

**CITY OF NORTH ST. PAUL
CITY COUNCIL
REGULAR MEETING AGENDA
JULY 2, 2019
6:30 PM**

North St. Paul City Hall – Council Chambers
2400 Margaret Street

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Council Member Thorsen
Council Member Petersen
Council Member Walczak
Council Member Sonnek
Mayor Furlong

IV. ADOPT AGENDA

V. PRESENTATIONS

VI. CONSENT AGENDA

- A. June 11, 2019 workshop retreat minutes
- B. June 18, 2019 workshop meeting minutes
- C. June 18, 2019 regular meeting minutes
- D. June 18, 2019 HRA minutes
- E. General accounts payable: \$199,051.49
- F. Memorandum of Agreement with Teamsters, Local No. 320 to have the full-time Utility Locator position covered by the 2019-2021 Collective Bargaining Agreement
- G. Authorization to support National Prescription Opiate Litigation

VII. MEETING OPEN TO THE PUBLIC

Note: This is a courtesy extended to persons wishing to address the council who are not on the agenda. A completed public comment form should be presented to the Deputy Clerk prior to the meeting; presentations will be limited to 3 minutes. This session will be limited to 15 minutes.

VIII. PUBLIC HEARINGS

IX. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

- A. MnDOT and North St. Paul Cooperative Landscaping Application Phase II
- B. Window World Commercial Planned Unit Development (PUD) that incorporates both the former Ace Hardware Site (2220 Castle Ave. E) and the former EZ Riding Site (2295 McKnight Rd. N.)
- C. 0 Burke ROW Vacation
- D. 2335 6th Street N. Subdivision
- E. Authorize purchase of trash and recycling containers
- F. Authorization for cable equipment upgrades in Council Chambers and Sandberg Meeting Room
- G. Proposed Tax Increment Financing Districts:
 - 1) Resolution calling for a public hearing on the proposed establishment of Tax Increment Financing District No. 4-8 within Development District No. 4. Public hearing would be scheduled for July 30.
 - 2) Resolution calling for a public hearing on the proposed establishment of Tax Increment Financing District No. 4-10 within Development District No. 4. Public hearing would be scheduled for July 30.
 - 3) Resolution amending Resolution No. 2019-033 regarding the terms of an interfund loan in connection with proposed Tax Increment Financing District NO. 4-10
 - 4) Resolution calling for a public hearing on the proposed establishment of Tax Increment Financing District No. 4-11 within Development District No. 4. Public hearing would be scheduled for July 30.
 - 5) Resolution approving the terms of an interfund loan in connection with proposed Tax Increment Financing District No. 4-11.

X. REPORTS OF CITY MANAGER & DEPARTMENTS

XI. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

XII. GENERAL BUSINESS

XIII. CLOSED SESSION

- A. There are no closed sessions.

XIV. ADJOURNMENT

The next regularly scheduled City Council meeting is Tuesday, July 16, 2019 at 6:30 p.m.

City of North Saint Paul
June 11, 2019
Proposed City Council Special Workshop Meeting Minutes

I. CALL TO ORDER

Mayor Furlong called the meeting to order at 6:00 p.m.

II. ROLL CALL

Present: Council Member Scott Thorsen
Council Member Candy Petersen
Council Member Tom Sonnek
Council Member Jan Walczak
Mayor Terry Furlong

Staff: City Manager Scott Duddeck, Deputy Clerk Mary Mills.

III. ADOPT AGENDA

On motion by Council Member Petersen, seconded by Council Member Sonnek, with all present voting aye (5-0), motion carried to approve the agenda as presented.

IV. TOPIC(S)

Set meeting schedule. Mayor Furlong inquired of the council if they would like to have these special work sessions more regularly. All were in consensus that every couple months works well. The next date was set for Tuesday, August 13, 2019 at 6:00 p.m. Following that they will occur every other month on the 2nd Tuesday opposite the EDA meeting dates.

Council reviewed the items discussed at the February 4, 2019 session. From those items the following remain active for ongoing and future consideration:

- A. Trash Hauling Plan.
- B. Legislative work for Highway 120 and Silver Lake Trail Connection. Need to keep on top of contacting Senator Wiger and Representative Lillie to bring to the Federal level.
- C. Budget process – to include street light fee discussion. First budget meeting is scheduled for July 10, 2019 at 6:00 p.m. with Finance Director Zimmerman.
- E. Membership in the Cable Commission.
- G. Utility Bill formatting – high priority.
- I. Problem houses in the city – high priority – code enforcement is working in conjunction with police department to create a mini-task force to proactively crack down on problem houses. Looking at utilizing the excessive consumption of services ordinance.
- J. Arts Commission. There was discussion related to possible murals on buildings throughout the downtown and business district.
- K. Chickens and bees. No recent inquiries have been made. This will remain a topic for future discussion.
- M. Property availability for student built housing.

Items not discussed at last session brought forward to this session:

1. Work from home policy. City Manager Duddeck has continuing discussions with the employees currently utilizing this work option.
2. Back drop for council chamber. This is a high priority and some ideas will be looked at.
3. Student Built Program/Property acquisition. This is an on-going priority. If there is no property available the program cannot continue.
4. Incentive for restaurant/coffee shop. The Economic Development Authority will pursue this item.
5. 7th Avenue from 1st Street to McKnight Road Improvement. High priority item. Will be going to WSB and then the City Council for feasibility study authorization.
6. Margaret Street between 7th Avenue and South Avenue. Redevelopment will handle some of the street repairs. Cost is factor.
7. Visual aesthetics of downtown and how to begin improvements, to include parks and all city property.
8. Review status of Public Safety Study (Fitch). Mayor Furlong stated that he looks to staff to use the study as a guideline and lay out recommendations for implementation.
9. Public Safety Director position (vs having a separate PD and FD Chief). Mayor Furlong stated that he looks to staff to use the study as a guideline and lay out recommendations for implementation.
10. Opioid Litigation. Many cities are on board. Council gave general consensus to get information for review.
11. Communication. The question was asked if the city has adequate staff for keeping up with the city's communication needs. It was requested that the website be better kept up to date and be more robust.
12. Communication to young families. This is part of number 11.
13. Communication from the EDA. The EDA agendas and minutes will be placed on the City website.
14. Software/Program updates. There is much more that can be done with technology. Incode is a top priority to either upgrade or replace.
15. Online permits, park rental payments, etc. This goes hand in hand with number 14.
16. Part-time seasonal help vs. contract for services. This concept is in discussion with staff. The focal point now is the cost of training new seasonal workers every year, and the difficulty in getting quality hires.

These items were not discussed and will be brought forward to the August 13th meeting:

17. Handicap parking by the Polar Lounge
18. Crittenden Memorial – parking spot
19. Driveway parking setback policy discussion so that code enforcement can deal with complaints. (this was brought up sometime back for us to discuss and make a decision on to be consistent on all streets since setbacks varied somewhat throughout town)
20. EAC – more of an educational, not policy, driven
21. Get a paved trail Southwood – grant possibility
22. Legislation wish list

V. OTHER BUSINESS

Council Member Thorsen inquired about the status of the trash contract. Council needs time to review it prior to it going to council for formal adoption. City Manager Duddeck indicated that

he is in negotiations with two companies and will have information and comparisons soon.

City Manager Duddeck noted that the water utility budget has major money constraints coming over the next several years. This will need to be a priority budget discussion.

VI. ADJOURNMENT

There being no further business, on motion by Council Member Sonnek, seconded by Council Member Thorsen, with all present voting aye (5-0), Mayor Furlong adjourned the workshop meeting at 8:15 p.m.

Terrence J. Furlong, Mayor

Attest:

Scott A. Duddeck, City Manager

City of North Saint Paul
June 18, 2019
Proposed City Council Workshop Meeting Minutes

I. CALL TO ORDER

Mayor Furlong called the meeting to order at 5:00 p.m.

II. ROLL CALL

Present: Council Member Scott Thorsen
Council Member Candy Petersen
Council Member Tom Sonnek
Council Member Jan Walczak
Mayor Terry Furlong

Staff: City Manager Scott Duddeck, Deputy Clerk Mary Mills, Community Services and Administrative Director Debra Gustafson, City Engineer Morgan Dawley, Parks Coordinator Keith Stachowski.

III. ADOPT AGENDA

On motion by Council Member Petersen, seconded by Council Member Thorsen, with all present voting aye (5-0), motion carried to approve the agenda as presented.

IV. TOPIC(S)

A. Silver Lake Tennis/Pickle Courts

Debra Gustafson stated that at the February 2019 Parks and Recreation Commission (PRC) meeting, the PRC recommended to reconstruct the tennis courts at Silver Lake (reconstructed courts to include pickle ball and tennis court striping) with funds from the Park Fund not to exceed \$54,000.

In addition to striping the courts for tennis, the recommendation is to make the courts into a multiple use courts which would be striped for pickle ball as well. The PRC has received resident input on multiple occasions that they would like to see a pickle ball amenity in North St. Paul. Pickle ball is one of the fastest growing sports in the U.S. and is especially popular with the older adult population.

The last time the courts were resurfaced was over 10 (ten) years ago, in 2008. Based on the current condition of the courts, reconstruction vs. resurfacing is recommended at this time. All vendors we received quotes from stated court reconstruction is recommended.

Several options were looked at to include ADA assessable requirements. Option 1, using a center gate to access both courts, was recommended.

The Parks and Recreation Commission is recommending City Council approval to reconstruct the tennis courts (reconstructed courts to include pickle ball and tennis striping) at Silver Lake Park. With the additional ADA requirements included, the amount being requested should be amended to an amount not to exceed \$55,500 with all funding coming from the Park Fund.

Members of the Parks and Recreation Commission were present and shared their concerns and comments related to the tennis courts.

Council was in agreement that this item should be forwarded to the regular City Council meeting for adoption.

B. Park ADA improvement feedback

Debra Gustafson stated that at the April 2018 meeting City Council approved the following updates at Polar Park: a park bench, new swing set with two bucket seat swings and two belt style swings, engineered wood chips (the current fall surface is sand, which is not ADA compliant) and a concrete playground border and slab for the park bench. So far, only the swing set has been purchased. The improvements were not completed in 2018 since the Public Works Department's time was spent on the Hause Park remodel project.

Prior to moving forward with Park updates staff requested Council feedback/direction regarding ADA improvements at Polar in addition to the following park locations: Tower, Hause and Northwood Parks.

The estimated cost for WSB to complete ADA Park Site Plans range from \$500 to \$1,500 per park depending on if survey work is needed. The type of park and usage should dictate the needs and level of consideration for being adequate up to optimum. Silver Lake and Casey Lake parks have the highest usage and are public parks, not just neighborhood parks, so should be in the optimal range if budget allows.

Members of the Parks and Recreation Commission were present and shared their desires and comments related to this. They felt strongly that council direction should be given to guide them in future park improvements.

Council was in consensus to have WSB provide plans for adding in ADA requirements and additions for the remaining parks. These requirements add a new layer to the Parks and Recreation Commission responsibilities, so it would be good to have the ADA plans presented with each request for park improvements.

C. Updated CIP Street Improvement Plan

Morgan Dawley presented a suggested Capital Improvement Plan (CIP) and map for 2020-2024. The 2014-2020 Capital Improvement Plan (CIP) for the City of North St. Paul, adopted by the City Council on July 16, 2013, includes an identified project area for street and utility capital improvements in 2020.

Based on pavement conditions and following discussion by City Council at the June 4, 2019 Council Workshop, an additional street and utility capital improvement area for 2020 has been identified on 7th Avenue. As these pavement improvements are located on dedicated Municipal State Aid route segments, they are eligible to be funded by Municipal State Aid funds. Improvements eligible for State Aid funding include roadway preservation, sidewalk repair and some storm sewer work, but not sanitary sewer or watermain utilities.

Dawley presented two project areas for 2020, which would run approximately \$7 million combined. The proposed areas of study in the 2020 Street and Utility Improvement Project are comprised of:

- Chisolm Avenue, Mesabi Avenue, Buhl Avenue, Gerald Avenue, and Shawnee Drive from Casey Lake Park to McKnight Road; and
- 7th Avenue from 3rd Street to 1st Street

WSB would use the Downtown Master Plan as the starting point in the feasibility study. WSB will be presenting the “round-about” concept to Ramsey County very early in the process to get their support with concepts.

WSB will present the CIP plans to the Planning Commission for review and comment, as recommended in the Comprehensive Plan.

Council was in consensus with this plan and this item was presented to the Council at the regular meeting on June 18, 2019 to authorize a feasibility study for both areas for 2020.

V. OTHER BUSINESS

There was no other business.

VI. ADJOURNMENT

There being no further business, on motion by Council Member Sonnek, seconded by Council Member Petersen, with all present voting aye (5-0), Mayor Furlong adjourned the workshop meeting at 6:24 p.m.

Terrence J. Furlong, Mayor

Attest:

Scott A. Duddeck, City Manager

City of North Saint Paul
June 18, 2019
Proposed Regular City Council Meeting Minutes

I. CALL TO ORDER

Mayor Furlong called the meeting to order at 6:30 p.m.

II. THE PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

III. ROLL CALL

Present: Council Member Thorsen
Council Member Petersen
Council Member Walczak
Council Member Sonnek
Mayor Furlong

Staff: City Manager Scott Duddeck, City Engineer Morgan Dawley, City Planner Erin Perdu, Deputy Clerk Mary Mills.

IV. ADOPT AGENDA

On motion by Council Member Petersen, seconded by Council Member Sonnek, with all present voting aye (5-0), motion carried to approve the agenda as submitted.

V. PRESENTATIONS

Mayor Furlong read a Proclamation recognizing City Manager Scott Duddeck for his 35 years of service to the City of North St. Paul and in particular his years with the Fire Department. He thanked Mr. Duddeck for his dedication and hard work on behalf of the City Council.

City Manager Scott Duddeck thanked Mayor Furlong for his kind words. He added he is happy to serve the community of North St. Paul as a member of City Staff, promoting continued potential and realized growth and development.

The City Council presented a plaque to Mr. Duddeck in recognition of his service to the City of North St Paul. Mr. Duddeck's family was present.

VI. APPROVAL OF CONSENT AGENDA

Mayor Furlong reviewed the following changes to the Consent Agenda:

- Item H - Silver Lake Court Reconstruction Project – move to Business Action Items
- Item K - Set Special City Council meeting and public hearing on July 30, 2019 at 6:30 p.m. to consider creation of TIF Districts 4-8, 4-10 4-11 and project approvals

On motion by Council Member Walczak, seconded by Council Member Thorsen, with all present voting aye (5-0), motion carried to approve the consent agenda, Resolution No. 2019-071 consisting of:

- A. June 4, 2019 workshop meeting minutes
- B. June 4, 2019 regular meeting minutes
- C. General accounts payable: \$1,925,885.17
- D. HRA accounts payable: \$4,046.44
- E. Authorize closing of City Hall on August 8, 2019 from 11:30 a.m. – 1:30 p.m. for all staff training
- F. Set Council budget meeting for Tuesday July 10, 2019 at 6:00 p.m. and set Council workshop retreat for August 13, 2019 at 6:00 p.m. Resolution No. 2019-072
- G. Sale of Hmong House and application for an On-Sale Liquor License Application. Resolution No. 2019-073
- H. ~~Silver Lake Court Reconstruction Project~~ **(Moved to Business Action Items)**
- I. Resolutions to adopt new requirements mandated by the Minnesota Public Utilities Commission (MPUC) for all municipal electric utilities and co-ops. Resolutions No. 2019-074 and 2019-075
- J. Special Event Permit for the Silver Lake Splash on Sunday, July 21, 2019. Resolution No. 2019-076
- K. Set Special City Council meeting and public hearing on July 30, 2019 at 6:30 p.m. to consider creation of TIF Districts 4-8, 4-10 4-11 and project approvals

VII. MEETING OPEN TO PUBLIC

Donald Bieniek, 2146 Belmont Lane, expressed concern about the progress of road construction project in his neighborhood, and lack of information from Xcel Energy. He added postal workers have had difficulty delivering mail, and trash bins are overflowing. He requested an update on the situation.

City Manager Scott Duddeck stated City Staff is aware of this situation, and the project has changed from what was presented by Xcel Energy at a recent City Council meeting. He added the City and residents were not notified of road closures, which have caused inconvenience to residents and local businesses.

Mr. Thorsen stated there have been some scheduling changes due to weather that caused aspects of the project to be accelerated. He thanked Mr. Bieniek for providing information on the situation in his neighborhood, which is helpful for City Staff and the City Council.

VIII. PUBLIC HEARINGS

There were no scheduled hearings.

IX. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

- A. Ordinance 785 Update for Massage Therapy Business

City Planner Erin Perdu provided a review of this agenda item, an update to the ordinance related to business licensing, changing requirements for massage therapy businesses. She stated City Staff was approached by a business owner who wants to open a massage business, which is not currently allowed unless associated with a medical clinic. She added a Code amendment is proposed that will address broad licensing requirements and special provisions.

Ms. Perdu stated amendments include a definition of therapeutic massage based on State requirements; regulations related to appointment records; and licenses required by other governmental units. She added other cities' policies were reviewed, and the amended Ordinance includes language from State Statutes. She noted City Staff recommends approval of the Ordinance update.

Council Member Walczak asked whether a State or County license is required for massage businesses. Ms. Perdu stated massage therapy would be added to the list of businesses that the City would issue a license to. She added there are State standards but a State license is not required. She noted the business would be required to maintain the regulations provided in the proposed City Ordinance.

Council Member Sonnek asked whether the Planning Commission should review the proposed Ordinance update. Ms. Perdu stated the amendment is proposed for general business license regulations and not the Zoning Ordinance.

Council Member Sonnek asked whether a massage therapy business owner can advertise their business as medical-related. He added the Ordinance definition is explicit that it is not a medical use, but rather for the purposes of "relaxing, physical fitness and beautification." Ms. Perdu stated the City does not have jurisdiction over how the business is advertised. She added the definition language is taken from State Statute.

On motion by Council Member Thorsen, seconded by Council Member Sonnek, with all present voting aye (5-0), motion carried to approve Ordinance No. 785 amending the North St. Paul City Code of Ordinances, Title 11, Business Regulations Chapter 110, General Licensing Provisions and Regulations, and Chapter 113, Massage Enterprise.

B. Conditional Use Permit for a Pawn Shop

Ms. Perdu provided a review of a request for a Conditional Use Permit (CUP) for a pawn shop in Polar Plaza. She added the Ordinance allows only one pawn shop to be located in North St. Paul at a time. She reviewed requirements of the application, including proposed signage alternatives, which are handled through a separate sign permit and must comply with the Sign Code; no outdoor storage allowed; hours of operation; and ensuring that the license is in good standing with the City of North St. Paul.

Tom Oaks, District Manager, and Lindsay Brown, Director of Operations, Twin Cities Pawn, invited City Staff and City Council Members to visit the new Twin Cities Pawn location at Polar Plaza to learn more about their operations. He added Twin Cities Pawn intends to be good neighbors within the community.

On motion by Council Member Sonnek, seconded by Council Member Thorsen, with all present voting aye (5-0), motion carried to adopt Resolution No. 2019-077 granting a Conditional Use Permit for a Pawn Shop located at 2231 11th Avenue North, Suites B and C.

C. Approval of Variance for 2557 12th Avenue

Ms. Perdu presented a request for variances for a proposed home to be built at 2557 12th Avenue. She stated the City-owned property is being sold to BATC-Housing First Minnesota, for a home to be built for veterans and families. She added the variances are for lot width, lot area, and corner side setback. She noted the property is an existing legal non-conforming lot.

Ms. Perdu stated the Planning Commission reviewed the site plan and requested that the applicant make some changes, including a lower foundation, more windows on the Margaret Street façade, and lining up the proposed home and garage footprints. She added the applicant has made the requested changes and the proposal meets all variance criteria. She noted City Staff recommends approval of all 3 variance requests.

On motion by Council Member Petersen, seconded by Council Member Walczak, with all present voting aye (5-0), motion carried to adopt Resolution No. 2019-078, approving variances for the property located at 2557 12th Avenue East.

Mr. Duddeck stated the City intended to move forward with a donation agreement for the deed associated with this property. He added a ground-breaking was planned for Thursday June 20, 2019 but was delayed due to issues with the title. He noted it is hoped that this will be resolved quickly and brought back to the City Council at their July 2, 2019 meeting.

D. Resolution dispensing with statutory requirements for review by the Planning Commission for purchase of 2046 1st Street by the HRA

Mr. Duddeck requested City Council approval of a resolution related to review of an HRA-related project. He added approval is a Statutory requirement.

Council Member Walczak asked why this issue would not be reviewed by the Planning Commission. Mr. Duddeck stated the Planning Commission has not been called upon to review HRA projects as they related to City-initiated purchase and resale of property.

City Attorney Soren Mattick confirmed this, adding State Statute gives authority to the City Council to decide on the role of the Planning Commission in reviewing these types of issues.

On motion by Council Member Sonnek, seconded by Council Member Walczak, with all present voting aye (5-0), motion carried to adopt Resolution No. 2019-079 approving the conveyance of real property and dispensing with Statutory requirements for review by the Planning Commission.

E. 2020 Street and Utility Improvement Project Feasibility Study

City Engineer Morgan Dawley stated City Council authorization is required to order two preliminary feasibility reports for Street and Utility Improvements in the 2020 Capital Improvement Plan. Two individual motions are required to move forward with this authorization, related to different geographic areas. He noted the first area is north and east of Casey Lake, and encompasses Chisholm Avenue, Mesabi Avenue, Buhl Avenue and Gerald Avenue, and a portion of Shawnee Drive west of McKnight Road. He noted the second area is 7th Avenue from 3rd Street to 1st Street.

Mr. Dawley stated both projects could be considered for inclusion in the same project schedule. He added the feasibility study would be complete in late August or early September 2019.

Mr. Duddeck stated City Staff recommends approval of the feasibility reports for both projects.

On motion by Council Member Sonnek, seconded by Council Member Thorsen, with all present voting aye (5-0), motion carried to approve Resolution No. 2019-080 authorizing preparation of a Feasibility Study and Preliminary Report for the 2020 Street and Utility Improvement Project for Chisholm, Mesabi, Buhl and Gerald Avenues and Shawnee Drive.

On motion by Council Member Walczak, seconded by Council Member Petersen, with all present voting aye (5-0), motion carried to approve Resolution No. 2019-081 authorizing preparation of a Feasibility Study and Preliminary Report for the 2020 Street and Utility Improvement Project for 7th Avenue from 3rd Street to 1st Street.

F. Silver Lake Tennis Courts Reconstruction Project

Mayor Furlong stated the original project bid for Silver Lake Tennis Courts reconstruction was \$54,000. He added the City Council has agreed that the amount be increased to a maximum of \$55,500 to incorporate ADA-compliant components. He added funding would come from the Parks Improvement Fund.

On motion by Council Member Petersen, seconded by Council Member Sonnek, with all present voting aye (5-0), motion carried to increase the Silver Lake Tennis Courts Reconstruction Project bid amount to a maximum of \$55,500.

X. REPORTS OF CITY MANAGER AND DEPARTMENTS

Mr. Duddeck stated road construction on 11th and 12th Avenues is underway from Margaret Street to McKnight Road, and will probably last about 6 weeks. He added the Silver Lake project has also started.

Mr. Duddeck stated pavement maintenance at 15th Street and Spirit Drive has been delayed one week due to contractor availability. He added this information will be communicated to nearby residents.

Mr. Duddeck stated City Staff is getting ready for the budget preparation process. He added Finance Coordinator Jason Zimmerman has done a great job pulling everything together.

Mr. Duddeck stated building permits revenues has already exceed projections for 2019.

Mr. Duddeck stated planning is underway for the July 12, 2019 Car Show.

Mr. Duddeck stated City Staff are scheduled to meet with the developer of the proposed project at 17th Street and Delaware Avenue on June 29, 2019. He added he will provide an update for the City Council at their next meeting.

Mr. Duddeck stated City Staff is working to expedite resolution of the issue related to the property title for the proposed home for veterans and their families.

Mayor Furlong requested an update on the Silver Lake Project

Mr. Dawley stated there have been no changes in terms of phasing for Silver Lake street improvements. He added City Staff have been working with contractors to try to reduce the possibility of delay. He noted the first phase is planned for Poplar Avenue from Helen Street North to Lake Boulevard; Poplar Avenue and Swan Avenue; Park Row and 20th Avenue E; and Lake Boulevard through the Poplar intersection north of the cemetery.

Mr. Duddeck stated the City Council's July 2, 2019 workshop will include a discussion regarding the Anchor North development site. He added interested parties are ready to enter into purchase agreements with the City after soil tests and corrections are completed.

Council Member Sonnek stated the Planning Commission is scheduled to meet on Thursday, June 20, 2019 at 6:15 p.m. in the Council Chambers. He added three public hearings are on the agenda: a subdivision on 6th Street North; vacation of an alley right of way on Buhl Street; and a Planned Commercial District at McKnight Road and Castle Avenue. He added the public is welcome to provide input.

Council Member Petersen stated the Park and Recreation Commission will meet on July 26, 2019 at Casey Lake at 6:30 p.m.

XI. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

There were no reports.

XII. GENERAL BUSINESS

Council Member Petersen stated the first Polar Explorers event was a success with over 75 kids participating. She added the Polar Explorers, a summer educational program, is presented at area parks by the City of North St. Paul in partnership with School District #622. She added there are four more Polar Explorers events this summer.

Mayor Furlong thanked Council Member Thorsen for his work on the commemorative gift and presentation to Mr. Duddeck.

XIII. CLOSED SESSION

There was no closed session.

XIV. ADJOURNMENT

There being no further business, on motion by Council Member Walczak, Seconded by Council Member Sonnek, with all present voting aye (5-0), Mayor Furlong adjourned the meeting at 7:24 p.m.

Terrence J. Furlong, Mayor

Attest: _____
Scott A. Duddeck, City Manager

Housing and Redevelopment Authority
June 18, 2019
Proposed Regular Meeting Minutes

I. CALL TO ORDER

Chair Furlong called the meeting to order at 7:31 p.m.

II. ROLL CALL

Present: Chair Terry Furlong, Commission Members Scott Thorsen, Candy Petersen, Jan Walczak, Tom Sonnek and Executive Director Scott Duddeck.

Staff: Deputy Clerk Mary Mills.

III. HRA ACTION ITEMS & RECOMMENDATIONS

A. Authorization of purchase agreement for 2046 1st Street

Executive Director Duddeck stated that the new student built home at 2046 1st Street is under construction and nearing completion. The appraisal for the property has been valued at \$348,000. The City has received an offer from a prospective buyer at the full appraised value. A draft purchase agreement for 2046 1st Street has been prepared by the City Attorney.

The North St. Paul City Council has adopted a resolution dispensing with statutory requirements for review by the Planning Commission.

Staff recommends approval of the draft purchase agreement and seeks authorization to finalize negotiations and documents for the sale of the property. The City Attorney will review final documents prior to closing.

There is an open house scheduled for July 11th. Details to follow.

Member Sonnek moved and Member Walczak seconded, to formally approve the purchase agreement for the 2019 student built home project at 2046 1st Street in the amount of \$348,000, and authorized staff to finalize negotiations. Motion passed 5-0.

B. Resolution approving the conveyance of real property located at 2046 1st Street and dispensing with statutory requirements for review by the Planning Commission.

Mr. Duddeck submitted a request to adopt a resolution dispensing with statutory requirements for review by the Planning Commission. The City Council adopted Resolution No. 2019-079 and this is just a formality for the HRA.

Member Sonnek moved and Member Thorsen seconded, to approve the conveyance of real property located at 2046 1st Street and dispensing with statutory requirements for review by the Planning Commission. Motion passed 5-0.

C. Project Updates.

Mr. Duddeck noted that there is no formal site for the fall student build but there are a couple possibilities and discussions are on-going. He will keep the Council informed.

IV. FUTURE BUSINESS

No items were stated for future business.

V. ADJOURNMENT

Member Sonnek moved and Member Walczak seconded to adjourn. Motion passed 5-0. Meeting adjourned at 7:41 p.m.

Next regular meeting: To be scheduled as needed.

Terrence J. Furlong, Chair

Attest: _____
Scott A. Duddeck, Executive Director



**NORTH
ST. PAUL**
extraordinary.

MEMORANDUM

TO: Mayor & Council Members
FROM: Jacquelyn Lutmer - Accounting Technician
DATE: July 2, 2019
SUBJECT: Recommendation of approval of GENERAL claims list.

