytime Phone: 612-250-4270 Email: DFBURGONE@GMAIL.COM

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
 Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

A current calendar year Certificate of Good Standing
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division Secretary of State website, phone numbers:
 60 Empire Drive, Suite 100 www.sos.state.mn.us
 St. Paul, MN 55103 651-296-2803, or toll free 1-877-551-6767

IRS income tax exemption (501(c)) letter in your organization's name
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): VFW Post 6587
 Address (do not use P.O. box): 8100 PLEASANT VIEW AVE
 City or Township: SPRING LAKE PARK MN Zip: 55432 County: RAMSEY
 Date(s) of activity (for raffles, indicate the date of the drawing): 3-25-2017

Check each type of gambling activity that your organization will conduct:
 Bingo Paddlewheels Pull-Tabs Tipboards
 Raffle (total value of raffle prizes awarded for the calendar year: \$ 6,000)

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under **List of Licensees**, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

**CITY APPROVAL
for a gambling premises
located within city limits**

___ The application is acknowledged with no waiting period.

___ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

___ The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

**COUNTY APPROVAL
for a gambling premises
located in a township**

___ The application is acknowledged with no waiting period.

___ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

___ The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: David F. Burg Date: 11/2/16
(Signature must be CEO's signature; designee may not sign)

Print Name: DAVID F. BURG

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days, or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

___ a copy of your proof of nonprofit status, and

___ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

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

Contractor's Licenses

November 7, 2016

General Contractor

Brett Hawk Construction

Mechanical Contractor

Larson Plumbing, Inc.

Marsh Heating & Air

Plumbing Contractor

Nova-Frost Inc.

Piperight Plumbing

Plumbing Service Center Inc

Schulties Plumbing, Inc.

Tony The Plumber, Inc.

Weld & Sons Plumbing

Sign Contractor

SignArt Co, Inc.

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

Sign Permit

November 7, 2016

Car X Tire & Auto
1101 Hwy 10 NE
SignArt Co., Inc.

CITY OF SPRING LAKE PARK
1301 81ST AVENUE N E
SPRING LAKE PARK, MN 55432

SIGN PERMIT APPLICATION

DATE: 10/13/16
NAME OF APPLICANT: SignArt Co., Inc. Holly Woerz
ADDRESS OF APPLICANT: 2170 Dodd Rd Mendota Heights MN 55120
TELEPHONE NUMBER OF APPLICANT: 651-688-0563

NAME OF BUSINESS AND LOCATION of building structure, or lot to which or upon which the sign is to be attached or erected Car X Tire & Auto 1101 Hwy 10 NE

New Construction: _____ Remodel: _____ Word Change Only: X

Attach a drawing or sketch showing the position of the sign in relation to the nearest building, structures, public streets, right-of-way and property lines. Said drawing to be prepared to scale.

Attach two (2) blueprints or ink drawings of the plans and specifications and method of construction or attachment to the building or in the ground, including all dimensions. Show location of all light sources, wattage, type and color of lights and details of light shields or shades.

Attach a copy of stress sheets and calculations showing the structure is designed for dead load and wind velocity in the amount required by this and all other Ordinances of the City, if requested by the Building Inspection Department.

Name of person, firm or corporation erecting the structure: SignArt Co., Inc.

Address: 2170 Dodd Rd Mendota Heights MN 55120

Is an Electrical Permit required? _____

- I, the undersigned applicant, do further make the following agreement with the City of Spring Lake Park Mn:
- 1) To authorize and direct the City of Spring Lake Park to remove and dispose of any signs and sign structures on which a Permit has been issued but which was not renewed, if the owner does not remove the same within thirty (30) days following the expiration of the Permit.
 - 2) To authorize and direct the City of Spring Lake Park to remove said sign and sign structure, at the expense of the applicant, where maintenance is not furnished, but only after a hearing and after notice of sixty (60) days, specifying the maintenance required by the City.
 - 3) To provide any other additional information which may be required by the Building Inspection Department.


SIGNATURE OF APPLICANT

FOR OFFICE USE ONLY:*****
FEE: \$ 250.⁰⁰ RECEIPT NUMBER: _____

DATE OF APPROVAL: _____ DATE OF ISSUE: _____

REASON FOR DENIAL: _____

Clerical @ signart USA . Com

ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:

SQUARE FOOTAGE OF FRONT OF BUILDING: ~~2024~~ 3275

SQUARE FOOTAGE OF ALL EXISTING SIGNS: ~~81~~ 351

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS: ~~88~~ 70 Building 60 ~~PK2~~ pylon 120

INCLUDE A DRAWING SHOWING LOCATION AND MESSAGE ON SIGN.

IF YOU ARE NOT THE OWNER OF THE PROPERTY, INCLUDE A SIGNED LETTER FROM THE OWNER GIVING PERMISSION TO ERECT THE SIGN.

NOTE: ALL APPLICATIONS ARE DUE BY NOON ON THE THURSDAY PRECEDING THE COUNCIL MEETING.

DRAWING:

Existing
Brackets, Shirts, Struts, Align. 10

Batteries Plus
Building 70
Pylon 60x2=120

Perfect 10
Pylon 60x2=120

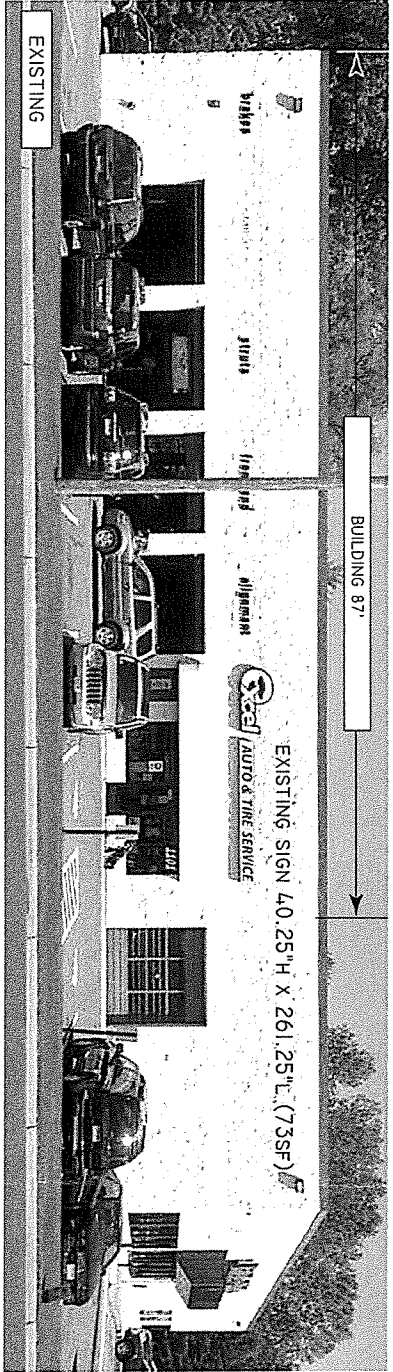
983 - 30%
351 - Existing
190 Proposed

442 Remaining

proposed
70 - \$60 + \$30 = \$90
60 - \$60 + \$20 = \$80
60 \$60 + \$20 \$80

\$250

REMOVE EXISTING, PATCH, PREP PAINT WALLS TO MATCH EXISTING



EXISTING

shocks
REPLACE MISSING "SHOCKS" 10" BLACK PLASTIC X 38"L
UNVERS 67 TYPEFACE

RECOVER AWNING 36.5'H X 25'DEEP X 22'-1.5'L
COOLEY II 2283 DARK RED - 10YEAR FABRIC



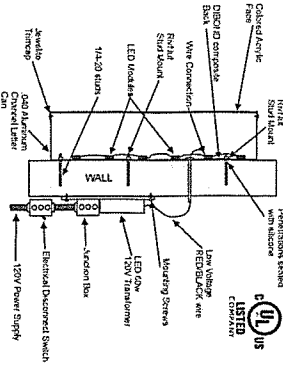
EXISTING



PROPOSED



PROPOSED



QTY (1) LED ILLUM 40" X 21' (70SF)

40" **CARX TIRE & AUTO** 21'-0" (252")

- 8" black plastic letters
- 3.1sf brakes
- 2.7sf shocks
- 2.8sf struts
- 4.8sf front end
- 4.8sf alignments
- 18.0sf TOTAL

REF-FACE-QTY (2)
FORMED LEXAN
(60SF)
TRIM/CUT SIZE: 73"H X 119.75"L
RETAINER 2.25"

9-12-2016 - PROPOSED

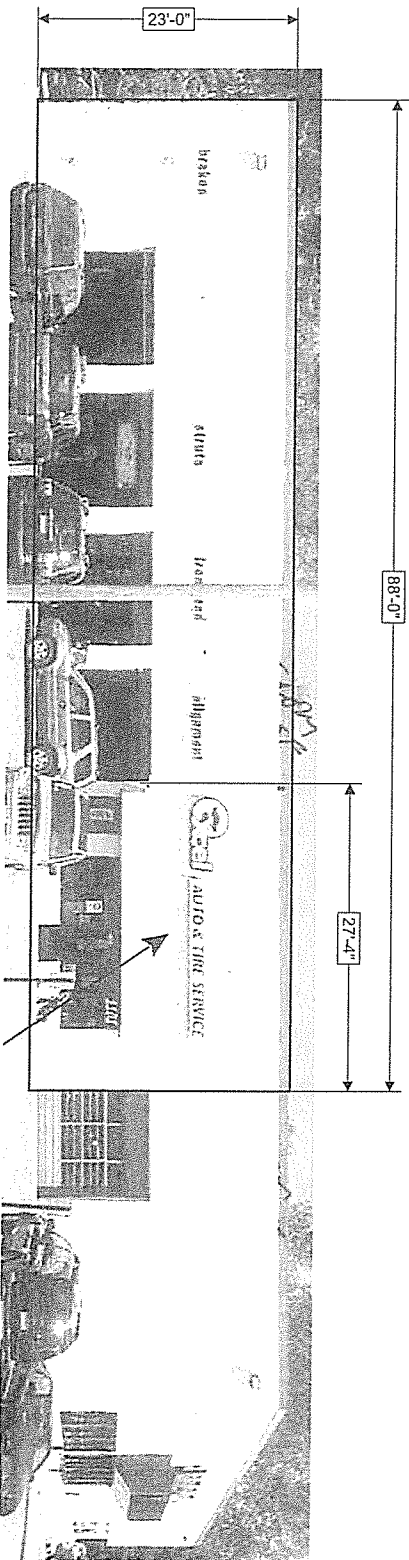
1101 HWY 10 NE SPRING LAKE PARK, MN 55432

1402

70A

LOP
x2

Wall Dimensions:



SCALE: 3/32" = 1'-0"

CUSTOMER INFORMATION

Customer: Car X
 Address: Spring Lake Park, MN
 Sales: Bob Sherlock

DRAWING INFORMATION

File Name: Car X
 Spring Lake Park, MN
 wall dimensions
 REV A 8-16-16
 Date: REV A 8-16-16
 Revisions:

Scale: 3/32" = 1'-0" at 11" x 17"
 Page: 1 of 1
 Designer: Jeff Weispfenning
 Customer:
 LL Approval:



Signart Company
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 800-235-5178
 St. Paul, MN
 651-688-0563
 800-699-0563
 www.signartusa.com



This drawing was created to assist you in visualizing our proposal. It is the property of Signart Company and may not be used or reproduced by others.



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

REPORT

TO: Spring Lake Park City Council
FROM: Barry L. Brainard, Code Enforcement Director
RE: Code Enforcement Monthly Report for October 2016
DATE: November 2, 2016

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

A total of 71 permits consisting of 37 building, 1 fire, 2 sign, 7 zoning, 9 mechanical, and 15 plumbing permits were issued in October 2016 compared to a total of 71 in 2015. I conducted a total of 112 inspections in the month of October including 40 building, 12 mechanical, 14 plumbing, 5 nuisance, 4 c.o., 20 rental, 8 fire, and 9 zoning inspections. I have enclosed the Spring Lake Park permit data sheets for your review regarding specific permit details.

Also attached with this report, please find the October 2016 Spring Lake Park vacancies listings. The listings include both residential and commercial properties indicating vacant and foreclosure properties as well as upcoming Sheriff Sales. October 2016 vacancy listing summarizes the following:

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

In October of 2016, I posted one abandoned property and conducted four certificate of occupancy inspections plus one closing for residential homes formerly on the foreclosure/vacant list. In the month of October I did issue three administrative offense tickets and six violation notices mostly pertaining to debris in the yard and tall grass violations.

I attended the International Code Council (ICC), Group B Code Hearings in Kansas City, Missouri, October 18th through the 26th. I was awarded a scholarship through the International Association of Building Officials (IABO), to participate in the hearings. The group B code hearings consisted of proposed code changes in the International Administrative Provisions, International Energy Conservation Code, International Wildland-Urban Interface Code, International Property Maintenance Code, International Fire Code, International Residential

Building Code, International Existing Building Code, and the International Building Code. With over 670 proposed code changes and each proposal being debated for and against, the hearings would begin at 8 am and go till midnight each day for eight days including Saturday the 22nd and Sunday the 23rd. One of the most interesting debate came from change number RB168-16 for the IRC. This change wish to include Tiny House codes within the IRC. The Tiny House supporters brought in their television crew and tiny house TV star to film and advocate their plea to include Tiny Houses in the International Residential Code. After several hours of debate it was decided to include tiny houses as an appendix to the IRC allowing each municipality or county the option of adopting for enforcement. The hearings were definitely a learning experience I will not forget, and helps me to appreciate just how much thought and discussion goes into every aspect of code development. I want to thank the City of Spring Lake Park for providing me with the opportunity to experience this process.

My time allotted for Code Enforcement in October is as follows:

Building Inspections:	35%
Mechanical Inspections:	11%
Plumbing Inspections:	13%
Rental Inspections:	18%
Fire Inspections:	7%
Nuisance Inspections:	8%
Zoning Inspections:	8%

In October of 2016, I also attended the following appointments:

- City Council meetings on Monday, October 3rd and 17th.
- Dominion Development Meeting on Friday, October 7th.
- North Suburban Code Officials meeting on Tuesday, October 11th.
- ICC Group B Code Development Hearings on Tuesday, October 18th - Wednesday the 26th.

Did you know that all fences installed in Spring Lake Park required a zoning permit? I created this fence handout for residents as well as commercial owners to understand the regulations and process for erecting a fence in Spring Lake Park.

This concludes the Code Enforcement Department monthly report for October 2016. If anyone has any questions or concerns regarding my report, I would be happy to answer them at this time.

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

Issued Date From: 10/1/2016 To: 10/31/2016
Permit Type: All Property Type: All Construction Type: All
Include YTD: Yes Status: Not Voided

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Fees	WAC Fees	Total Fees
Permit Type: BUILDING												
		Permit Kind: COMMERCIAL ALTERATION										
		Permit Kind: COMMERCIAL CONCRETE WORK										
		Permit Kind: COMMERCIAL DUMPSTER ENCLOSURE										
		Permit Kind: COMMERCIAL FUEL TANK										
		Permit Kind: COMMERCIAL REMODEL										
		Permit Kind: COMMERCIAL ROOFING										
2016-00431	10/19/2016	8365 SUNSET RD NE	0		119,960.00	1,273.14		59.98				1,333.12
		Permit Kind: MOBILE HOME DECK										
		Permit Kind: MOBILE HOME MOBILE HOME										
		Permit Kind: MOBILE HOME SIDING										
		Permit Kind: MULTI-FAMILY ALTERATION										
		Permit Kind: MULTI-FAMILY REPAIR										
2016-00427	10/21/2016	1868 HIGHWAY 10 NE	0		150,000.00	1,490.63	968.91	75.00				2,534.54
		Permit Kind: MULTI-FAMILY ROOFING										
		Permit Kind: MULTI-FAMILY SIDING										
		Permit Kind: MULTI-FAMILY WINDOW REPLACEMENT										
		Permit Kind: PUBLIC ALTERATION										
		Permit Kind: PUBLIC DEMOLITION										
		Permit Kind: SINGLE FAMILY ADDITION										
		Permit Kind: SINGLE FAMILY ALTERATION										
		Permit Kind: SINGLE FAMILY BASEMENT FINISH										

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surchage	Park Fees	SAC Fees	WAC Fees	Total Fees
Permit Type: BUILDING												
Permit Kind: SINGLE FAMILY DECK												
2016-00452	10/31/2016	8221 5TH ST NE	0	0	4,000.00	112.10	72.86	2.00				186.96
Permit Kind: SINGLE FAMILY DEMOLITION												
Permit Kind: SINGLE FAMILY DOOR REPLACEMENT												
Permit Kind: SINGLE FAMILY EGRESS WINDOW												
2016-00407	10/07/2016	7885 MADISON ST NE	0	0	1,600.00	74.96	48.72	0.80				124.48
2016-00385	10/03/2016	7945 TERRACE RD NE	0	0	1,675.00	155.92	50.67	0.84				207.43
Permit Kind: SINGLE FAMILY GARAGE												
Permit Kind: SINGLE FAMILY INSULATION												
Permit Kind: SINGLE FAMILY POOL												
Permit Kind: SINGLE FAMILY REMODEL												
Permit Kind: SINGLE FAMILY REPAIR												
Permit Kind: SINGLE FAMILY ROOFING												
2016-00420	10/13/2016	725 82ND AVE NE	0	0	3,200.00	99.03		1.60				100.63
2016-00403	10/07/2016	848 82ND AVE NE	0	0	10,000.00	210.14		5.00				215.14
2016-00425	10/14/2016	8072 GARFIELD ST NE	0	0	8,900.00	192.17		4.45				196.62
2016-00436	10/18/2016	8000 HAYES ST NE	0	0	7,000.00	161.12		3.50				164.62
2016-00401	10/06/2016	732 IONE AVE NE	0	0	7,300.00	166.03		3.65				169.68
2016-00442	10/20/2016	7728 LAKEVIEW LN NE	0	0	5,000.00	128.44		2.50				130.94
2016-00396	10/04/2016	540 LUND AVE NE	0	0	5,572.60	137.81		2.79				140.60
2016-00424	10/13/2016	8017 MONROE ST NE	0	0	5,000.00	128.44		2.50				130.94
2016-00449	10/25/2016	7750 QUINCY ST NE	0	0	11,000.00	226.48		5.50				231.98
2016-00440	10/19/2016	7940 QUINCY ST NE	0	0	6,000.00	144.78		3.00				147.78
2016-00419	10/11/2016	7843 TAYLOR ST NE	0	0	2,400.00	85.96		1.20				87.16
2016-00418	10/11/2016	7849 TAYLOR ST NE	0	0	2,400.00	85.96		1.20				87.16
2016-00417	10/11/2016	7855 TAYLOR ST NE	0	0	2,400.00	85.96		1.20				87.16
2016-00416	10/11/2016	7861 TAYLOR ST NE	0	0	2,400.00	85.96		1.20				87.16
2016-00415	10/11/2016	7867 TAYLOR ST NE	0	0	2,400.00	85.96		1.20				87.16
2016-00413	10/11/2016	7873 TAYLOR ST NE	0	0	2,400.00	85.96		1.20				87.16
2016-00412	10/11/2016	7879 TAYLOR ST NE	0	0	2,400.00	85.96		1.20				87.16
2016-00411	10/11/2016	7885 TAYLOR ST NE	0	0	2,400.00	85.96		1.20				87.16
2016-00410	10/10/2016	7891 TAYLOR ST NE	0	0	2,400.00	85.96		1.20				87.16
2016-00409	10/10/2016	7897 TAYLOR ST NE	0	0	2,400.00	85.96		1.20				87.16

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Fees	WAC Fees	Total Fees
Permit Type: BUILDING												
Permit Kind: SINGLE FAMILY ROOFING												
2016-00421	10/11/2016	7818 VAN BUREN ST NE	0	0	6,000.00	144.78		3.00				147.78
2016-00400	10/06/2016	529 WESTBY DR NE	0	0	3,800.00	108.84		1.90				110.74
2016-00402	10/06/2016	8337 WESTWOOD RD NE	0	0	9,000.00	198.80	5.00	4.50				203.30
Permit Kind: SINGLE FAMILY SIDING												
2016-00434	10/17/2016	8201 5TH ST NE	0	0	9,000.00	198.82		4.50				203.32
2016-00432	10/17/2016	7715 JACKSON ST NE	0	0	22,000.00	406.22		11.00				417.22
2016-00438	10/18/2016	7997 MCKINLEY ST NE	0	0	11,700.00	237.92		5.85				243.77
2016-00426	10/17/2016	8015 WASHINGTON ST NE	0	0	26,073.00	458.44		13.04				471.48
Permit Kind: SINGLE FAMILY SOLAR ARRAY SYSTEM												
Permit Kind: SINGLE FAMILY THREE SEASON PORCH												
Permit Kind: SINGLE FAMILY WINDOW REPLACEMENT												
2016-00453	10/28/2016	1375 78TH CIR NE	0	0	7,253.80	165.27		3.63				168.90
2016-00433	10/17/2016	500 80TH AVE NE	0	0	6,600.00	154.59		3.30				157.89
2016-00386	10/03/2016	7834 QUINCY ST NE	0	0	3,419.00	102.61		1.71				104.32
2016-00422	10/12/2016	908 RALEIGH LN NE	0	0	300.00	31.00		0.15				31.15
2016-00439	10/18/2016	8116 TYLER ST NE	0	0	16,130.00	310.31		8.07				318.38
Permit Type: BUILDING - Totals												
	Period		37	0	491,483.40	8,078.39	1,146.16	245.76				9,465.31
	YTD		234	0	7,183,893.66	75,669.62	23,987.01	2,773.39				102,495.02
Permit Type: FIRE ALARM												
Permit Kind: PUBLIC FIRE ALARM												
2016-00408	10/07/2016	8299 CENTRAL AVE NE	0	0		60.00		2.00				62.00
Permit Type: FIRE ALARM - Totals												
	Period		1	0		60.00		2.00				62.00
	YTD		1	0		60.00		2.00				62.00
Permit Type: FIRE SUPPRESSION												

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

Permit Kind: COMMERCIAL FIRE SUPPRESSION

Permit Kind: PUBLIC FIRE - SPECIAL EVENT

Permit Kind: PUBLIC FIRE SUPPRESSION

2016-00435	10/17/2016	8299 CENTRAL AVENUE		0		71.00						71.00
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Permit Kind: SINGLE FAMILY FUEL TANK

Permit Type: FIRE SUPPRESSION - Totals

Period	Count	Revenue	Plan Check	State Surcharge	Total Fees
YTD	9	525.09	116.39	7.88	649.36

Permit Type: MECHANICAL

Permit Kind: COMMERCIAL COMMERCIAL MECHANICAL

Permit Kind: COMMERCIAL HEATING, VENT & AC

Permit Kind: COMMERCIAL HVAC - COMMERCIAL MINIMUM

2016-00404	10/07/2016	8437 UNIVERSITY AVENUE		0		80.00		1.00				81.00
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Permit Kind: MOBILE HOME HVAC - RESIDENTIAL SINGLE

Permit Kind: MULTI-FAMILY HEATING, VENT & AC

Permit Kind: MULTI-FAMILY HVAC - RESIDENTIAL SINGLE

2016-00429	10/17/2016	7873 TAYLOR ST NE		0		40.00		1.00				41.00
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Permit Kind: PUBLIC HEATING, VENT & AC

2016-00392	10/05/2016	7777 UNIVERSITY AVENUE		0		5,240.00		131.00				5,371.00
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Permit Kind: SINGLE FAMILY HEATING, VENT & AC

2016-00441	10/20/2016	514 78TH AVE NE		0		50.00		1.00				51.00
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2016-00406	10/07/2016	708 82ND AVE NE		0		50.00		1.00				51.00
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2016-00384	10/03/2016	1868 HIGHWAY 10 NE		0		210.00		1.00				211.00
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Permit Kind: SINGLE FAMILY HVAC - RESIDENTIAL SINGLE

2016-00437	10/18/2016	837 83RD AVE NE		0		40.00		1.00				41.00
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2016-00393	10/13/2016	7902 ABLE ST NE		0		40.00		1.00				41.00
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2016-00405	10/07/2016	7913 PLEASANT VIEW DR		0		40.00		1.00				41.00
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Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	Surcharge	State Fees	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
Permit Type: MECHANICAL - Totals														
	Period		9	0		5,790.00		139.00						5,929.00
	YTD		73	0		10,105.38		233.68						10,339.06
Permit Type: PLUMBING														
Permit Kind: COMMERCIAL PLUMBING														
2016-00376	10/17/2016	8299 CENTRAL AVE NE		0		85.00		1.00						86.00
2016-00399	10/06/2016	8498 SUNSET RD NE		0		85.00		1.00						86.00
Permit Kind: COMMERCIAL SEWER														
Permit Kind: INDUSTRIAL PLUMBING														
Permit Kind: MULTI-FAMILY PLUMBING														
2016-00398	10/06/2016	1150 79TH AVE NE		0		45.00		1.00						46.00
2016-00450	10/27/2016	1868 HIGHWAY 10 NE		0		99.00		1.00						100.00
Permit Kind: MULTI-FAMILY SEWER														
2016-00445	10/25/2016	1626 COUNTY ROAD 10 NE #1		0		85.00		1.00						86.00
Permit Kind: PUBLIC PLUMBING														
2016-00366	10/28/2016	7777 UNIVERSITY AVE NE		0		751.00		28.00						779.00
Permit Kind: SINGLE FAMILY PLUMBING														
2016-00443	10/24/2016	7937 5TH ST NE		0		45.00		1.00						46.00
2016-00394	10/03/2016	519 81ST AVE NE		0		45.00		1.00						46.00
2016-00446	10/24/2016	857 84TH AVE NE		0		49.00		1.00						50.00
2016-00430	10/17/2016	8485 COTTAGEWOOD TERR NE		0		45.00		1.00						46.00
2016-00423	10/13/2016	7732 LAKEVIEW LN NE		0		45.00		1.00						46.00
2016-00447	10/24/2016	7930 MONROE ST NE		0		45.00		1.00						46.00
2016-00395	10/03/2016	532 ROSEDALE RD NE		0		45.00		1.00						46.00
2016-00391	10/04/2016	8085 TERRACE RD NE		0		45.00		1.00						46.00
2016-00444	10/24/2016	501 WESTBY DR NE		0		81.00		1.00						82.00
Permit Type: PLUMBING - Totals														
	Period		15	0		1,595.00		42.00						1,637.00
	YTD		70	0		4,627.00		96.00						4,723.00

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

Permit Kind: COMMERCIAL SIGN PERMANENT													
2016-00348	10/03/2016	8201 CENTRAL AVE NE STE	0	0	181.00	181.00							181.00

Permit Kind: COMMERCIAL SIGN TEMPORARY													
2016-00397	10/05/2016	1111 81ST AVE NE	0	0	35.00	35.00							35.00

Permit Kind: INDUSTRIAL SIGN PERMANENT

Permit Type: SIGN - Totals

Period	YTD	Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
2	19	0	0	5,000.00	2,790.44		2.50					2,792.94

Permit Type: ZONING

Permit Kind: COMMERCIAL FENCE

Permit Kind: COMMERCIAL SHED

Permit Kind: SINGLE FAMILY DRIVEWAY													
2016-00448	10/25/2016	542 79TH AVE NE	0	0	45.00	45.00							45.00

2016-00428	10/17/2016	7833 ABLE ST NE	0	0	45.00	45.00							45.00
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2016-00390	10/06/2016	8164 FILLMORE ST NE	0	0	45.00	45.00							45.00
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Permit Kind: SINGLE FAMILY FENCE													
2016-00272	10/17/2016	8337 LADDIE RD NE	0	0	45.00	45.00							45.00

2016-00387	10/07/2016	8173 TYLER ST NE	0	0	45.00	45.00							45.00
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Permit Kind: SINGLE FAMILY SHED													
2016-00389	10/04/2016	1547 82ND AVE NE	0	0	45.00	45.00							45.00

Permit Kind: SINGLE FAMILY TEMPORARY STORAGE													
2016-00388	10/17/2016	8229 TYLER ST NE	0	0	45.00	45.00							45.00

Permit Type: ZONING - Totals

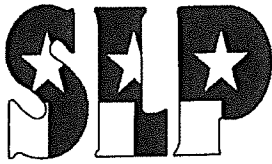
Period	YTD	Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
7	38	0	0	315.00	1,725.00	15.00						1,725.00

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
			72	0	\$491,483.40	16,125.39	1,146.16	428.76					17,695.31
			444	0	\$7,190,093.66	95,502.53	24,123.40	3,115.45					122,786.38
Report Total													

Foreclosures/Sheriff Sales/Vacants Nov. 2016

I checked public records 10-21-16 through Union Herald's last publication date of 10-21-16. I post-ponement. Nancy

Green background - fee(s) due, "blue" 3rd party handles, "Purple, sale pending, "Brown" Owner deceased	Red-See me. (ink)	Posted	120 day	120 day vac.	Per City Ordinance, \$200. vac. fee	Posted	Abandoned Date	Note: Redemptio if vacated and the
Residential Prop Address	Name	Date	expiration	fee paid	date (A/D) of date(s) add'l orlg. posting	& Inspection Res. CO	ALL Due	PAID/date
551 NE 82nd	Arthur REO Inc (Ellen Rice)	9/9/16	01/07/17				9/9/16	
1580 81st AVE UNIT 7	LARRY & KATHY THAO (former rental)	3/23/16	12/01/14	Paid 4-12-16	A/D 3/23/17			
574 Ballantyne Ln	WALTER R HANSON	10/6/16						
8064 NE GARFIELD ST	PETER BOROWITZ	06/06/12	10/04/12	Paid 7-21-16	A/D:6-2012 to 6-2016 Paid 7-21-16		10/06/16	\$ due
1880 NE HWY 10	ARNOLD JOHNSON JR (Arnold Sr. dec'd)	06/26/15	10/24/15	\$ due	A/D 6/26/16		6/26/15	\$ due
600 NE IONE AVE Mowing 2016	A. & D. Brannan/both dec'd/Mail returned	03/19/15	07/17/15	\$ due	A/D 3/19/16		3/19/15	\$ due
624 Lund, 2016 Mowing paid	BOB GREEN	09/28/16					9/28/16	\$ due
812 NE LUND AVE	Rita Herr (lvs w/dtr, Stanley dec'd)	05/23/12	09/20/12	\$ due	A/D 5/23/13		10/4/13	\$ due
703 NE MANOR DR	US Bank (Zelanak)	2/26/15	06/26/15	Paid 10-5-15	Paid 9-15-16		2/26/15	\$ due
8345 NE PIERCE ST	JOHN VYLASEK, see notes	5/29/13	09/26/13	Paid 12-6-13	AD 5/29/14		5/29/13	\$ due
8022 QUINCY 2016 Mowing pd.	Chase Per title co - closing 11-15 (Brahs)	5/27/16	09/24/16	Paid 10-14-16	A/D 9/24/17		5/27/16	pd.12/20/2013
501 Roseale, 2016 mowing pd.	CARRINGTON MTRG (Zrucky)Mail returned	4/21/16	08/19/16	\$ due	A/D 4/21/17		4/21/16	\$ due
786 SANBURNO, Mowing 2016	Corelogic (Greaves)	5/10/16	09/07/16	\$ due	A/D 5/10/17		5/10/16	\$ due
8449 NE TERRACE Mowing 2016	R. SCHONHARDT, M. HUEBSAHER	4/18/16	08/16/16	\$ due	A/D 4/18/17		4/18/16	\$ due
Commercial Prop Address								
8407 NE PLAZA BLVD	POVS							
8355 NE UNIVERSITY AVE	PESTELLO'S TAVERN & GRILL							
603 NE 81st Mowing 2016	Cosco Property 5 LLC, New rental	4/4/16	08/02/16	Paid 10-28-16	A/D 4/4/17		4/4/16	Paid 10-28-16
7762 Lakeview, Closed 5-5-16	Buyer Ali Alturedy	10/01/14	01/29/15	Paid 9-13-16	paid 9-13-16 A/D 10/1/16		10/1/14	Paid 9-13-16
		Date of SS					Date to vacate	Note: Redemptio if vacated and the
SHERIFF SALES								
515 NE 78TH AVE	RICY HUYNH	07/11/16					01/11/17	
534 NE 78th Ave	TONI YURICH	05/24/16					11/25/16	
538 NE 80TH AVE	JAMES & JENNIFER WALKER	7/18/14					01/18/15	
701 NE 81ST	ROBERT HOWARD/ROSA HOWARD-DIAZ	PP 6-23-16					12/23/16	
602 NE 82ND AVE	CHAD R SAUTER	2/25/16					08/25/16	
616 NE 84TH AVE	DENNIS/MICHELLE MOEN	6/15/16					12/15/16	
580 NE Ballantyne Ln	PATRICK AND JO FAHEY	5/6/16					11/07/16	
8435 NE LADDIE RD	RAYMOND & ROSE STRAMER	8/3/15					02/03/16	
7868 NE MADISON ST	LAURIE WEILER	7/17/15					01/19/16	
351 NE MAPLE ST	KERTIS J TRUE	1/30/15					07/30/15	
615 NE MAPLE ST	ELIZABETH TROTTER	7/20/15					01/20/16	
8286 NE MONROE	ERIC & HEATHER PETSCHL	10/31/16					04/30/17	
7763 NE QUINCY ST	MATTHEW AND MARY MEYERS	9/2/16					03/02/17	
308 NE SANBURNO	DARLA NORGARD	2/26/16					02/27/17	
7718 TAYLOR (HOA pays water)	PAUL & DOLORES CRAWFORD	4/13/15					10/13/15	
8029 NE WASHINGTON ST	MARI MCCLAFFERTY	12/2/16					06/02/17	



City of Spring Lake Park, Minnesota

1301 81st Avenue N.E, Spring Lake Park, MN 55432-2188
(763) 784-6491 * Fax: (763) 792-7257

Fence Information

The purpose of regulating fences is to promote a pleasant physical environment and to protect the public and private property within the City by regulating the location, height, type of construction, and maintenance of all fences. **YOU MUST HAVE YOUR PROPERTY STAKES LOCATED AND EXPOSED BEFORE A PERMIT WILL BE ISSUED.**

The owner/contractor is responsible for locating the property corner markers prior to applying for a fence permit. If the iron lot corner pins cannot be found, the applicant is to contact a Land Surveyor to re-establish the lot corners before commencing with the fence building. A metal detector can be useful to find the iron corner marker pins. Refer to your property survey for lot dimensions. When a building inspector comes out to inspect your fence, they will need to see your exposed property stakes.

Please review the SLP handout: "*Property Line Locations*" and "*Certificate of Survey/Site Plan*" for more information regarding your property line locations and requirements.