Claim Date

6/26/2019 Payroll Register DD		\$808.79
6/26/2019 Payroll Direct Payables		\$443.33
6/25/2019 Payroll Direct Payables	133755	\$900.24
	Payroll Subtotal	<u>\$2,152.36</u>

6/26/2019 Voided Checks Printing Error	133824-133825	\$ (900.00)
7/3/2019 Check Void/Reissue	133833-133834	\$ 900.00
7/3/2019 Park Rental Refunds	133821-133832	\$ 3,350.00
6/24/2019 A/P Early Release	133754	\$ 3,000.00
6/24/2019 Voided Checks Reissued	133752-133753	\$ 700.00
6/20/2019 Utility Refund Checks	133751	\$ 26.92
7/3/2019 A/P Checks	133756-133820	\$ 189,671.71
7/3/2019 Drafts	000463	\$ 150.50
	AP Subtotal	<u>\$ 196,899.13</u>

Grand Total \$ 199,051.49

Approved this 2nd day of July, 2019

City Manager

Mayor

6-24-2019 4:27 PM

P A Y R O L L C H E C K R E G I S T E R

PAGE: 1

PAYROLL NO: 01 City of North St. Paul

PAYROLL DATE: 6/26/2019

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	2	808.79
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	2	808.79

*** NO ERRORS FOUND ***

** END OF REPORT **

PACKET: 04165 6/24/19 DERAUF'S RETRO - 9

VENDOR SET: 01 City of North St Paul *** DRAFT/OTHER LISTING ***

BANK: AP PREMIER BANK

VENDOR	I.D.	NAME	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
E05000		EFTPS						
	I-T1 201906244731	FEDERAL WITHHOLDING	D	6/26/2019		31.56	000459	
	I-T3 201906244731	FICA TAXES	D	6/26/2019		121.68	000459	
	I-T4 201906244731	MEDICARE TAXES	D	6/26/2019		28.46	000459	181.70
M12900		MNEFTS						
	I-T2 201906244731	MN Income Tax WH	D	6/26/2019		19.87	000460	19.87
M13320		MN STATE RETIREMENT SYSTEM						
	I-12 201906244731	POST DEDUCTIONS	D	6/26/2019		142.61	000461	142.61
P16470		P E R A						
	I-91 201906244731	6634-00 REG PERA	D	6/26/2019		99.15	000462	99.15

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	4	0.00	443.33	443.33
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	4	0.00	443.33	443.33

PACKET: 04151 6/21/19 PAYROLL - 8

VENDOR SET: 01 City of North St Paul

**** CHECK LISTING ****

BANK: AP PREMIER BANK

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT

L12385		LOCAL UNION #160						
	I-11 201906054663	UNION DUES	R	6/25/2019		371.16	133755	
	I-11 201906134695	UNION DUES	R	6/25/2019		529.08	133755	900.24

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	900.24	900.24
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
 BANK TOTALS:	 1	 0.00	 900.24	 900.24

BANK	CHECK#	CK DATE/ UNPOST DATE	VENDOR	CHECK AMOUNT/ DISC. AMOUNT	ID	DESCRIPTION	ITEM AMOUNT	G/L ACCOUNT	DISTRIBUTION
AP	133824	7/03/2019	01-1	600.00 0.00		MISC.			
							000201906LY, ONG	:	600.00
NOTE: ITEM DISPOSITION SELECTED WAS TO LEAVE ITEM IN THE SYSTEM TO BE PAID ON ANOTHER CHECK									
									999-1010 600.00
									999-2011 600.00CR
									999-1054 600.00
									999-2027 600.00CR
									001-2010 600.00CR
									001-1010 600.00
AP	133825	7/03/2019	01-1	300.00 0.00		MISC.			
							000201906MASTERSON, DEREK	:	300.00
NOTE: ITEM DISPOSITION SELECTED WAS TO LEAVE ITEM IN THE SYSTEM TO BE PAID ON ANOTHER CHECK									
									999-1010 300.00
									999-2011 300.00CR
									999-1054 300.00
									999-2027 300.00CR
									001-2010 300.00CR
									001-1010 300.00

PACKET: 04175 Regular Payments

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1	LY, ONG							
	I-000201906184724	BL REFUND	R	7/03/2019		600.00CR	133833	600.00
1	MASTERSON, DEREK							
	I-000201906184725	BL REFUND	R	7/03/2019		300.00CR	133834	300.00

* * T O T A L S * *

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	2	0.00	900.00	900.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	2	0.00	900.00	900.00

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

6/26/2019 4:32 PM

REFUNDS CHECK REGISTER

PAGE: 1

PACKET: 04156 BL - Refund

VENDOR SET: 01 City of North St Paul

**** CHECK LISTING ****

BANK: AP PREMIER BANK

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1		PETERSON, MICHON						
	I-000201906174720	PETERSON, MICHON	R	7/03/2019		300.00	133821	300.00
1		RYAN, DAVID						
	I-000201906174721	RYAN, DAVID	R	7/03/2019		300.00	133822	300.00

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	2	0.00	600.00	600.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	2	0.00	600.00	600.00

6/26/2019 4:35 PM

REFUNDS CHECK REGISTER

PAGE: 1

PACKET: 04157 BL - Refund

VENDOR SET: 01 City of North St Paul

**** CHECK LISTING ****

BANK: AP PREMIER BANK

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1		JULIE, WALTERS-LEE						
	I-000201906174722	JULIE, WALTERS-LEE	R	7/03/2019		300.00	133823	300.00

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	300.00	300.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	1	0.00	300.00	300.00

PACKET: 04159 BL - Refund

VENDOR SET: 01 City of North St Paul

**** CHECK LISTING ****

BANK: AP PREMIER BANK

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1		LY, ONG						
	I-000201906184724	LY, ONG	R	7/03/2019		600.00	133824	600.00
1		MASTERSON, DEREK						
	I-000201906184725	MASTERSON, DEREK	R	7/03/2019		300.00	133825	300.00
1		SWIECH, MATT						
	I-000201906184726	SWIECH, MATT	R	7/03/2019		300.00	133826	300.00
1		BUTA, ISMAEL						
	I-000201906184727	BUTA, ISMAEL	R	7/03/2019		150.00	133827	150.00

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	4	0.00	1,350.00	1,350.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	4	0.00	1,350.00	1,350.00

PACKET: 04169 BL - Refund

VENDOR SET: 01 City of North St Paul

**** CHECK LISTING ****

BANK: AP PREMIER BANK

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1		CHA, TONY & HEIDI						
	I-000201906254733	CHA, TONY & HEIDI	R	7/03/2019		300.00	133828	300.00
1		LOPEZ, RENETTE						
	I-000201906254734	LOPEZ, RENETTE	R	7/03/2019		300.00	133829	300.00
1		HIBBISON, CARLA & MARK						
	I-000201906254735	HIBBISON, CARLA & MARK	R	7/03/2019		300.00	133830	300.00
1		MADISON, LYNNE C						
	I-000201906254736	MADISON, LYNNE C	R	7/03/2019		150.00	133831	150.00
1		PELTZMAN, DAN						
	I-000201906254737	PELTZMAN, DAN	R	7/03/2019		50.00	133832	50.00

* * B A N K T O T A L S * *

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	5	0.00	1,100.00	1,100.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	5	0.00	1,100.00	1,100.00



**NORTH
ST. PAUL**
extraordinary.

MEMORANDUM

TO: Mayor & Council Members
FROM: Jacquelyn Lutmer - Accounting Technician
DATE: June 24, 2019
SUBJECT: Recommendation of approval of GENERAL claims list.

Claim Date

6/24/2019 A/P Checks	133754	\$	3,000.00
	AP Subtotal	\$	3,000.00

Grand Total	\$	3,000.00
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Approved this 24th day of June, 2019

City Manager - Pre-Approval



PACKET: 04164 Regular Payments

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1	EMPEY LAW OFFICE							
	I-201906244730	EMPEY LAW OFFICE:	R	6/24/2019		3,000.00CR	133754	3,000.00

* * T O T A L S * *

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	3,000.00	3,000.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	1	0.00	3,000.00	3,000.00

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04162 VOID REISSUES

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1	RANDY COMFORT							
	I-201906244728	RANDY COMFORT:	R	6/24/2019		300.00CR	133752	300.00
1	JOHN RAWSON							
	I-201906244729	JOHN RAWSON:	R	6/24/2019		400.00CR	133753	400.00

* * T O T A L S * *

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	2	0.00	700.00	700.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	2	0.00	700.00	700.00

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04158 US - Refund

VENDOR SET: 01 City of North St Paul

**** CHECK LISTING ****

BANK: AP PREMIER BANK

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1		KUMASAGI, PRIYANKA						
	I-000201906174723	KUMASAGI, PRIYANKA	R	6/20/2019		26.92	133751	26.92

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	26.92	26.92
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	1	0.00	26.92	26.92

PACKET: 04172 Regular Payments

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
A01200	AMERICAN MAILING MACHINES							
	I-IN90228	MAIL MACHINE LEASE	R	7/03/2019		795.00CR	133756	795.00
A01310	ASPEN MILLS							
	C-CM3822	RETURN	R	7/03/2019		125.93	133757	
	I-238714	UNIFORM	R	7/03/2019		88.85CR	133757	
	I-238821	UNIFORMS	R	7/03/2019		256.00CR	133757	218.92
A1651	IEH AUTO PARTS LLC							
	I-039116886	REAR END OIL	R	7/03/2019		20.64CR	133758	20.64
A20235	AUTONATION, INC							
	I-503415	TRAILBLAER REPAIRS	R	7/03/2019		47.50CR	133759	
	I-503694	FORD F150 REPAIRS	R	7/03/2019		1,852.32CR	133759	1,899.82
B02049	BATTERIES PLUS BULBS							
	I-P13697723	BATTERIES	R	7/03/2019		15.95CR	133760	
	I-RB2320783	SCREEN REPAIR	R	7/03/2019		109.95CR	133760	125.90
B02161	BOYER TRUCKS							
	I-864633	FILTER & PLUG	R	7/03/2019		22.21CR	133761	22.21
B02228	BROCK WHITE COMPANY LLC							
	I-13328241-00	DOUBLE NET WHITE STRAW	R	7/03/2019		802.25CR	133762	802.25
C03000	CALLNET							
	I-190602120101	ANSWERING SERVICE	R	7/03/2019		1,010.93CR	133763	1,010.93
C03002	CAMPBELL KNUTSON PA							
	I-10-2076-00061G	LEGAL SERVICES	R	7/03/2019		736.00CR	133764	
	I-12-2076-00066G	LEGAL SERVICES	R	7/03/2019		1,794.00CR	133764	
	I-14-2076-00041G	LEGAL SERVICES	R	7/03/2019		160.40CR	133764	
	I-16-2076-0067G	LEGAL SERVICES	R	7/03/2019		28.00CR	133764	
	I-93-2076-00060G	LEGAL SERVICES	R	7/03/2019		256.00CR	133764	2,974.40
C03066	CINTAS							
	I-4023989807	UNIFORM SERVICES	R	7/03/2019		12.79CR	133765	
	I-4023989866	UNIFORM SERVICES	R	7/03/2019		135.34CR	133765	
	I-4024459081	UNIFORM SERVICES	R	7/03/2019		140.94CR	133765	289.07
C03091	CES IMAGING							
	I-INV102113	COPIER LEASE	R	7/03/2019		270.60CR	133766	270.60

PACKET: 04172 Regular Payments

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
C03139	COMCAST							
	I-201906264740	CABLE SERV 6/14-7/13	R	7/03/2019		6.28CR	133767	
	I-201906264741	FIRE SEPT CABLE SERV 6/7-7/6	R	7/03/2019		22.48CR	133767	28.76
C21221	CENTURY LINK							
	I-201906264742	PHONE SERV 6/1-6/30	R	7/03/2019		203.44CR	133768	203.44
D04056	DELEGARD TOOL COMPANY							
	I-137548	TIRE REPAIR KIT	R	7/03/2019		101.25CR	133769	101.25
E05126	EMERGENCY AUTOMOTIVE TECHNOLOGIES INC							
	I-MP061319-50	DOMELIGHT	R	7/03/2019		43.35CR	133770	
	I-SVC27232	TRAILBLAZER REPAIRS	R	7/03/2019		90.00CR	133770	133.35
E10050	ERICKSON BELL BECKMAN & QUINN PA							
	I-49494	LEGAL FEES CIVIL FORFEITURES	R	7/03/2019		76.00CR	133771	
	I-531191	LEGAL FEES ROSECUTION MAY	R	7/03/2019		7,020.06CR	133771	7,096.06
F06001	FACTORY MOTOR PARTS CO							
	I-1-5991153	BATTERIES	R	7/03/2019		253.92CR	133772	253.92
F06114	FIRE MARSHALS ASSOC OF MINNESOTA							
	I-201906264749	D KALIS MEMBERSHIP	R	7/03/2019		40.00CR	133773	40.00
F06475	FRA-DOR BLACK DIRT & RECY							
	I-1906095	BLACK DIRT	R	7/03/2019		170.00CR	133774	170.00
G07287	GRAFFITI SOLUTIONS INC							
	I-20958	GRAFFITI REMOVER	R	7/03/2019		62.00CR	133775	62.00
H07501	HEALTHPARTNERS							
	I-1019009	EMPLOYEE EXAMS	R	7/03/2019		416.00CR	133776	416.00
H08005	HANCO CORPORATION							
	I-473808	MECHANIC SUPPLIES	R	7/03/2019		77.15CR	133777	77.15
H14077	CORE & MAIN LP							
	I-K695069	HYDRANT SUPPLIES	R	7/03/2019		4,372.00CR	133778	
	I-K727417	RUBBER GASKET	R	7/03/2019		42.60CR	133778	4,414.60
I09045	IMPACT							
	I-140975	JUNE INSERT & MAILING	R	7/03/2019		4,817.60CR	133779	4,817.60

PACKET: 04172 Regular Payments

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
I09169	IAFC							
	I-201906254738	MEMBERSHIP DUES	R	7/03/2019		215.00CR	133780	215.00
I09178	STUART C IRBY CO							
	I-S011420760.001	AUTO SPLICE	R	7/03/2019		168.50CR	133781	168.50
L12047	LANDIS GYR TECHNOLOGY INC							
	I-90294726	SAAS JUNE FLAT FEE	R	7/03/2019		750.00CR	133782	750.00
L12049	LANO EQUIPMENT							
	I-02-680966	BLADE KPA	R	7/03/2019		59.69CR	133783	59.69
L12196	LEAG MN CITIES-INS TRUST							
	I-201906254732	INSURANCE FEES	R	7/03/2019		38.00CR	133784	38.00
M13028	METRO PRODUCTS INC							
	I-143868	SHOP SUPPLIES	R	7/03/2019		111.13CR	133785	111.13
M13040	MAILFINANCE							
	I-N7772162	POSTAGE MACHINE LEASE	R	7/03/2019		744.48CR	133786	744.48
M13100	MERIT CHEVROLET							
	C-CM651775	RETURN	R	7/03/2019		73.99	133787	
	I-651772	EVAP VENT VALVE	R	7/03/2019		38.01CR	133787	
	I-651775	BRAKES & TRANS SERVICE	R	7/03/2019		308.41CR	133787	
	I-651815	WATER PUMP REPAIR	R	7/03/2019		456.37CR	133787	
	I-651826	REAR BRAKE CALIPERS	R	7/03/2019		383.88CR	133787	
	I-651876	BELT & TENSIONER	R	7/03/2019		93.93CR	133787	
	I-651904	GASKET WATER PUMP	R	7/03/2019		7.25CR	133787	1,213.86
M13110	MENARDS-OAKDALE							
	I-81619	DIMMER SWITCH	R	7/03/2019		138.98CR	133788	
	I-81675	CLEANING SOLUTION	R	7/03/2019		53.70CR	133788	192.68
M13192	MN BENEFIT ASSOC							
	I-2019-0064564	JULY 2019 PREMIUM	R	7/03/2019		71.17CR	133789	71.17
M13211	OFFICE OF MN IT SERVICES							
	I-W19050572	MAY VOICE SERVICES	R	7/03/2019		55.40CR	133790	55.40
M13339	M M K R & COMPANY PA							
	I-46445	AUDIT SERVICES	R	7/03/2019		1,825.00CR	133791	1,825.00

PACKET: 04172 Regular Payments

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
M13357	MOTOROLA INC							
	I-16056339	BATTERY	R	7/03/2019		684.00CR	133792	684.00
M13375	MTI DISTRIBUTING COMPANY							
	I-1217114-00	HI FLOW BLADES	R	7/03/2019		139.13CR	133793	
	I-1218819-00	HI FLOE BLADE	R	7/03/2019		74.00CR	133793	213.13
M16475	NCPERS GROUP LIFE INS.							
	I-663400072019	JULY 2019 PREMIUMS	R	7/03/2019		144.00CR	133794	144.00
O15032	ON-SITE SANITATION							
	I-0000769110	RESTROOM SERVICES	R	7/03/2019		14.25CR	133795	
	I-0000773146	RESTROOM SERVICES HAUSE PK	R	7/03/2019		57.00CR	133795	
	I-0000773147	RESTROOM SERVICES NORTHWD	R	7/03/2019		57.00CR	133795	
	I-0000773148	RESTROOM SERVICE ROTARY PK	R	7/03/2019		130.00CR	133795	
	I-0000773149	RESTROOM SERVICES MCKNIGHT	R	7/03/2019		57.00CR	133795	
	I-0000773150	RESTROOM SERVICES SOUTHWD	R	7/03/2019		57.00CR	133795	
	I-0000773151	RESTROM SERVICE SILVER LK	R	7/03/2019		57.00CR	133795	
	I-0000773152	RESTROOM SERV CASEY LK FLD	R	7/03/2019		57.00CR	133795	486.25
R18010	RAMSEY COUNTY							
	I-EMCOM-007716	RC FLEET SUPPORT FEE MAY	R	7/03/2019		492.96CR	133796	
	I-EMCOM-007748	RC 911 DISPATCH SERVICES MAY	R	7/03/2019		6,210.56CR	133796	
	I-EMCOM-007750	RC CAD SERVICES MAY	R	7/03/2019		1,272.96CR	133796	7,976.48
R18047	NM CLEAN 1, LLC							
	I-0000090-IN	R&M VEHICLES 19PD & 1 FD	R	7/03/2019		259.80CR	133797	259.80
R18074	REMAKEL OUTDOOR SERVICES							
	I-201906254739	REMOVE/REPLACE SIDEWALK	R	7/03/2019		1,750.00CR	133798	1,750.00
R18117	RJ THOMAS MFG CO INC							
	I-212334	PARK BENCH SILVER LAKE	R	7/03/2019		701.00CR	133799	701.00
R18135	ROC INC							
	I-72410	LIBRARY CLEANING JUNE	R	7/03/2019		880.00CR	133800	
	I-72504	CITY HALL CLEANING SERVICE JUN	R	7/03/2019		2,971.10CR	133800	3,851.10
R18170	CITY OF ROSEVILLE							
	I-0226189	JUNE PHONE SERVICE AGRMENT	R	7/03/2019		997.00CR	133801	
	I-0226224	JUNE IT JOINT POWERS	R	7/03/2019		14,886.00CR	133801	15,883.00

PACKET: 04172 Regular Payments

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
S18997	SAFEASSURE CONSULTANTS INC							
	I-1598	SAFETY TRAINING	R	7/03/2019		8,300.60CR	133802	8,300.60
S19106	SITE ONE LANDSCAPE SUPPLY							
	I-92135242-001	IRRIGATION SYSTEM SUPPLIES	R	7/03/2019		26.47CR	133803	
	I-92312469-001	STRAW & GRASS SEED	R	7/03/2019		476.49CR	133803	502.96
S19188	SHRED-IT USA MINNEAPOLIS							
	I-8127484108	SHREDDING SERVICES	R	7/03/2019		105.38CR	133804	105.38
S19258	SPRINGBORN FARM							
	I-733838	HAY BALES	R	7/03/2019		492.00CR	133805	492.00
S19433	STAPLES ADVANTAGE							
	I-3416638833	OFFICE SUPPLIES	R	7/03/2019		99.04CR	133806	99.04
S19486	SUPERIOR PROPERTY MAINTEN							
	I-9730	BOBCAT BUCKET BLADE BROOM	R	7/03/2019		3,430.00CR	133807	3,430.00
T19150	T A SCHIFSKY & SONS INC							
	I-64491	AGGREGATE MODIFIED MIXES	R	7/03/2019		1,989.06CR	133808	
	I-64582	AGGREGATE MODIFIED SP MIXES	R	7/03/2019		1,139.00CR	133808	
	I-64628	AGGREGATE MODIFIED SP MIXES	R	7/03/2019		1,833.12CR	133808	4,961.18
T20191	TIMESAVER OFF SITE SECRETARIAL INC.							
	I-M24823	SECRETARIAL SERVICES	R	7/03/2019		180.00CR	133809	180.00
T20192	T-MOBILE							
	I-201906264743	FD/PD TABLETS & CARDS 4/9-5/8	R	7/03/2019		750.32CR	133810	
	I-201906264744	FD/PD CARDS 4/11-5/10	R	7/03/2019		634.61CR	133810	
	I-201906264745	FD/PD CARDS 5/11-6/10	R	7/03/2019		634.61CR	133810	
	I-201906264746	FD/PD TABLETS & CARDS 5/9-6/8	R	7/03/2019		822.38CR	133810	
	I-201906264747	CELL PHONE SERV 4/11-5/10	R	7/03/2019		2,134.41CR	133810	
	I-201906264748	CELL PHONE SERV 5/11-6/10	R	7/03/2019		1,408.43CR	133810	6,384.76
T20256	TREEBIZ LLC							
	I-714	ARROW GOLD RTK & RANGEPOLE	R	7/03/2019		8,325.00CR	133811	8,325.00
T20285	TRI STATE BOBCAT INC							
	I-A58006	LEAF BLOWER	R	7/03/2019		600.00CR	133812	
	I-A58851	COUPLER & ELBOW	R	7/03/2019		54.67CR	133812	
	I-A58852	CABLE	R	7/03/2019		181.40CR	133812	836.07

PACKET: 04172 Regular Payments

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
T20311	TRUGREEN LANDCARE I-103008644	GRASS TREATMENTS	R	7/03/2019		2,471.54CR	133813	2,471.54
T20485	TYLER TECHNOLOGIES I-025-263232	INCODE SUPPORT/SERVICES	R	7/03/2019		5,527.03CR	133814	5,527.03
U21098	GALLS, LLC I-012745447	FIELD EQUIP REPLACEMENT	R	7/03/2019		35.99CR	133815	35.99
V01101	VERIZON WIRELESS I-9829815216 I-9831791290	TABLET 4/11-5/10 TABLETS 5/11-6/10	R R	7/03/2019 7/03/2019		525.15CR 525.15CR	133816 133816	1,050.30
W23041	WATER CONSERVATION SERVICE INC I-9605	LEAK LOCATES	R	7/03/2019		870.90CR	133817	870.90
W23500	WSB & ASSOCIATES INC I-1-R-013829-000 I-13-R-011720-000 I-2-R-013290-000 I-2-R-013417-000 I-2-R-013758-000 I-20-0-001887-630 I-24-R-010077-000 I-3-R-013291-000 I-3-R-013520-000 I-3-R-013814-000 I-35-0-001887-540 I-4-R-013292-000 I-4-R-013294-000 I-4-R-013295-000 I-9-R-012723-000	COLBY HILLS ADA 2018 PAVEMENT MGMT PROJECT GEN SERV 2019 SANITARY SEWER 2019 MS4 SERVICES WINDOW WORLD SITE PLAN APP 2040 COMP PLAN 2018 ST/UTILITY IMPRVTS PRJCT 2019 SURFACE WATER WELLHEAD PROTECTION PLAN BURKE - PAT COTTER 2016/2017 LIFT STATION IMPRVTS GEN SERV 2019 STREETS GEN SERV - 2019 COMM SERVICES 2019 ROW PERMIT ANCHOR BLOCK SOUTH	R R R R R R R R R R R R R R R R	7/03/2019 7/03/2019 7/03/2019 7/03/2019 7/03/2019 7/03/2019 7/03/2019 7/03/2019 7/03/2019 7/03/2019 7/03/2019 7/03/2019 7/03/2019 7/03/2019 7/03/2019		1,178.50CR 2,202.00CR 307.00CR 351.00CR 1,866.00CR 54.50CR 65,137.75CR 176.00CR 54.50CR 127.00CR 759.00CR 2,579.00CR 176.00CR 352.00CR 1,259.71CR	133818 133818 133818 133818 133818 133818 133818 133818 133818 133818 133818 133818 133818 133818 133818	76,579.96
VOID	VOID CHECK		V	7/03/2019			133819	**VOID**
Z26000	ZOLL MEDICAL CORPORATION I-2888499	RESQPUMP ACD-CPD DEVICE	R	7/03/2019		5,881.46CR	133820	5,881.46

PACKET: 04172 Regular Payments

VENDOR SET: 01

*** DRAFT/OTHER LISTING ***

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
V22055	VANCO E-SERVICES							
	I-00009817366	GATEWAY SERVICE FOR MAY	D	6/17/2019		150.50CR	000463	150.50

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	64	0.00	189,671.71	189,671.71
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	1	0.00	150.50	150.50
VOID CHECKS:	1	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	66	0.00	189,822.21	189,822.21

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04172 Regular Payments

VENDOR SET: 01

*** DRAFT/OTHER LISTING ***

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
001	7/2019	57,908.06CR
010	7/2019	54.50CR
022	7/2019	67,339.75CR
048	7/2019	17,109.38CR
049	7/2019	7,729.29CR
050	6/2019	150.50CR
050	7/2019	20,031.99CR
052	7/2019	702.20CR
062	7/2019	176.00CR
063	7/2019	1,879.50CR
096	7/2019	215.17CR
098	7/2019	2,254.75CR
099	7/2019	13,011.41CR
207	7/2019	1,259.71CR
=====		
ALL		189,822.21CR

Agenda Information Memorandum
North St. Paul City Council
July 2, 2019

FROM THE OFFICE OF THE COMMUNITY SERVICES DEPARTMENT

Agenda placement: Consent Agenda

Subject: Memorandum of Agreement with Teamsters, LOCAL NO. 320 to have the full-time Utility Locator position covered by the 2019-2021 Collective Bargaining Agreement.

To: Honorable Mayor and City Council

Background/Facts:

- Several weeks after the 2019-2021 Teamsters, Local No. 320 Collective Bargaining Agreement (CBA) was approved a full-time Utility Locator started on May 28, 2019. The position is apart of the Electric Department and is supervised by the Electric Director.
- Since this position was changed from a part-time to a full-time position, it fits the criteria to be covered by the Teamster's, Local 320 CBA.
- The terms of the Memo of Understanding include:
 - The Utility Locator position will be represented by the Teamsters, Local No. 320 union.
 - The position will be placed in the City's wage grid as a grade 6.

Recommendation: It is recommended that City Council approve Memorandum of Agreement between the City and Teamsters, Local No. 320, which adds the Utility Locator Position to the 2019-2021 Collective Bargaining Agreement.

Attachments:

Signed Utility Locator MOA.

Respectfully submitted,

/s/ DG by mm

Debra Gustafson
Administrative and Community Services Director

APPROVED FOR AGENDA ENCLOSURE:

/s/ SD by mm

Scott Duddeck
City Manager

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into by and between the City of North St. Paul (hereafter "City"), and Minnesota Teamsters Public and Law Enforcement Employees Union, Local No. 320 (hereafter "Union").

WHEREAS, the City and the Union are parties to a collective bargaining agreement ("CBA"), effective through December 31, 2021 negotiated pursuant to the Public Employment Labor Relations Act; and

WHEREAS, commencing on May 28, 2019, a new full time Utility Locator position was created and will be covered by the CBA; and

WHEREAS, The position was reviewed by the City's wage compensation consultant and was placed as a grade 6 in the City's approved wage grid; and

NOW, THEREFORE, the City, the Union and the City agree as follows:

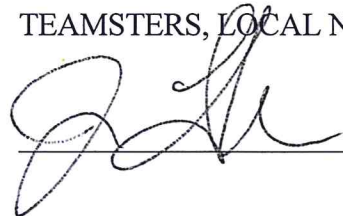
1. The Utility Locator will be represented by the Teamsters, Local No. 320 union.
2. The position will be placed in the City's wage grid as a grade 6.
3. This Memorandum of Agreement represents the complete and total agreement between the parties regarding this matter.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the dates indicated by their respective signatures.

CITY OF NORTH ST. PAUL

TEAMSTERS, LOCAL NO. 320

Date



Date

Date

Date

Date

Agenda Information Memorandum
North St. Paul City Council
July 2, 2019

FROM THE OFFICE OF THE ADMINISTRATION

Agenda placement: Consent

Subject: National Prescription Opiate Litigation Support

To: Honorable Mayor and City Council

Background/Facts:

- On May 7, 2019 the City of North St. Paul received an update and information related to Opioid Litigation support.
- In 2017, the U.S. Department of Health and Human Services declared the Opioid Crisis a national public health emergency.
- In 2017, according to the Minnesota Department of Health, 422 Minnesotans died from an opioid overdose, and another 2,037 experienced a nonfatal opioid-involved overdose.
- The Opioid Crisis has significant local impact on the City's emergency services, including the Police Department.
- Cities and counties across the country have pursued litigation against pharmaceutical manufacturers and distributors related to their role in the marketing, sale, and distribution of opioids.
- These lawsuits have been consolidated into a Multi-District Litigation, the National Prescription Opiate Litigation.

Recommendation: It is recommended the City Council adopt a resolution to retain legal counsel to represent the City of North St. Paul in the National Prescription Opiate Litigation and authorize staff to execute an agreement for legal services. Attorneys' fees and expenses will be paid from any funds recovered on behalf of the City on a one-third contingency basis.

Attachments:

Resolution to retain legal counsel
Agreement for legal services
Three (3) informational handouts

Respectfully submitted,

Scott Duddeck
City Manager

CITY OF NORTH ST. PAUL

RAMSEY COUNTY

RESOLUTION NO. _____

Consent Agenda

**A RESOLUTION TO RETAIN LEGAL COUNSEL TO REPRESENT THE CITY OF
NORTH ST. PAUL IN THE NATIONAL PRESCRIPTION OPIATE LITIGATION,
MASTER DOCKET NUMBER: 1:17-MD-2804 AND APPROVING AN AGREEMENT
FOR LEGAL SERVICES**

WHEREAS, opioid-involved drug overdose deaths continue to increase in the United States and in Minnesota; and

WHEREAS, in 2017, the U.S. Department of Health and Human Services declared the Opioid Crisis a national public health emergency; and

WHEREAS, in 2017, according to the Minnesota Department of Health, 422 Minnesotans died from an opioid overdose, and another 2,037 experienced a nonfatal opioid-involved overdose;

WHEREAS, the Opioid Crisis has significant local impact on the City's emergency services, including the Police Department; and

WHEREAS, cities and counties across the country have pursued litigation against pharmaceutical manufacturers and distributors related to their role in the marketing, sale, and distribution of opioids; and

WHEREAS, these lawsuits have been consolidated into a Multi-District Litigation, the National Prescription Opiate Litigation, Master Docket Number: 1:17-MD-2804, venued in the Federal District Court for the Northern District of Ohio.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH SAINT PAUL, MINNESOTA AS FOLLOWS:

RETENTION

1. The City of North Saint Paul hereby appoints the following attorneys and law firms to serve as litigation counsel to represent it in the National Prescription Opiate Litigation, Master Dock Number: 1:17-MD-2804, and to file a lawsuit on its behalf:

Jared D. Shepherd, Hoff Barry, P.A. (Eden Prairie, Minnesota)
Ashley Keller, Travis Lenkner, Seth Meyer, Keller Lenkner LLC (Chicago, Illinois)
William S. Consovoy, Thomas R. McCarthy, Michael H. Park, Consovoy McCarthy Park PLLC (Arlington, VA; New York, New York)

2. The Mayor and City Clerk are hereby authorized to execute an agreement, substantially the same as that attached hereto as Exhibit A with Hoff Barry, P.A., Keller Lenkner LLC, and Consovoy McCarthy Park PLLC. Attorneys' fees and expenses will be paid from any funds recovered on behalf of the City on a one-third contingency basis.

ADOPTED this 8th day of January, 2019.

Motion by Council Member xxx

Second by Council Member xxx

Voting: Aye: Council Member Thorsen
 Council Member Petersen
 Council Member Walczak
 Council Member Sonnek
 Mayor Furlong
 Nay: None
 Abstain: None
 Absent: None

Terrence J. Furlong, Mayor

Attest:

Scott A. Duddeck, City Manager

April 26, 2019

Scott Duddeck
City Manager
City of North Saint Paul
2400 Margaret Street
North St. Paul, MN 55109

Re: Representation of North Saint Paul Concerning Opioid Matter

Dear Mr. Duddeck:

1. Parties

This agreement is between the City of North Saint Paul as the client (“you”), and Keller Lenkner LLC, Consovoy McCarthy Park PLLC, and Hoff Barry, P.A., the attorneys.

2. Scope of Representation

The attorneys agree to represent you in you in prosecuting claims against Defendants Purdue Pharma L.P., Purdue Pharma Inc., the Purdue Frederick Company, Inc., Insys Therapeutics, Inc., Teva Pharmaceutical Industries, Ltd., Teva Pharmaceuticals USA, Inc., Cephalon, Inc., Johnson & Johnson, Janssen Pharmaceuticals, Inc., Endo Health Solutions Inc., Endo Pharmaceuticals, Inc., Actavis plc, Actavis, Inc., Watson Pharmaceuticals, Inc., and Watson Laboratories, Inc. (collectively, “Manufacturer Defendants”); McKesson Corporation, Cardinal Health, Inc., and AmerisourceBergen Corporation (collectively, “Distributor Defendants”) (all together, “Defendants”) arising from potential violations of law in the marketing, sale, and distribution of opioids, in turn causing economic harm to the City of North Saint Paul (the “Matter”).

The attorneys shall have no obligation to represent you in any other matter and no obligation to handle any appeal of a decision in this matter. The attorneys agree to represent you, however, in the defense of any counterclaims filed by the Defendants.

3. Attorneys’ Fees

a. No Recovery, No Fee – You will not owe the attorneys anything unless there is a recovery, payment to you, or settlement in your case. This is a contingent fee agreement. The attorneys’ fees described below are contingent on you receiving a recovery, payment to you, settlement or award in this case.

b. Low Value or Pick-Off Settlement Offers – You have the right to accept or not any settlement offer made to you. You also recognize that the defendant or defendants may offer you

a lump sum that is less than the expenses the attorneys have invested in prosecuting your case or less than the expenses and reasonable value of the attorneys' fees incurred in prosecuting your case. Defendants sometimes do this to put pressure on attorneys or to try to escape litigation without properly compensating plaintiffs or their lawyers. We will inform you if we believe you have been offered such a settlement. You recognize and agree that in the event you accept such a settlement, a large portion, perhaps a very large portion, may be required to reimburse us for expenses and attorneys' fees. We will not recommend that you accept such a settlement.

c. Contingent Fee – The fee to be paid will be a percentage of the “gross recovery.” The term “gross recovery” means the total of all amounts received by settlement, arbitration award or judgment, including any award of attorney's fees. The fee will be calculated after the deduction of any costs and expenses as set forth below. But, in no circumstance, should the Client be obligated to pay any costs and expenses exceeding the amount of client's portion of the gross recovery. In other words, if the Client's share of the gross recovery is less than the total amount of costs and expenses attributable to the client, the Attorneys will be responsible for the remainder. The attorney's fee shall be calculated as follows: 33.33% of the gross recovery after deduction of costs and expenses attributable to you.

d. Fee the Result of Negotiation, Not Set By Law – You acknowledge that this fee is the result of an arm's length transaction between you and the attorneys. You recognize that the attorneys have made substantial investments of time and resources to pursue this case on your behalf and bear a substantial risk of recovering nothing at all or nothing for a substantial amount of time. You agree that that risk justifies the fees under this agreement. You acknowledge that this fee is not set by law.

e. Lien – You grant attorneys a lien to secure payment of the fees and expenses described by this agreement.

f. Fee Due at Settlement or Payment – The fees and expenses described by this agreement are due as soon as any claims are settled or any payments made to you.

g. Division of Fee Among Attorneys – You understand and agree that attorneys will divide any fee among themselves, based upon the division of responsibility between the attorneys' firms: An undivided 15% will be paid to Keller Lenkner LLC/Consovoy McCarthy Park LLC (to be split equally between the firms) and an undivided 15% will be paid to Hoff Barry, P.A., and the remaining 70% of the contingent fee will be divided among Keller Lenkner LLC/Consovoy McCarthy Park LLC (to be split equally between the firms) and Hoff Barry, P.A. on the basis of relative time and effort that the firms devoted to the case utilizing a modified lodestar+multiplier. The remaining 70% shall receive the same positive or negative multiplier applied to each firm's lodestar to determine its pro rata share of the fees to be paid.

4. Expenses

You authorize attorneys to incur reasonable expenses to pursue your potential claims. Attorneys will pay for expenses as they are incurred with the understanding that they will be repaid out of any recovery, as described above.

Expenses could include, but are not limited to, testifying and expert witness fees (including for evaluation, reports, and/or testimony), filing fees, court or arbitration costs, fees for court reporters and transcripts, deposition expenses, legal research expenses, commercial and private transportation expenses, travel expenses (including lodging and meals), consultant fees, postage, long-distance telephone calls, messengers, record service fees, photocopying, preparation of exhibits, investigative fees and expenses, specialized outside counsel and service fees and expenses (e.g., probate, taxation, bankruptcy), costs associated with collecting judgments, structured settlement expenses, witness fees and mileage, subpoena fees, any expenses to assist with investigating or resolving third-party liens, and all other reasonable and necessary costs and expenses that we in our professional judgment determine to be reasonably necessary in connection with prosecuting or settling your claims. If we represent more than one client with potential claims similar to yours (which we intend to do) then we may apportion joint expenses on a pro rata basis between you and similar clients if those expenses can reasonably be viewed as benefitting you and the other client or clients.

Expenses in this case could be significant.

5. Client's Duties

Your cooperation is critical to the successful pursuit of your claims. You agree to perform the following duties:

- a. Participation in Discovery – You may be required to locate and produce documents, to answer written questions, or appear at a time and place to answer questions under oath. You agree to make yourself available to do these things on reasonable notice.
- b. Participation in Hearing – You agree to make yourself available to participate in a hearing on your claims on reasonable notice.
- c. Document Preservation – You must not destroy, delete, or discard documents and other information sources in your possession that are relevant to your potential claims. This includes physical, paper documents and electronic documents like email or social media posts, whether on a computer, phone, or other device.

You agree and acknowledge that your failure to fulfill any of these duties is grounds for the attorneys to stop representing you.

6. Third-Party Liens

Certain third parties may have, or may assert in the future, liens on any recovery you might ultimately obtain by verdict, settlement or otherwise. You recognize and understand that any liens must be resolved and satisfied before we can distribute to you your portion of recovery from any settlement, judgment, or award. You acknowledge that we may engage the services of a company that specializes in resolving these types of liens, and that any fee paid to such company will be treated as an expense or advance under this Agreement. Satisfaction of liens could significantly reduce, or even eliminate entirely, any net proceeds to you from this matter. If any liens on the proceeds of this matter are asserted, you authorize us to hold in trust any funds we reasonably believe are or may be subject to any liens, until such liens are resolved and released.

7. Attorneys' Right to Withdraw

You acknowledge that the attorneys have the absolute right to stop representing you at any time if, in their professional judgment and consistent with their ethical responsibilities, they come to believe that your potential claims are unlikely to result in a recovery for any reason, including, but not limited to, the lack of a source of funds to pay your claims.

8. Client's Right to Terminate Attorneys

You may terminate attorneys at any time by written notice to the Attorneys. Such termination is subject to the Attorneys' Fees and Expenses provisions of this agreement.

9. No Guarantee

You acknowledge that the attorneys have not and will not provide any guarantee about the outcome of your claims.

10. Potential Conflicts

The attorneys intend to represent many clients with claims similar to yours. At this time, your interests and the interests of other clients align. We know of no conflicts of interest that would have an adverse impact on our representation of you. It is, however, possible that conflicts may arise in the future, including:

a. We discover that there is a limited pool of assets from which recovery is reasonably likely (for example, an insurance policy), and those assets are insufficient to pay all of our clients the full value of their claims.

b. A defendant offers an aggregate or "lump sum" settlement to all of our clients that does not specify the amount each client will receive.

c. A defendant offers to settle, but only if a certain percentage, or even all, of our clients accept the proposed settlement.

We may also be required by the applicable rules of professional conduct to share material information about your claims and negotiating position with our other clients with similar claims. While we will try to avoid these issues if it is practical to do so, they might still occur. If any conflict of interest affecting you does arise, we will inform you promptly and work with you on how best to proceed in accordance with the applicable rules of professional conduct.

11. Data Privacy

In the course of representing you, we may learn facts about you, the defendants, or other parties, that could later be helpful in identifying or bringing a claim on behalf of another client or potential client. You agree that, so long as we do not disclose your identity to anyone other than our employees, agents, or service providers, we may use information gained through our representation of you to identify or pursue a legal claim on behalf of another party.

12. Association of Counsel

You acknowledge that the attorneys will likely associate with other counsel to assist with your potential claims and authorize us to do so. You authorize us to associate other counsel as we see fit. As discussed above, it may be necessary to retain specialized outside counsel to assist with specialized questions such as probate, taxation, or bankruptcy. In that event, fees and expenses of these counsel will be treated as expenses advanced for your benefit. On the other hand, if we choose to associate other counsel to pursue the merits of your case, you agree that we may do so, we will be responsible for paying the associated counsel, and your fees will not increase as a result of any association with other counsel. If we intend to associate with other counsel in your case for either purpose, we will let you know promptly.

13. Entire Agreement and Choice of Law

This Agreement contains the entire agreement of the parties. It cannot be modified or canceled except in writing signed by all parties. This Agreement will be construed in accordance with the laws of the State of Illinois (including Illinois choice-of-law principles).

14. Arbitration

In the event of any dispute, controversy, or claim between us (or our respective heirs, successors, assigns, or affiliates) arising out of, relating to, or in connection with your engagement of us (any of the foregoing, a “dispute”), you and we irrevocably and unconditionally waive the right to seek remedies in court, including the right to a jury trial, and agree to submit said dispute exclusively to binding arbitration conducted by a single arbitrator

subject to the rules of the American Arbitration Association. The seat of the arbitration will be in Chicago, Illinois. The arbitrator shall have the authority to determine his or her own jurisdiction by interpreting the scope of this agreement and whether a controversy or claim arises out of or relates to your engagement of us.

16. Power of Attorney

No settlement shall be made without your approval and permission. Consistent with the attorney ethics rules and other requirements for powers of attorney, you grant us the power of attorney to execute all documents connected with your claims, including pleadings, contracts, checks or drafts, settlement agreements, deposit of settlement funds in a trust account and disbursement of those funds, compromises, releases, verifications, dismissals, and orders, as well as all other documents that you could properly execute.

17. No Tax or Benefit Advice

It is possible that resolution of this case may result in a monetary payment to you. You acknowledge and agree that the attorneys cannot and will not provide legal advice regarding the tax and government benefit implications of receiving any settlement or sum of money.

18. Authority to Sign

You acknowledge that you have read this Agreement in its entirety, that you fully understand the terms and conditions of same, and that you agree to abide by its terms.

Sincerely,

Keller Lenkner LLC

Consovoy McCarthy Park PLLC

Hoff Barry, P.A.

AGREED AND ACCEPTED

Client Signature: _____

Client Printed Name: _____

Title: _____

Date: _____

THE CRISIS IN STATISTICS

- The amount of prescription opioids sold in the United States quadrupled between 1999 and 2011.
- Since 2000, the rate of fatal overdoses involving opioids has increased 200 percent.
- More people died in Minnesota from overdose of prescription painkillers than any other opioids between 1999 and 2014.
- Nearly 48,000 people died of opioid overdoses in 2017, about 68 percent of the total overdose deaths, according to the Centers for Disease Control and Prevention.
- Approximately 401 Minnesotans died of opioid overdoses in 2017.
- Drug makers spent nearly \$40 million from Aug. 1, 2013, until the end of 2015 on marketing to 67,500 doctors across the country.
- A recent study, published in JAMA Network Open, looked at county-specific federal data and found that the more opioid-related marketing dollars were spent in a county, the higher the rates of doctors who prescribed those drugs and, ultimately, the more overdose deaths occurred in that county.

ESTIMATED DAMAGES CAUSED BY THE OPIOID EPIDEMIC

In addition to pain caused to individuals and families, communities across the U.S. have shouldered billions in real costs trying to combat the opioid epidemic.

In 2016, researchers from the Centers for Disease Control and Prevention estimated the annual economic burden of prescription opioid abuse in the United States at 78.4 billion, consisting of:

Lost Productivity	\$42.0 billion
• Government employee absenteeism • Employee assistance programs • Job placement and unemployment dropout prevention	
Increased Health Insurance Costs	\$26.1 billion
• Prescription opioids for government employees • Medical costs associated with treating addiction, including clinics • Treatments for children of opioid addicts • Administrative burden for processing opioid-relating claims	
Increased Criminal Justice Costs	\$7.6 billion
• Increase in policing opioid-related crimes • Opioid-related crimes clogging court dockets and operation of drug court • Increased police and fire calls for opioid overdoses • Drug testing and probation • First responder training, including on overdose reversal drugs • Overcrowding in jails • Substance abuse treatment for prisoners	
Increased Substance Abuse Treatment and Other Social Programs	\$2.8 billion
• Homeless programs • Foster care • Opioid reduction programs	
Miscellaneous	Unknown
• Reduced property and sales tax revenues • Child welfare services • Blight abatement	

How Cities Are Harmed:

Lost Productivity

Government employee absenteeism
Employee assistance programs
Job placement and unemployment dropout prevention

Health Insurance Costs

- Prescription opioids for government employees
- Medical costs associated with treating addiction, including clinics
- Treatments for children of opioid addicts
- Administrative burden for processing opioid-related claims

Criminal Justice Costs

- Increase in policing opioid-related crimes
- Increased prosecution costs for Opioid-related crimes
- Increased police and fire calls for opioid overdoses and other opioid-related incidents
- Drug testing and probation
- First responder training, including on overdose reversal drugs

Miscellaneous

Reduced property and sales tax revenues
Blight abatement
Narcan and other necessary equipment and training
Drug Take-Back programs

The Crisis in Statistics: State and Local

- More people died in Minnesota from overdose of prescription painkillers than any other opioids between 1999 and 2014.
- During 2015-2016, 775 people died from causes related to opioids. Hennepin County accounted for 33 percent of those deaths (252), with residents of suburban Hennepin County accounting for nearly half of the deaths within the County.
- According to Hennepin County, there are over 20 nonfatal overdoses for every fatal overdose.
- In 2017, the St. Louis Park Police Department responded to 53 drug overdose cases, 15 of which were attributed to heroin.
- On National Drug Take-Back Day in 2018, the St. Louis Park Police Department collected roughly 81 pounds of prescription drugs.

The Crisis in Statistics

- The amount of prescription opioids sold in the United States quadrupled between 1999 and 2011.
- From 2000 to 2013 approximately $\frac{3}{4}$ of new heroin users misused prescription opioids prior to using heroin.
- Since 2000, the rate of fatal overdoses involving opioids has increased 200 percent.
- Nearly 48,000 people died of opioid overdoses in 2017, about 68 percent of the total overdose deaths, according to the Centers for Disease Control and Prevention.
- More than 300,000 Americans have died from overdoses involving opioids since 2000.
- Drug makers spent nearly \$40 million from Aug. 1, 2013, until the end of 2015 on marketing to 67,500 doctors across the country.
- In 2011, more than 2 million Americans had an addiction to prescription or illegal opioids.
- A recent study, published in JAMA Network Open, looked at county-specific federal data and found that the more opioid-related marketing dollars were spent in a county, the higher the rates of doctors who prescribed those drugs and, ultimately, the more overdose deaths occurred in that county.

Agenda Information Memorandum
North St. Paul City Council
July 2, 2019

FROM THE OFFICE OF THE COMMUNITY SERVICES DEPARTMENT

Agenda placement: City Business

Subject: MnDOT and North St. Paul Cooperative Landscaping Application Phase II

To: Honorable Mayor and City Council

Background/Facts:

- At the May 21, 2019, City Council meeting, Council approved a landscaping agreement from MnDOT in the amount of \$10,000 to fund a project to landscape the planters along Highway 36.
- Due to the scope of the project, additional funding is needed to complete the project. MnDOT suggested staff apply for additional funding to complete the project.
- Staff is proposing to submit an application to MnDOT for an additional \$10,000, to fund Phase II of the Project.
- Todd Carroll, Senior Landscape Architect with MnDOT is planning to attend the meeting to provide an overview of the scope of the project.
- The goal of the project is to enhance roadside beautification in North St. Paul and promote environmental stewardship.
- The MnDOT Landscape Partnership is a reimbursement program. The City would be responsible for paying for project costs up front and then seek reimbursement.
- The proposed project would take place this Summer/Fall. Public Work Director Nick Fleischhacker has agreed to have Public Works staff plant and maintain the proposed landscape project.

Recommendation: It is recommended that City Council approve the Cooperative Landscape Resolution to apply for phase II for the Highway 36 landscaping project.

Attachments:

Resolution

Respectfully submitted,

/s/ DG by mm

Debra Gustafson
Administrative and Community Services Director

APPROVED FOR AGENDA ENCLOSURE:

/s/ SD by mm

Scott Duddeck
City Manager

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2019-XXX

City Business

**RESOLUTION SUPPORTING APPLICATION FOR
MNDOT LANDSCAPE PARTNERSHIP APPLICATION**

WHEREAS, the City Council (“Council”) of the City of North Saint Paul (“City”) supports the application made to MnDOT for the Landscape Partnership Application; and,

WHEREAS, the City is focused on enhancing roadside beautification along Highway 36 and promoting environmental stewardship.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, MINNESOTA, that the City of North St. Paul shall act as a sponsoring unit for the project identified as North St. Paul Landscaping Project Phase II on the state trunk highway 36 to be conducted during the period July 1, 2019 to November 31, 2019.

BE IT FURTHER RESOLVED, Debra Gustafson, Administrative and Community Services Director, is hereby authorized to apply to the Minnesota Department of Transportation for funding of this project on behalf of the City of North St. Paul.

ADOPTED this 2nd day of July, 2019.

Motion by Council Member

Second by Council Member

Voting: Aye: Council Member Thorsen
 Council Member Petersen
 Council Member Walczak
 Council Member Sonnek
 Mayor Furlong

 Nay: None

 Abstain: None

 Absent: None

Terrence J. Furlong, Mayor

Attest: _____

Scott A. Duddeck, City Manager

Agenda Information Memorandum
North St. Paul City Council
June 21, 2018

FROM THE OFFICE OF THE CITY PLANNER

Agenda placement: CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

Subject: Window World Commercial PUD

To: Honorable Mayor and City Council

Background/Facts:

- Window World has applied for a two-phase Planned Unit Development that incorporates both the former Ace Hardware Site (2220 Castle Ave. E) and the former EZ Riding Site (2295 McKnight Rd. N.)
- The PUD will allow the applicant to share access and operations between the two sites.
- Phase 1 includes remodeling and an addition to the former Ace Hardware facility, landscaping and improvements to that site.
- Phase 2 includes the site plan that was approved (along with variances) in 2018 for a new building and site improvements on the EZ site.
- The Planning Commission has recommended approval of the PUD based on the staff report, information submitted, and testimony at the public hearing.
- Conditions for the approval for both Phase 1 and Phase 2 are included in the staff report and resolution.

Recommendation: It is recommended that the City Council approve the Commercial PUD for Window World per the Planning Commission's recommendation

Attachments:

Staff Report

PUD Resolution

Materials submitted at Planning Commission Meeting

Respectfully submitted,



Erin Perdu
City Planner

APPROVED FOR AGENDA ENCLOSURE:

/s/ SD by mm

Scott Duddeck
City Manager

MEMORANDUM

Date: 6/21/2019
To: Honorable Mayor and City Council Members
From: Erin Perdu, AICP, City Planner
CC: Scott Duddeck, City Manager
Debra Gustafson, Administrative and Community Services Director
Re: Planned Unit Development Review for Window World Redevelopment

BACKGROUND

The applicants are requesting approval for a Commercial Planned Unit Development that incorporates both the former EZ Riding site, whose site plan and variances were approved in 2018) and the current Ace Hardware site at 2220 Castle Ave.

The current proposal would link the use of the two sites for Window World's operations. Phase 1 of the PUD would include an addition to and renovations of the existing Ace Hardware building; removal of existing bituminous pavement to create more open space; and a cross-access easement for Window World truck circulation between the two sites.

The previously approved site plan for the EZ site (with variances) will remain in effect as Phase 2 of the requested PUD.



Figure 1: Area Map

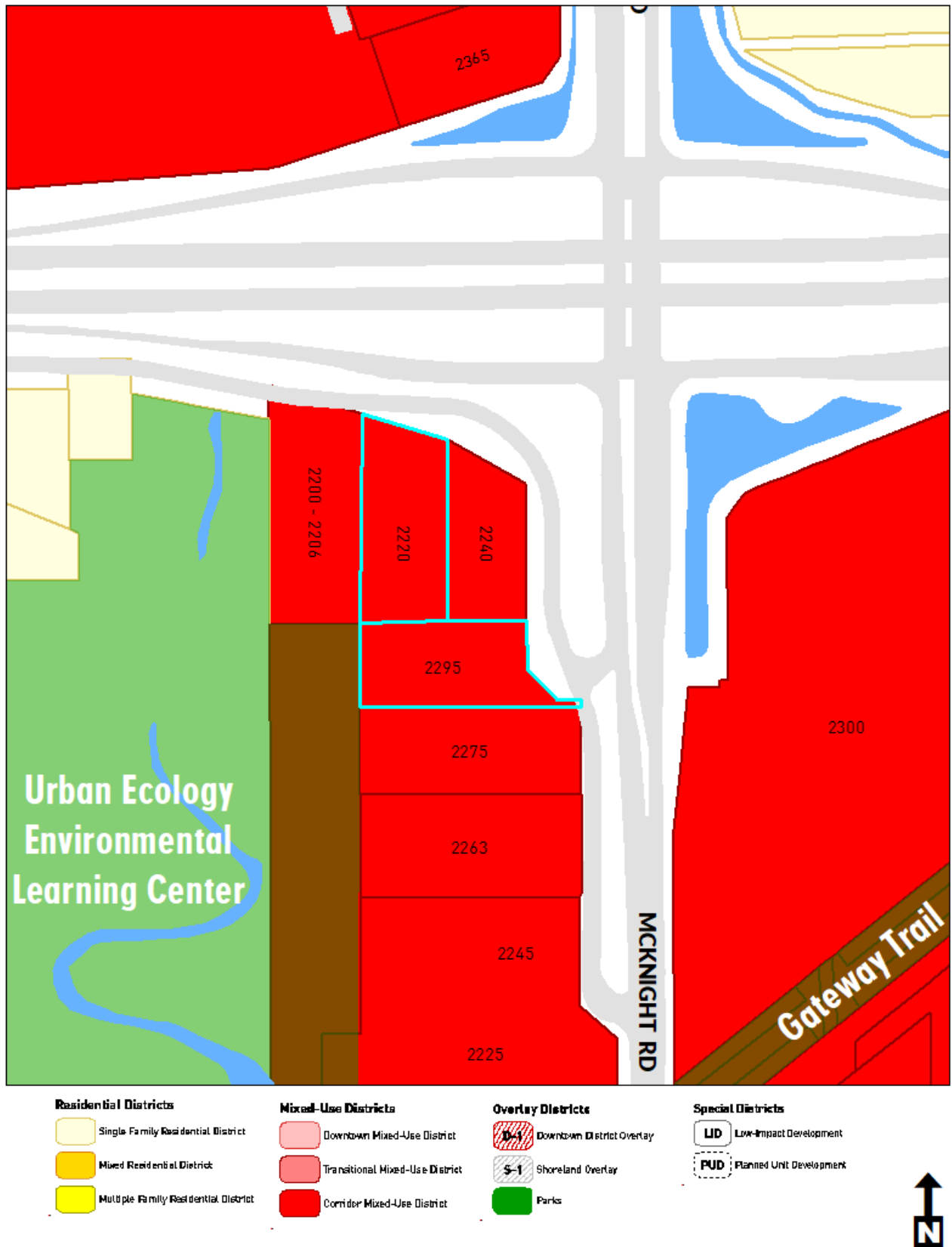


Figure 2: Zoning Map

FINDINGS

Planned Unit Development Review:

Standards for the review and approval of Planned Unit Developments are found in Chapter 154.008 Section C of the City Code are listed below in italics. Staff comments on each of the review criteria follow.

4. General Requirements and Standards:

- i.) *Ownership; the application must be filed by the property owner*
The application has been filed by the property owner, who owns both parcels under consideration
- ii.) *Consistency with the Comprehensive Plan;*
Both the 2040 Draft and 2030 adopted Comprehensive Plans designate this site for mixed use. The proposed use is anticipated within the descriptions of mixed use in the comprehensive plan.
- iii.) *Permitted Uses. All permitted, conditional, and interim uses contained in the underlying zoning district shall be treated as permitted, conditional, and interim uses in the PUD overlay district.*

The proposed uses include a retail showroom, offices, shipping and storage. All uses are permitted in the MU-3 Corridor Mixed Use district.

- iv.) *Density; increased density may be approved under certain conditions*
This proposal does not include any residential units; therefore, no density increase is being requested.
- v.) *Minimum Lot Size. The minimum lot size requirements of other Sections of this ordinance do not apply to a PUD except that the minimum lot size requirements of the underlying zone shall serve as a guideline to determine the maximum dwelling unit density of a total development;*
The size of the subject parcel meets the minimum lot size requirements of the MU-3 district.
- vi.) *Relationship of PUD Site to Adjacent Areas. The design of a PUD shall take into account the relationship of the site to the surrounding areas. The perimeter of the PUD shall be so designed as to minimize undesirable impact of the PUD on adjacent properties and to conversely minimize undesirable impact of adjacent land use and development characteristics on the PUD.*

The area surrounding the subject site is commercial in nature, with the exception of the Urban Ecology Environmental Learning Center to the east/southeast. The previously approved site plan for Phase 2 of the PUD (the McKnight Ave. parcel) includes appropriate setbacks from the Center. There are no residential properties that would be impacted by the project.

The previous approval for Phase 2 included the following condition, which will be carried over into the current PUD approval: “the applicant and the city work on a plan to facilitate a rain garden or other water mitigation method on the western part of the site on the city property subject to City Engineer approval”.

- vii.) *Utility Requirements. Utilities, including telephone and electrical systems, installed within a PUD shall be placed underground.*

No new utility installations are proposed with this PUD.

- viii.) *Parking. Off-street parking and loading space shall be provided in each PUD in the same ratios for types of buildings and uses as required in the underlying zoning district.*

Phase 1 includes 23 parking spaces, with the removal of 21 existing spaces. The building including the proposed addition is 19,800 square feet in area broken down by the following uses:

Use	Area	Parking Ratio	Parking Required
Office	494	3.6 per 1,000 SF	2
Retail/Showroom	1,056	3.0 per 1,000 SF	3
Production	3,920	1.5 per 1,000 SF	6
Warehouse	14,330	0.7 per 1,000 SF	10
TOTAL			21 spaces

The proposed parking for Phase 1 meets the minimum parking requirements for the uses contained on the site.