DEFINITIONS

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

PERMIT REQUIRED

No fence shall be erected or substantially altered without obtaining a zoning permit from the Building Inspections Department. The fee for a fence permit is \$45.00.

LOCATIONS OF FENCES

Fences, when constructed to enclose any lot or tract of land, shall be located in such away that the entire fence shall be on the property of the owner. Posts and framework shall be placed within the property lines of the owner and the actual finished fencing material, such as wire, lumber, pickets, etc., shall be placed on outside of the fence which faces the street or adjacent property.

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

CONSTRUCTION AND MAINTENANCE

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

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

No barbed wire or barbed wire fences shall be allowed on private property in residential zones. No barbed wire or barbed wire fences shall be allowed on private property in business or industrial zones where the property lines of such property abut lots or parcels adjacent to residential districts.

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

RESIDENTIAL FENCES

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

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

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

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

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

COMMERCIAL AND INDUSTRIAL FENCES

In business and industrial zones, fences may not exceed seven (7) feet in height above the ground level, and the use of barbed wire is prohibited, except that the top one (1) foot of any fence along side or rear lot lines in these zones may be constructed or barbed wire. Barbed wire is also permitted for the top one (1) foot of fences in industrial zones when fronting a public street and placed no closer than the parking setback. Barbed wire shall not be permitted adjacent to any residential district.

FENCING BETWEEN COMMERCIAL/INDUSTRIAL AND RESIDENTIAL ZONES

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

SPECIAL PURPOSE FENCES

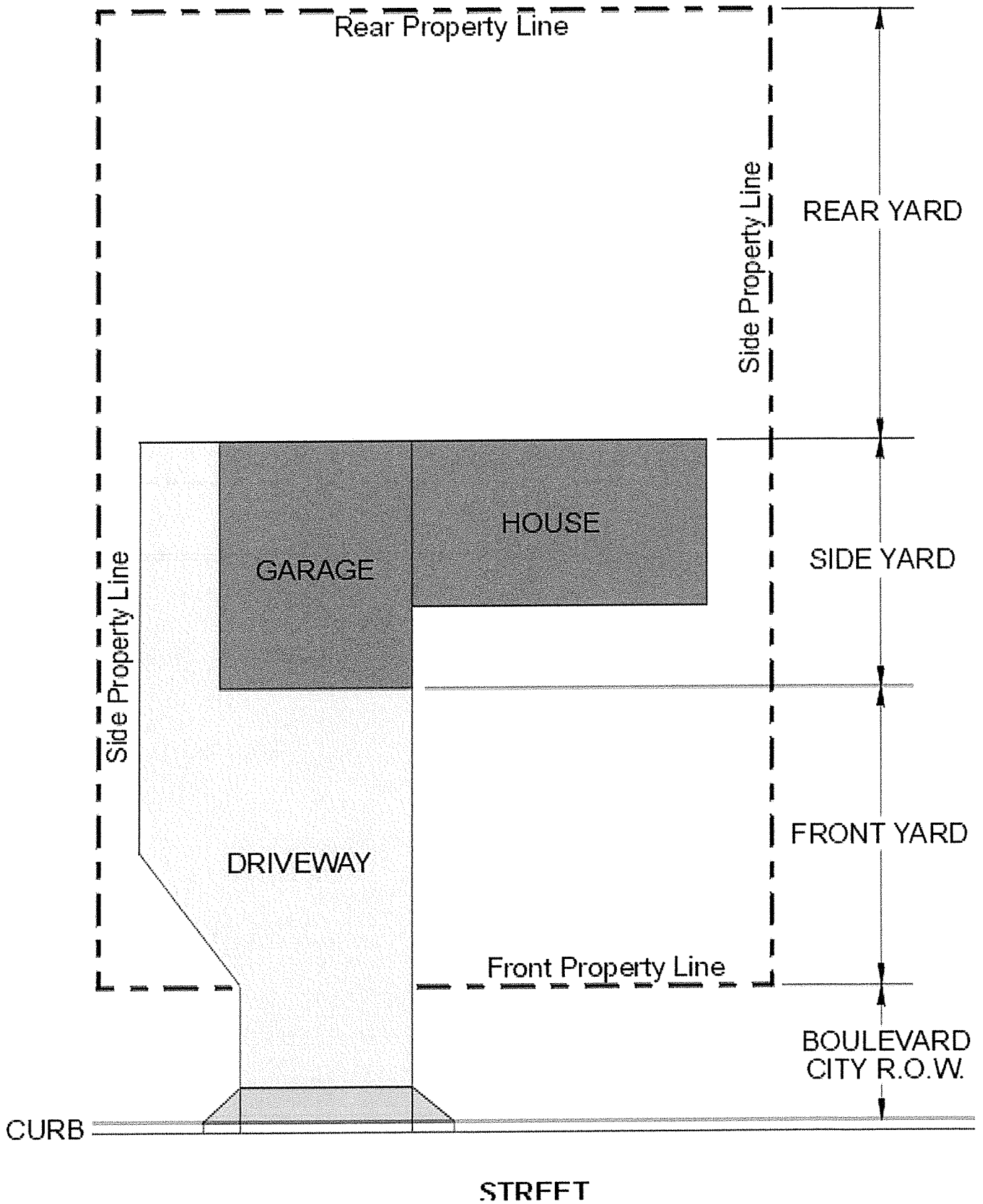
Fences for special purpose and fences differing in construction, heights, or location, may be permitted in any commercial or industrial district in the city, only by issuance of a conditional use permit approved by the City Council after a recommendation by the Planning Commission, and upon evidence that such special purpose fence is necessary to protect, buffer, or improve the premises for which such fence is intended. The approval of such buffer fences may include stipulations as to the material, heights, or location of such special purpose fences.

NON-CONFORMING FENCES

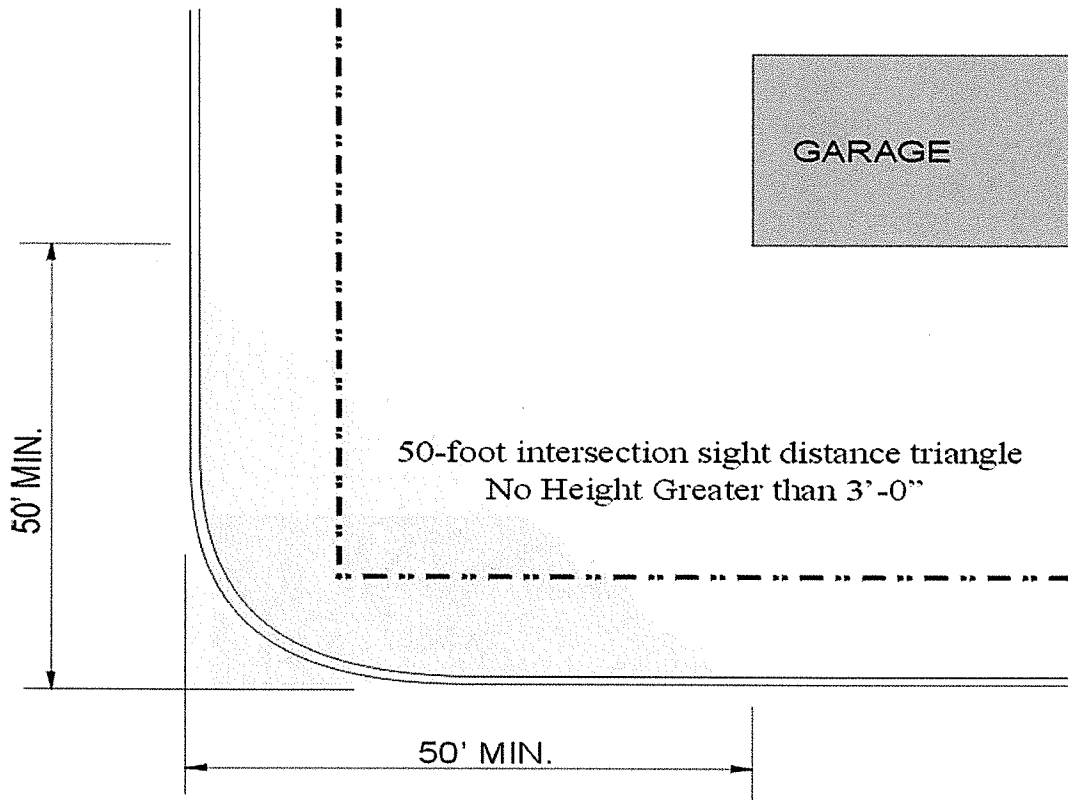
All existing fences, at the time of the adoption of this Section, which are not in violation of this Section and are not located within a public right-of-way or easement, but which violate other Sections of this Code, may be continued to be maintained and to exist but may not be replaced, if destroyed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

QUESTIONS?

If you have questions about the information in this handout, please contact the Building Official at (763) 792-7212, or e-mail your questions to bbrainard@slpmn.org



CORNER LOT CLEARANCE REQUIREMENT



CITY OF SPRING LAKE PARK, MINNESOTA

RESOLUTION NO. 16-30

A RESOLUTION APPROVING A COMPREHENSIVE PLAN AMENDMENT TO AMEND THE FUTURE LAND USE MAP FOR 1063 AND 1075 MANOR DRIVE NE

WHEREAS, the City received a request from Dominion Development and Acquisition to amend the Comprehensive Plan Future Land Use Map to reguide two properties located at 1063 and 1075 Manor Drive from Commercial to High Density Residential; and

WHEREAS, Dominion Development is proposing a redevelopment of 1063 and 1076 Manor Drive and the adjoining 1066 County Highway 10 NE from two single family residential homes and a 54-hole miniature golf course into an age restricted apartment complex; and

WHEREAS, the property is legally described as follows: Lots 10 and 11, Block 1, Park Manor, according to the recorded plat thereof, Anoka County, Minnesota.

WHEREAS, the Planning Commission held a public hearing on October 24, 2016 to consider the amendment of the Future Land Use Map for the above stated property; and

WHEREAS, the Planning Commission unanimously recommended approval of the proposed amendment, making the following findings:

- The commercial potential of the subject property is limited due to the change in access and traffic conditions surrounding the property. Therefore a change in land use is reasonable.
- A high density residential use can provide significant economic benefits to the city compared to a marginal commercial use.
- A high density residential project targeted to seniors will meet housing needs in the community and region.
- A high density residential use will meet certain goals of the City's comprehensive plan relating to housing choice and serving diverse populations.
- An apartment building may be more compatible in the long term with the adjacent single family neighborhood and will provide a reasonable transition in land uses in this area.
- Traffic generation is likely to be the same or lower for the proposed use than for commercial development; and

WHEREAS, the City Council is the official governing body of the City of Spring Lake Park; and

WHEREAS, the City Council accepts the findings of the Planning Commission and finds the amendment to be in the best interests of the City; and

WHEREAS, the Comprehensive Plan amendment is subject to review and approval of the Metropolitan Council, as set in Minnesota Statutes, Section 473.864.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the City Council does hereby approve the amendment to the Spring Lake Park 2030 Comprehensive Plan for the above stated properties, subject to the approval of the Metropolitan Council.

Passed and adopted this ____ day of November, 2016.

CITY OF SPRING LAKE PARK, MINNESOTA

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, MMC, Administrator

MEMORANDUM

Date: October 24, 2016

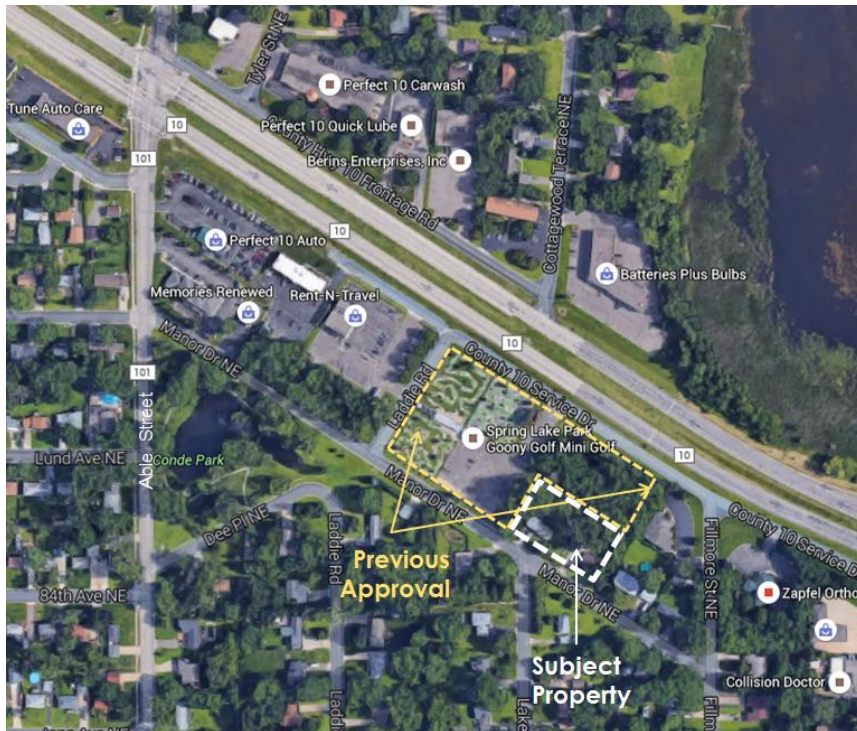
To: Spring Lake Park Planning Commission

From: Phil Carlson, AICP, Planner

RE: **Dominium – Comprehensive Plan Amendment & Rezoning
1063 & 1075 Manor Drive**

BACKGROUND

Dominium, an established Twin Cities apartment developer, has an option to purchase two single family lots near the Goony Golf Mini Golf site on County Highway 10 NE. The lots are at 1063 and 1075 Manor Drive (see aerial photo below). Their intent is to develop a 50+ senior apartment project, for which they received a similar comp plan amendment and rezoning last month for the Goony Golf site. They are expanding the site to include two adjacent homes to “square off” the site into a regular rectangle. The current request is identical to the previous approval, but for different properties. They are requesting a comprehensive plan amendment from Commercial to



High Density Residential and a rezoning from C-2 to R-3 for the project. If granted, they are also applying for a Planned Unit Development (PUD) to build the project. The comprehensive plan amendment and rezoning are policy decisions and do not deal with physical site details. All details of site planning, building design, parking, landscaping, etc. would be dealt with in the PUD and not with these current requests, although as a practical matter the current requests and the overall PUD will be heard at the same meeting.



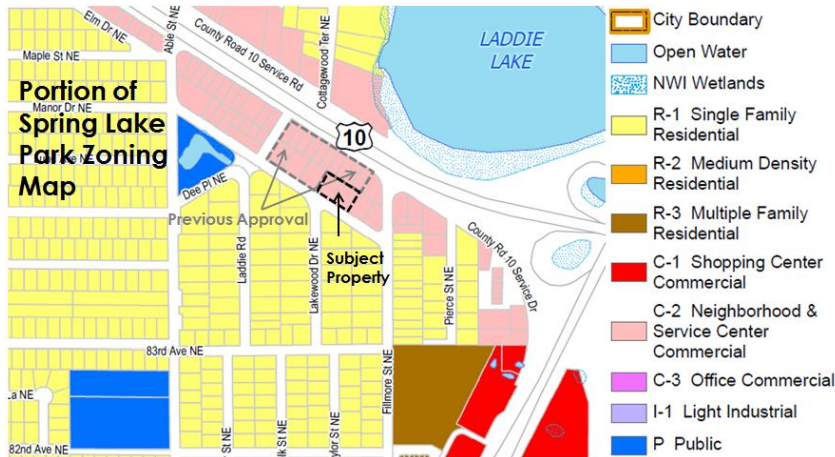
Reference: Dominion – Comprehensive Plan Amendment & Rezoning

ISSUES DISCUSSION

- 1) Current Land Use. The property is currently guided Commercial in the City's 2030 Comprehensive Plan. In order to be redeveloped as apartments the property would need to be re-guided to a High Density Residential use, which is the request, as approved previously on the Goony Golf site.



- 2) Current Zoning. The property is currently zoned C-2 Neighborhood & Service Center Commercial. The request is to rezone it to R-3 Multiple Family Residential, as approved previously on the Goony Golf site.





Reference: Dominion – Comprehensive Plan Amendment & Rezoning

- 3) Access. The commercial zoning along County Highway 10 near the subject property has been in place for many years, dating from the time when access to Highway 10 on the north side of the whole project property was different than today. The commercial viability of much of the property along County Highway 10 is not what it once was. Taken together, I believe these changes mean that the commercial potential of this and other nearby properties is modest at best. Direct access is not essential for multi-family residential uses, however, and a location on or near a highway is not as much of an issue as it would be for single family homes.
- 4) Economic implications. The changing roadway access means declining commercial potential and therefore declining property values, which results in declining property taxes. As pointed out in the earlier application from Dominion, a high density residential project can provide significant economic benefit compared to a struggling commercial parcel. The City would benefit from a change that would allow more economically viable use of the land.
- 5) Housing Needs. Dominion cites goals in the Spring Lake Park Comprehensive Plan that are appropriate to consider in a land use change – goals that deal with providing a mix of housing choices that serve a mix of ages and incomes. There are changing housing needs in Spring Lake Park and the region as a whole. The population is aging and a wide variety of housing choices is needed to house the Baby Boom generation as they enter their late middle age and senior years. A project like the one proposed can fill part of this need and has an added benefit – many of those seniors will move out of single family homes. Not needing the space and not wanting to maintain a private yard, these seniors free up housing for younger couples and families to move into.
- 6) Land Use Compatibility. The surrounding land uses to the subject property are high density residential to the west and north (the previously approved land use and rezoning for the Goony Golf site), commercial to the southeast, and single family residential to the south across Manor Drive. An apartment project, although typically a larger building than many commercial uses, may have less traffic than a commercial use and the building itself can be a better buffer to the highway for the single family neighborhood than the low-rise commercial uses. A comparison of potential traffic generation was summarized in our memo of August 1, 2016 to the City Council (see attached). It is also typical to create a transition of land uses from low intensity single family to more intense commercial and industrial uses and major roadways by placing medium and high density residential uses in between. Part of the rationale is that these higher density residential uses do not use outdoor yard space like single family residents do, and so the noise and activity of the highway are not as much of an issue. The proposed land use change accomplishes this.