Phase 2 of the PUD had a parking variance approved with the site plan in 2018. The variance allows for 25 spaces to be provided where 32 are required. This variance is included with the current PUD proposal.

Looking at the entire site (both phases) in total, the parking spaces required equal 53 spaces. If both phases are approved, the site will have 48 spaces. Staff finds this reduction appropriate per the variance granted for Phase 1. If the EZ site (Phase 2) uses change based on the development of Phase 1 (for example, no retail uses), staff and the Planning Commission support reducing the amount of parking on Phase 2 based on the requirements of the ordinance.

- ix.) *Street Width.*

No new public streets are included in this PUD proposal.

- x.) *Landscaping. In assessing the landscaping plan, the City Council shall consider the natural features of the particular site, the architectural characteristics of the proposed structures, and the overall scheme of the PUD plan*

In Phase 1, there are two large existing paved areas proposed to be removed to provide open space and landscaping on the site. There are four proposed trees in the open space areas (2.5” diameter American Lindens) and the spaces will also be sodded. Given the existing conditions on the site, which include very little landscaping, the proposed

plantings are in the most appropriate location and are an improvement to the existing conditions.

A landscaping plan for Phase 2 was approved with the site plan in 2018 and will carry over to this PUD.

xi.) *Public Services. The proposed project shall be served by the City water and sewer system and fire hydrants shall be installed at such locations as required by the City Engineer or the Fire Chief to provide fire protection.*
Please refer to engineering comments

xii.) *Building Height. Height limitations shall be the same as imposed in the respective zoning districts*
The existing building is one story and the proposed addition will continue this same height to the south. The height is lower than the maximum height in the zoning district of 5 stories or 55 feet.

xiii.) *Development Agreement. Prior to the issuance of a building permit as part of the PUD the permit applicant, builder, or developer shall execute and deliver to the City Council a Development Agreement for the PUD.*
Such an agreement will be worked out with the applicant to the satisfaction of the City Attorney.

xiv.) *Open Space. Whenever possible, common open space shall be linked to the open space areas of adjoining developments. Common open space shall be of such size, shape, character, and locations as to be useable for its proposed purpose.*

With the proposed landscaping, the total amount of open space provided on the site for Phase 1 is approximately 20%. For nonresidential developments the requirement for usable open space is 5%. The open space areas consist mostly of lawns with some tree plantings. This type of open space is appropriate for the type of development proposed.

The amount of open space proposed on entire site (both phases) is 11%.

Signage

The applicant is proposing several changes to the signage on the property:

- Raising the freestanding sign up above where the current Ace Hardware sign sits. The current height is 23 feet and the proposed height would be 35 feet
- Replacement of wall signage on the building that would total 128 square feet

In a PUD, permanent and temporary signs are regulated according to the standards for the corresponding land use and zoning category; in this case the MU-3 district. The proposed signs compared with the MU-3 requirements are as follows:

MU-3 Standard	Proposed	Deviation
25 ft. maximum height for free standing signs	35 feet	10 feet
160 sf. Maximum sign area for free standing signs	150 feet	none
2 sf. for each linear ft. of building up to a maximum of 200 sq. feet for wall signs	128 sf.	none
Total maximum sign area on the site 250 sf.	278 sf.	28 sf.

A sign plan that differs from the MU-3 requirements can be considered as part of a PUD according to the following factors:

1. The development includes a structure three (3) stories or greater.
2. The development includes multiple structures and/or substantial site area.
3. The development includes mixed uses.
4. A sign plan is uniquely adapted to address the visibility needs of a development while remaining consistent with the intent of this Section to direct high quality signage.
5. The sign plan includes permanent sign covenants which can be enforced by the City.

In this case, the only factor that applies is #4, which relates to the visibility of the sign from Hwy. 36. There is an elevation change between the highway and the site which is unique and did not exist when the Ace Hardware sign was constructed. Based on these unique conditions, staff finds the 10 foot deviation in sign height appropriate.

Similarly, the sign plan includes only a minor deviation for wall signage, and the applicant has reduced the size of the originally proposed wall sign significantly based on staff feedback. Staff and the Planning Commission support the 28ft. deviation from the total sign area on the site.

Other Site Plan Items (not covered under the PUD criteria):

Site Plan Review is required for any expansion of 1,000 square feet or more or any new commercial, industrial, institutional, and multi-family development projects in the City. Standards for Site Plan Review are found in Chapter 154.004 Section H of the City Code are listed below in italics. Staff comments on each of the review criteria follow.

2. Standards. The City may grant a Site Plan approval if the proposal is compliant with the following:

ii.) The proposal will not adversely affect the health, safety, or general welfare of the City;

The proposed redevelopment will not create any adverse effects on the general health, safety, or general welfare of the City based on the nature of its use or location.

iii.) The proposal is compatible with present and future land uses in the surrounding area and reasonably related to the overall needs of the City;

The proposal is compatible with land uses along the McKnight/Castle Ave. corridor.

iv.) *The proposal or appearance of the proposal is compatible with adjacent properties;*
The proposed redevelopment is compatible with the appearance and use of adjacent properties, which also include light industrial, commercial or warehouse uses.

v.) *The proposal can be adequately supported by public urban services including the water supply, transportation system and stormwater disposal systems;*
Please refer to engineering comments.

vi.) *The proposal will not create an excessive burden on existing parks, schools, and other public facilities which serve or are proposed to serve the area;*
The proposed use of the site will be similar in intensity and does not include any residential component that could create a burden on parks or schools.

vii.) *The proposal will be sufficiently compatible or separated by distance or screening from adjacent residentially zoned land;*
There are no residential areas immediately adjacent to the site. The nearest residential area is screened by the North St. Paul Urban Ecology Center to the west.

viii.) *The proposal is in harmony with the general purposes and intent of this Chapter and the zoning district in which the applicant intends to locate the proposal; and*
The proposed use furthers the intent of the Mixed Use districts, which are to create a vibrant urban environment that brings compatible land uses, public amenities and utilities together at various scales. Specifically, the proposed redevelopment is consistent with the purpose of the MU-3 Corridor Mixed Use district which is, in part, to “promote desirable economic development activities.”

ix.) *If applicable, the proposal is consistent with officially adopted City plans and overlays.*

As stated above, the proposal is consistent with the adopted Comprehensive Plan. There are no overlay districts applicable to this parcel.

Additional Standards:

Additional standards relevant to this site are located throughout the ordinance, and include the following:

- *Architectural requirements:*
 - *All rooftop equipment is required to be screened from view from adjacent streets and public rights of way, and from view from adjacent buildings to the extent possible.*
 - *Loading areas: If an outdoor storage, service or loading area is visible from adjacent residential uses or an abutting public street or public walkway, it shall be screened by a decorative fence, wall or screening of plant material at least six feet in height. Fences and walls shall be architecturally compatible with the primary structure.* This site does have an existing loading dock on the front of the building, visible from Castle Ave. It is located at-grade and consists of one overhead door wide enough to accommodate one truck. The loading dock is

located approximately 160 feet away from the Castle Ave. right-of-way. The proposed open space and tree plantings will help shield the loading dock from view.

- *Nonresidential and mixed-use buildings.* The following standards are applicable to this redevelopment proposal:
 - i.) Primary building entrances on all new buildings are encouraged to be oriented to the primary abutting public street. The entrance shall have a functional door. Additional secondary entrances may be oriented to a secondary street or parking area. Entries shall be clearly visible and identifiable from the street, and delineated with elements such as roof overhangs, recessed entries, landscaping, or similar design features. Barrier-free entrances are required.
 - ii.) Façade articulation. Consistent with the design of traditional storefront buildings, new buildings of more than 40 feet in width shall be divided into smaller increments, through articulation of the façade. This can be achieved through combinations of the following techniques, and others that may meet the intent of this section.
 - A. Façade modulation. Stepping back or extending forward a portion of the façade.
 - B. Vertical divisions using different textures or materials (although materials shall be drawn from a common palette).
 - C. Division into storefronts, with separate display windows and entrances.
 - D. Variation in roof lines by alternating dormers, stepped roofs, gables, or other roof elements to reinforce the modulation or articulation interval. (see FIGURE 21)
 - E. Arcades, awnings, and window bays at intervals equal to the articulation interval. (see FIGURE 22)
 - iii.) Design of street-facing facades. No blank walls shall be permitted to face the public street, sidewalks, or other public spaces such as plazas. Elements such as windows, doors, columns, changes in material, and similar details shall be used to add visual interest.
 - iv.) Door and/or window openings.
 - a. For all buildings.
 - 1. Glass on windows and doors shall be clear or slightly tinted, allowing views into and out of the interior. Spandrel glass may be used on service areas of the building.
 - 2. Displays may be placed within windows. Equipment within buildings shall be placed a minimum of five feet behind windows. To preserve views, within three feet of any window, not more than 30% of the view through the windows shall be blocked by merchandise, displays, shelving, or other obstructions.
 - 3. Window shape, size and patterns shall emphasize the intended organization of the façade and the definition of the building

Staff finds the design of the proposed light industrial/office/warehouse addition compatible with the above standards.

- *Parking:* Parking spaces are required to be a minimum 9' x 20'. Parking stalls on this site plan meet that standard.
- *Access:* The number and width of access drives shall be so located as to minimum traffic congestion and traffic hazards. Drive lane widths at a minimum of 24' are required; widths shown on the site plan meet or exceed this standard.
- *Loading:* A loading dock is required for all uses over 50,000 sf. in area. The proposed building is approximately 19,800 sf. in area, and thus does not require a loading dock. However, a small loading dock/overhead door exists currently at the front of the building. As mentioned in the architectural standards discussion, the proposed landscaping will help to shield the loading area from view.
- *Lighting:* *All outdoor lighting shall be directed away from adjoining property and from the street unless globe lighting is used. Bare incandescent light bulbs shall not be permitted in view of adjacent property or the public right-of-way, except decorative holiday lights having (7.5) watts or less. No exterior lighting shall exceed (0.4) foot candles at the lot line. Yard lights shall not be closer than five (5) feet from the property line, provided the direct source of light is not visible from the public right-of-way or adjacent residential property.*
No additional lighting is proposed on the site. The lighting plan provided for Phase 2 in
- *Trash enclosures:* A trash enclosure has been provided at the southeast corner of the site. No details on the enclosure have not been provided but will be reviewed for compliance with the ordinance prior to the issuance of a building permit.

Engineering Comments:

1. A title search by the applicant and the existing survey submitted for the site for Phase 2 appears to represent that there are no existing utility easements on the property. A 20 foot wide permanent drainage and utility easement centered on the 6" watermain should be dedicated to the city for ongoing maintenance, repair, and replacement. Access to the rear raingarden could also be provided along this proposed easement. 5 foot wide perimeter drainage easements are recommended on the west and south lot lines. Provide proof of easement recording to city prior to start of construction.
2. Existing drainage patterns appear to be maintained, and less than 1 acre of area on the site is proposed to be disturbed. The applicant has provided written communication from Ramsey Washington Metro Watershed District confirming that no watershed permit is required for the proposed project based on the proposed area to be disturbed.
3. The western areas of both the Phase 1 and Phase 2 sites appear to be within the Zone X area of 0.2% annual chance of flood as indicated on the FIRM Flood Insurance Rate Map, dated June 4, 2010.
4. Both sites appear to be outside the North St. Paul Floodway, Flood Fringe, and General Floodplain District as defined by Zoning Code.
5. The submitted plans appear to indicate fill below the regulatory 100-year floodplain elevation of 938.0 NAVD 88, which requires Ramsey Washington Metro Watershed District (RWMWD) permitting and approval. Adjustments to the addition low floor and

low opening may be required to satisfy RWMWD rules and permitting requirements for flood control and freeboard. Additionally, RWMWD rules prohibit placement of fill within the 100-year flood elevation without compensatory storage being provided on or adjacent to the proposed fill. It appears the raingarden plan preparation and construction requirement in Phase 2 can include grading to provide compensatory storage as may be necessary to meet RWMWD rule requirements, if acceptable to RWMWD and approved by permit.

6. If a different vertical datum than NAVD 88 was used on the submitted survey and it can be verified by the applicant by certified updated plans submittal that no fill is required below the 100-year floodplain elevation, or as confirmed by RWMWD in writing, then this comment may not be applicable.
7. Trees on the landscaping plan for Phase 2 are proposed over the existing watermain in the northeast and southeast corners of the lot. Revise landscaping plan to remove plantings and trees in conflict with existing utilities and submit for review and approval prior to building permit issuance.
8. Revise and resubmit all civil, site, and landscape plans as necessary and submit with building permit documents for engineering review prior to permit issuance.
9. An NPDES permit, Erosion Control Plan, and SWPPP shall be required to be submitted for review and approval prior to building permit issuance.
10. All civil and site plans should be signed by a professional engineer appropriate, licensed to practice in the State of Minnesota, prior building permit issuance.

RECOMMENDED ACTION

Based on the findings described in this report, staff recommends the following actions:

1. **Conditional Approval** of a Commercial Planned Unit Development (PUD) with the following conditions:

Phase 1:

- a. That portion of a 20-foot-wide permanent drainage and utility easement centered on the 6" watermain lying on the subject property shall be dedicated to the city for ongoing maintenance, repair, and replacement. 5-foot-wide perimeter drainage easements are recommended on the east, west and south lot lines. Provide proof of easement recording to city prior to start of construction.
- b. Cross access easements to facilitate circulation between the two parcels shall be recorded. Proof of recording of shall be provided prior to building permit issuance.
- c. The plans appear to indicate fill below the regulatory 100-year floodplain elevation of 938 NAVD 88, which requires Ramsey Washington Metro Watershed District (RWMWD) permitting and approval. Adjustments to the addition low floor and low opening may be required to satisfy RWMWD rules and permitting requirements for flood control and freeboard. Additionally, RWMWD rules prohibit placement of fill within the 100-year flood elevation without compensatory storage being provided on or adjacent to the proposed fill.

It appears the raingarden plan preparation and construction requirement in Phase 2 can include grading to provide compensatory storage as may be necessary to meet RWMWD rule requirements, if acceptable to RWMWD and approved by permit.

- d. The applicant is responsible for all permits as may be required from regulatory agencies other than the City of North St. Paul, including but not limited to RWMWD, MPCA NPDES, etc.
- e. Submit copies of all required permits, as well as Erosion Control Plan, and SWPPP for review and approval prior to building permit issuance. If a RWMWD permit is not required, submit written verification from RWMWD staff that no permit is required.
- f. All civil and site plans shall be signed by a professional engineer appropriate, licensed to practice in the State of Minnesota, prior building permit issuance.

Phase 2:

- a. The applicant's proposed parking is adequate to meet the operational needs of the site for employees, visitors, and patrons, and that no additional parking will be utilized on adjacent private property or within the public right of way
- b. Revise and submit for review plans showing screening of the loading dock in compliance with the City's architectural standards.
- c. A 20-foot-wide permanent drainage and utility easement centered on the 6" watermain should be dedicated to the city for ongoing maintenance, repair, and replacement. 5 foot wide perimeter drainage easements are recommended on the west and south lot lines. Provide proof of easement recording to city prior to start of building permit issuance.
- d. The trash enclosure shall be moved on the final plans outside of the watermain utility easement area.
- e. Revise landscaping plan to remove plantings and trees in conflict with existing utilities and submit for review and approval prior to building permit issuance.
- f. Revise and resubmit all civil, site, and landscape plans as necessary and submit with building permit documents for engineering review prior to permit issuance.
- g. The applicant is responsible for all permits as may be required from regulatory agencies other than the City of North St. Paul, including but not limited to RWMWD, MPCA NPDES, etc.
- h. Submit copies of all required permits, as well as Erosion Control Plan, and SWPPP for review and approval prior to building permit issuance. If a RWMWD permit is not required, submit written verification from RWMWD staff that no permit is required.
- i. All civil and site plans shall be signed by a professional engineer appropriate, licensed to practice in the State of Minnesota, prior building permit issuance.
- j. The applicant and the city work on a plan to facilitate a privately owned and maintained rain garden or other surface water runoff treatment BMP method on the western part of the site on the city property subject to City Engineer approval.

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2019-xxx

**RESOLUTION APPROVING A COMMERCIAL PLANNED UNIT DEVELOPMENT
FOR WINDOW WORLD
2295 MCKNIGHT ROAD AND 2220 CASTLE AVENUE**

WHEREAS, the City of North St. Paul (“City”) has received an application for a Commercial Planned Unit Development (PUD) from Terry & Mary DeRosier, Window World, 2105 11th Ave. E, North St. Paul, MN 55109 Owner and Applicant, to create a 2-phase PUD on the properties located at 2295 McKnight Road, PID 112922410010, and 2220 Castle Avenue, PID 112922410013; and,

WHEREAS, the proposed site is comprised of two parcels that total approximately 3.12 acres in the MU-3, Corridor Mixed Use District and thus complies with City Code Chapter 154 Appendix A Table 6; and,

WHEREAS, the proposed PUD is consistent with the Comprehensive Plan; and,

WHEREAS, the applicant has provided an application including all materials required by City Code Chapter 154 Appendix A, Table1; and,

WHEREAS, the PUD meets the requirements of City Code Chapter 154.004 (C)(4) *General Requirements and Standards for Planned Unit Developments*; and,

WHEREAS, the site plan meets the requirements of City Code Chapter 154.008 (C)(2) *Standards for Site Plan Review*; and,

WHEREAS, the Planning Commission has reviewed this request and recommends the City Council approve the Planned Unit Development with the conditions as stated in staff’s report and related minutes.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, the request to construct a light industrial, warehouse and showroom facility at 2295 McKnight Road, PID 112922410010, and 2220 Castle Avenue, PID 112922410013 is hereby approved according to the plans reviewed by the Planning Commission and City Council with the following conditions:

Phase 1:

1. That portion of a 20-foot-wide permanent drainage and utility easement centered on the 6” watermain lying on the subject property shall be dedicated to the city for ongoing maintenance, repair, and replacement. 5-foot-wide perimeter drainage easements are recommended on the east, west and south lot lines. Provide proof of easement recording to city prior to start of construction.

2. Cross access easements to facilitate circulation between the two parcels shall be recorded. Proof of recording of shall be provided prior to building permit issuance.
3. The plans appear to indicate fill below the regulatory 100-year floodplain elevation of 938 NAVD 88, which requires Ramsey Washington Metro Watershed District (RWMWD) permitting and approval. Adjustments to the addition low floor and low opening may be required to satisfy RWMWD rules and permitting requirements for flood control and freeboard. Additionally, RWMWD rules prohibit placement of fill within the 100-year flood elevation without compensatory storage being provided on or adjacent to the proposed fill. It appears the raingarden plan preparation and construction requirement in Phase 2 can include grading to provide compensatory storage as may be necessary to meet RWMWD rule requirements, if acceptable to RWMWD and approved by permit.
4. The applicant is responsible for all permits as may be required from regulatory agencies other than the City of North St. Paul, including but not limited to RWMWD, MPCA NPDES, etc.
5. Submit copies of all required permits, as well as Erosion Control Plan, and SWPPP for review and approval prior to building permit issuance. If a RWMWD permit is not required, submit written verification from RWMWD staff that no permit is required.
6. All civil and site plans shall be signed by a professional engineer appropriate, licensed to practice in the State of Minnesota, prior building permit issuance.

Phase 2:

1. A 20-foot-wide permanent drainage and utility easement centered on the 6" watermain should be dedicated to the city for ongoing maintenance, repair, and replacement. 5 foot wide perimeter drainage easements are recommended on the west and south lot lines. Provide proof of easement recording to city prior to start of construction.
2. Revise and resubmit all civil, site, and landscape plans as necessary and submit with building permit documents for engineering review prior to permit issuance.
3. Submit an NPDES permit, Erosion Control Plan, and SWPPP for review and approval prior to building permit issuance.
4. All civil and site plans shall be signed by a professional engineer appropriate, licensed to practice in the State of Minnesota, prior building permit issuance.
5. Trees on the landscaping plan are proposed over the existing watermain in the northeast and southeast corners of the lot. To avoid conflicts with the watermain, the following changes shall be made to the landscaping plan and a revised landscaping plan submitted for review and approval prior to building permit issuance:
 - a. Move the proposed three trees from the landscaped island at the northeast corner of the site into the city-maintained right-of-way island to the east, maintaining a minimum 10' spacing from the watermain, and a maximum of 20' spacing. The trees shall be planted as far away from Castle Avenue as possible without encroaching on the existing watermain to avoid impacting sight distance for vehicles. With the allowance to locate these three trees just within the right of way to avoid conflict with the existing watermain, the applicant agrees to be responsible in perpetuity for the maintenance, repair, and replacement of these three trees. Although these three trees will be proposed within the right of way and allowed as a condition of approval, The City of North St. Paul shall not be responsible for maintenance or replacement of these trees. The Castle Avenue

right of way is a part of the MnDOT right of way plat for Highway 36, the jurisdiction of the road was released by MnDOT to the City of North St. Paul April 1, 2014 in accordance with Minnesota Statutes, Section 161.16 and 161.24 (and Acts amendatory thereto).

- b. Move the proposed transformer in the landscape island along the southern edge of the property as far westward as possible to avoid conflict with existing watermain.
- c. Move the trash enclosure south off the northern lot line as far as possible to avoid conflict with existing watermain.
- d. Move the proposed two trees in the landscape island at the southeast corner of the site southward to maintain a minimum 10' spacing from the watermain.

ADOPTED this 2nd day of July 2, 2019.

Motion by Council Member
Second by Council Member

Voting: Aye: Council Member
 Council Member
 Council Member
 Council Member
 Mayor Furlong
 Nay: None
 Abstain: None
 Absent: None

Terrence J. Furlong, Mayor

Attest: _____
 Scott A. Duddeck, City Manager

**CITY OF NORTH ST. PAUL
NOTICE OF PUBLIC HEARING
PLANNED UNIT DEVELOPMENT /
PLANNED COMMERCIAL DISTRICT (PCD)**

NOTICE IS HEREBY GIVEN that the Planning Commission of the City of North St. Paul, Minnesota will hold a public hearing to accept public input on an application for a Planned Unit Development to create a Planned Commercial District at the two properties listed below:

Parcel Identification Numbers: 112922410010 and 112922410013

Property Address: 2295 McKnight Rd. N and 2220 Castle Ave.

Legal Descriptions: Lot 20 Subdivision Code 03838, Subdivision Name CASTLE WOOD SUBJ TO HWY; THE FOL; EX W 15

And

Tract A, REGISTERED LAND SURVEY NO. 445, Ramsey County, Minnesota.

Applicant/Address: Terry DeRosier, Window World, 2086 11th Ave. E., North St. Paul, Minnesota, 55109.

The proposed PCD would allow the applicant to utilize both properties for Window World's operations including an addition to the existing building at 2220 Castle Ave., plans approved in 2018 for the redevelopment of the site at 2295 McKnight Rd. N, and joint access between the two parcels.

The public hearing will be conducted on Thursday, June 20, 2019 at approximately 6:15 p.m. or shortly thereafter at the City Council Chambers of City Hall, located at 2400 Margaret Street, North St. Paul.

Such persons with desire to be heard with reference to this matter will be heard at this meeting. Written and oral comments will be considered. Persons who require this information in another format should contact City Hall at (651) 747-2403 at least 72 hours prior to the public hearing.

PUBLISH: June 5, 2019



City of North St. Paul
2400 Margaret Street
North St. Paul, MN 55109
Phone (651) 747-2407
www.northstpaul.org

ZONING & LAND USE APPLICATION

Escrow:
\$2500 min.
+ \$25.00 per lot
(code 1.2044)

Application Fee:
\$500.00 concept plan
\$500.00 preliminary plan
\$500.00 final plan
(code 1.3290)

APPLICATION FOR PLANNED UNIT DEVELOPMENT

The planned unit development process must be scheduled through the Community Development Planning and Zoning Department. The lead-time for submittals shown on this application is necessary to allow City staff and consultants time to review and comment on documents provided. Additional lead-time will be required if the City determines that the potential impacts require more detailed study, or if review by other agencies is required. Incomplete application submittals will not be forwarded to the appropriate Commission or Council until all required information has been provided.

APPLICANT INFORMATION

Applicant Name: Terence + Mary Deroster Owner Name: same
Company (if applicable): Ace Asset Company (if applicable): EZ Development
Address: 2220 Hwy 36 E City, State, Zip: 2295 McKnight Rd N
City, State, Zip: North St. Paul, MN City, State, Zip: North St. Paul, MN
Phone Number: 651-226-5316 Terry Phone Number: 612-695-2775 Mary
Email: derosterfamily@mac.com Email: maryd@windaworldmn.com
Are you the owner of the property? ☒ YES ☐ NO
(If no, you must supply property owner information)

PROPERTY INFORMATION

Street location of property (address): see above
Parcel Identification Number (PID) (see Ramsey County website): 112922410010 (EZ Development)
Legal description of property: 112922410013 (Ace Asset)
Present zoning of property (see City website): Commercial office/Flex-light industrial
Size of property (acreage): _____
Title information: _____ Abstract _____ Torrens
Property Description: _____ Residential ☒ Commercial _____ Industrial _____ Institutional

PROPOSAL INFORMATION

Application is hereby made for Planned Unit Development to conduct the following:

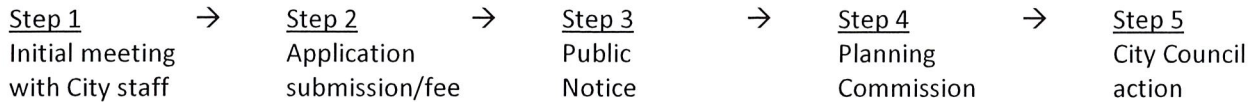
_____ Planned Residential District (PRD) _____ Planned Commercial District (PCD)
_____ Planned Industrial District (PID) _____ Planned Mixed-Use District (PMD)
_____ Concept PUD Plan _____ Preliminary PUD Plan (additional \$500.00 fee required) _____ Final PUD Plan (additional \$500.00 fee required)

On a separate sheet of paper, please answer the following questions in full detail:

1. Provide a detailed project description.
2. Is the proposed PUD compatible with present and future land uses of the area?
3. Will the proposed PUD or appearance of the proposed PUD have an adverse effect on adjacent properties?
4. What effect will the proposed PUD have on the following:
 - ❖ health, safety and general welfare of the City?
 - ❖ existing and anticipated traffic conditions?
 - ❖ parking facilities on adjacent streets and land?
 - ❖ values of properties in the surrounding area?
 - ❖ existing parks and schools?
 - ❖ existing streets and other public facilities?
 - ❖ existing public utilities which serve or are proposed to serve the area?
5. Is the proposed PUD in harmony with the general purpose and intent of the Zoning Code and the Comprehensive Plan?

LAND USE PROCESS

Review Process



	MONTH:					MONTH:				
App Submittal										
Design Review										
EAC										
Parks & Rec										
Planning Commission										
City Council										
WEEKS:	1	2	3	4	5	1	2	3	4	5

Regular Scheduled City Meetings:

PLANNING COMMISSION

1st Thursday of the month (6:15 p.m.)

DESIGN REVIEW COMMISSION

4th Thursday of the month (5:00 p.m.)

ENVIRONMENTAL ADVISORY COMMISSION

4th Monday of the month (6:00 p.m.)

PARKS & RECREATION COMMISSION

4TH Wednesday of the month (6:30 p.m.)

ECONOMIC DEVELOPMENT AUTHORITY

2ND Tuesday of every odd month (4:00 p.m.)

CITY COUNCIL

1st and 3rd Tuesday of the month (6:30 p.m.)

APPLICATION SUBMITTALS

Required Completed

_____ Completed Application.
 _____ Application fee: \$500 (must submit escrow fee also, see 1st page, top right corner).
 _____ (Additional fees required for Preliminary Plan and Final Plan).
 _____ **Concept Plan – Please submit drawings illustrating the following:**

Overall maximum PUD density range, Proposed general development and use, general Location of major streets, pedestrian walkways adjacent to the tract, and scale and tract boundaries and north point, general location and extent of public and/or common open space, areas to be preserved, significant topographical and physical features, Sketch illustrating the general location of residential and non-residential land uses with approximate intensities and development and any zoning change.

_____ **General Plan of Development – Please submit drawings illustrating the following:**

A vicinity map: property lines, streets, easements, existing zoning, graphic scale, north point, date of preparation, show the relationship of the proposed PUD to the Comprehensive Plan, to existing schools and other community facilities and services, and to the surrounding area. Abstractor's certified copy property certificate providing names and addresses of property owners within (350) feet of the outer boundaries of the property (one copy). Legal description of the property and lot size, boundary survey prepared by a registered surveyor, including the property and two hundred feet beyond, which illustrates: Existing property lines and dimensions, ownership of all parcels, platting and easements, street and railroad right-of-ways, buildings, utility lines and facilities, public park and open space, private land use, subdivisions, and private property. Natural features map(s) illustrating: Contour lines at no more than two foot intervals, steep slopes of eighteen percent or more, hydraulic information including drainage patterns, delineated wetlands and land subject to periodic flooding, floodplain, watercourses, soil and subsoil conditions, vegetation including classification of tree cover by species. A preliminary plan of the entire area in such detail as to show: The land uses being requested, the densities being proposed, the proposed lots and blocks and the off-street parking system or preliminary plat if applicable. A written statement explaining in detail, and with supporting documentation, the specifics of the development plan as it relates to the type of dwelling units proposed and the resulting population, the extent and nature of non-residential development and the resulting traffic generated and parking demands created. The proposed schedule and/or phasing for the development of the site, the location, shape, size, and character of public or private/common open space which is suitable for the PUD, in accordance with the City Code Ch. 153 requirements for park and open space dedication, the location and size of all utilities including telephone, electricity, gas, cable, water, sanitary sewer and storm sewer, Landscape Plan including a detailed planting list, size and location of all street rights-of-way and proposed paved widths, and vehicular and pedestrian circulation, in conformance with the City Code Ch. 153. A statement setting forth the reasons why, in the opinion of the applicant, the PUD will be in the public interest and consistent with the objectives specified for PUD's, financial capacity of the developer/owner and fiscal resources available including a FDIC insured letter of credit for 110% of the estimated cost of public improvements associated with the development, market area of the project and demand trends within the area, development agreement.