Reference: Dominion – Comprehensive Plan Amendment & Rezoning

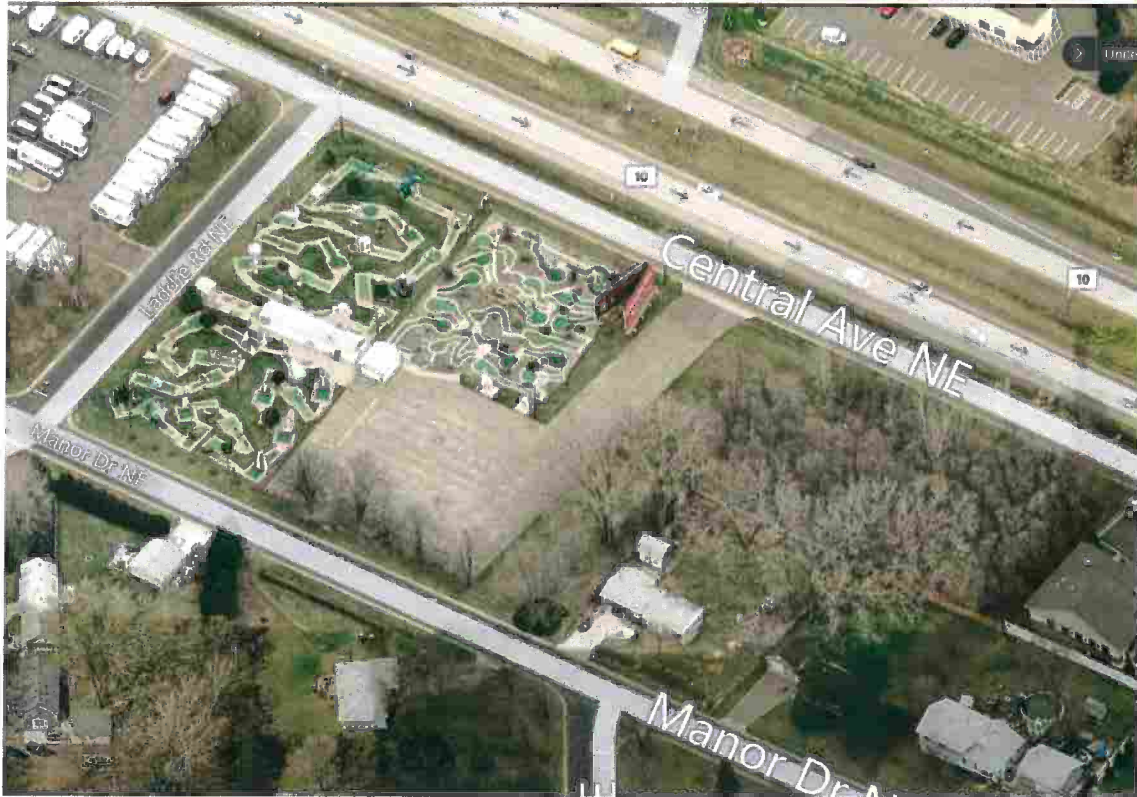
RECOMMENDATION

The two requests should be handled one by one, in order – the comprehensive plan amendment first, then the rezoning if the plan amendment is recommended for approval.

- 1) I recommend that the Planning Commission recommend approval of the comprehensive plan amendment from Commercial to High Density Residential for the properties at 1063 and 1075 Manor Drive, for the following reasons:
 - a. The commercial potential of the subject property is limited due to the change in access and traffic conditions surrounding the property. Therefore a change in land use is reasonable.
 - b. A high density residential use can provide significant economic benefits to the city compared to a marginal commercial use.
 - c. A high density residential project targeted to seniors will meet housing needs in the community and region.
 - d. A high density residential use will meet certain goals of the City's comprehensive plan related to housing choice and serving diverse populations.
 - e. An apartment building may be more compatible in the long term with the adjacent existing single family neighborhood and will provide a reasonable transition in land uses in this area.
 - f. Traffic generation is likely to be the same or lower for the proposed use than for commercial development.

- 2) I recommend that the Planning Commission approval of the rezoning from C-2 to R-3 for the properties at 1063 and 1075 Manor Drive, if the land use change to High Density Residential is also recommended. If the land use is appropriate, then the R-3 Multiple Family Residential district is the appropriate, consistent zoning district for the property.

**Application for Comprehensive Plan
Amendment and Rezoning for the properties
located at 1063 and 1075 Manor Drive**



October 10th, 2016

Submitted by:



DOMINIUMTM

2905 Northwest Blvd., Suite 150
Plymouth, MN 55441
Telephone (763) 354-5500



DOMINIUMSM

Mr. Daniel Buchholtz
City of Spring Lake Park
1301 81st Ave. NE,
Spring Lake Park, MN 55432

Mr. Buchholtz,

Please find our updated application for the rezoning and ammedment to the comprehensive plan for the properties located at 1063 & 1075 Manor Drive NE, Spring Lake Park, MN, 55432. This application is mean to serve as a supplment to our previous application to rezone the property located at 1066 County Highway 10 Spring Lake Park, MN, 55432.

This is meant to serve as a supplement because we have established site control of 1063 & 1075 Manor Drive NE, Spring Lake Park, MN, 55432 and intend to combine these lots with the property at 1066 County Highway 10 Spring Lake Park, MN, 55432. Our intended use for the site is still as previously proposed.

Please feel free to contact either Owen Metz or Terry Sween with any questions regarding our submission. We look forward to working with the city of Spring Lake Park on this project.

Sincerely,

Terry Sween
Development Associate
Dominium Development & Acquisitions
2905 Northwest Blvd. Suite 150
Plymouth, MN 55441
Phone 763-354-5574 Mobile 651-324-9781
DominiumApartments.com

Owen Metz
Developer
Dominium Development & Acquisitions
2905 Northwest Blvd. Suite 150
Plymouth, MN 55441
Phone: 763-354-5618 Mobile: 920-210-1428
DominiumApartments.com

**1063 AND 1075 MANOR DRIVE, SPRING LAKE
PARK MN 55432**

***Application for Comprehensive Plan Amendment
and Rezoning***

TABLE OF CONTENTS	
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Check for comprehensive plan amendment and escrow and rezoning amendment and escrow	2
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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

For Office Use Only

Case Number:
Fee Paid:
Received by:
Date Filed:
Date Complete:
Base Fee: _____ Escrow: _____

DEVELOPMENT APPLICATION

TYPE OF APPLICATION (Check All That Apply)		
<input type="checkbox"/> Appeal	<input type="checkbox"/> Site Plan/Building Plan Review	<input type="checkbox"/> Minor Subdivision
<input 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 checked="" 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 type="checkbox"/> Other _____
PROPERTY INFORMATION		
Street Address: 1063 Manor Drive, Spring Lake Park, MN, 55432		
Property Identification Number (PIN#): 01-30-24-220040		Current Zoning: C-2
Legal Description (Attach if necessary): See attached		
APPLICANT INFORMATION		
Name:		Business Name: Spring Lake Park Leased Housing Associates I LLLP
Address: 2905 Northwest Blvd, Suite 150		
City: Plymouth	State: MN	Zip Code: 55441
Telephone: 763-354-5574	Fax:	E-mail: tsween@dominiuminc.com
Contact: Terry Sween	Title: Development Associate	
OWNER INFORMATION (if different from applicant)		
Name: Roberta J Butler		Business Name:
Address: 1063 Manor Drive		
City: Spring Lake Park	State: MN	Zip Code: 55432
Telephone:	Fax:	E-mail: butler.bobb1@yahoo.com
Contact: Roberta J Butler	Title:	
DESCRIPTION OF REQUEST (attach additional information if needed)		
Existing Use of Property: The property is currently serving as single family home		
Nature of Proposed Use: The applicant is intending to develop affordable age restricted housing at the site.		
Reason(s) to Approve Request: The proposed redevelopment will offer affordable housing for members of the community		
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 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 ometz@dominiuminc.com Fax _____ USPS – Certified Mail

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

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

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

Applicant:  Date: 9/29/16

Owner:  Date: 9-30-16

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



DOMINIUMSM

Application for 1075 Manor Drive

The applicant has a signed letter of Intent With the owner of 1075 Manor Drive and is negotiating a purchase agreement with the owner. Once the purchase agreement has been finalized the owner of 1075 Manor Drive will excute the application for Rezoning and Comprehensive Plan Amendment. The applicant will provide said application as soon as available.



DOMINIUMSM

Parcel Identification Numbers PINs (#):

- **1063 Manor Drive:** 01-30-24-22-0040;
- **1075 Manor Drive:** 01-30-24-22-0041



DOMINIUMSM

Legal description of property to be rezoned

- **1063 Manor Drive:** Lot 10 Block 1 Park Manor, according to the recorded plat thereof, Anoka County, Minnesota.
- **1075 Manor Drive:** Lot 11 Block 1 Park Manor, according to the recorded plat thereof, Anoka County, Minnesota.



DOMINIUMSM

Present district classification and proposed district classification

The properties are currently zoned C-2 (neighborhood and service commercial district). The applicant is proposing to rezone the properties from C-2 (neighborhood and service commercial district) to R-3 (multiple-family residence district) and then rezone the properties to a high density residential planned unit development zoning.



DOMINIUMSM

Present use and proposed use of site

The current use of the properties two single family homes. The applicant intends to combine the two lots with the property located at 1066 County Highway 10 and redevelop these lots and construct an apartment complex on the site.



DOMINIUMSM

Explanation regarding how the rezoning of the property conforms with the zoning pattern of the neighborhood and the city

The proposed rezoning to Multiple Family Residential fits within the general zoning pattern of the neighborhood because it borders a residential district (R-1 Single Family Residential) to the south of the proposed area.

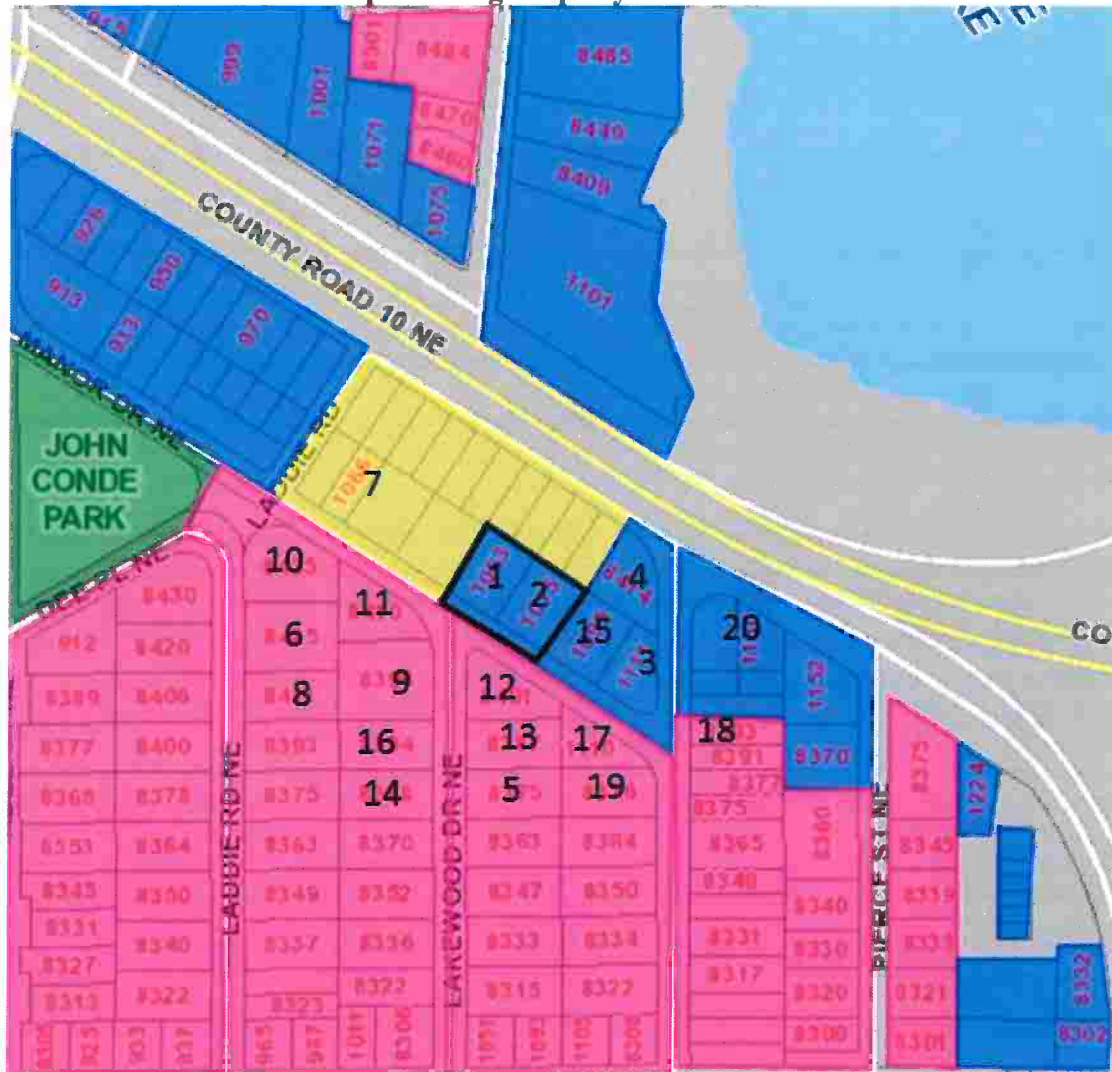
The proposed rezoning conforms with zoning pattern of the city because helps to meet one of its land use goals outlined in its 2030 comprehensive plan, of: *providing for a mix of residential land uses to provide life-cycle housing for residents, including a range of housing styles and types from multi-family and entry-level homes for young families to executive style homes to senior apartment buildings.* The proposed development helps to meet this goal, as the applicant is proposing to build apartments designed, marketed, and restricted to seniors ages 50 to 55 and older.

In addition to meeting the city meet one of its land use goals it also helps the city to meet one of its Housing Goals outlined in the city's comprehensive plan of: *Providing housing for a range of ages and incomes,* as the applicant is proposing to build affordable income restricted housing for the citizens of Spring Lake Park.