_____ **Final Plan of Development – Please submit drawings illustrating the following:**

See Zoning Code Section 154.008 for specific details.

NOTE TO APPLICANT

All completed application and accompanying materials are due 30 days prior to the scheduled Planning Commission meeting (if applicable). The purpose of this submittal requirement is to allow for:

1. Plan distribution to the City staff, consultants, and applicable government entities.
2. Project review time and generation of staff reports.
3. Project meetings between City staff and applicants.
4. Meeting materials preparation and distribution.

The North St. Paul City Codes guide and enable development activities within the City by ensuring proper and well-coordinated projects. The land use application is the mechanism that allows the City to examine proposed land uses to ensure compatibility with the City Codes, design and development standards, and the surrounding land uses and natural environments. The review is intended to ensure positive growth for the community. All applications are reviewed individually and are evaluated based on their own merit. Each land use request has an associated checklist of required items. Applicants are encouraged to participate in an initial meeting with City staff prior to submitting a formal land use application. The initial meeting is an opportunity to informally discuss the conceptual idea of the proposed project in an effort to reduce delays. Participation in the initial meeting does not provide approval, or guarantee approval of the project. The City shall not accept plans, drawings, or other information related to the project except upon submittal of a formal application. The City reserves the right to reject an incomplete application.

APPLICATION FEE STATEMENT

There may be additional expenses pertaining to project review that is the responsibility of the applicant. All applicable fees must be paid when submitting land use applications and accompanying materials. All fees, which are set annually by City Ordinance, help cover costs incurred by the City to review the application. The City of North St. Paul often uses consulting firms to assist in the review of projects. Please refer to the City's Fee Schedule for information on planning review fees and other applicable costs.

REVIEW REQUIREMENTS

Minnesota State Statute 15.99 requires local governments to review an application within 15 business days of submission to determine if an application is complete and/or if additional information is required to complete the review. Once complete, a formal 60-day review period begins. The City has the ability to extend the review period for an additional 60 days, if necessary, due to insufficient information or scheduling difficulties. Please review the corresponding checklist that goes with the request. All applications must be received by the deadline(s) attached hereto. Failure to submit by the date given may result in a delay of the review by the Planning Commission and City Council.

ACKNOWLEDGEMENT

I certify that all information submitted is true and correct and I fully understand that all information and a complete application must be submitted at least 30 days prior to a Planning Commission meeting to ensure review by the Planning commission on that date. By signing this form, I hereby acknowledge the receipt of the checklist and procedure for the project to be submitted for consideration. It is my responsibility to check all applicable ordinances pertaining to the application, comply with all ordinance requirements, and submit all required materials. All permit requests should be submitted in a timely manner so as not to cause project delays.

Applicant signature: _____

Date: 6-13-19

Owner Signature: _____

Date: 6-13-19

PROPOSED MEETING DATES:

Design Review Commission: _____ Planning Commission _____ Parks & Rec Commission _____
Environmental Advisory Commission _____ City Council _____

FOR OFFICE USE ONLY

Date submitted: _____ Date complete: _____ If incomplete, date letter sent to applicant: _____
Date of public hearing: _____ Publication date: _____ Date notice sent to adjoining properties: _____
Amount fee paid: _____ Date fee paid: _____ Receipt #: _____ File #: _____

Planning Commission action: _____ Recommend approval: _____ Recommend denial: _____
Date applicant/property owner notified of Planning Commission action: _____

City Council action: _____ Recommend approval: _____ Recommend denial: _____
Date applicant/property owner notified of City Council action: _____

Date filed with Ramsey County Recorder office: _____

Proposal for planned development of properties: 2220 Hwy 36 E (Ace Asset) and 2295 McKnight Rd N ,(EZ Development).

Window World is currently operating most of its business out of 2220 Hwy 36 E. An addition is planned on the South (back) side of the building that would add an additional 7,800 square feet. Until this addition is completed, Window World is utilizing the building at 2295 McKnight Rd N for needed warehousing and light manufacturing. An easement is planned on the property line between the two properties that will allow for traffic flow to the service road on the East side of 2295 McKnight Rd N. At the point that Window World no longer needs use of the property at 2295 McKnight, this property will be developed in a similar manner to what had previously been approved regarding building size, parking, and green space.

GREEN SPACE CALCULATION	
TOTAL AREA OF LOT:	50,037 SF
TOTAL PROPOSED HARDCOVER:	41,041 SF
TOTAL PROPOSED GREEN SPACE:	8,996 SF
PERCENTAGE OF GREEN SPACE:	18.0%

Advance

Surveying & Engineering, Co.

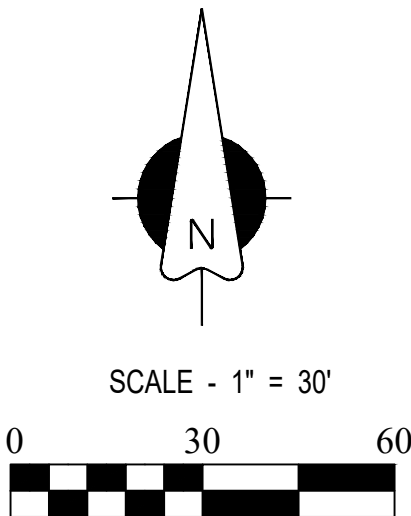
17917 Highway 7
Minnetonka, Minnesota 55345
Phone (952) 474-7964
Web: www.advsur.com

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL CIVIL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Josha S. Rinke
Josha S. Rinke
52716

LICENSE NO.
MAY 30, 2019
DATE:

DRAWING ORIENTATION & SCALE



CLIENT NAME / JOB ADDRESS

WINDOW WORLD

2220 CASTLE
AVENUE

NORTH ST. PAUL,
MN

LEGEND

	= CATCH BASIN
	= FIRE HYDRANT
	= POWER POLE
	= MANHOLE
	= TELEPHONE PED.
	= ELEC. TRANSFORMER
	= WELL
	= GATE VALVE
	= LIGHT POLE
	= TREE
	= FENCE LINE
	= SANITARY SEWER LINE
	= WATER LINE
	= GAS LINE
	= STORM DRAIN LINE
	= OVERHEAD UTILITY LINE
	= EXISTING CONTOUR
	= EXISTING SPOT ELEVATION
	= PROPOSED CONTOUR
	= PROPOSED SPOT ELEVATION
	= DRAINAGE ARROW
	= CONCRETE SURFACE

DATE	REVISION	DESCRIPTION

DATE SURVEYED: NOVEMBER 29, 2018

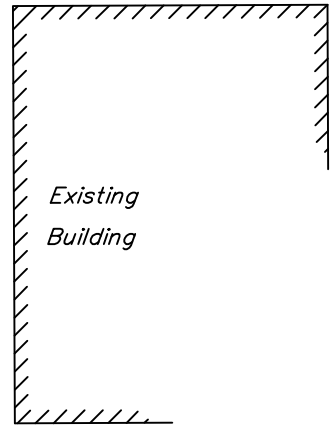
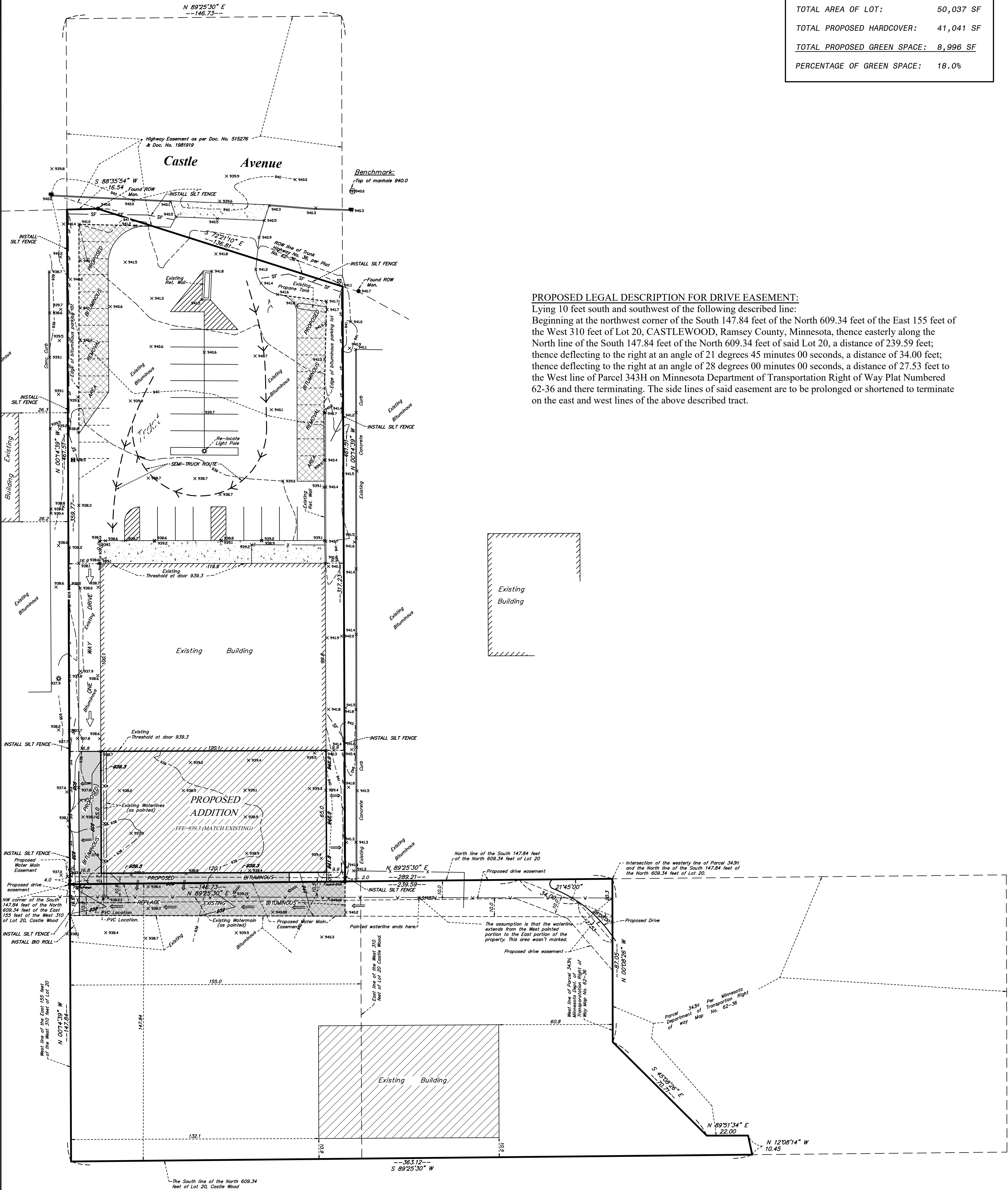
DATE DRAFTED: MAY 30, 2019

SHEET TITLE
**WW PROPOSED
SURVEY PUD
PHASE I**

DRAWING NUMBER
190198 JR

SHEET SIZE
22 X 34

SHEET NUMBER
S1
SHEET 1 OF 1



LEGAL DESCRIPTION (2220 CASTLE):
Tract A, REGISTERED LAND SURVEY NO. 445, Ramsey County, Minnesota.

LEGAL DESCRIPTION (2295 MCKNIGHT):
The South 147.84 feet of the North 609.34 feet of the East 155 feet of the West 310 feet of Lot 20, Castle Wood, except that part shown as Parcel 343H on Minnesota Department of Transportation Right of Way Plat Numbered 62-36.
The South 147.84 feet of the North 609.34 feet of Lot 20 lying East of the West 310 feet of said Lot 20, Castle Wood, except that part shown as Parcel 343H on Minnesota Department of Transportation Right of Way Plat Numbered 62-36.

SCOPE OF WORK & LIMITATIONS:

- Showing the length and direction of boundary lines of the legal description listed above. The scope of our services does not include determining what you own, which is a legal matter. Please check the legal description with your records or consult with competent legal counsel, if necessary, to make sure that it is correct and that any matters of record, such as easements, that you wish to be included on the survey have been shown. While we show our boundary line to the right-of-way line of Trunk Highway 36, we have not been supplied any documentation that this is excepted from Tract A. We are assuming that this is the case. If this is of importance to you please supply us with a current title policy that spells out the legal description and addresses any adjustments to the legal description.
- Showing the location of observed existing improvements we deem necessary for the survey.
- Setting survey markers or verifying existing survey markers to establish the corners of the property.
- Showing elevations on the site at selected locations to give some indication of the topography of the site. We have also provided a benchmark for your use in determining elevations for construction on this site. The elevations shown relate only to the benchmark provided on this survey. Use that benchmark and check at least one other feature shown on the survey when determining other elevations for use on this site or before beginning construction.
- This survey has been completed without the benefit of a current title commitment. There may be existing easements or other encumbrances that would be revealed by a current title commitment. Therefore, this survey does not purport to show any easements or encumbrances other than the ones shown hereon.
- Note that all building dimensions and building tie dimensions to the property lines, are taken from the siding and or stucco of the building.

STANDARD SYMBOLS & CONVENTIONS:

"●" Denotes iron survey marker, set, unless otherwise noted.

GRADING & EROSION CONTROL NOTES:

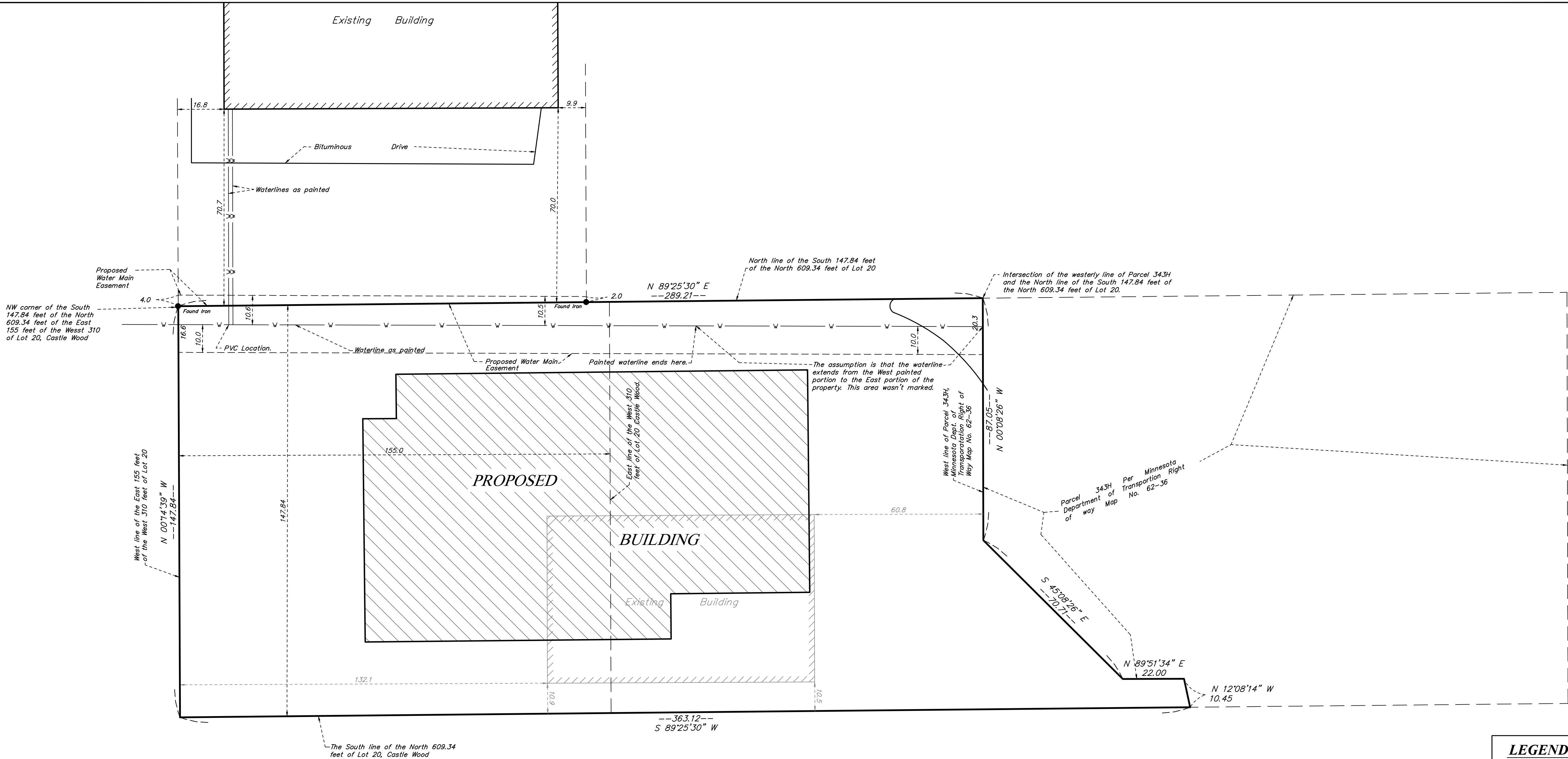
BEFORE DEMOLITION AND GRADING BEGIN

- Install silt fence/bio roll around the perimeter of the construction area. There will be no change to the current grades and drainage. Silt fence to be used to protect neighboring properties.
- Sediment control measures must remain in place until final stabilization has been established and then shall be removed. Sediment controls may be removed to accommodate short term construction activity but must be replaced before the next rain.
- A temporary rock construction entrance shall be established at each access point to the site and a 6 inch layer of 1 to 2 inch rock extending at least 50 feet from the street into the site and shall be underlain with permeable geotextile fabric. The entrance shall be maintained during construction by top dressing or washing to prevent tracking or flow of sediments onto public streets, walks or alleys. Potential entrances that are not so protected shall be closed by fencing to prevent unprotected exit from the site.
- Contractor shall install inlet protection on all existing storm sewer inlets in accordance with the city standard details. Inlet protection shall also be provided on all proposed storm sewer inlets immediately following construction of the inlet. Inlet protection must be installed in a manner that will not impound water for extended periods of time or in a manner that presents a hazard to vehicular or pedestrian traffic.

DURING CONSTRUCTION:

- When dirt stockpiles have been created, a double row of silt fence shall be placed to prevent escape of sediment laden runoff and if the piles or other disturbed areas are to remain in place for more than 14 days, they shall be seeded with Minnesota Department of Transportation Seed Mixture 22-111 at 100 lb/acre followed by covering with spray mulch.
- A dumpster shall be placed on the site for prompt disposal of construction debris. These dumpsters shall be serviced regularly to prevent overflowing and blowing onto adjacent properties. Disposal of solid wastes from the site shall in accordance with Minnesota Pollution Control Agency requirements.
- A separate container shall be placed for disposal of hazardous waste. Hazardous wastes shall be disposed of in accordance with MPCA requirements.

- Concrete truck washout shall be in the plastic lined ditch and dispose of washings as solid waste.
 - Sediment control devices shall be regularly inspected and after major rainfall events and shall be cleaned and repaired as necessary to provide downstream protection.
 - Streets and other public ways shall be inspected daily and if litter or soils has been deposited it shall promptly be removed.
 - If necessary, vehicles, that have mud on their wheels, shall be cleaned before exiting the site in the rock entrance areas.
 - Moisture shall be applied to disturbed areas to control dust as needed.
 - Portable toilet facilities shall be placed on site for use by workers and shall be properly maintained.
 - If it becomes necessary to pump the excavation during construction, pump discharge shall be into the stockpile areas so that the double silt fence around these areas can filter the water before it leaves the site.
 - Temporary erosion control shall be installed no later than 14 days after the site is first disturbed and shall consist of broadcast seeding with Minnesota Department of Transportation Seed Mixture 22-111 at 100 lb/acre followed by covering with spray mulch.
 - Erosion control measures shown on the erosion control plan are the absolute minimum. The contractor shall install temporary earth dikes, sediment traps or basins and additional silt fencing as deemed necessary to control erosion.
- SITE WORK COMPLETION:**
- When final grading has been completed but before placement of seed or sod an "as built" survey shall be done per City of North St. Paul requirements to insure that grading was properly done.
 - When any remedial grading has been completed, sod or seeding shall be completed including any erosion control blankets for steep areas.
 - When turf is established, silt fence and inlet protection and other erosion control devices shall be disposed of and adjacent streets, alleys and walks shall be cleaned as needed to deliver a site that is erosion resistant and clean.
 - Contractor shall maintain positive drainage of a minimum 2% slope away from proposed building.



LEGAL DESCRIPTION:

The South 147.84 feet of the North 609.34 feet of the East 155 feet of the West 310 feet of Lot 20, Castle Wood, except that part shown as Parcel 343H on Minnesota Department of Transportation Right of Way Plat Numbered 62-36.

The South 147.84 feet of the North 609.34 feet of Lot 20 lying East of the West 310 feet of said Lot 20, Castle Wood, except that part shown as Parcel 343H on Minnesota Department of Transportation Right of Way Plat Numbered 62-36.

SCOPE OF WORK & LIMITATIONS:

- Showing the length and direction of boundary lines of the legal description listed above. The scope of our services does not include determining what you own, which is a legal matter. Please check the legal description with your records or consult with competent legal counsel, if necessary, to make sure that it is correct and that any matters of record, such as easements, that you wish to be included on the survey have been shown.
- Showing the location of observed existing improvements we deem necessary for the survey.
- This survey has been completed without the benefit of a current title commitment. There may be existing easements or other encumbrances that would be revealed by a current title commitment. Therefore, this survey does not purport to show any easements or encumbrances other than the ones shown hereon.
- Note that all building dimensions and building tie dimensions to the property lines, are taken from the siding and or stucco of the building.
- Note that we were asked to create an easement for water main purposes for this survey. The water main was located using paint locations in the field and the paint locations stopped well West of the East property line. We were told, by our client, that the water main extended easterly from the last paint mark (as denoted on the survey). We make no representation that this is actually the location of the water main, we were just doing what was told of us to do.

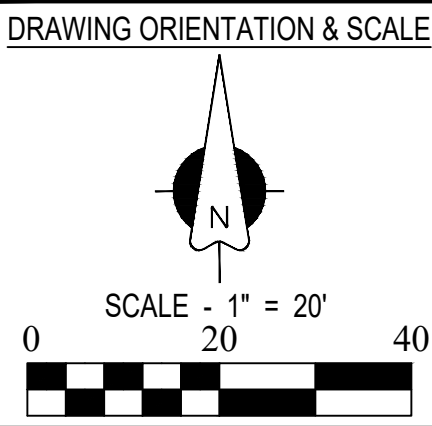
PROPOSED LEGAL DESCRIPTION OF WATER MAIN EASEMENT:

Commencing at the northwest corner of the South 147.84 feet of the North 609.34 feet of the East 155 feet of the West 310 feet of Lot 20, Castle Wood; thence southerly along the westerly line of the East 155 feet of the West 310 feet of said Lot 20, a distance of 16.60 feet to the point of beginning of the line to be described; thence easterly to a point on the westerly line of Parcel 343H on Minnesota Department of Transportation Right of Way Plat Numbered 62-36, said point being 20.30 feet southerly of the intersection of said westerly line of said Parcel 343H and the North line of the South 147.84 feet of the North 609.34 feet of said Lot 20, and there terminating.

LEGEND

- [Symbol] = CATCH BASIN
- [Symbol] = FIRE HYDRANT
- [Symbol] = POWER POLE
- [Symbol] = MANHOLE
- [Symbol] = TELEPHONE PED.
- [Symbol] = ELEC. TRANSFORMER
- [Symbol] = WELL
- [Symbol] = GATE VALVE
- [Symbol] = LIGHT POLE
- [Symbol] = TREE
- [Symbol] = FENCE LINE
- [Symbol] = SANITARY SEWER LINE
- [Symbol] = WATER LINE
- [Symbol] = GAS LINE
- [Symbol] = STORM DRAIN LINE
- [Symbol] = OVERHEAD UTILITY LINE
- [Symbol] = CONCRETE SURFACE

DATE	REVISION DESCRIPTION



CLIENT NAME / JOB ADDRESS
TERRY DEROSIER
2295 MCKNIGHT ROAD NORTH
NORTH ST. PAUL, MN

Advance
Surveying & Engineering, Co.

17917 Highway 7
Minnetonka, Minnesota 55345
Phone (952) 474-7964
Web: www.advsur.com

I HEREBY CERTIFY THAT THIS PLAN, SURVEY OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

Thomas M. Bloom
42379
LICENSE NO.
APRIL 30, 2019
DATE

DATE SURVEYED: MARCH 28, 2019

DATE DRAFTED: MAY 30, 2019

SHEET TITLE

**WINDOW WORLD
PUD PHASE II**

DRAWING NUMBER

190288 TB

SHEET SIZE **22 X 34**

SHEET NO.

S1

SHEET 1 OF 1

Window World - Addition

2220 Castle Avenue N., North St. Paul

CODE SUMMARY

SCOPE OF WORK:	70' X 120' WAREHOUSE ADDITION TO EXISTING FABCON BUILDING W/ STEEL BAR JOIST ROOF STRUCTURE
APPLICABLE CODES:	2015 MINNESOTA BUILDING CODE INCLUDING THE 2012 INTERNATIONAL BUILDING CODE 2015 MINNESOTA ACCESSIBILITY CODE CHAPTER 1341 2015 MINNESOTA STATE BUILDING CONSERVATION CODE 2015 MINNESOTA STATE MECHANICAL AND FUEL GAS CODE (1346) 2015 MINNESOTA STATE FIRE CODE 2015 MINNESOTA STATE PLUMBING CODE CHAPTER 4715 2017 NATIONAL ELECTRIC CODE
OCCUPANCY TYPE:	S-1 (IBC 311.3) (ADDITION ATTACHING TO EXISTING WAREHOUSE PORTION OF BLDG.) EXISTING BUILDING OCCUPANCY: B & S-1.
CONSTRUCTION TYPE:	III-B (REVISED CLASSIFICATION) ADDITION TO EXISTING FABCON BUILDING WITH STEEL BAR JOIST ROOF STRUCTURE
OCCUPANT LOAD: (IBC 1004.1.2)	EXISTING: 57 OCCUPANTS ADDITION: 17 OCCUPANTS (500S.F. PER OCC) TOTAL: 74 OCCUPANTS
TRAVEL DISTANCE: (IBC TABLE 1016.2)	MAXIMUM ALLOWABLE TRAVEL DISTANCE: 250' ACTUAL MAXIMUM TRAVEL DISTANCE: 143'
EXIT LIGHTING:	LED TYPE EXIT/EMERGENCY LIGHTS LOCATED AT EXISTING EXIT DOORS PER IBC SECTION 1006
AUTOMATIC FIRE SPRINKLER:	INSTALL THROUGHOUT PER NFPA 13
PLUMBING FIXTURES:	REQUIRED: 1 WC / 1 LAV PER SEX (EXISTING FIXTURES) PROVIDED: 1 WC / 1 LAV PER SEX + 1 WC / 1 LAV UNISEX + SERVICE SINK (WATER COOLER SHALL BE PROVIDED IN LIEU OF HI-LO DRINKING FTN.)
GROSS FLOOR AREA:	EXISTING MAIN LVL: 12,000 SQ. FT. EXISTING UPPER LVL: 5340 SQ. FT. ADDITION: 7800 SQ. FT. TOTAL: 25,140 SQ. FT.
BUILDING HEIGHT:	EXISTING: 1 STORY / 20' ADDITION: 1 STORY / 26'

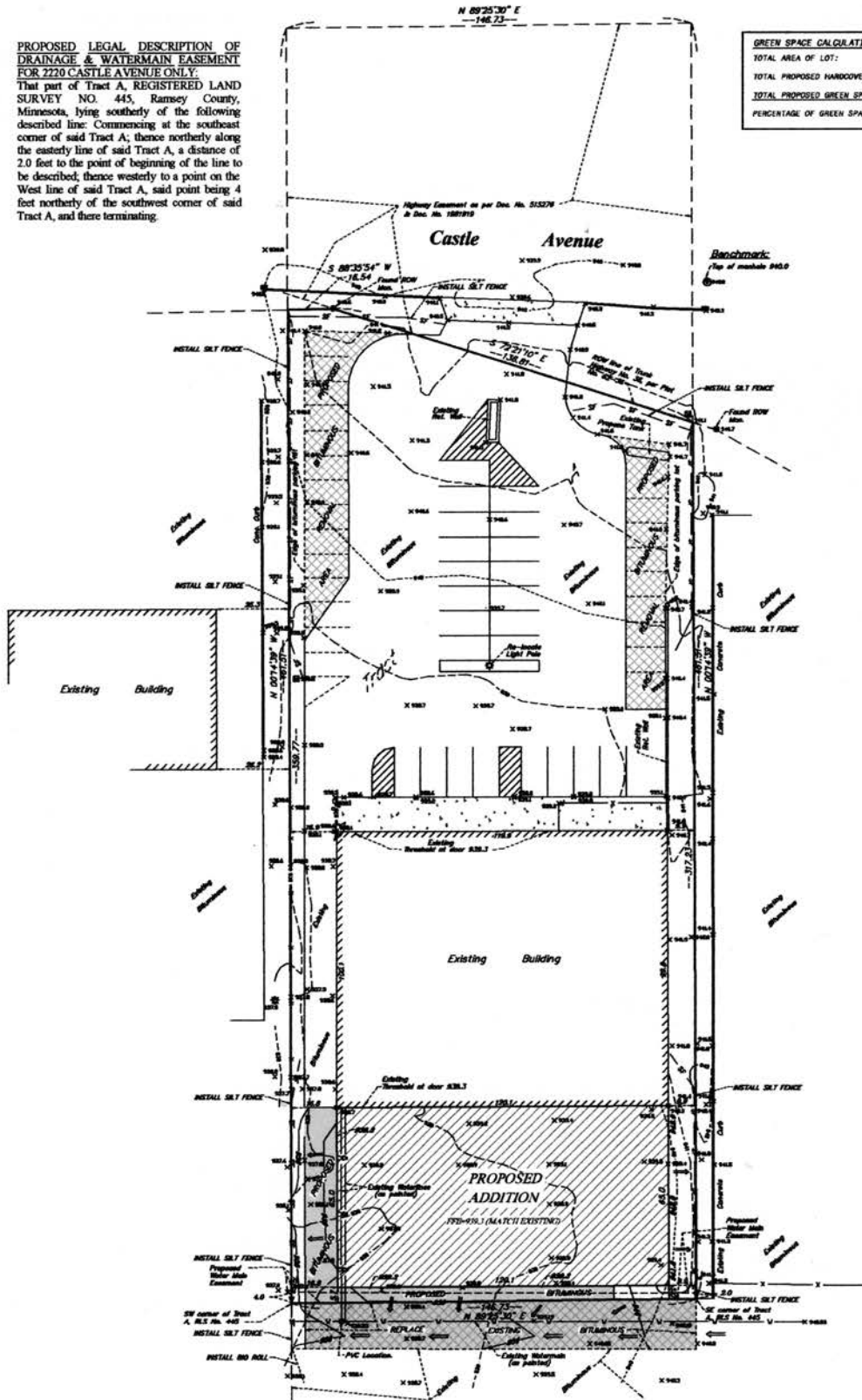
BUILDING AREA SUMMATION

OFFICE:	2600 S.F. X 2 = 5200 S.F.
WAREHOUSE:	4886 S.F. (EXIST) + 7800 (ADDITION) = 12,166 S.F.
PRODUCTION:	3284 S.F.
FINISHING:	1230 S.F.
MEZZANINE:	2220 S.F.

WAREHOUSE 48% OF BUILDING TOTAL

PROPOSED LEGAL DESCRIPTION OF DRAINAGE & WATERMAIN EASEMENT FOR 2220 CASTLE AVENUE ONLY.

That part of Tract A, REGISTERED LAND SURVEY NO. 445, Ramsey County, Minnesota, lying southerly of the following described line: Commencing at the southeast corner of said Tract A; thence northerly along the easterly line of said Tract A, a distance of 2.0 feet to the point of beginning of the line to be described; thence westerly to a point on the West line of said Tract A, said point being 4 feet northerly of the southwest corner of said Tract A, and there terminating.



GREEN SPACE CALCULATION	
TOTAL AREA OF LOT:	50,037 SF
TOTAL PROPOSED HARDCOVER:	41,041 SF
TOTAL PROPOSED GREEN SPACE:	8,996 SF
PERCENTAGE OF GREEN SPACE:	18.0%

Advance
Surveying & Engineering, Co.

17917 Highway 7
Minnetonka, Minnesota 55345
Phone (952) 474-7864
Web: www.advance.com

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL CIVIL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

John R. Rude
John R. Rude
#52716

LICENSE NO.
MARCH 28, 2019
DATE

DRAWING ORIENTATION & SCALE



CLIENT NAME / JOB ADDRESS

TERRY DEROSIER

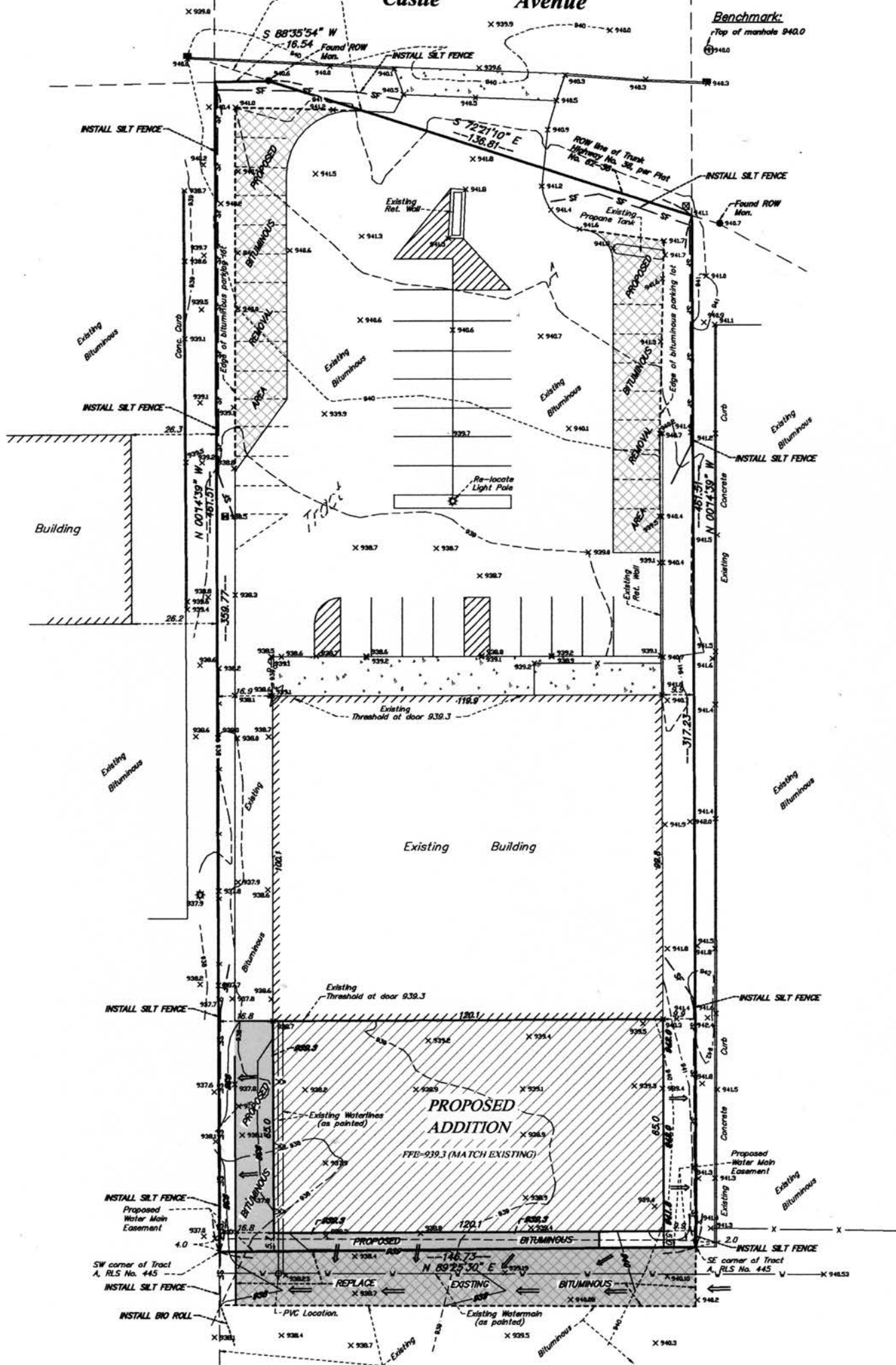
2220 CASTLE AVENUE

NORTH ST. PAUL, MN

LEGEND	
	UTILITY MARKER
	FIRE HYDRANT
	POWER POLE
	MANHOLE
	TELEPHONE POLE
	SIGN TRANSFORMER
	WELL
	GATE VALVE
	CURB
	FENCE LINE
	UTILITY LINE
	WATER LINE
	SEWER LINE
	DRIVEWAY UTILITY LINE
	EXISTING DRAINAGE
	PROPOSED DRAINAGE
	PROPOSED SPOT ELEVATION
	EXISTING SPOT ELEVATION
	PROPOSED SURFACE

DATE	REVISION DESCRIPTION
5/7/19	ADDED SILT FENCE

Benchmark:
Top of manhole 940.0



Tract A, REGISTERED LAND SURVEY NO. 445, Ramsey County, Minnesota.

1. Showing the length and direction of boundary lines of the legal description listed above. The scope of our services does not include determining what you own, which is a legal matter. Please check the legal description with your records or consult with competent legal counsel, if necessary, to make sure that it is correct and that any matters of record, such as easements, that you wish to be included on the survey have been shown. While we show our boundary line to the right-of-way line of Trunk Highway 36, we have not been supplied any documentation that this is excepted from Tract A. We are assuming that this is the case. If this is of importance to you please supply us with a current title policy that spells out the legal description and addresses any adjustments to the legal description.
2. Showing the location of observed existing improvements we deem necessary for the survey.
3. Setting survey markers or verifying existing survey markers to establish the corners of the property.
4. Showing elevations on the site at selected locations to give some indication of the topography of the site. We have also provided a benchmark for your use in determining elevations for construction on this site. The elevations shown relate only to the benchmark provided on this survey. Use that benchmark and check at least one other feature shown on the survey when determining other elevations for use on this site or before beginning construction.
5. This survey has been completed without the benefit of a current title commitment. There may be existing easements or other encumbrances that would be revealed by a current title commitment. Therefore, this survey does not purport to show any easements or encumbrances other than the ones shown hereon.
6. Note that all building dimensions and building tie dimensions to the property lines, are taken from the siding and or stucco of the building.

"●" Denotes iron survey marker, set, unless otherwise noted.

BEFORE DEMOLITION AND GRADING BEGIN

- Install silt fence/bio roll around the perimeter of the construction area.
- Sediment control measures must remain in place until final stabilization has been established and then shall be removed. Sediment controls may be removed to accommodate short term construction activity but must be replaced before the next rain.
- A temporary rock construction entrance shall be established at each access point to the site and a 6 inch layer of 1 to 2 inch rock extending at least 50 feet from the street into the site and shall be underlain with permeable geotextile fabric. The entrance shall be maintained during construction by top dressing or washing to prevent tracking or flow of sediments onto public streets, walks or alleys. Potential entrances that are not so protected shall be closed by fencing to prevent unprotected exit from the site.
- Contractor shall install inlet protection on all existing storm sewer inlets in accordance with the city standard details. Inlet protection shall also be provided on all proposed storm sewer inlets immediately following construction of the inlet. Inlet protection must be installed in a manner that will not impound water for extended periods of time or in a manner that presents a hazard to vehicular or pedestrian traffic.

- When dirt stockpiles have been created, a double row of silt fence shall be placed to prevent escape of sediment laden runoff and if the piles or other disturbed areas are to remain in place for more than 14 days, they shall be seeded with Minnesota Department of Transportation Seed Mixture 22-111 at 100 lb/acre followed by covering with spray mulch.
- A dumpster shall be placed on the site for prompt disposal of construction debris. These dumpsters shall be serviced regularly to prevent overflowing and blowing onto adjacent properties. Disposal of solid wastes from the site shall be in accordance with Minnesota Pollution Control Agency requirements.
- A separate container shall be placed for disposal of hazardous waste. Hazardous wastes shall be disposed of in accordance with MPCA requirements.

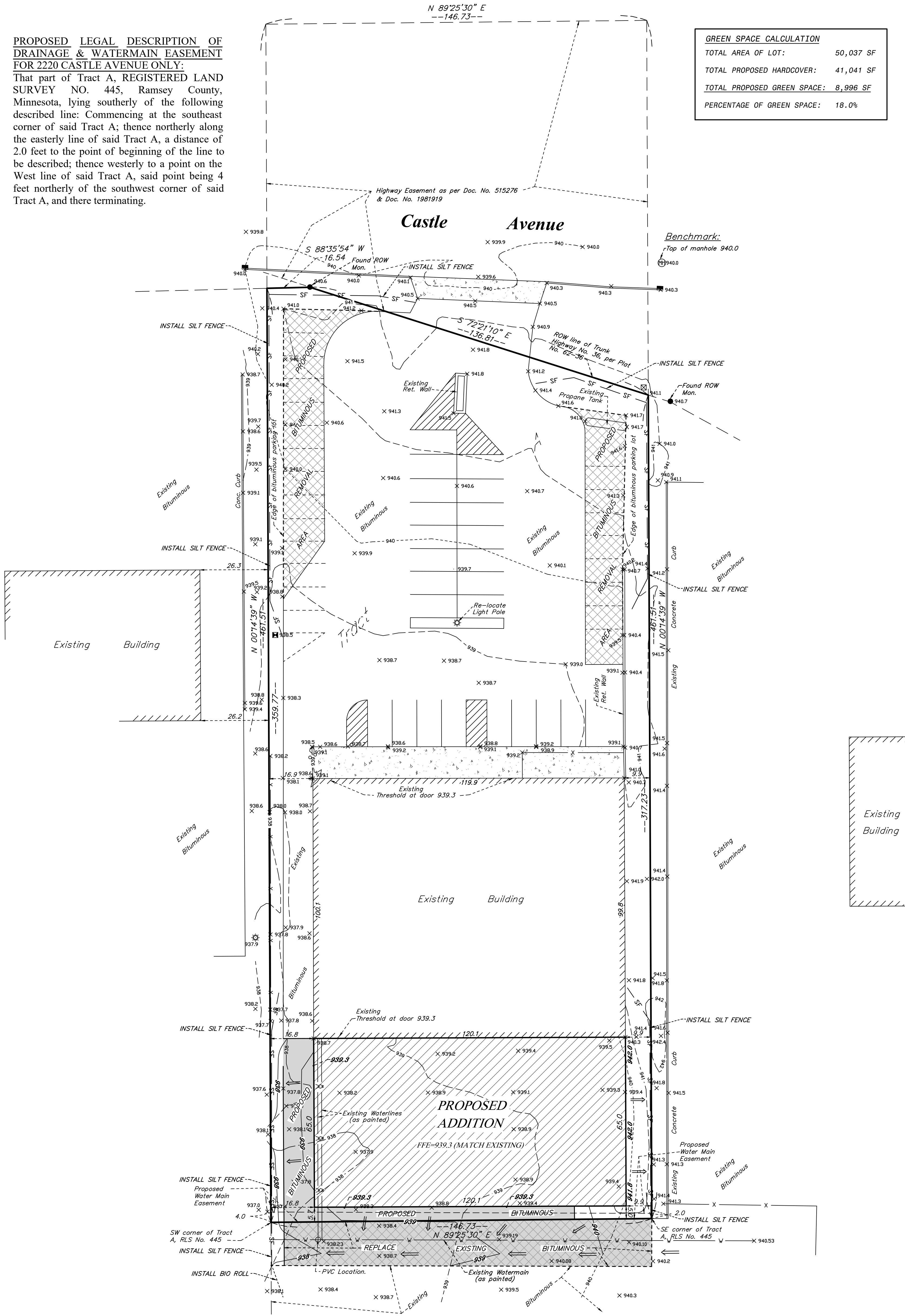
- Concrete truck washout shall be in the plastic lined ditch and dispose of washings as solid waste.
- Sediment control devices shall be regularly inspected and after major rainfall events and shall be cleaned and repaired as necessary to provide downstream protection.
- Streets and other public ways shall be inspected daily and if litter or soils has been deposited it shall promptly be removed.
- If necessary, vehicles, that have mud on their wheels, shall be cleaned before exiting the site in the rock entrance areas.
- Moisture shall be applied to disturbed areas to control dust as needed.
- Portable toilet facilities shall be placed on site for use by workers and shall be properly maintained.
- If it becomes necessary to pump the excavation during construction, pump discharge shall be into the stockpile areas so that the double silt fence around these areas can filter the water before it leaves the site.
- Temporary erosion control shall be installed no later than 14 days after the site is first disturbed and shall consist of broadcast seeding with Minnesota Department of Transportation Seed Mixture 22-111 at 100 lb/acre followed by covering with spray mulch.
- Erosion control measures shown on the erosion control plan are the absolute minimum. The contractor shall install temporary earth dikes, sediment traps or basins and additional silt fencing as deemed necessary to control erosion.

- When final grading has been completed but before placement of seed or sod an "as built" survey shall be done per City of North St. Paul requirements to insure that grading was properly done.
- When any remedial grading has been completed, sod or seeding shall be completed including any erosion control blankets for steep areas.
- When turf is established, silt fence and inlet protection and other erosion control devices shall be disposed of and adjacent streets, alleys and walks shall be cleaned as needed to deliver a site that is erosion resistant and clean.
- Contractor shall maintain positive drainage of a minimum 2% slope away from proposed building.

5/2/19	ADDED SILT FENCE
DATE SURVEYED: NOVEMBER 29, 2018	
DATE DRAFTED: MARCH 28, 2019	
SHEET TITLE <i>PROPOSED SURVEY</i>	
DRAWING NUMBER <i>190198 JR</i>	
SHEET SIZE	<i>22 X 34</i>
SHEET NUMBER S1	

PROPOSED LEGAL DESCRIPTION OF DRAINAGE & WATERMAIN EASEMENT FOR 2220 CASTLE AVENUE ONLY:

That part of Tract A, REGISTERED LAND SURVEY NO. 445, Ramsey County, Minnesota, lying southerly of the following described line: Commencing at the southeast corner of said Tract A; thence northerly along the easterly line of said Tract A, a distance of 2.0 feet to the point of beginning of the line to be described; thence westerly to a point on the West line of said Tract A, said point being 4 feet northerly of the southwest corner of said Tract A, and there terminating.



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Advance
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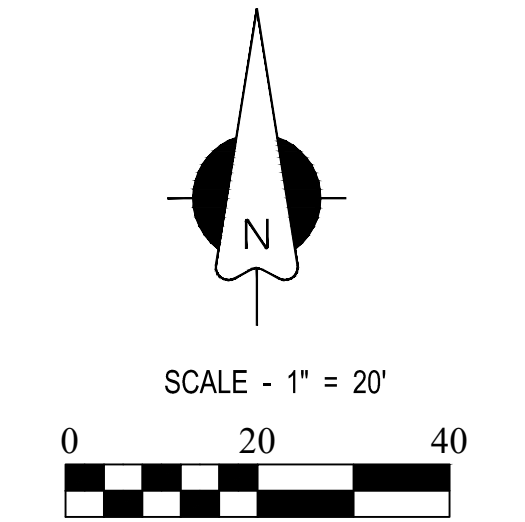
17917 Highway 7
Minnetonka, Minnesota 55345
Phone (952) 474-7964
Web: www.advsur.com

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL CIVIL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Joshua S. Rinke
Joshua S. Rinke
52716

LICENSE NO.
MARCH 28, 2019
DATE:

DRAWING ORIENTATION & SCALE



CLIENT NAME / JOB ADDRESS

**TERRY
DEROSIER**

2220 CASTLE
AVENUE

NORTH ST. PAUL,
MN

LEGEND

	CATCH BASIN
	FIRE HYDRANT
	POWER POLE
	MANHOLE
	TELEPHONE PED.
	ELEC. TRANSFORMER
	WELL
	GATE VALVE
	LIGHT POLE
	TREE
	FENCE LINE
	SANITARY SEWER LINE
	WATER LINE
	GAS LINE
	STORM DRAIN LINE
	OVERHEAD UTILITY LINE
	EXISTING CONTOUR
	PROPOSED SPOT ELEVATION
	PROPOSED CONTOUR
	PROPOSED SPOT ELEVATION
	DRAINAGE ARROW
	CONCRETE SURFACE

DATE	REVISION DESCRIPTION
5/2/19	ADDED SILT FENCE

DATE SURVEYED: NOVEMBER 29, 2018

DATE DRAFTED: MARCH 28, 2019

SHEET TITLE

PROPOSED SURVEY

DRAWING NUMBER

190198 JR

SHEET SIZE 22 X 34

SHEET NUMBER

S1 SHEET 1 OF 1

GRADING & EROSION CONTROL NOTES:

BEFORE DEMOLITION AND GRADING BEGIN

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DURING CONSTRUCTION:

- When dirt stockpiles have been created, a double row of silt fence shall be placed to prevent escape of sediment laden runoff and if the piles or other disturbed areas are to remain in place for more than 14 days, they shall be seeded with Minnesota Department of Transportation Seed Mixture 22-111 at 100 lb/acre followed by covering with spray mulch.
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SITE WORK COMPLETION:

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LEGAL DESCRIPTION:

Tract A, REGISTERED LAND SURVEY NO. 445, Ramsey County, Minnesota.

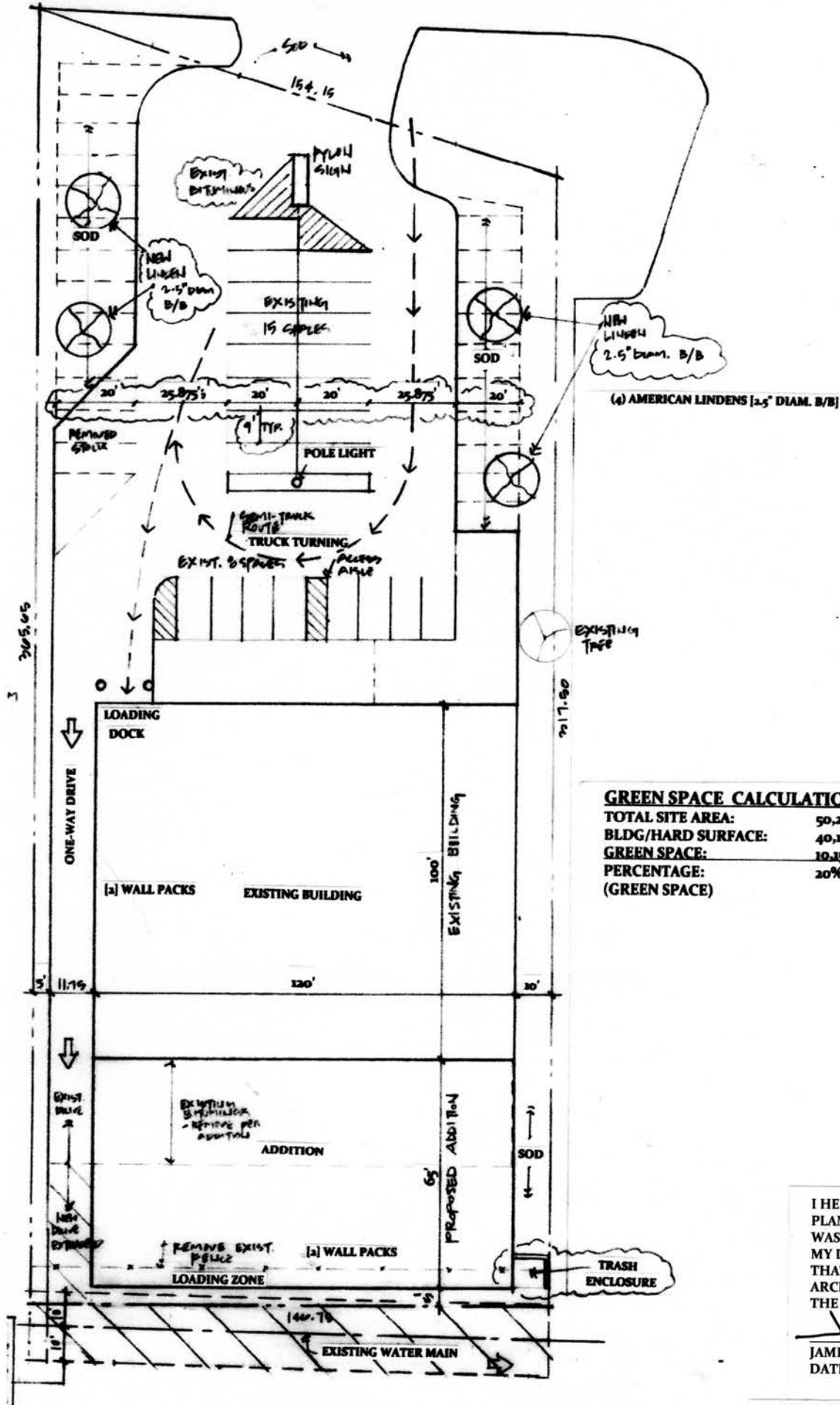
SCOPE OF WORK & LIMITATIONS:

- Showing the length and direction of boundary lines of the legal description listed above. The scope of our services does not include determining what you own, which is a legal matter. Please check the legal description with your records or consult with competent legal counsel, if necessary, to make sure that it is correct and that any matters of record, such as easements, that you wish to be included on the survey have been shown. While we show our boundary line to the right-of-way line of Trunk Highway 36, we have not been supplied any documentation that this is excepted from Tract A. We are assuming that this is the case. If this is of importance to you please supply us with a current title policy that spells out the legal description and addresses any adjustments to the legal description.
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- Note that all building dimensions and building tie dimensions to the property lines, are taken from the siding and or stucco of the building.

STANDARD SYMBOLS & CONVENTIONS:

● Denotes iron survey marker, set, unless otherwise noted.