DOMINIUMSM

Map Showing Property to be rezoned



-  = R-3 Multiple Family Residential
-  = R-1 Residential
-  = C-2 Neighborhood Services Center Commercial
-  = P Public
-  = Subject Site



DOMINIUMSM

NUMBER ON MAP	PROPERTY ADDRESS	OWNER ADDRESS
1	BUTLER ROBERTA J, 1063 MANOR DR NE, SPRING LAKE PARK,MN, 55432	BUTLER ROBERTA J, 1063 MANOR DR NE, SPRING LAKE PARK,MN, 55432- SUBJECT SITE
2	MISURACA JAMES, 1075 MANOR DR NE, SPRING LAKE PARK,MN,55432	MISURACA JAMES, 1075 MANOR DR NE, SPRING LAKE PARK,MN,55432- SUBJECT SITE
3	KUJAWA DANIEL J, 1111 MANOR DR NE, SPRING LAKE PARK,MN, 55432	KUJAWA DANIEL J, 1111 MANOR DR NE, SPRING LAKE PARK,MN, 55432
4	FILLMORE LLC, 8414 FILLMORE ST NE, SPRING LAKE PARK,MN, 55432	FILLMORE LLC, 8414 FILLMORE ST NE, FRIDLEY,MN, 55432
5	NELSON CHRISTOPHER A, 8375 LAKEWOOD DR NE, SPRING LAKE PARK,MN, 55432	NELSON CHRISTOPHER A, 8375 LAKEWOOD DR NE, SPRING LAKE PARK,MN, 55432
6	HAUGEN KATHLEEN, 8425 LADDIE RD NE, SPRING LAKE PARK,MN, 55432	HAUGEN KATHLEEN, 240 117TH LN NE, BLAINE,MN, 55434
7	JPH ENTERPRISES INC, 1066 COUNTY ROAD 10 NE, SPRING LAKE PARK,MN, 55432	JPH ENTERPRISES INC, 2635 160TH LN NE, HAM LAKE,MN, 55304
8	THOMPSON MICHAEL & HEINO MERRY, 8411 LADDIE RD NE, SPRING LAKE PARK,MN, 55432	THOMPSON MICHAEL & HEINO MERRY, 8411 LADDIE RD NE, SPRING LAKE PARK,MN, 55432
9	ROGINSKI DAWN, 8398 LAKEWOOD DR NE, SPRING LAKE PARK,MN, 55432	ROGINSKI DAWN, 8398 LAKEWOOD DR NE, SPRING LAKE PARK,MN, 55432
10	STRAMER RAYMOND A & ROSE M, 8435 LADDIE RD NE, SPRING LAKE PARK,MN, 55432	STRAMER RAYMOND A & ROSE M, 8435 LADDIE RD NE, SPRING LAKE PARK,MN, 55432
11	RENELT BERNADETTE M, 8410 LAKEWOOD DR NE, SPRING LAKE PARK,MN, 55432	RENELT BERNADETTE M, 12275 MAGNOLIA ST NW, COON RAPIDS,MN, 55448
12	BETTS LAVERN P JR, 8401 LAKEWOOD DR NE, SPRING LAKE PARK,MN, 55432	BETTS LAVERN P JR, 8401 LAKEWOOD DR NE, SPRING LAKE PARK,MN, 55432
13	PFLAGER ROBERT, 8387 LAKEWOOD DR NE, SPRING LAKE PARK,MN, 55432	PFLAGER ROBERT, 8387 LAKEWOOD DR NE, SPRING LAKE PARK,MN, 55432
14	NERDAHL JOYCE L, 8388 LAKEWOOD DR NE, SPRING LAKE PARK,MN, 55432	NERDAHL JOYCE L, 942 104TH LN NW, COON RAPIDS,MN, 55433
15	BICKFORD FRANK D & SUZANNE, 1095 MANOR DR NE, SPRING LAKE PARK,MN, 55432	BICKFORD FRANK D & SUZANNE, 1095 MANOR DR NE, SPRING LAKE PARK,MN, 55432



DOMINIUMSM

NUMBER ON MAP	PROPERTY ADDRESS	OWNER ADDRESS
16	THRAN DENNIS M & RUTH I, 8394 LAKEWOOD DR NE, SPRING LAKE PARK,MN, 55432	THRAN DENNIS M & RUTH I, 8394 LAKEWOOD DR NE, SPRING LAKE PARK,MN, 55432
17	ROME ROBERT B III & RAYMI K, 1110 MANOR DR NE, SPRING LAKE PARK,MN, 55432	ROME ROBERT B III & RAYMI K, 1110 MANOR DR NE, SPRING LAKE PARK,MN, 55432
18	PYRAMID GROUP LLC, 8393 FILLMORE ST NE, SPRING LAKE PARK,MN, 55432	PYRAMID GROUP LLC, 10620 W RIVER RD, BROOKLYN PARK,MN, 55443
19	MISTELSKE JOHN J & CAROLINE, 8376 FILLMORE ST NE, SPRING LAKE PARK,MN, 55432	MISTELSKE JOHN J & CAROLINE, 8376 FILLMORE ST NE, SPRING LAKE PARK,MN, 55432
20	BLUEBIRD DAY HOLDINGS LLC, 1130 COUNTY ROAD 10 NE, SPRING LAKE PARK,MN, 55432	BLUEBIRD DAY HOLDINGS LLC, 1108 VINCENT AVE S, MINNEAPOLIS,MN, 55405

MEMORANDUM

Date: August 1, 2016

To: Spring Lake Park City Council

From: Phil Carlson, AICP, Planner

RE: Dominion – Comprehensive Plan Amendment & Rezoning
1066 County Highway 10 NE
Comparison of Traffic Generation

INTRODUCTION

Dominium, a Twin Cities apartment developer, has requested a comprehensive plan amendment from Commercial to High Density Residential and a rezoning from C-2 to R-3 for a senior apartment project on the 3.2-acre Goony Golf Mini Golf site at 1066 County Highway 10 NE. The request was heard before the Planning Commission at their July 25 meeting. One of the issues that was discussed concerned traffic in and around the site for the proposed use compared to other uses of the site.

TRAFFIC GENERATION

The amount of traffic generated by a specific use can vary greatly depending on the time of day, the season and others factors. Individual uses within a general category, such as office buildings, can also vary greatly depending on the type of business, clientele, location, etc. Nevertheless, planners and engineers routinely rely on the *Trip Generation Manual*, published by the Institute of Transportation Engineers (ITE) to estimate traffic for land uses within these general categories.

The manual surveys numerous traffic studies and provides averages both for total daily traffic as well as traffic in the peak hour, that is, the hour (usually the morning or evening rush hour) when traffic is at its highest.

Based on the *ITE Trip Generation Manual, 9th Edition (2012)* my estimate of the traffic generated by various land uses for the subject site during the afternoon peak hour is as follows:

- | | |
|---|--------------------------|
| • Mini-Golf (current use) | <i>No data available</i> |
| • Retail Shopping Center (28,800 sq ft on 3.2 acres): | 107 trips PM peak hour |
| • General Office (32,000 sq ft on 3.2 acres) | 50 trips AM peak hour |
| • Medical-Dental Office (32,000 sq ft on 3.2 acres) | 114 trips PM peak hour |
| • Apartments (160 units on 3.2 acres) | 40-99 trips PM peak hour |



Reference: Dominion – Comprehensive Plan Amendment & Rezoning – Traffic Comparison

These numbers are based on the following:

- Retail Shopping is based on ITE land use #820 *Shopping Center*.
 - *The Shopping Center* land use has an average trip rate of 3.71 trips per 1,000 square feet of gross leasable area (GLA) during a weekday afternoon peak hour
 - 3.2 acres X 9,000 sq ft/acre = 28,800 sq ft GLA
 - 28.8 X 3.71 = 106.8 trips

- General Office is based on ITE land use #710 *General Office Building*.
 - *The General Office Building* land use has an average trip rate of 1.56 trips per 1,000 square feet of floor area during a weekday morning peak hour
 - 3.2 acres X 10,000 sq ft/acre = 32,000 sq ft GLA
 - 32 X 1.56 = 49.9 trips

- Medical-Dental Office is based on ITE land use #720 *Medical-Dental Office Building*.
 - *The Medical-Dental Office Building* land use has an average trip rate of 3.57 trips per 1,000 square feet of gross floor area (GFA) during a weekday afternoon peak hour
 - 3.2 acres X 10,000 sq ft/acre = 32,000 sq ft GLA
 - 32 X 3.57 = 114.2 trips

- Apartments is based on three related ITE land uses:
 - #220 *Apartment*.
 - *The Apartment* land use has an average trip rate of 0.62 trips per unit during a weekday afternoon peak hour
 - This land use covers all types and sizes of multi-family buildings, including quads, low-rise, mid-rise and high-rise buildings. As such, it includes more intense uses than anticipated for the subject site.
 - 160 X 0.62 = 99.2 trips
 - #223 *Mid-Rise Apartment*.
 - *The Mid-Rise Apartment* land use has an average trip rate of 0.39 trips per unit during a weekday afternoon peak hour.
 - This land use covers multi-family buildings of three to ten stories, closer to the four stories anticipated for the subject site.
 - 160 X 0.39 = 62.4 trips
 - #252 *Senior Adult Housing – Attached*.
 - *The Senior Adult Housing – Attached* land use has an average trip rate of 0.25 trips per unit during a weekday afternoon peak hour.
 - This land use serves independent seniors and may include some social or recreational activities, but not centralized dining or medical facilities, similar to what is proposed for the subject site.
 - 160 X 0.25 = 40.0 trips



Reference: Dominion – Comprehensive Plan Amendment & Rezoning – Traffic Comparison

CONCLUSION

Based on the above assumptions and analysis, the proposed comprehensive plan amendment from Commercial to High Density Residential and rezoning from C-2 to R-3 would likely result in similar and likely lower traffic than other uses, if the site were to remain guided and zoned for commercial uses. The applicant in this case has proposed a senior housing project very similar to the use that generates the lower traffic number in the range discussed.

DRAFT PROCEEDINGS

Minutes of the Spring Lake Park Planning Commission meeting held on October 24, 2016 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 P.M.

1. Call to Order

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

2. Roll Call

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

Members Absent: None

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

Visitors: Suzanne Bickford, 1095 Manor Drive NE
James Misvraca, 1075 Manor Drive NE
Terry Sween, Dominionium
Barbara Goodboe-Bisschoff, 8309 Monroe Street NE
Mary Campbell, 2160 111 Lane NW, Coon Rapids
Pat Hovanetz, 2635 160th Lane NE, Ham Lake

3. Pledge of Allegiance

4. Approval of Minutes – September 26, 2016

MOTION BY COMMISSIONER EISCHENS, SECONDED BY COMMISSIONER BERNHAGEN, APPROVING THE MINUTES OF SEPTEMBER 26, 2016 AS SUBMITTED. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

5. Public Hearings – Comprehensive Plan Amendment and Zoning Map Amendment for 1063 and 1075 Manor Drive NE

Chairperson Smith opened the public hearings at 7:03 PM to consider a Comprehensive Plan amendment and zoning map amendment for 1063 and 1075 Manor Drive NE.

Planner Carlson provided an overview of the request as it pertains to current land use guidance in the Comprehensive Plan and the official zoning map, transportation access to the site, economic implications to the community, housing needs, and land use compatibility.

Planner Carlson reported that the two requests should be handled one by one, in order – the comprehensive plan amendment first, then the rezoning if the plan amendment is recommended for approval. He provided the following findings of fact supporting the decision to make the Comprehensive Plan from Commercial to High Density Residential for the properties at 1063 and Manor Drive:

1. The commercial potential of the subject property is limited due to the changes in access and traffic conditions surrounding the property. Therefore, a change in land use is reasonable.
2. A high-density residential use can provide significant economic benefits to the city compared

- to a marginal commercial use.
3. A high-density residential project targeted to seniors will meet housing needs in the community and region.
 4. A high-density residential use will meet certain goals of the City's comprehensive plan related to housing choice and serving diverse populations.
 5. An apartment building may be more compatible in the long term with the adjacent existing single family neighborhood and will provide a reasonable transition on land uses in this area.
 6. Traffic generation is likely to be the same or lower for the proposed use than for commercial development.

Planner Carlson stated that he recommends that the Planning Commission approve the rezoning from C-2 to R-3 for the properties at 1063 and 1075 Manor Drive, if the land use change to High Density Residential is recommended. He stated that if the land use is appropriate, then the R-3 Multiple Family Residential district is appropriate consistent zoning district for the property.

Commissioner Hansen inquired if the traffic study that was referenced in Planner Carlson's report used similar comparisons to the specific area of the proposed development or if standard averages were used. Planner Carlson stated that the source is widely used for many similar projects and the comparisons are commonly used factors.

Chairperson Smith inquired if Dominion acquires two of the nearby parcels and two parcels remain, would the acquired parcels be considered spot zoning. Planner Carlson explained that spot zoning occurs when one piece of property is zoned differently than the existing parcels.

Planner Carlson stated that the changes to these two parcels does make sense and these parcels would not be considered spot zoning. He stated that Goony Golf has already been rezoned and adding these two additional parcels allows the design of the proposed building to flow much better.

Chairperson Smith inquired if it was logical to rezone the remaining two properties to R-1 after the development is completed. He expressed his opinion that there will be limited options for future redevelopment of these properties.

Planner Carlson stated that with the proposed changes to the zoning, traffic would not be concern as it will travel from the north and west and will not have a large impact on Monroe Street.

Administrator Buchholtz reminded the Commission that the Comprehensive Plan and Zoning Code was established in the 1960's and at that time, the vision for this area was a higher intensity development. He stated that this vision has been affirmed for 50 years as the Comprehensive Plan and official zoning map have been updated.

Commissioner Hansen asked what would happen to the remaining two parcels that are not being considered to be rezoned. Administrator Buchholtz stated that future use of the two remaining parcels could be used as a small office or the dental office could expand. He stated that commercial use is very possible especially if the lots were combined into one. Planner Carlson added that he did not see retail as an option in this space as there would not be good accessibility for traffic.

Chairperson Smith asked for comments from the public.

Suzanne Bickford, 1095 Manor Drive NE, expressed her concerns with her property not being considered to be rezoned as part of the Dominion project. She stated that she is not able to build, sell, repair or not

have any potential buyers for her property considering it is zoned commercial. She stated that she did not know her property was zoned commercial until 1998 and was told that she could not rezone her property to R-1, as the process would be considered spot zoning. She expressed her concerns that the traffic in the area will be much higher than what it currently is. She stated that she has been informed that she can apply and submit the fee for rezoning of her property but it is not guaranteed that her parcel would be rezoned.

Mary Campbell, 2160 111th Lane NW, stated that she has great concerns with the increased traffic that the proposed development will create. She informed the Commission that 1095 Manor Drive does not have a great visibility from the highway and realtors that the owners have spoken to have been pessimistic about the possibility of future resale or redevelopment.

Tom Sween, Dominion, reminded the Commission that they are deciding on the Comprehensive Plan and zoning map amendments and not the issues of the surrounding properties. He stated that without the amendment changes, the plans will not be feasible. He expressed his opinion that the project will be asset to Spring Lake Park.

Commissioner Hansen inquired why the project would not be feasible if the zoning was not approved. Mr. Sween stated that with the amendment changes and the removal of the two homes, the shape of proposed building could be rectangular instead of a panhandle shaped building. He stated that they feel a rectangular building will be more community friendly. He informed the Commission that there are not specifics drawn yet but that elevations will be submitted with the site plan.

Administrator Buchholtz reported that the layout of the site with a rectangular shape allows for a significant setback from Manor Drive allowing a more gradual transition into the proposed development. He stated that with the approval of the zoning changes, the proposed building is more appealing into the neighborhood.

Barbara Goodboe-Bisschoff, 8309 Monroe Street NE, stated that she thinks the plan looks lovely for the proposed site but she is very concerned with the traffic on Manor Drive and inquired as to what the plan will be to handle traffic.

Planner Carlson stated that traffic is a concern and there is the possibility it will increase once the development is completed. He noted that the area is currently zoned commercial and is underutilized with the traffic that currently passes through the area. He stated that a rectangular shaped building will allow for more efficient use of the site and allow for space that is more open.

Administrator Buchholtz explained that if the remaining two properties were to rezoned to R-3, Residential, the parcels would still be legal non-conforming use. He stated that any of the residents have the right to submit an application and pay the fees for the rezoning process.

Suzanne Bickford reported that a commercial building near her home is vacant and expressed concerns with business proposals that have been submitted to the City but ultimately denied in the past. She stated that with her property zoned as commercial, she will not be able to expand, make major improvements or rebuild.

Planner Carlson explained to Ms. Bickford that under state law, a single family home in a commercial zoning district is a legal non-conforming use. He noted that if a disaster were to happen, non-conforming homes do have an opportunity to rebuild within a certain time frame to the same footprint as what the home was before the disaster.

Ms. Bisschoff inquired as to why the developer is not purchasing the travel trailer rental center as part of the development project. Mr. Sween stated that the property she is referring to includes a road that would need to be vacated and a new road would need to be constructed.

Ms. Bisschoff suggested relocating the road and moving the development site to the west. Chairman Smith stated that there was a wetland along Manor Drive abutting the travel trailer rental center property and it would not be feasible.

Ms. Bisschoff inquired if Dominion would consider purchasing the travel trailer center and redesign the plans to include that site instead of purchasing the homes. Mr. Sween stated that he is in no position to make that decision and the concern of the public hearing is to focus on the two parcels that are in need of rezoning amendments.

Chairperson Smith asked for any further comments from the public.

No further comments were received.

MOTION MADE BY COMMISSIONER EISCHENS, SECONDED BY COMMISSIONER BERNHAGEN TO CLOSE THE PUBLIC HEARING. VOICE VOTE: ALL AYES. MOTION CARRIED.

The public hearing was closed at 8:00 PM.

MOTION MADE BY COMMISSIONER EISCHENS, SECONDED BY COMMISSIONER DIRCKS TO RECOMMEND APPROVAL A COMPREHENSIVE PLAN LAND USE MAP AMENDMENT FROM COMMERCIAL TO HIGH DENSITY RESIDENTIAL FOR PROPERTIES LOCATED AT 1063 AND 1075 MANOR DRIVE NE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

MOTION MADE BY COMMISSIONER DIRCKS, SECONDED BY COMMISSIONER BERNHAGEN, TO RECOMMEND APPROVAL OF AN AMENDMENT TO THE OFFICIAL LAND USE MAP FROM C-2, NEIGHBORHOOD AND SERVICE CENTER COMMERCIAL, TO R-3, MULTIPLE FAMILY RESIDENTIAL, FOR PROPERTIES LOCATED AT 1063 AND 1075 MANOR DRIVE NE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

8. Other

Administrator Buchholtz reported that the Public Hearing for the Planned Unit Development Application for 1066 County Road 10 NE, 1063 and 1075 Manor Drive NE will be held on November 28, 2016. He stated that the notice will be reposted.

Administrator Buchholtz reported that the recommendation from the Planning Commission for the Rubicon Development was denied by the City Council. He stated that Rubicon will likely submit a new revised application at a future date.

9. Adjourn

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

The meeting adjourned at 8:05 P.M.

ORDINANCE NO. 429

**AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF
SPRING LAKE PARK**

The City Council of the City of Spring Lake Park, Minnesota, ordains as follows:

- Section 1.** Zoning Map Amendment. The following property is hereby rezoned from C-2, Neighborhood and Service Center Commercial, to R-3, Multiple Family Residential:
- Lots 10 and 11, Block 1, Park Manor, according to the recorded plat thereof, Anoka County, Minnesota.
- Section 2.** The Administrator, Clerk/Treasurer shall make the applicable changes to the official zoning map.
- Section 3.** Effective Date. The ordinance shall become effective upon adoption and publication; and upon the review and approval by the Metropolitan Council of the Comprehensive Plan Future Land Use Map amendment request for the above stated property.