**1723 LAFOND AVENUE
SAINT PAUL, MN 55104
PHONE/FAX 651-644-0869
E-MAIL jim.mack@q.com**



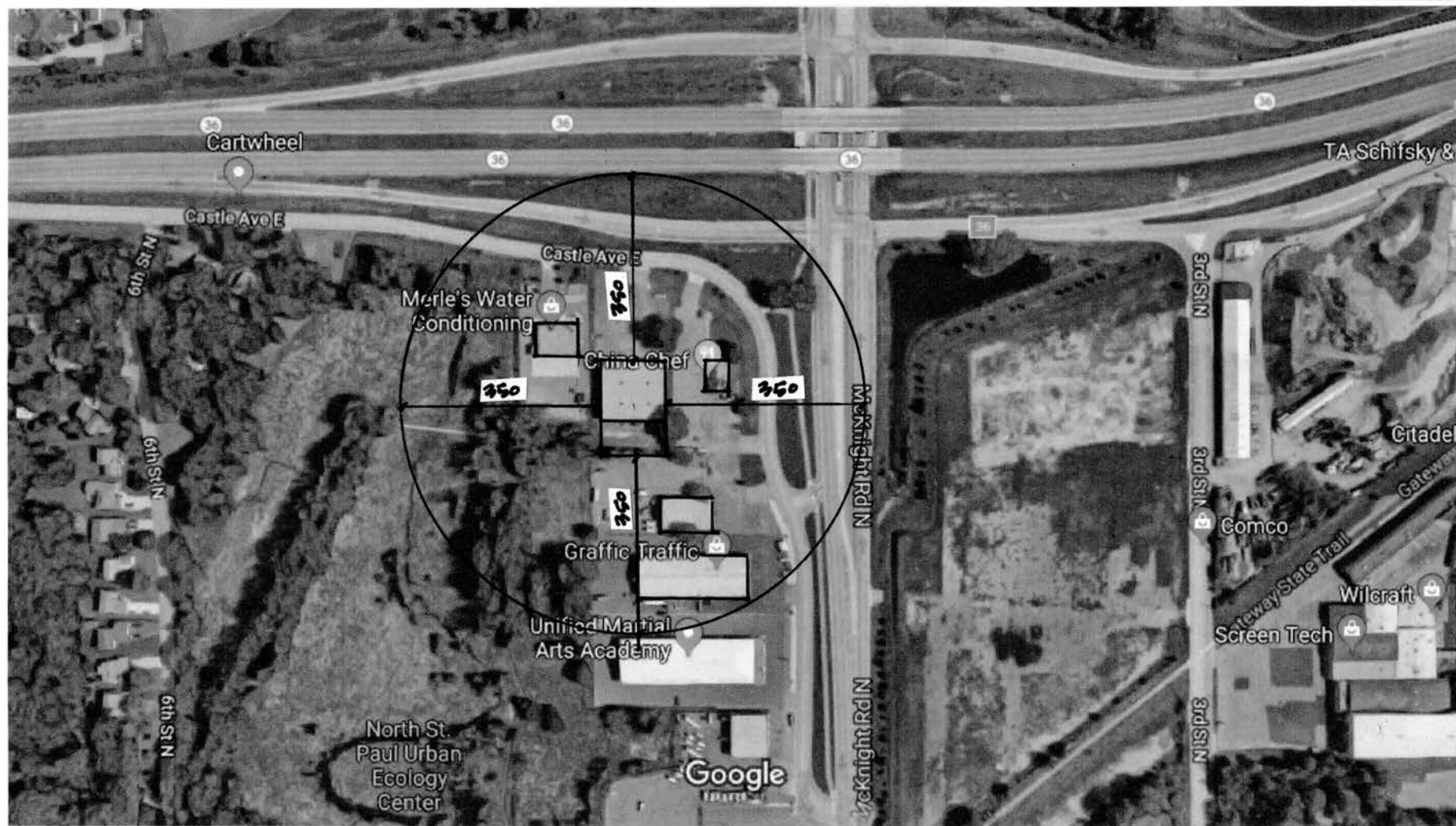
S I T E / L A N D S C A P E P L A N



WINDOW WORLD
ADDITION & REMODELING
2220 CASTLE AVE NORTH
NORTH ST. PAUL, MN

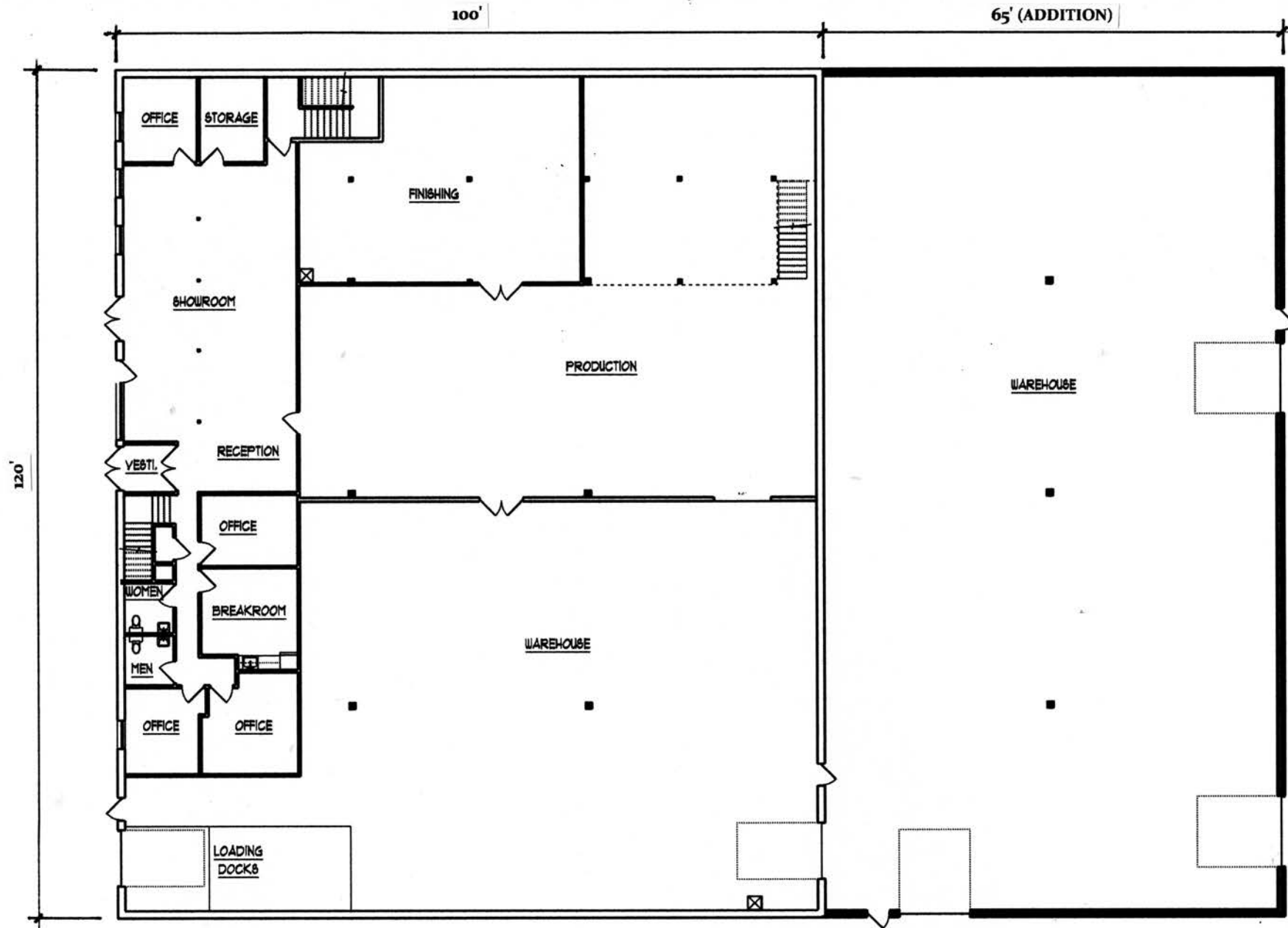


WINDOW WORLD
ADDITION & REMODELING
2220 CASTLE AVE NORTH
NORTH ST. PAUL, MN

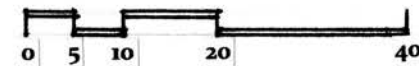


Imagery ©2019 Google, Map data ©2019 Google 200 ft

WINDOW WORLD
 ADDITION & REMODELING
 2220 CASTLE AVE NORTH
 NORTH ST. PAUL, MN



FIRST FLOOR PLAN



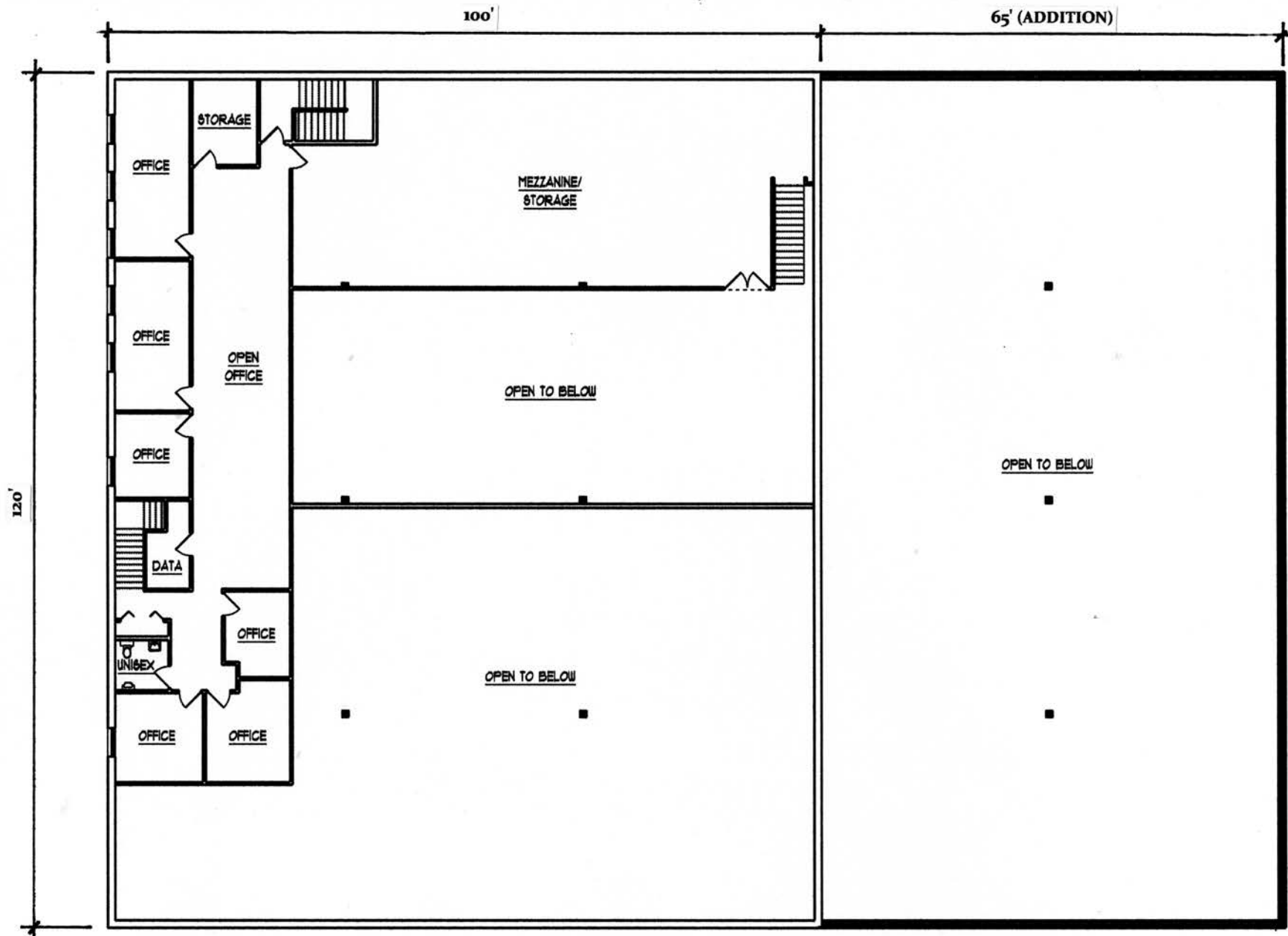
First Floor Plan

SCALE: 1" = 20'-0"

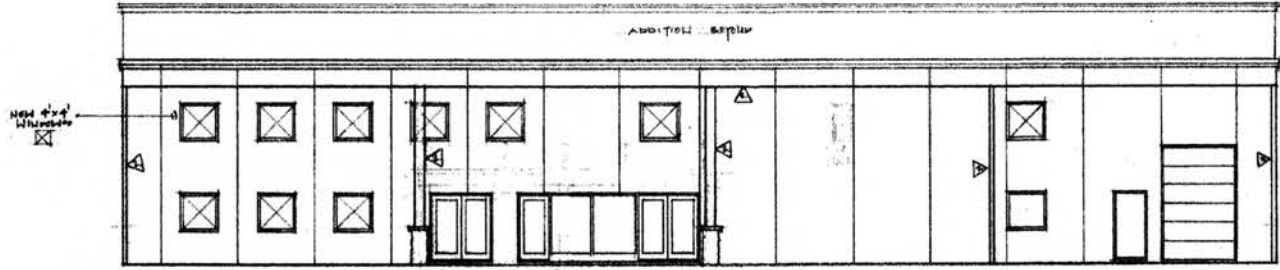
WINDOW WORLD
 ADDITION & REMODELING
 2220 CASTLE AVE NORTH
 NORTH ST. PAUL, MN

JIM MACKEY
 ARCHITECT

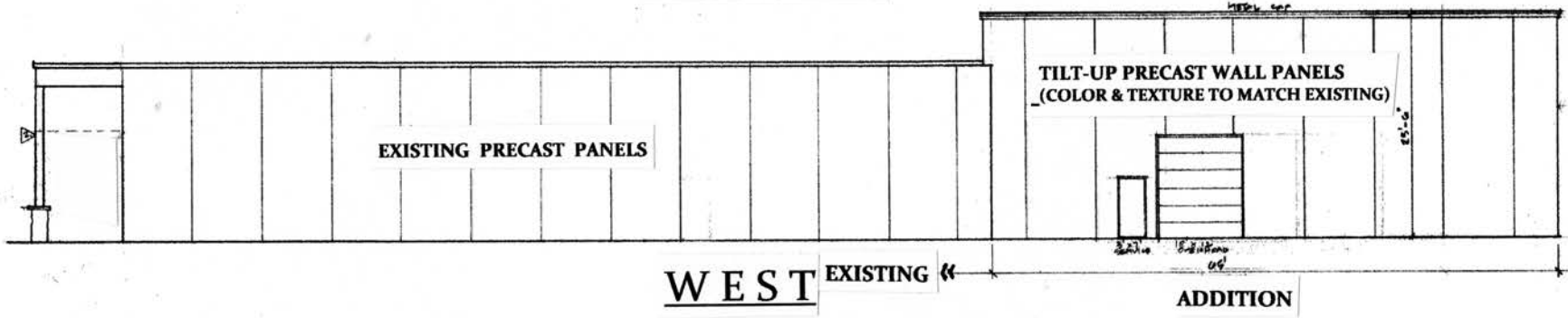
1723 LAFOND AVENUE
 SAINT PAUL, MN 55104
 PHONE/FAX 651-644-0869
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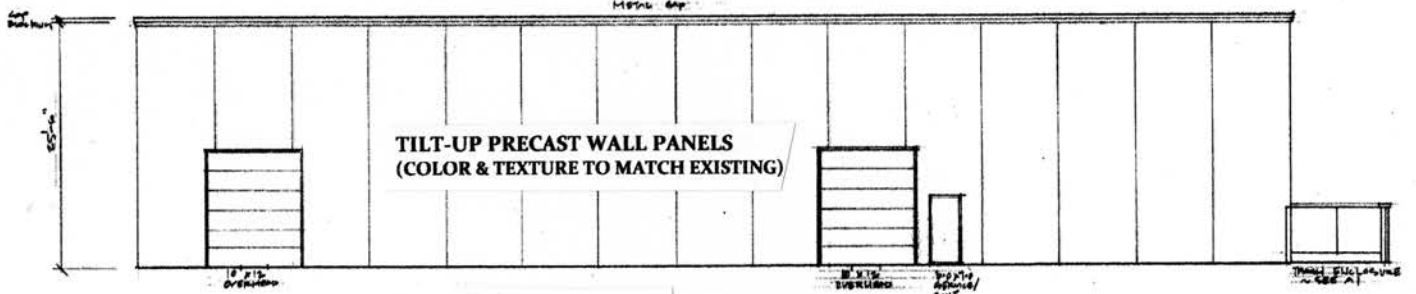
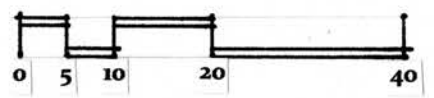
SECOND FLOOR PLAN



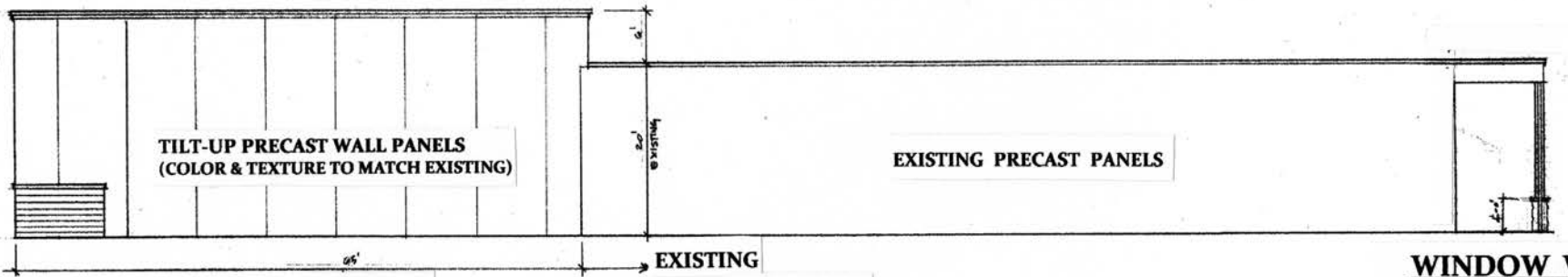
NORTH



WEST



SOUTH



EAST

Window World
Building Addition
2220 Castle Ave., North St. Paul, MN

1723 LAFOND AVENUE, SAINT PAUL, MN 55104
PHONE/FAX (651) 644-0869
E-MAIL jim.mack@qq.com
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.
JAMES A. MACKAY
DATE 1/24/2019 LIC. NO. 23088
PERMITS 3/18/2019
3/25/2019
4/20/2019
5/1/2019

Table with 2 columns: Category and Details. Includes CODE SUMMARY, SCOPE OF WORK, APPLICABLE CODES, OCCUPANCY TYPE, CONSTRUCTION TYPE, OCCUPANT LOAD, TRAVEL DISTANCE, EXIT LIGHTING, AUTOMATIC FIRE SPRINKLER, PLUMBING FIXTURES, GROSS FLOOR AREA, and BUILDING HEIGHT.



- GENERAL NOTES
1. THE GENERAL CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFYING ALL DIMENSIONS AND SITE CONDITIONS.
2. SIMILAR MATERIALS INDICATED ON DIFFERENT PLANS, SECTIONS AND DETAILS, AND ANNOTATED ON ONE OR MORE PLAN, SECTION OR DETAIL SHALL BE CONSIDERED ANNOTATED, NOTED OR LABELED COMPLETELY ON ALL PLANS, SECTIONS AND DETAILS.
3. IN THE CASE OF AMBIGUITIES, DISCREPANCIES OR IRREGULARITIES IN THE DRAWINGS, SPECIFICATIONS, MANUFACTURING INSTRUCTIONS, SITE CONDITIONS OR APPLICABLE CODES AND STANDARDS, REQUEST CLARIFICATION FROM THE ARCHITECT OR ENGINEER BEFORE PROCEEDING. THE COST OF CORRECTING WORK DONE AS A RESULT OF PROCEEDING WITHOUT OBTAINING CLARIFICATION WILL BE BORNE SOLELY BY THE CONTRACTOR.
4. THE CONTRACTOR AND/OR OWNER MUST VERIFY AND CHECK ALL NOTES, FLOOR PLANS, ELEVATIONS, SECTIONS AND DETAILS AND NOTIFY THE ARCHITECT OF ANY ERRORS OR OMISSIONS FOR POSSIBLE CORRECTION PRIOR TO START OF CONSTRUCTION.
5. ELECTRICAL, MECHANICAL & SPRINKLER SYSTEM DESIGN & PLANS SUPPLIED BY THE CONTRACTORS PERFORMING THE WORK.
6. ALL WORK SHALL COMPLY WITH ALL LOCAL AND STATE BUILDING CODES & ORDINANCES.
7. SEE CONSTRUCTION DOCUMENTS FOR ADDITIONAL INFORMATION.

Table with 2 columns: Component and Specification. Includes THERMAL ENVELOPE DESIGN, TABLE 5-5-6 - CLIMATE ZONE 6, ROOF, WALLS, WALLS BELOW GRADE, DOORS-OPAQUE, DOORS-GLASS, WINDOWS, and SHGC.

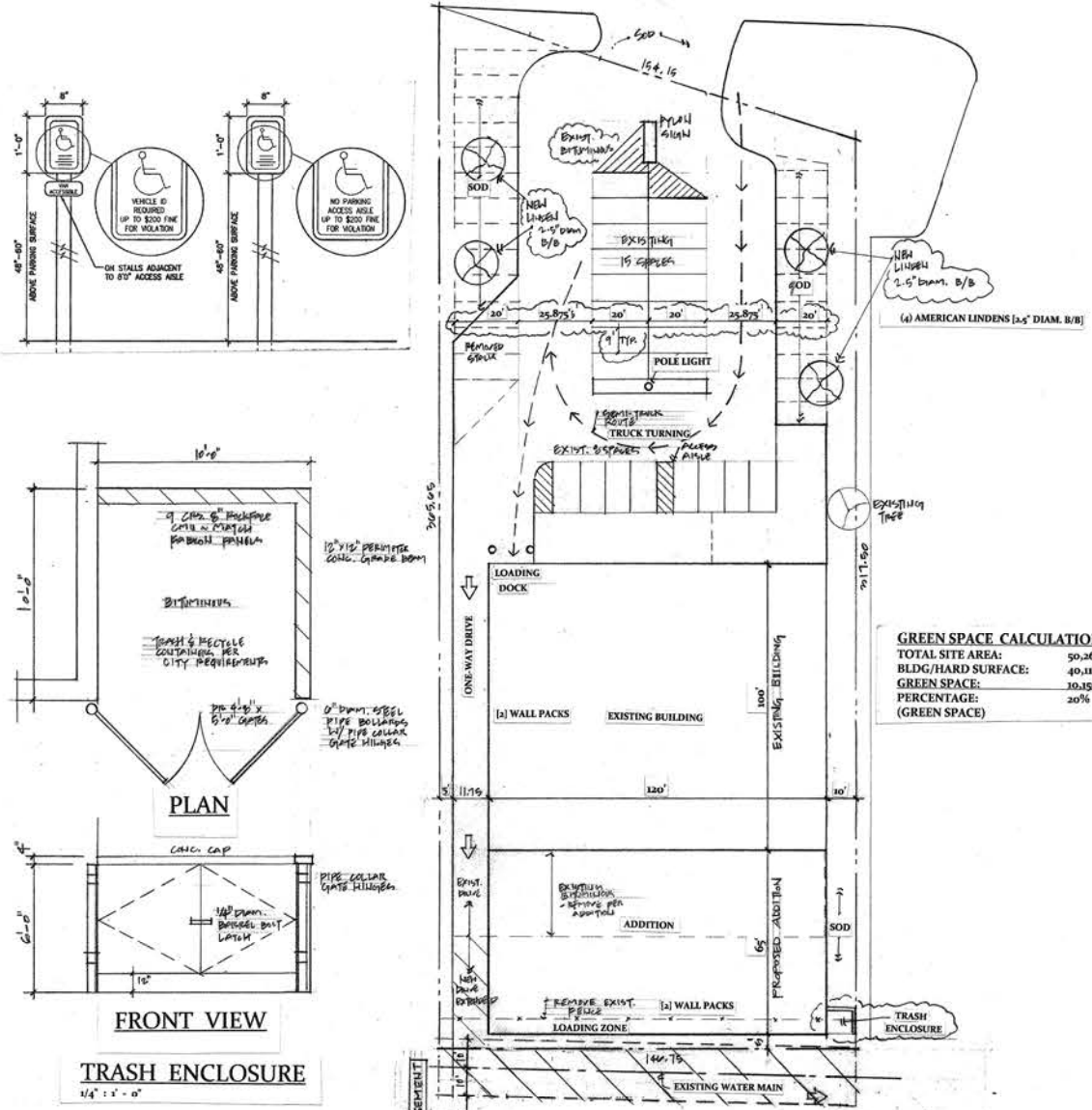
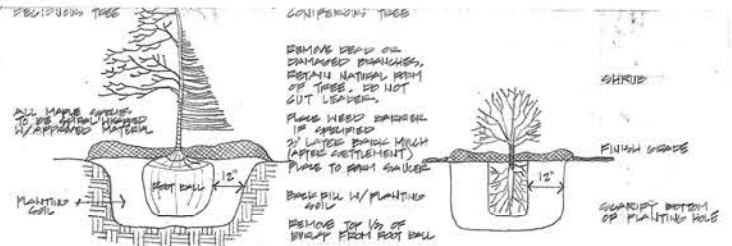


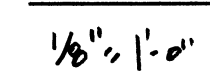
Table with 2 columns: Category and Value. Includes GREEN SPACE CALCULATION with rows for TOTAL SITE AREA, BLDG./HARD SURFACE, GREEN SPACE, and PERCENTAGE (GREEN SPACE).