Passed by the City Council of the City of Spring Lake Park, Minnesota, this ____ day of November 2016.

Cindy Hansen, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

MEMORANDUM

TO: MAYOR HANSEN AND MEMBERS OF THE CITY COUNCIL
FROM: DANIEL R. BUCHHOLTZ, CITY ADMINISTRATOR
SUBJECT: LIQUOR STORE BUDGET
DATE: NOVEMBER 1, 2016

Attached is the proposed 2017 Liquor Store budget. The proposed budget is anticipating revenues of \$2,531,462 and expenditures of \$2,515,508. Expenditures include the \$75,000 transfer from the Liquor Store to the General Fund, as well as \$65,000 in capital outlay.

Proposed capital outlay projects for 2017 include the following:

- New store shelving - \$17,000
- Replacement of cooler access door and backroom door - \$6,000
- New alarm system - \$4,000
- Interior and exterior lighting conversion to LED - \$7,000
- Construction/redesign of entry, registers and new storage area - \$25,000
- New camera system - \$23,000
- New cigar merchandiser - \$6,000

The Liquor Commission reviewed the proposed budget at its October 24 meeting and recommended approval of the proposed budget.

If you have any questions, please don't hesitate to contact me at 763-784-6491.

**CITY OF SPRING LAKE PARK
CENTRAL PARK LIQUOR**

2017 BUDGET BREAKDOWN OF REVENUES:

		2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2017 BUDGET
609-34950	Refunds & Reimbursements	\$ 150	\$ -	\$ -	\$ -
609-36211	Interest Earnings (CD, Checking & Reserve)	\$ 54,929	\$ 6,028	\$ 18,500	\$ 18,500
609-37811	Liquor Sales	\$ 740,615	\$ 749,076	\$ 754,574	\$ 769,655
609-37812	Beer Sales	\$ 969,886	\$ 1,037,831	\$ 1,105,291	\$ 1,127,396
609-37813	Wine Sales	\$ 248,802	\$ 244,199	\$ 246,642	\$ 251,574
609-37814	Pop/Mix/Ice Sales	\$ 44,483	\$ 44,258	\$ 44,500	\$ 45,000
609-37815	Cigarette Sales	\$ 58,261	\$ 60,581	\$ 61,188	\$ 62,000
609-37817	Smoke Shop Sales	\$ 38,535	\$ 38,071	\$ 38,100	\$ 38,000
609-37820	Commissions	\$ 534	\$ 637	\$ 650	\$ 650
609-37833	Event Fees	\$ 1,286	\$ 369	\$ 1,300	\$ 250
609-37834	Parking Lot Commission	\$ -	\$ 2,000	\$ 2,000	\$ 8,000
609-37840	Cash Short	\$ (321)	\$ (680)	\$ (500)	\$ (500)
609-37850	Sales Tax 9.375%	\$ 182,536	\$ 190,098	\$ 197,485	\$ 201,434
609-37851	Sales Tax 7.125%	\$ 5,024	\$ 4,889	\$ 5,885	\$ 6,003
609-37860	Lottery Commission	\$ 3,829	\$ 3,330	\$ 3,500	\$ 3,500
<u>TOTAL 2017 REVENUES</u>		\$ 2,348,548	\$ 2,380,687	\$ 2,479,115	\$ 2,531,462

CITY OF SPRING LAKE PARK CENTRAL PARK LIQUOR

2017 BUDGET BREAKDOWN OF EXPENDITURES:

		2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2017 BUDGET
609-49783-01000	Liquor Store Manager	\$ 71,772	\$ 64,141	\$ 72,777	\$ 68,500
609-49783-01010	Severance	\$ 564	\$ 1,362	\$ -	\$ -
609-49783-01013	Overtime	\$ 2,610	\$ 2,160	\$ 2,000	\$ 2,000
609-49783-01031	Assistant Manager	\$ 52,142	\$ 52,976	\$ 54,036	\$ 54,100
609-49783-01037	Stock Clerk Part Time (Receiving Clerk)	\$ 107,665	\$ 125,665	\$ 116,050	\$ 120,000
609-49783-01050	Vacation Buy Back	\$ -	\$ -	\$ 5,366	\$ 2,100
609-49783-01210	PERA	\$ 16,828	\$ 23,369	\$ 18,767	\$ 18,500
609-49783-01220	FICA/Medicare	\$ 17,640	\$ 18,767	\$ 19,143	\$ 18,950
609-49783-01300	Health Insurance	\$ 22,910	\$ 21,493	\$ 21,804	\$ 11,800
609-49783-01313	Life Insurance	\$ 102	\$ 98	\$ 102	\$ 102
609-49783-01420	Unemployment	\$ -	\$ -	\$ -	\$ -
609-49783-01510	Workers Comp Claims	\$ 5,471	\$ 233	\$ 250	\$ 500
609-49783-02000	Office Supplies	\$ 1,623	\$ 794	\$ 1,200	\$ 1,200
609-49783-02030	Printed Forms	\$ 475	\$ 669	\$ 500	\$ 500
609-49783-02050	Event-Seminar Expenses	\$ 1,655	\$ 913	\$ 1,400	\$ 500
609-49783-02100	Operating Supplies	\$ 4,092	\$ 5,283	\$ 4,000	\$ 4,000
609-49783-02110	Cleaning Supplies	\$ 625	\$ 728	\$ 1,000	\$ 800
609-49783-02130	Rug Service	\$ -	\$ -	\$ 1,140	\$ 1,150
609-49783-02160	Pest Control	\$ 600	\$ 1,325	\$ 180	\$ 180
609-49783-02170	Miscellaneous	\$ 684	\$ 1,137	\$ 900	\$ 700
609-49783-02200	Repair & Maintenance	\$ 559	\$ -	\$ -	\$ -
609-49783-02220	Postage	\$ 391	\$ 384	\$ 350	\$ 350
609-49783-02225	Landscaping Materials	\$ 141	\$ 2,522	\$ 150	\$ 150
609-49783-02280	Uniforms	\$ -	\$ 1,907	\$ 400	\$ 200
609-49783-02510	Liquor Purchases	\$ 566,008	\$ 550,222	\$ 556,743	\$ 575,000
609-49783-02520	Beer Purchases	\$ 743,544	\$ 802,421	\$ 821,919	\$ 850,000
609-49783-02530	Wine Purchases	\$ 168,145	\$ 158,046	\$ 160,118	\$ 165,000
609-49783-02560	Cigarette Purchases	\$ 51,185	\$ 52,276	\$ 53,800	\$ 55,000
609-49783-02570	Ice Purchases	\$ 3,567	\$ 4,201	\$ 4,275	\$ 4,300
609-49783-02580	Smoke Shop Purchases	\$ (7,339)	\$ 34,920	\$ 16,527	\$ 18,000
609-49783-02590	Pop/Mix/Juice Purchases	\$ 22,582	\$ 20,637	\$ 21,010	\$ 22,000
609-49783-03010	Audit & Accounting Service	\$ 13,750	\$ 5,388	\$ 5,400	\$ 5,400
609-49783-03030	Engineering Fees	\$ -	\$ -	\$ -	\$ 500
609-49783-03040	Legal Fees	\$ -	\$ 48	\$ 200	\$ 200
609-49783-03210	Telephone/DSL/Cells	\$ 5,310	\$ 3,133	\$ 4,548	\$ 3,000
609-49783-03310	Travel Expenses	\$ 964	\$ 1,074	\$ 1,000	\$ 1,000
609-49783-03410	Employment Advertising	\$ 180	\$ -	\$ 150	\$ 150
609-49783-03420	Enterprise Advertising	\$ 26,518	\$ 27,962	\$ 19,500	\$ 12,000
609-49783-03500	Printing & Publishing	\$ -	\$ -	\$ 50	\$ 50

2017 BUDGET BREAKDOWN OF EXPENDITURES:

	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2017 BUDGET
609-49783-03600 Insurance Liability & Workman's Comp	\$ 15,267	\$ 19,455	\$ 19,460	\$ 19,500
609-49783-03810 Electric Utilities	\$ 22,022	\$ 22,865	\$ 23,000	\$ 21,000
609-49783-03820 Utilities - Water/Sewer	\$ 391	\$ 391	\$ 391	\$ 391
609-49783-03830 Gas Utilities	\$ 1,361	\$ 1,125	\$ 1,250	\$ 1,300
609-49783-03841 Rubbish Removal	\$ 2,815	\$ 3,228	\$ 700	\$ 700
609-49783-04000 Contractual Services	\$ 3,309	\$ 3,307	\$ 3,310	\$ 1,500
609-49783-04050 Maintenance Agreements	\$ 2,034	\$ 3,274	\$ 2,455	\$ 2,500
609-49783-04070 Building Maintenance & Repair	\$ 9,077	\$ 9,838	\$ 9,000	\$ 9,000
609-49783-04180 Security Monitoring	\$ 1,466	\$ 1,560	\$ 1,380	\$ 600
609-49783-04200 Depreciation	\$ 43,994	\$ 41,344	\$ 24,000	\$ 41,000
609-49783-04300 Conferences & Schools	\$ 1,680	\$ 1,523	\$ 700	\$ 700
609-49783-04330 Dues & Subscriptions	\$ 2,060	\$ 2,220	\$ 2,128	\$ 2,200
609-49783-04369 Licenses	\$ 235	\$ 245	\$ 235	\$ 235
609-49783-04370 Sales Tax/Liquor Tax	\$ 199,025	\$ 219,384	\$ 203,370	\$ 210,000
609-49783-04380 Bank Charges	\$ 4,225	\$ 125	\$ -	\$ 500
609-49783-04390 Credit Card Charges	\$ 27,188	\$ 31,201	\$ 28,528	\$ 30,000
609-49783-05000 Capital Outlay	\$ 12,314	\$ 14,849	\$ 3,500	\$ 65,000
609-49783-06010 Lease Payment-Principal	\$ -	\$ -	\$ 15,184	\$ 15,000
609-49783-06110 Lease Payment-Interest	\$ -	\$ 938	\$ 1,649	\$ 1,500
609-49783-07000 Transfer - General Fund	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
<u>TOTAL 2017 EXPENDITURES</u>	\$ 2,326,430	\$ 2,438,125	\$ 2,401,995	\$ 2,515,508



Memorandum

Date: November 7, 2016
To: Mayor and City Council
From: Chief Doug Ebeltoft
RE: Purchase New AED Defibrillator's

Mayor and City Council Members,

As part of our "Strategic Planning Process" and looking to the future, we created a five year capital budget and assigned several different projects with costs in those consecutive five years. The five year capital budget was presented to the Mayor and City Council for review and approval. In 2017, one of the police department projects allocated was the replacement of our "AED Defibrillator's" for our city with designated funding in the amount of \$22,000.00.

Our current AED Defibrillators were purchased in March of 2004, making them twelve years old to date. As with any equipment, they do have a life expectance. We have reached and surpassed this life expectance. Repairs to our current AED's are costly and time consuming. I have been conducting research into AED Defibrillators and believe I have found one that will continue to fulfill our needs presently and into the future. I am recommending that police department and city hall purchase "Zoll Plus AED Defibrillator's", the retail market price of these units is approximately \$2,100.00 each. I have found that we can purchase these units on a Government contract pricing for \$1,350.00. I have also found that there is a mail in rebate for our old AED units of \$200.00 per unit effect through December of 2016.

I have also reached out to Allina Health Emergency Medical Services and have been advised that they would like to donate one AED unit of our choosing to assist with the replacement of our old AED units.

Although, this purchase is schedule for 2017. Due the limited time frame of the current rebate, I am requesting authorization from the Mayor and City Council to purchase Thirteen (13) Zoll plus AED Units at a price of \$1,350.00 each (per Government Contract NASPO #23126) for a total of \$17,550.00. The funds to facilitate this purchase would be taken from the Capital Replacement Fund #403. This purchase would come in under budget by \$4,450.00 without the rebate.



November 4, 2016

Honorable Mayor and City Council
City of Spring Lake Park
1301 Eighty-First Avenue NE
Spring Lake Park, MN 55432-2188

Re: 2017 Sewer Lining Project
Authorize Preparation of Plans and Bidding

Dear Mayor and Council:

For the past several years the City has completed a sanitary sewer lining project as part of a long-term effort to maintain the city's infrastructure. The sewer maintenance program has been set up to try to keep the annual lining projects within a cost range of \$150,000 to \$200,000.

The Public Works Director has determined a priority sewer repair area for 2017 lining. The proposed 2017 work includes the sewer lines in the area east of Able Street, south of Highway 10, west of TH 65, and north of 81st Avenue NE (also see attached map). In addition to lining of the sewer mains, sewer service connection wyes will be repaired where warranted.

The estimated construction cost for the 2017 sewer lining project is \$150,000 to \$170,000. If the City would like to take the next step in the project, **we request that the City Council order preparation of plans and specifications and authorize bidding for the 2017 Sanitary Sewer Lining Project.** Bid results will be presented to the Council for approval in March.

Please contact Harlan Olson or me if you have any questions or need any additional information.

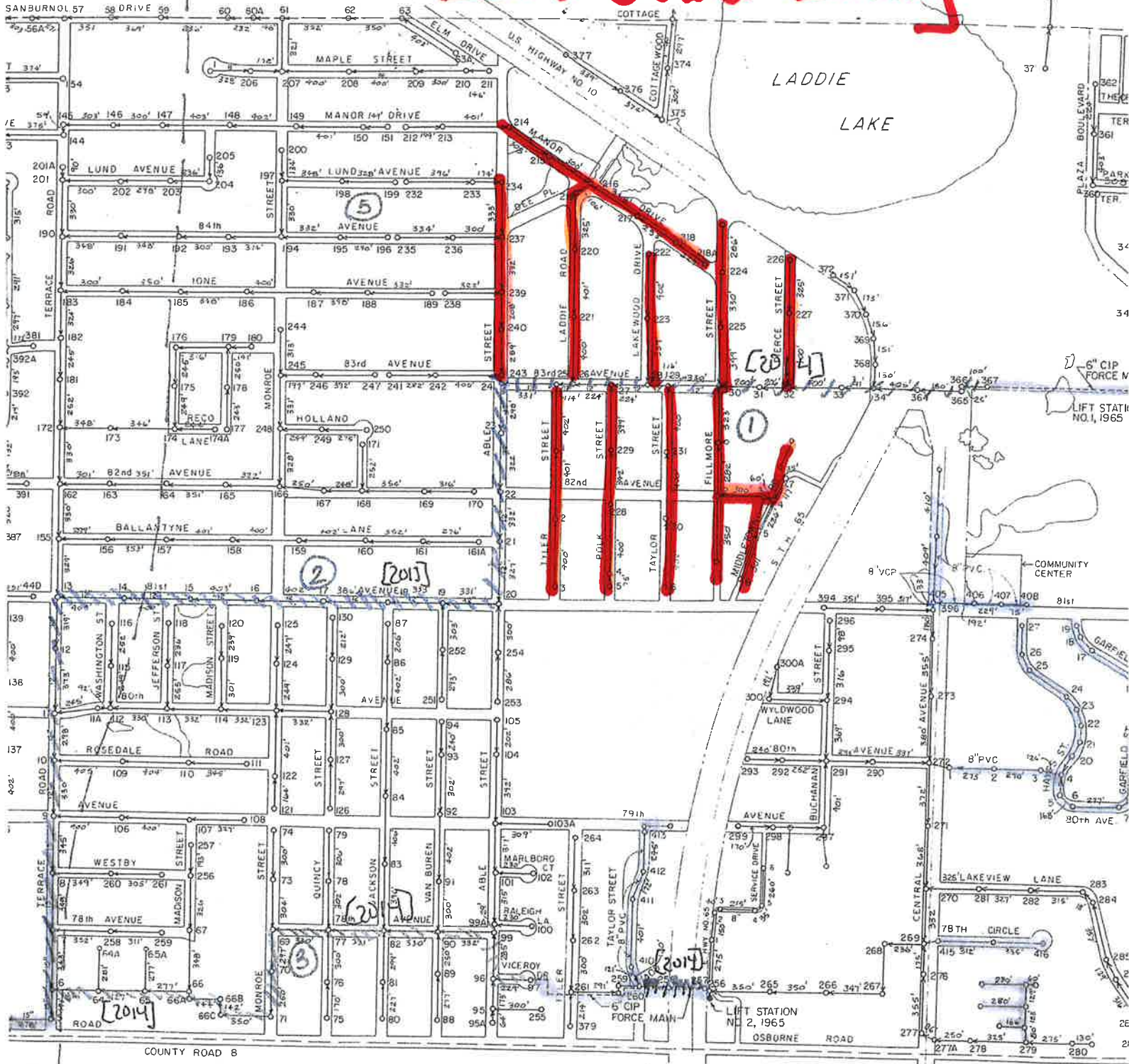
Sincerely,
STANTEC

A handwritten signature in black ink that reads "Phil Gravel".

Phil Gravel

cc: Terry Randall, Public Works Director
Dan Buchholtz, City Administrator

2017 Sewer Lining



SPRING LAKE PARK, MINNESOTA

SCALE



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

SURVEY	DESIGN	APPROVAL

REVISED

BONESTROO, ROSENE, ANDERLIK & ASSOC., INC.
ST. PAUL, MINNESOTA



November 3, 2016

Honorable Mayor and City Council
City of Spring Lake Park
1301 Eighty-First Avenue NE
Spring Lake Park, MN 55432-2188

Reference: 2017-2018 Seal Coat and Crack Repair Project
Authorize Preparation of Plans and Bidding

Dear Mayor and Council:

As part of ongoing street maintenances, the city completes an annual street maintenance project consisting of crack repair and seal coating. Seal coating includes placing bituminous emulsion and small aggregate on the street surface. We have reviewed the street system history with the Public Works Director to establish priority streets for crack seal and seal coat treatment.

To reduce bidding costs, we recommend obtaining bids for a project that will include both 2017 construction and 2018 construction. The target streets to be completed under this recommended two-year project are essentially the streets that we last treated in 2007 and 2008. Portions of University Ave. Service Drive, Terrace Rd., Monroe St., and Able St. are also proposed to be included. In addition, city parking lots at the liquor store and other facilities may be included as alternate bid(s).

Attached for your reference are the following maps:

- Sketch of proposed streets for 2017 project.
- Sketch of proposed streets for 2018 project.
- Figure showing history of seal coat projects in the city.

At this time, we request that the City Council authorization preparation of plans/specifications and bidding for the 2017-2018 Seal Coat and Crack Repair project.

The project schedule includes receiving bids in February, Council consider award of Construction Contract in March and construction in the summer of 2017 and the summer of 2018.

Sincerely,
Stantec

A handwritten signature in black ink that reads "Phil Gravel".

Phil Gravel

cc: Terry Randall, Public Works Director
Dan Buchholtz, City Administrator

2017

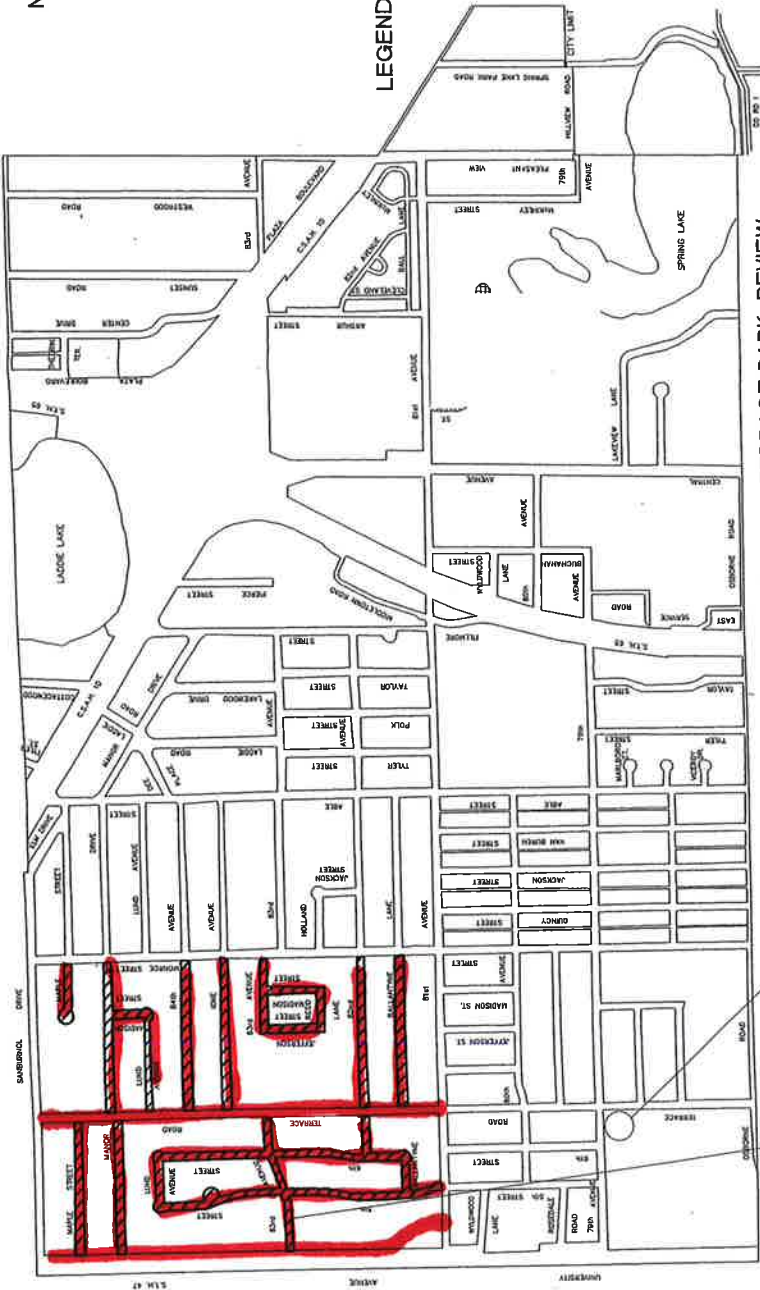
NOTES:

- 1) PERFORM ALL ROUTE AND SEAL PRIOR TO SEAL COAT OPERATIONS
- 2) FA-2 (MODIFIED) AGGREGATE TO BE USED ON ALL PROJECT AREAS
- 3) PERFORM PAVEMENT MARKINGS ON 83RD AVE AS INDICATED
- 4) ALL OTHER PAVEMENT MARKINGS TO BE PERFORMED BY THE CITY

LEGEND: ROUTE AND SEAL PLUS SEAL COAT



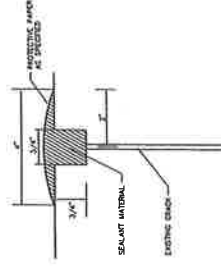
STREET SWEEP ONLY



AGGREGATE STOCKPILE LOCATION - TERRACE PARK. REVIEW LIMITS WITH ENGINEER PRIOR TO STOCKPILING MATERIAL.

PLACE CENTER LINE AND SHOULDER PAVEMENT MARKINGS FOLLOWING SEAL COAT OPERATIONS

TYPICAL JOINT SECTION
BITUMINOUS CHECK - ROUTE AND SEAL



NO SCALE



ESTIMATED PROJECT QUANTITIES	
BITUMINOUS MATERIAL	16,750 GAL
FA-2 AGGREGATE	736 TON
APPLICATION RATES USED AS BASIS FOR ESTIMATED QUANTITIES:	
OIL	0.25 GAL/SY
AGG.	22 LB/SY

QUANTITY CHECK
DATE: 10/20/16
C1.02

2007 STREET MAINTENANCE PROJECT
MOUNDS VIEW & SPRING LAKE PARK, MINNESOTA
CITY OF SPRING LAKE PARK
LOCATION PLAN



St. Paul Office
2335 West Highway 36
St. Paul, MN 55113
Phone: 651-936-4600
Fax: 651-936-1311

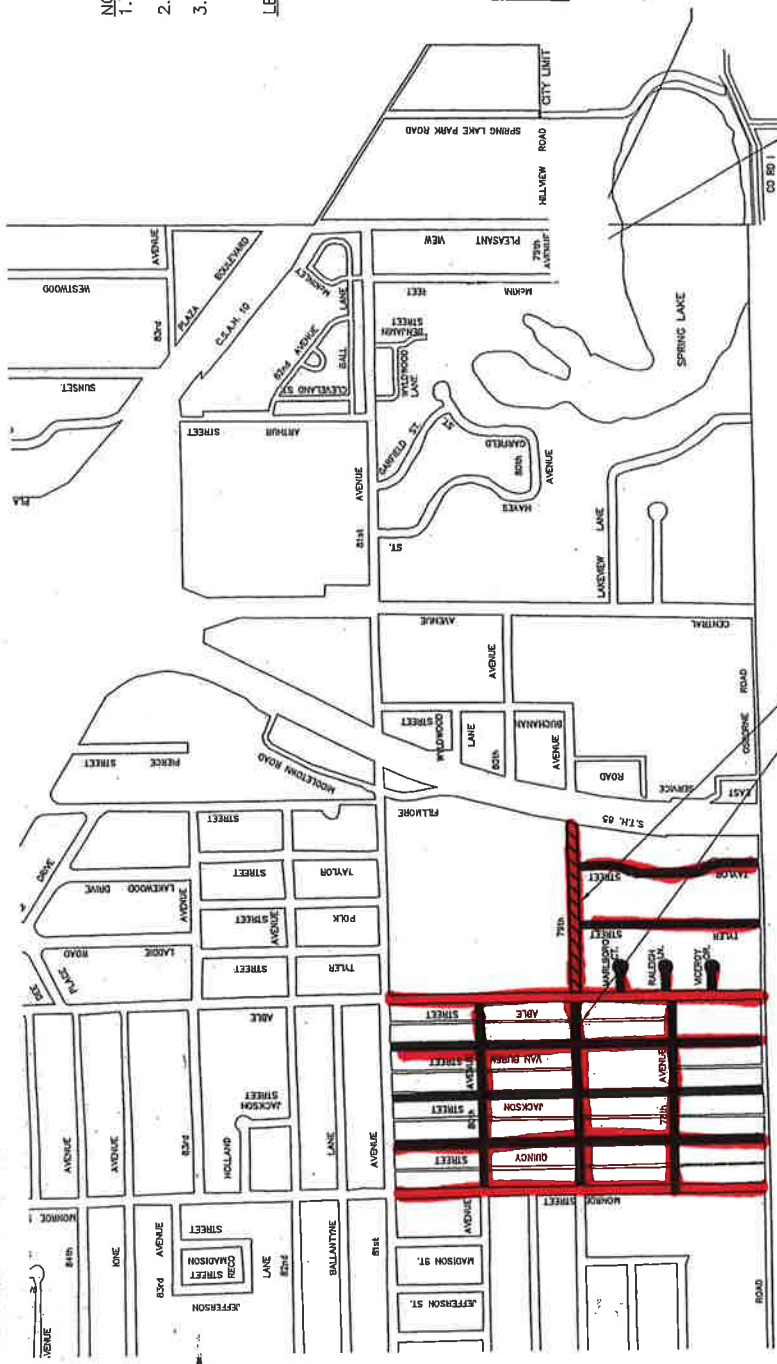
1. DESIGN CENTER HAS THE MAIN RESPONSIBILITY ON ALL DESIGN WORK.
2. ALL DRAWINGS ON AN A-SIZE SHEET.
3. ALL DIMENSIONS ARE IN FEET AND INCHES.
4. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
5. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
6. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
7. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
8. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
9. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
10. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

2018

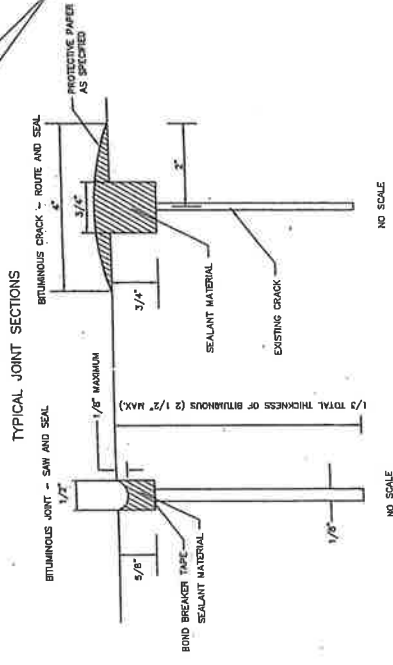
- NOTES:**
1. PERFORM ALL ROUTE AND SEAL PRIOR TO SEAL COAT OPERATIONS
 2. FA-2 (MODIFIED) AGGREGATE TO BE USED ON ALL SEAL COAT PROJECT AREAS
 3. PERFORM PAVEMENT MARKINGS AS INDICATED

- LEGEND:**
- ROUTE AND SEAL PLUS SEAL COAT
 - SEAL COAT ONLY
 - SAW AND SEAL ONLY

SEE SHEET C1.01



PERFORM BITUMINOUS PATCHING ON 79TH AVENUE PRIOR TO SEAL COAT. LOCATIONS TO BE DESIGNATED BY ENGINEER AT TIME OF CONSTRUCTION.



2008 STREET MAINTENANCE PROJECT

CITY OF SPRING LAKE PARK, MINNESOTA
LOCATION PLAN

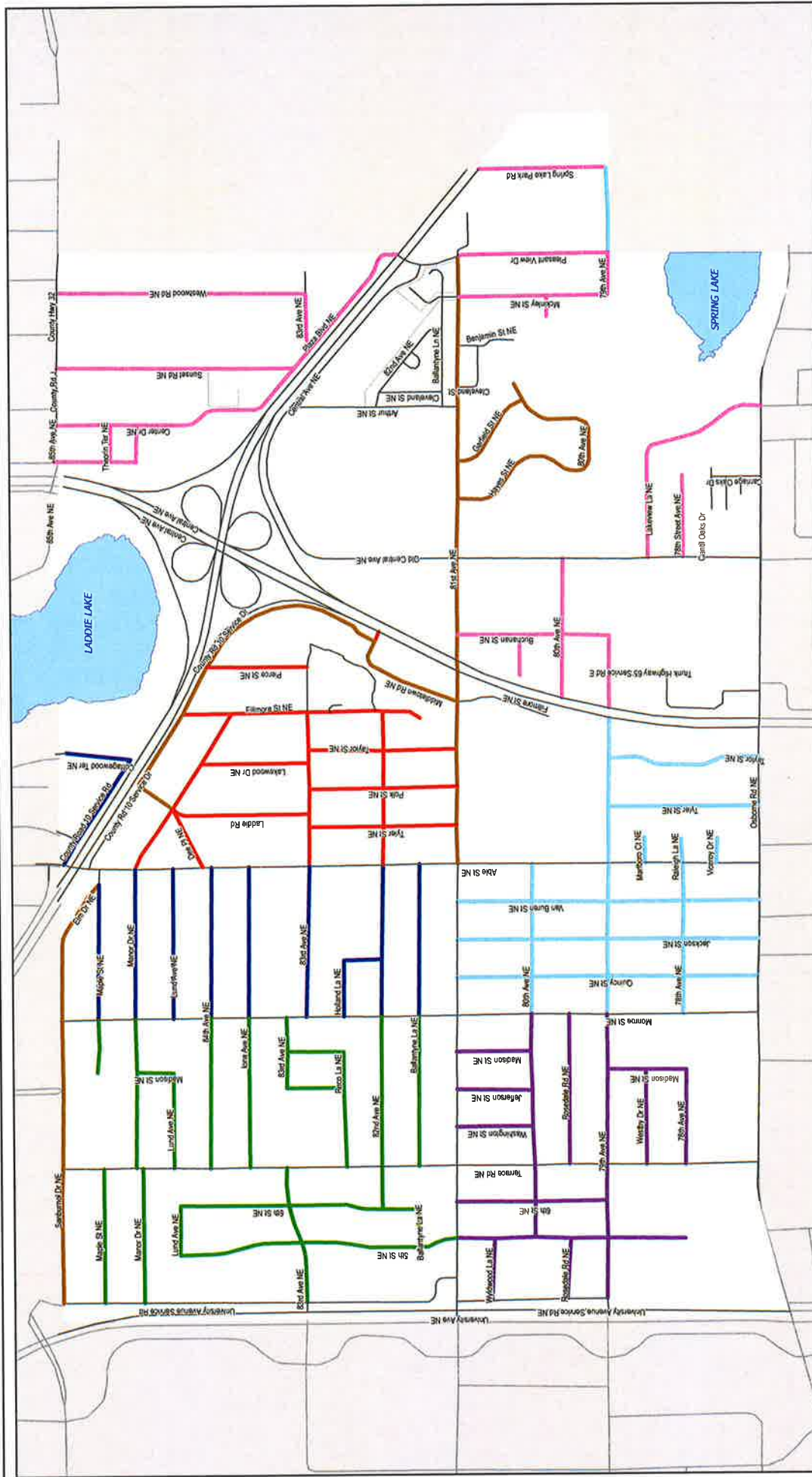


St. Paul Office
2335 West Highway 36
St. Paul, MN 55113
Phone: 651-636-4600
Fax: 651-636-1313

DATE	2/21/11
PROJECT NO.	2008
PROJECT NAME	2008 STREET MAINTENANCE PROJECT
DESIGNED BY	ST. PAUL OFFICE
CHECKED BY	ST. PAUL OFFICE
DATE	2/21/11
SCALE	AS SHOWN

ESTIMATED PROJECT QUANTITIES	
BITUMINOUS MATERIAL	15,500 GAL
FA-2 AGGREGATE	675 TON
APPLICATION RATE USED AS BASIS FOR ESTIMATED QUANTITIES:	
OIL	0.26 GAL/SY
AGGREGATE	23 LB/SY

C1.02



Seal Coat History

Date	10/31/2016	Job No.	193803424	Scale	0 275 550 1,100 Feet
------	------------	---------	-----------	-------	----------------------

City of Spring Lake Park

Seal Coat Years

- None/Unknown
- 2007
- 2009
- 2010
- 2013
- 2015
- 2016

2335 Highway 36 West
St. Paul, MN 55113





City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 11.7.16 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

2014-2015 Street Improvement Project (193801577).

Final contractor payment and project acceptance occurred at the September 6th Council meeting. *Remaining project close-out process (including record plan preparation) continues.*

CSAH 35 Turn Lanes and Sidewalk (193802914).

Punch-list items have been completed. *Field survey has been completed to document post-construction wetland edge. Working with RCWD on close-out of permits.*

MS4 Permit (193802936).

Ongoing implementation items. Working on closing out existing site permits and identifying private stormwater ponds that need maintenance. *Need to prepare annual report. Annual staff training was held on November 3rd.*

Lift Station No. 1 Reconstruction (193803115).

The Contractor is Meyer Contracting. *Final project close-out process continues.*

2016 Sanitary Sewer Lining Project (193803421).

This project includes lining and wye grouting on Old Central south of 81st. Contractor is Hydro-Klean. *Final project close-out process has started.*

2017-2018 Street Seal Coat Project (19380....).

See separate letter requesting approval to prepare plans and obtain bids.

2017 Sanitary Sewer Lining Project (19380....).

Public Works Director has coordinating sewer televising of the sewer in the area of a possible lining project for next year. *See separate letter requesting approval to prepare plans and obtain bids.*

Other issues/projects.

Working with Terry on options for bituminous trail repairs at various locations.

Working with staff on development review for possible Dominion project.

Working with staff on drainage issues within the city.

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



VOLUME 23 ISSUE 11

ANOKA
COUNTY
PARKS AND
COMMUNITY
SERVICES

the connection
november • 2016



EVENTS AND UPDATES

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FROM THE DIVISION MANAGER:

Anoka County is in the envious position among its peer counties of having a well-established and well-used county park and recreation system. Dating back some 53 years, Anoka County had an early start in the acquisition and development of lands that make up our 11,500-acre park system today. So it's probably no surprise to anyone living in the County that our citizens support the benefits of our parks that are easily accessible to our 350,000 residents.

Earlier this year, the National Recreation and Park Association published the results of a Penn State University study that found broad-based support among Americans for public park and recreation services. Here are some interesting results from that survey:

- Almost all Americans agree that their communities benefit from parks and recreation - even among those who don't use their local parks
- An overwhelming 9 out of 10 Americans identify parks and recreation as an important local government service
- The support for local parks is across all segments of the population: by generation, race, ethnicity and household composition; and is fervent among all of the major political parties, and
- In terms of key outcomes, respondents indicated an "extremely" or "very" important role for local park agencies in the areas of health and wellness (76%); conservation of lands and water (74%), and social equity (72%)

In terms of visitation data, the survey showed that Americans are frequent users of local parks:

- Two in five respondents indicated that they had visited a local park within the last seven days, and 19% in the last month,
- In all, 80% of Americans visit and use local parks at least once each year; the average number of visits is slightly less than 29 visits per year, and;
- The reasons that people visit their local parks is diverse, but these rank highest: to be with family and friends (58%), exercise or get more physical activity (52%), and be closer to nature (50%)

Lastly, the Penn State study looked at the barriers that Americans face in getting to their local parks:

- 39 percent said that they simply don't have the time in their busy schedules;
- A lack of quality facilities near their home is the second biggest issue at 20%;
- Concerns for personal safety accounts for 17% of barriers;
- Lack of awareness of opportunities is a barrier for 14% of the population, and;
- Fees and charges for services is not affordable for 14%

Perhaps most importantly, the survey demonstrated that Americans, across the board, view their local park and recreation agencies as an essential service, and not a luxury.

I think I'll take a walk in the park for lunch. See you on the trail.

John VonDeLinde

ORGANICS RECYCLING DROP-OFF PROGRAM SUCCESSES

A new county organics recycling drop-off program began in May of this year to recycle food waste, non-recyclable paper waste, and certified compostable products and turn it into compost. This type of recycling is called organics recycling. This innovative program allows residents to drop off their organics for recycling at each of the county yard waste sites in Lino Lakes and Coon Rapids.

What are organics? Organics refer to all food scraps, such as leftovers, peelings, and spoiled food; soiled, non-recyclable papers such as paper towels, napkins, delivery pizza boxes; and certified compostable products such as compostable food ware and bags labeled with a Cedar Grove Composting or Biodegradable Products Institute logo. These materials are collected separately and taken to an industrial composting facility and turned into compost, a valuable soil amendment.

Organics recycling is the next frontier in reducing waste. In the Twin Cities, there is a goal to increase recycling and organics diversion to 75% by 2030. Organics recycling will be an important aspect of reaching these goals for waste reduction and recycling as well as to help residents and businesses potentially decrease their solid waste charges.

Residents, businesses, and organizations are already beginning to recycle organics at community festivals, sports facilities, and work. Anoka County residents now also have an option to recycle organics from home through this program. The program works by residents collecting food waste and other organic materials in a kitchen pail lined with a compostable bag liner. Once full, the bag liner is tied off and brought by the resident to either county compost site and placed in the organics collection dumpster. Residents who sign up for the free program will receive a complimentary kitchen collection pail and compostable liner bags for easy collection.

Since the inception of the program, 605 households have signed up to participate and the program has diverted an estimated 16,550 pounds of material from the waste stream. This program is a win-win; Anoka County residents are being provided with a solution for their organic waste and that same material is being turned into a valuable soil amendment.



LICENSE BUREAU MANAGEMENT TEAM ATTENDS MINNESOTA DEPUTY REGISTRAR'S ASSOCIATION ANNUAL CONFERENCE



The Minnesota Deputy Registrars Association (MDRA) is a statewide organization promoting common interests of deputy registrars in providing professional licensing service to the public and liaison to the state.

Anoka County is a longstanding member of MDRA. License Bureau management is very active in the association and currently has individuals serving on the Board of Directors, the Advisory Board, and several committees, including the Conference Planning Committee. The MDRA holds its annual conference in St. Cloud each year in September.

This year the focus of the conference was on change. Deputy Registrars statewide will see many changes with the implementation of the Minnesota Licensing and Registration System (MNLARS) which is scheduled to go live across the state in March of 2017. On Friday morning, Ramona Dohman Commissioner of Public Safety; Cassandra Hern Deputy Commissioner of Public Safety; and the entire Department of Driver and Vehicle Services (DVS) leadership team was on hand to give an overview and demonstration

of the MNLARS system to the 140 attendees. MNLARS will completely change the way motor vehicle transactions are processed in the license center. The majority of the work will be done at the front counter, eliminating much of the input and auditing that is currently done at DVS in St. Paul. While this will increase wait times at the license centers requires additional training for staff, the end result will be that the customer's record will be in the system before they leave the office and the title turnaround time will go from about 90 days to 14 days. The current e-support system in place is antiquated and unstable. Although there will be growing pains, MNLARS will provide a much more robust and intuitive experience that will reduce errors and increase overall customer satisfaction.

Anoka County has been very involved with the MNLARS project since its inception, and will continue to be involved as enhancements are made and additional services; such as driver's license transactions, are added to the system.

WARGO FALL FESTIVAL



Wargo welcomed fall with over 125 other fall lovers at the annual Wargo Fall Festival. It was a beautiful day and fall cooperated as trees were in full color! Thanks to a wonderful donation of apples from Victoria Valley Orchard, guests made tasty apple cider, played pioneer games, participated in nature activities, raked and jumped into the leaves, and enjoyed a fall day in nature. Thanks to our great Wargo staff and volunteers for making the day a great success!

PARK VISITATION INCREASES AGAIN

In 2016 Anoka County Parks experienced growth in overall park visitors, which is reflected in the amount of vehicle permit sales at gatehouses. Year to date, almost 11,000 annual permits have been sold at the gates and visitor centers; already greater than the 2015 total. Daily permit sales have also eclipsed the totals from last year with nearly 60,000 daily permits sold. The growth in permit sales accounts for \$28,000 in additional revenue with two and half months to go before 2016 ends. Annual permits are also sold at all Anoka County License Bureaus; those numbers are still coming in.



PREPARING SEASONAL FACILITIES FOR WINTER



In the narrow window between the reservation season and the frost season, maintenance staff are busy winterizing unheated seasonal buildings. This includes 17 restrooms, six gatehouses, 152 campsites, six irrigation systems, and many drinking fountains and service supplies.

Compressed air is pushed through these systems until no water remains. Then the water source can be closed off for the season. This process must be done carefully and completely to prevent water line breakage over winter. No two systems are the same and each poses unique challenges and understanding.

This winterizing process begins in late September as facilities come to their closed date and concludes in mid-October. Staff closely monitor weather forecasts for hard frosts and strategize damage prevention measures. When these seasonal water systems are safely put to rest for the winter, the Maintenance Unit turns its attention to equipment maintenance, building maintenance and improvements, oak wilt abatement, and responding to all that comes with snow and ice.

ANOKA COUNTY RIVERFRONT REGIONAL PARK IMPROVEMENTS



Anoka County has received approximately \$1.8 million in Metro Parks and Trails Legacy funds for the next two years to redevelop Riverfront Regional Park, in Fridley. The park is located just south of I-694 on East River Road and is home to the Riedel Farmhouse, an 1880s farmhouse that is currently used for special events. Plans for the redevelopment include reconstructing the roadways and parking lots, reconstructing the existing boat launch, improving some of the buildings, and constructing a 13 hole disc golf course. In addition, the National Parks Service is providing funds to make additional pedestrian connections from East River Road into the park to connect with the Mississippi River Regional Trail. Design and engineering is underway and construction is expected to occur next summer.

OAK WILT MANAGEMENT



Each year the Natural Resources crew addresses the oak wilt problem with a three step process. In August the crew conducts a ground survey to identify, inventory, and mark oak wilt sites in the parks. Starting in October, the crew visits the sites with the vibratory plow (V-plow) in order to cut the root grafts between healthy and diseased trees. This inhibits the main mode of disease spread once oak wilt has entered an area. Currently the crew is working in the parks with the V-plow to halt the spread of the disease. The third step begins in early December when the Natural Resource crew enlists the help of several

Parkkeepers to assist with the removal of diseased trees. This crew is in the field throughout the winter removing diseased trees, hazard trees and trees within building sites.

UPDATES AT BANFILL-LOCKE



The annual member exhibition featured 105 works by 63 BLCA members. A wide range of media and styles were represented in the exhibition. The show was judged by Minneapolis-based Weinstein Gallery Director Leslie Hammons. Six awards of distinction were awarded for artwork, along with awards for the winners of the 2nd BLCA Members Chapbook writing contest. The writing contest was judged by Minnesota poet laureate Joyce Sutphen and the chapbook was published by Red Bird Chapbooks. This show closes October 29.

Opening November 5 is Tributaries of Earth and Water – An Exhibition Celebrating Our National Parks by Project Art for Nature. This exhibition celebrates the landscape, wildlife, and waterways encompassed by our local national parks. This collaboration of artists and illustrators from Minnesota and Wisconsin are working independently and collaboratively to create artwork which promotes stewardship of unique natural areas in our region. A reception is being held November 12 from 4 to 7 pm. This show ends November 26.

BLCA's annual end-of-year fundraising campaign kicks off November 6. Information will be posted on our website, Facebook, and at the Center. BLCA operates on a small budget that funds 11 exhibitions, provides space for our Artist in Residence and Writer in Residence, our Family Art Sundays, and much more.

The November Reading Series event features two authors who are accomplished and celebrated for their talents, Mike Finley and former BLCA Director Lia Rivamonte. The event takes place on November 11 at 7:30 pm. The readings are free and light refreshments are served.

Thursday, December 1 is the annual Holiday Tea from 6 to 8 pm. Along with the tea is the opening of the Holiday Gift mART. The market offers many perfect gifts including knitwear, pottery, jewelry, cards, framed art, books, wooden toys, dolls, ornaments, and more!

GOLF SEASON WINDING DOWN

Golfers are trying to get those last couple of rounds in as the golf season is almost over. "The weather hasn't been the best but we are playing anyway because you never know when it (the season) will end," says Women's Club President Judie Pfarr. After a terrific start to the season through June, play fell off as Chomonix rebuilt the #6 and #17 greens and had to use temporary greens. "It didn't help that we had significant rain in August and September," said Course Manager Chris Bettinger. All that said, there are many reasons for optimism in 2017 starting with the two new greens. "We are excited to have the #6 and #17 holes fixed," says Judie.



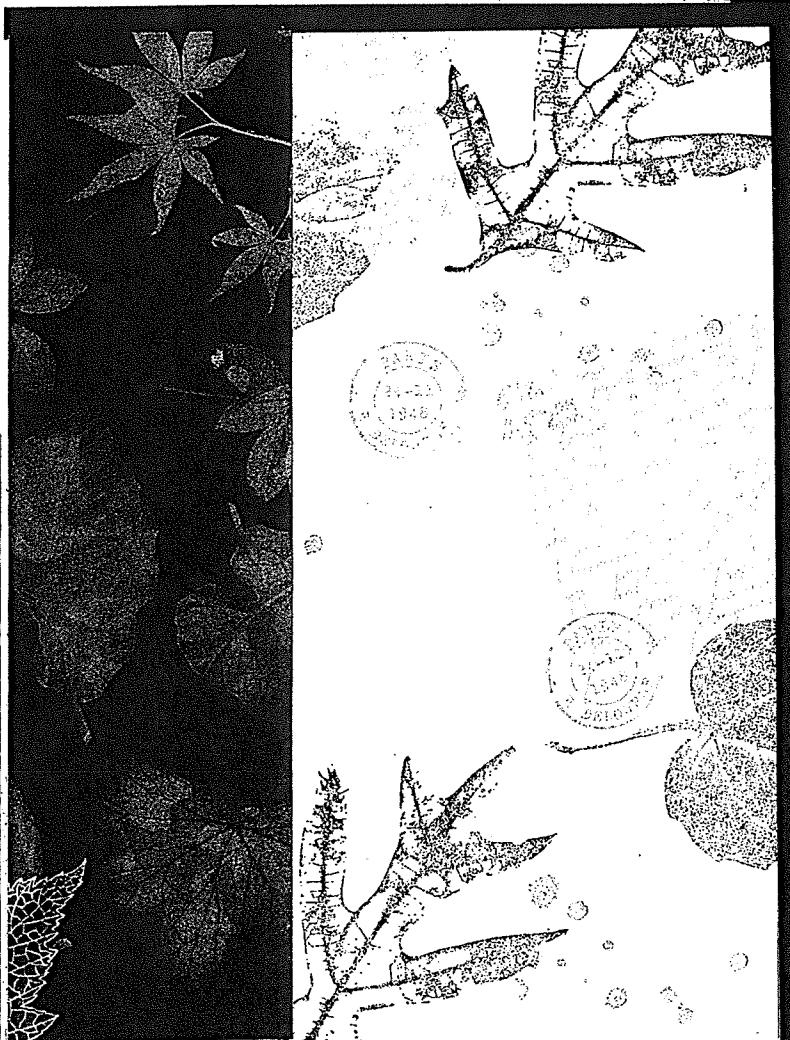
Dear Dan, Council and
Staff,

I am so very sad to
learn of the passing of
your dear friend and
colleague Glenn. I did
not get the opportunity to
meet her but through
Jenny came to love her
just the same. May her
legacy of dreams for

the city and her
love of all of you
live on.

Again, my
sympathy

Judy Dine



*The family of
Pat Okey
acknowledges with deep
appreciation your kind expression
of sympathy*

*Thank you for the lovely
florals honoring my mother.
It was greatly appreciated
Kay*

October 27, 2016

Mr. Terry Randall
Public Works Director
City of Spring Lake Park
1301 81st Ave. NE
Spring Lake Park, MN 55432

RE: Ongoing Inflow/Infiltration (I/I) Program
I/I Goal for 2019 Program Year

Dear Mr. Randall:

This letter summarizes updates to the Metropolitan Council Environmental Services (MCES) Ongoing Inflow and Infiltration (I/I) program for the 2019 Program Year. Details regarding the Ongoing I/I Program can be found on the Metropolitan Council web site at: [http://www.metrocouncil.org/Wastewater-Water/Funding-Finance/Rates-Charges/MCES-Inflow-and-Infiltration-\(I-I\)-Program.aspx](http://www.metrocouncil.org/Wastewater-Water/Funding-Finance/Rates-Charges/MCES-Inflow-and-Infiltration-(I-I)-Program.aspx)

Each metershed I/I Goal is the maximum allowable discharge to the regional wastewater system, based on peak hourly flow rates measured in million gallons per day (mgd). I/I Goals are calculated by MCES using metershed-specific data including historical wastewater flows, community growth, and a peak hourly flow factor. Wastewater flow discharged from a metershed that exceeds the I/I Goal may result in a work plan assignment, which is the estimated cost to mitigate excessive I/I. The I/I Goal for your community is below:

Metershed	Adjusted Average Flow (mgd)	Peak Hourly Flow Factor	I/I Goal (mgd)
M214	0.63	3.90	2.46

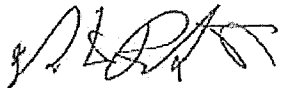
Wastewater flows from metersheds throughout the region are monitored by MCES. To assist with identifying and mitigating excessive I/I, MCES verifies measured flow discharges and sends notifications to communities if monitored flows are at least 80% of the respective I/I Goals.

Please see the table below for key dates and deadlines, including an updated flow monitoring period schedule:

Program Year	Flow Monitoring Period		MCES communicates work plan assignments, if applicable	Communities submit work plans	MCES reviews and responds to work plan submittals	Communities implement mitigation projects
	Start	End				
2019	01/01/17	12/31/17	03/01/18	09/30/18	11/30/18	2019 – 2022

Thank you and your community for continued efforts to mitigate excessive I/I. Please contact me at Marcus.Bush@metc.state.mn.us or 651-602-1166 with your questions or comments.

Sincerely,



Marcus Bush, PE
Principal Engineer, Environmental Services Community Programs

cc: Daniel Buchholtz, City Administrator, City of Spring Lake Park
Lona Schreiber, Metropolitan Council Member, District 2
Jeannine Clancy, Manager, Environmental Services Community Programs