PLANTING DIAGRAM

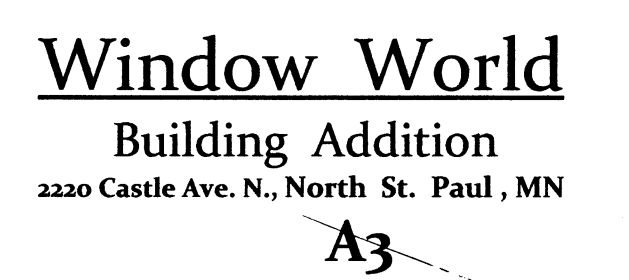
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS
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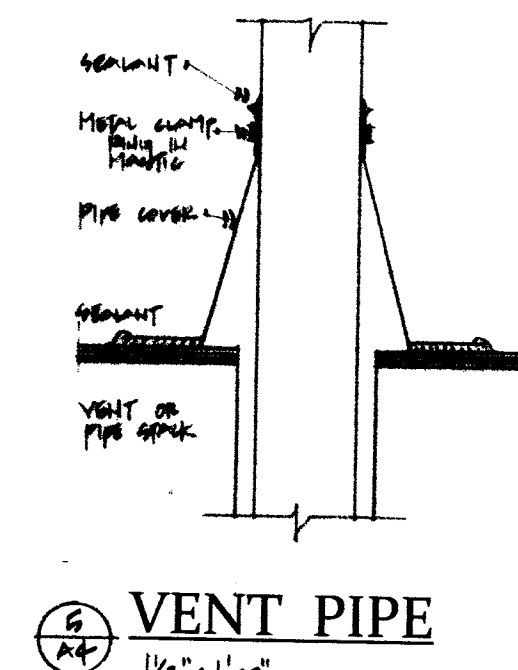
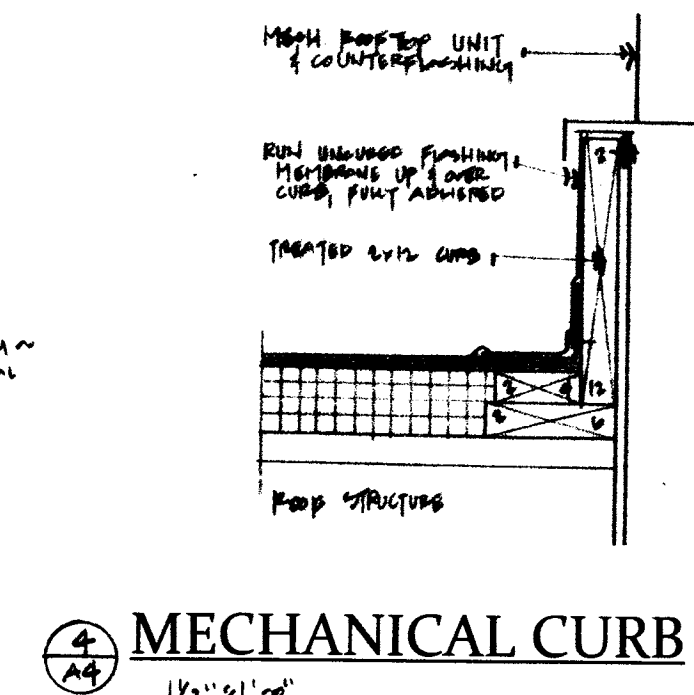
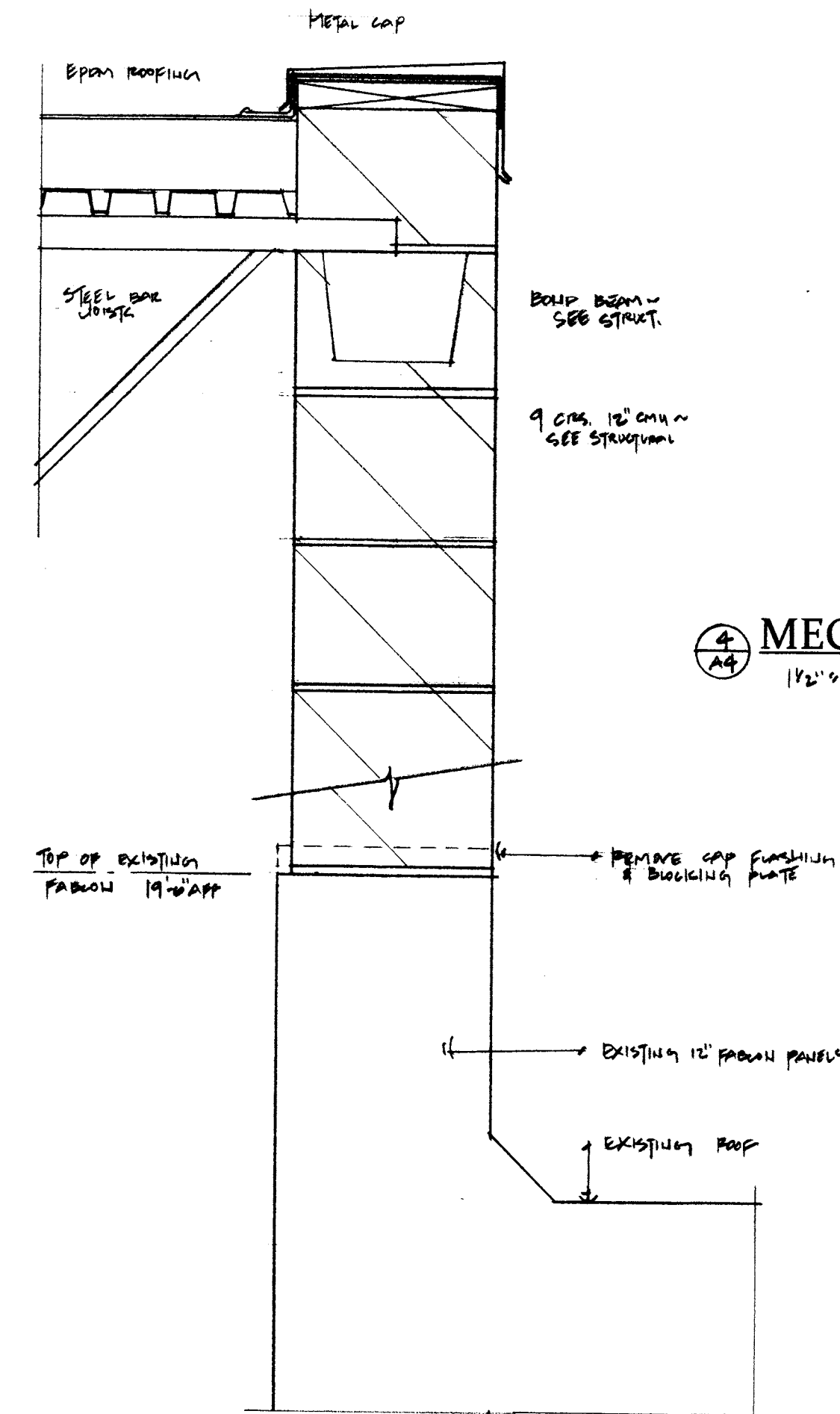
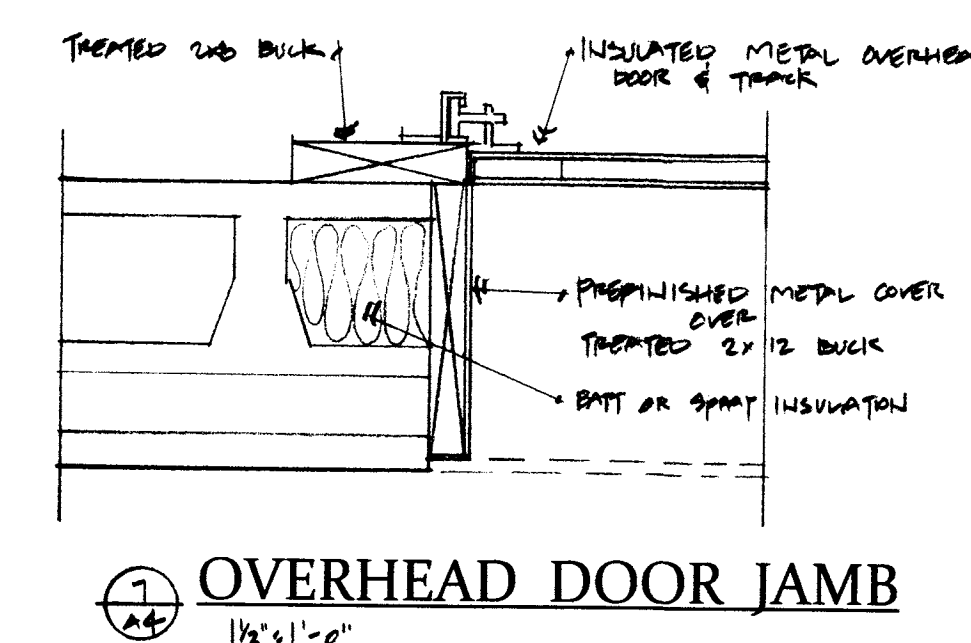
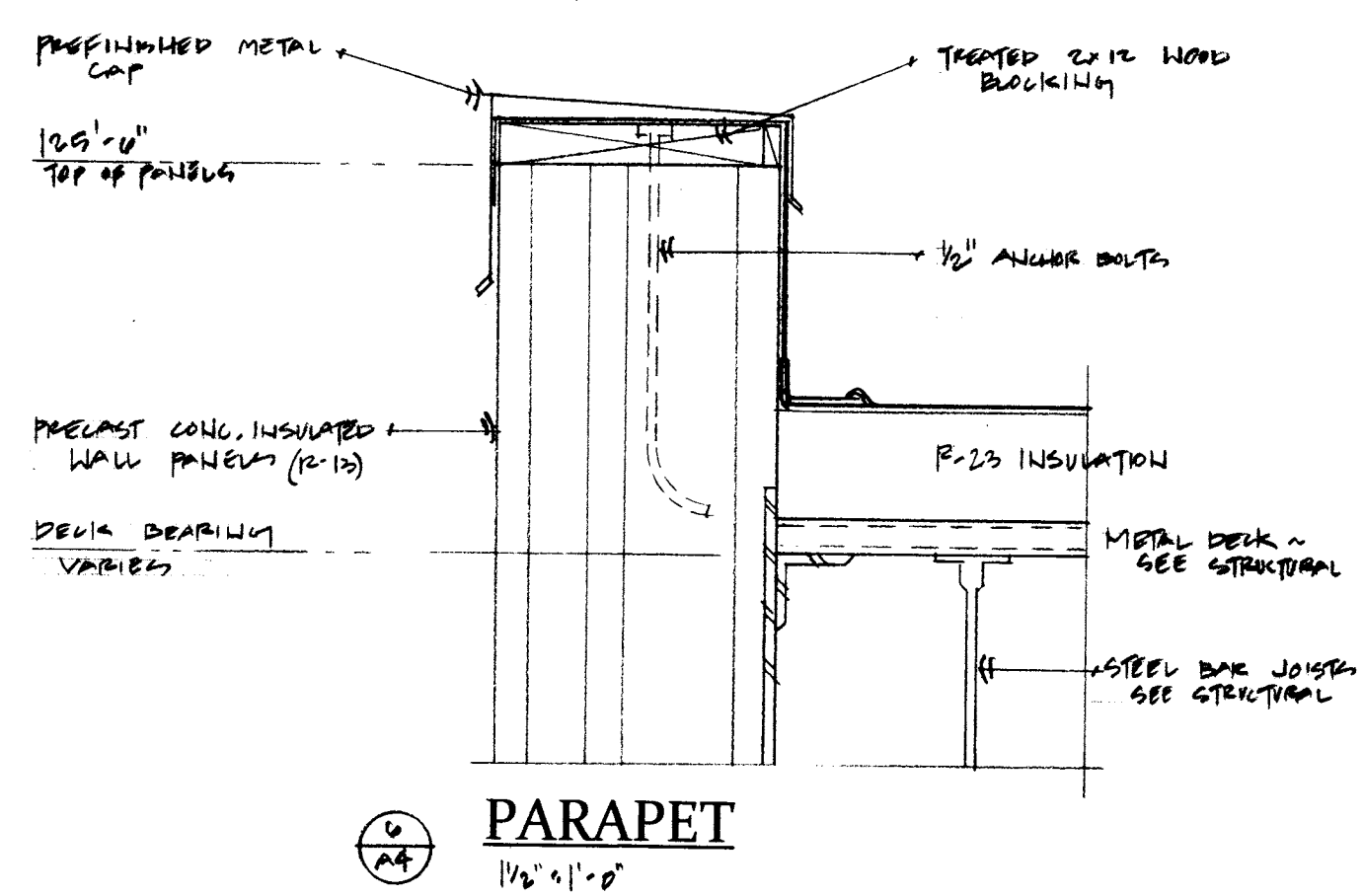
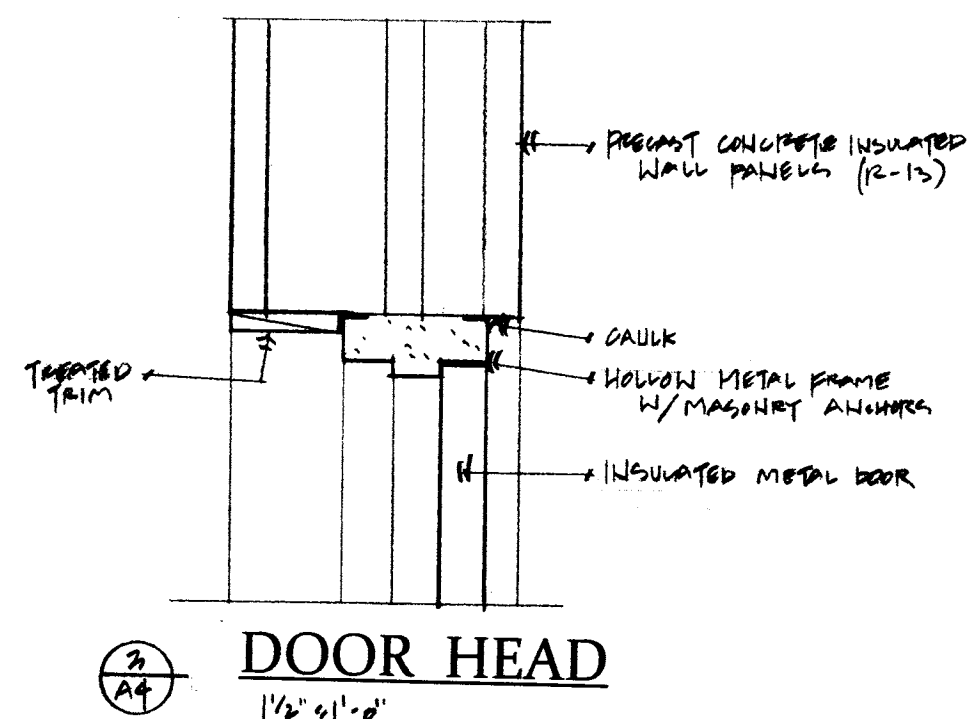
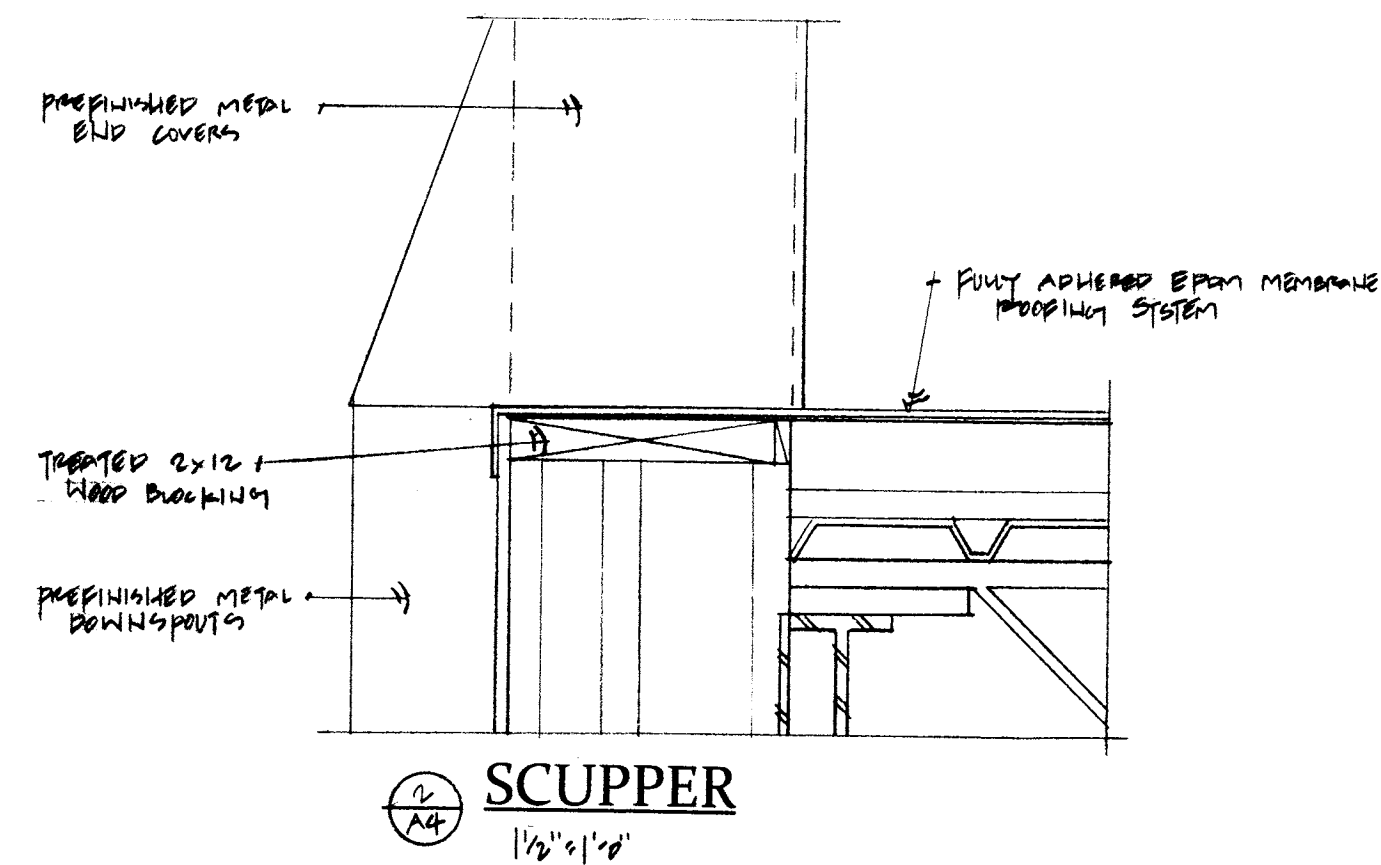
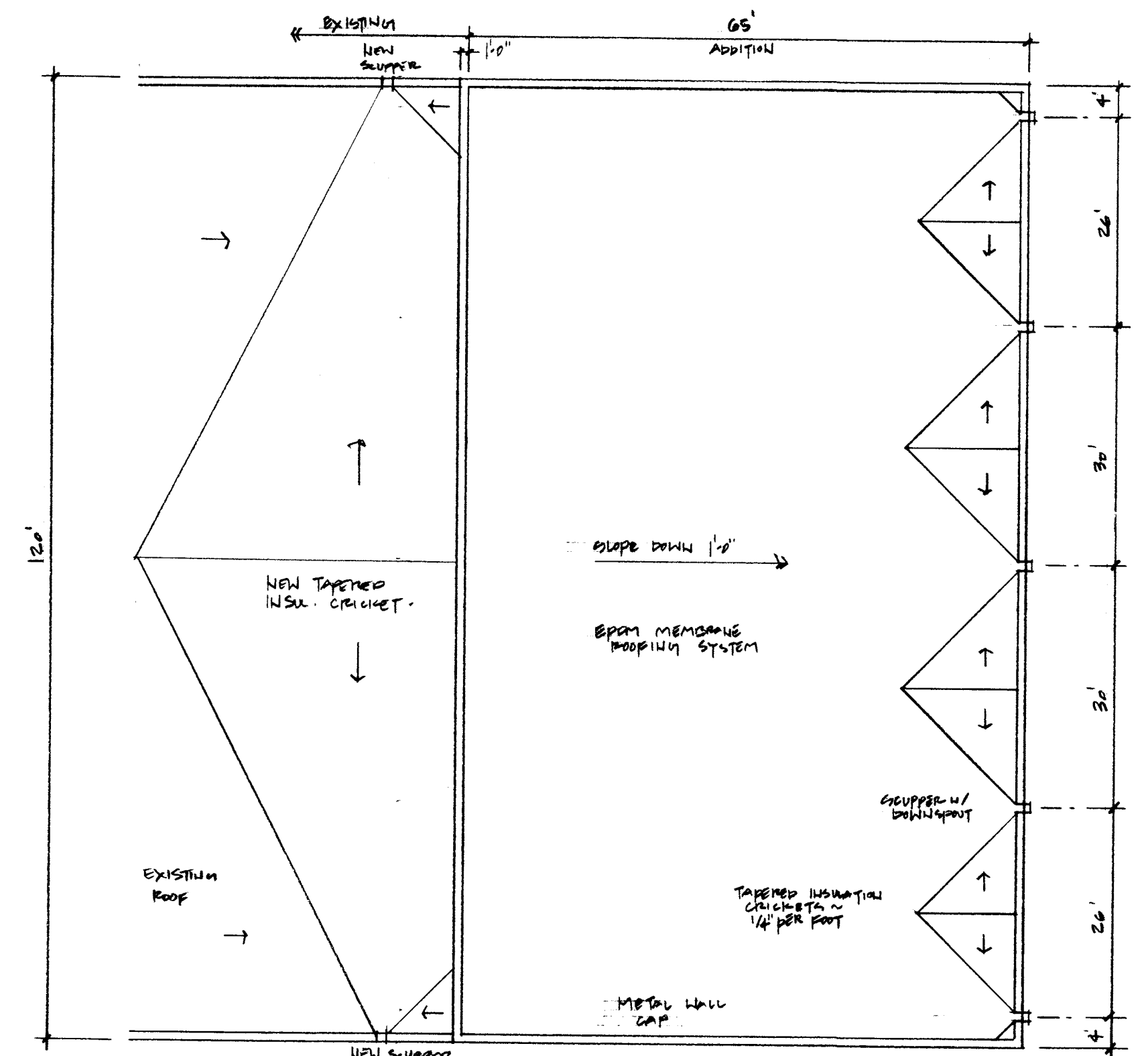
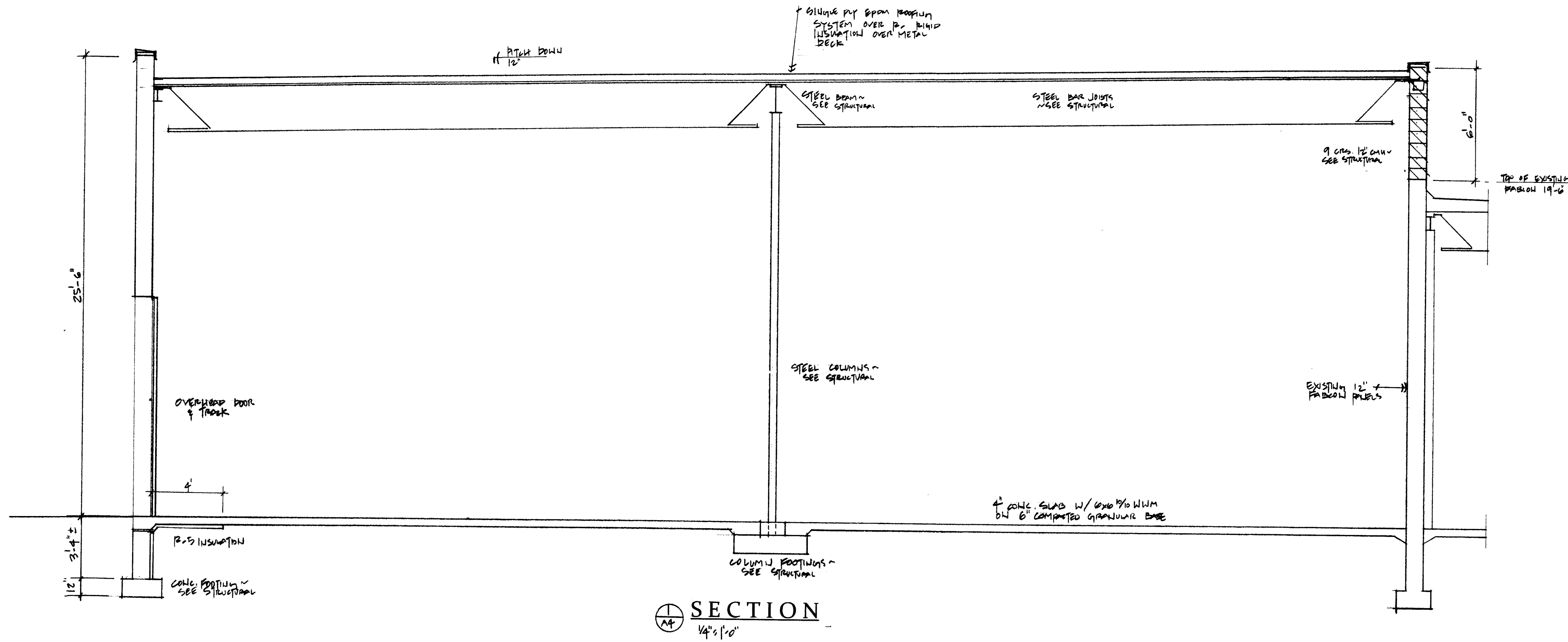
PERMITS: 2/18/2019
3/28/2019
4/26/2019



2 REVISIONS 1/21/2019 (PHASE I)

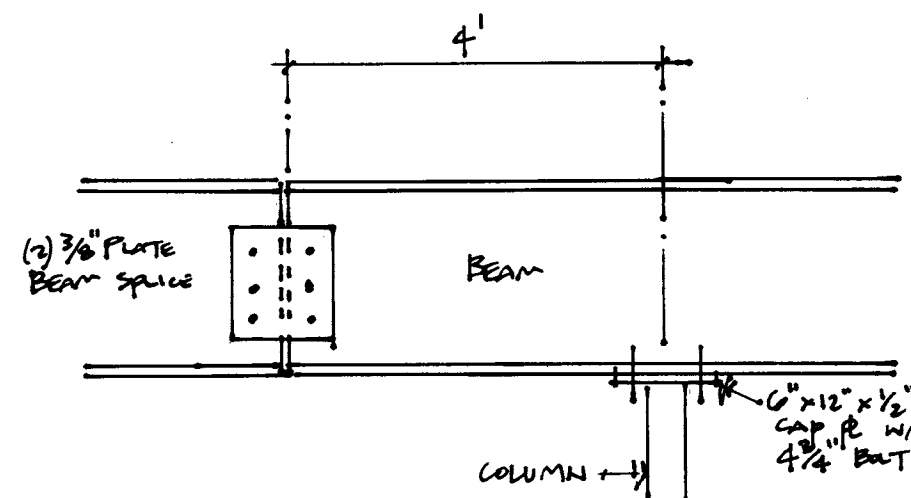
3/28/2019



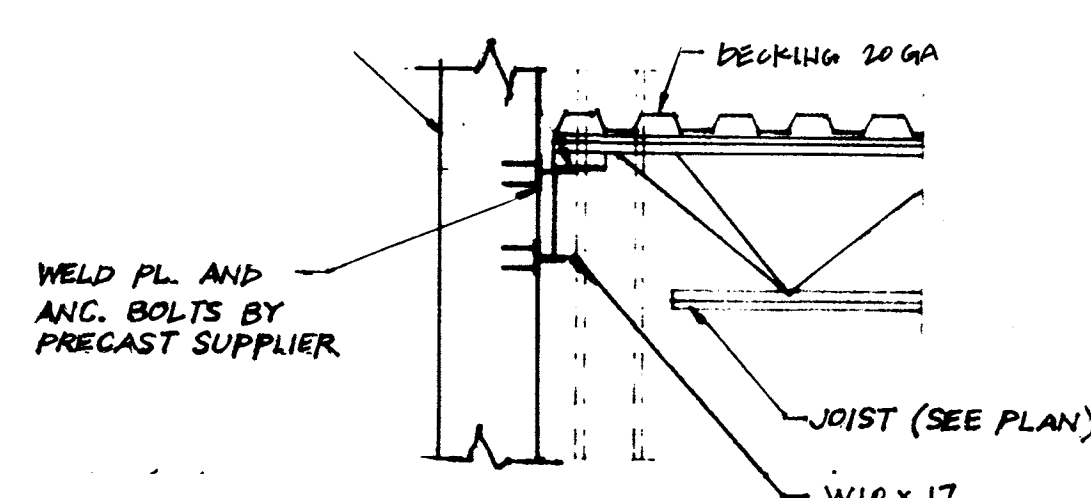


STRUCTURAL NOTES

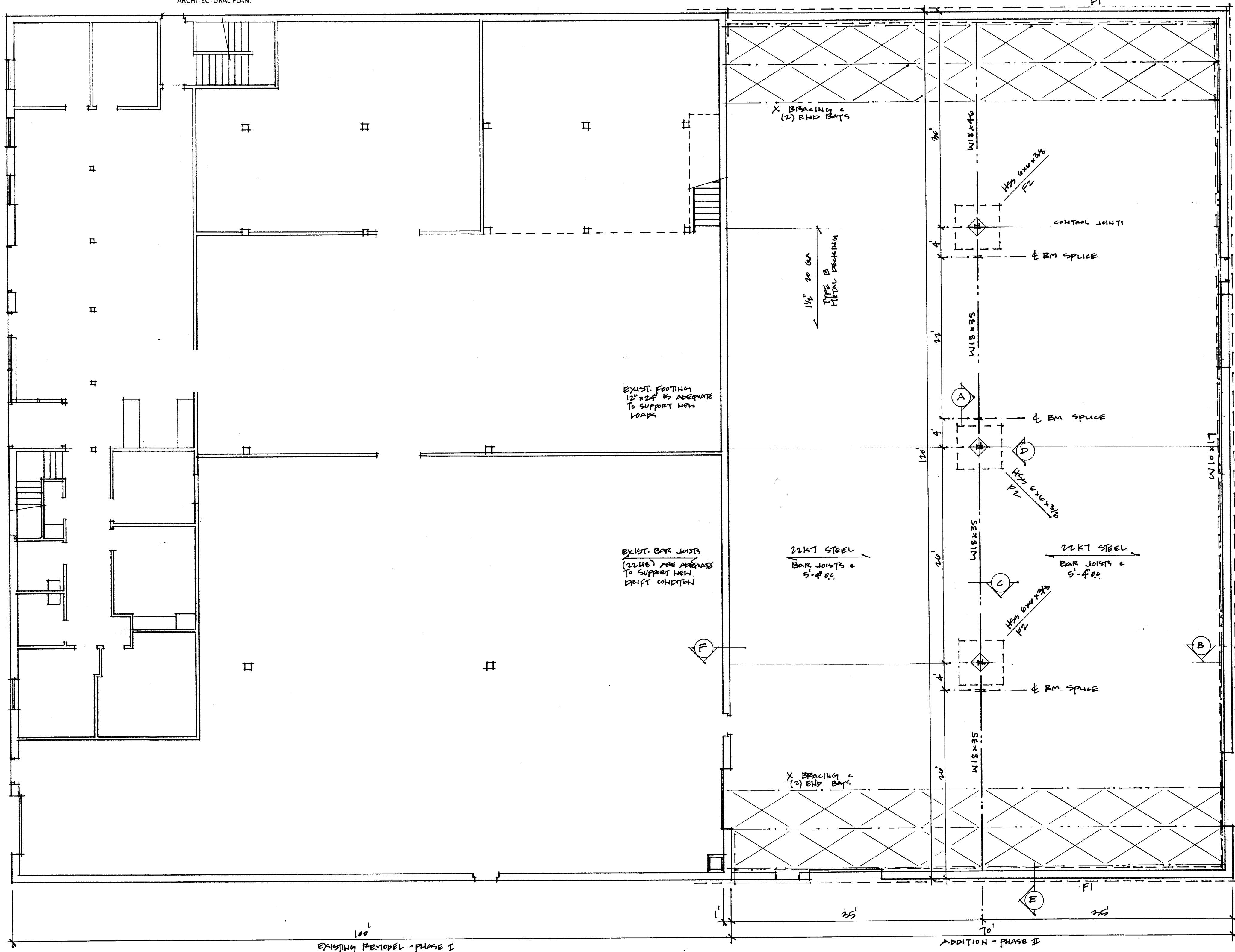
- DESIGN LOADS:
Office Area Live Load = 50 PSF
Light Storage Areas (Posted) = 100 PSF
- FOUNDATIONS:
 - ALL FOOTINGS SHALL BEAR ON NATURAL UNDISTURBED SOIL OR ON COMPACTED GRANULAR FILL. ALL FOOTINGS ARE DESIGNED USING AN ALLOWABLE SOIL BEARING PRESSURE OF 2,000 PSF.
- CONCRETE:
Footings:
 $F_c = 5000$ OR 2500 WITH APPROVED ADMIXTURE
- FOUNDATION CONTRACTOR TO COORDINATE AND VERIFY ALL DIMENSIONS WITH THE ARCHITECTURAL PLAN.



A BEAM SPLICE



B WALL CONNECTION (PERPENDICULAR)

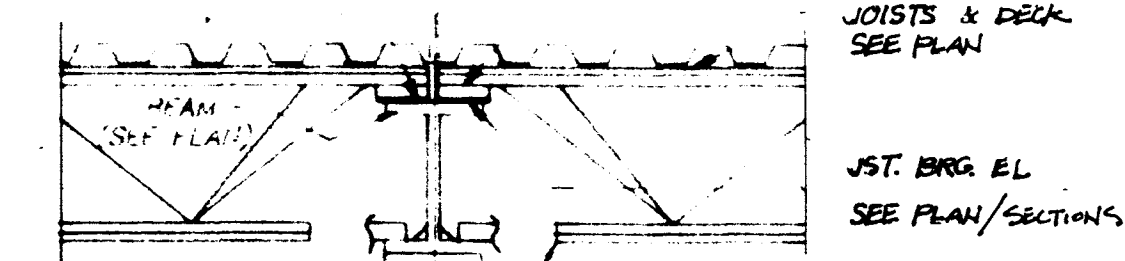


STRUCTURAL PLAN

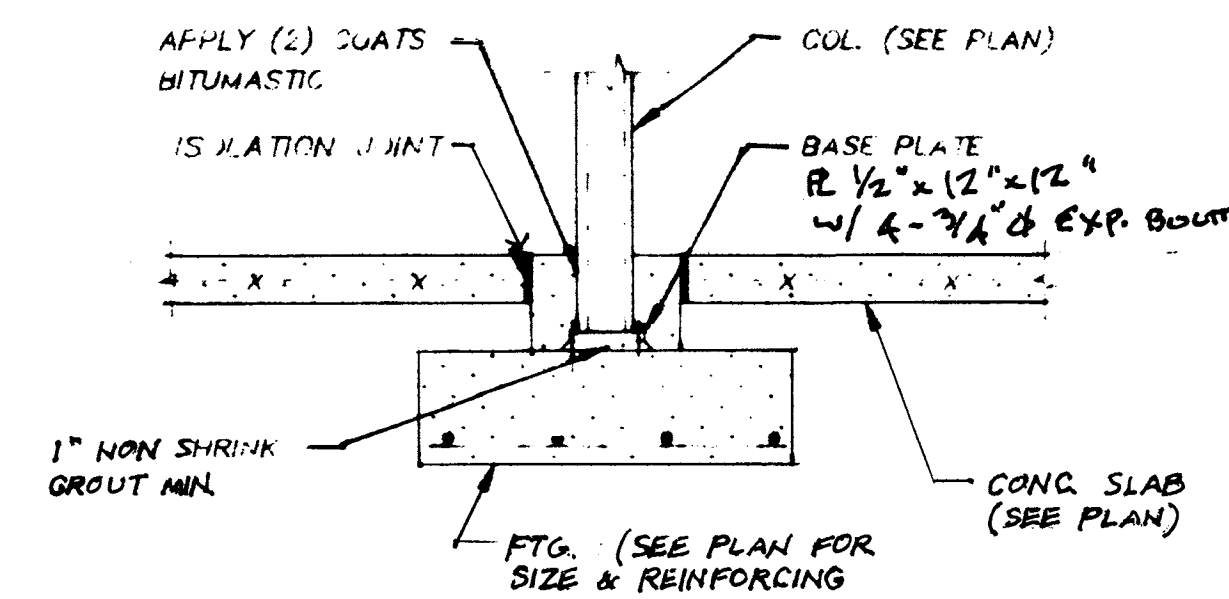
1/8" = 1'-0"

FOOTING SCHEDULE

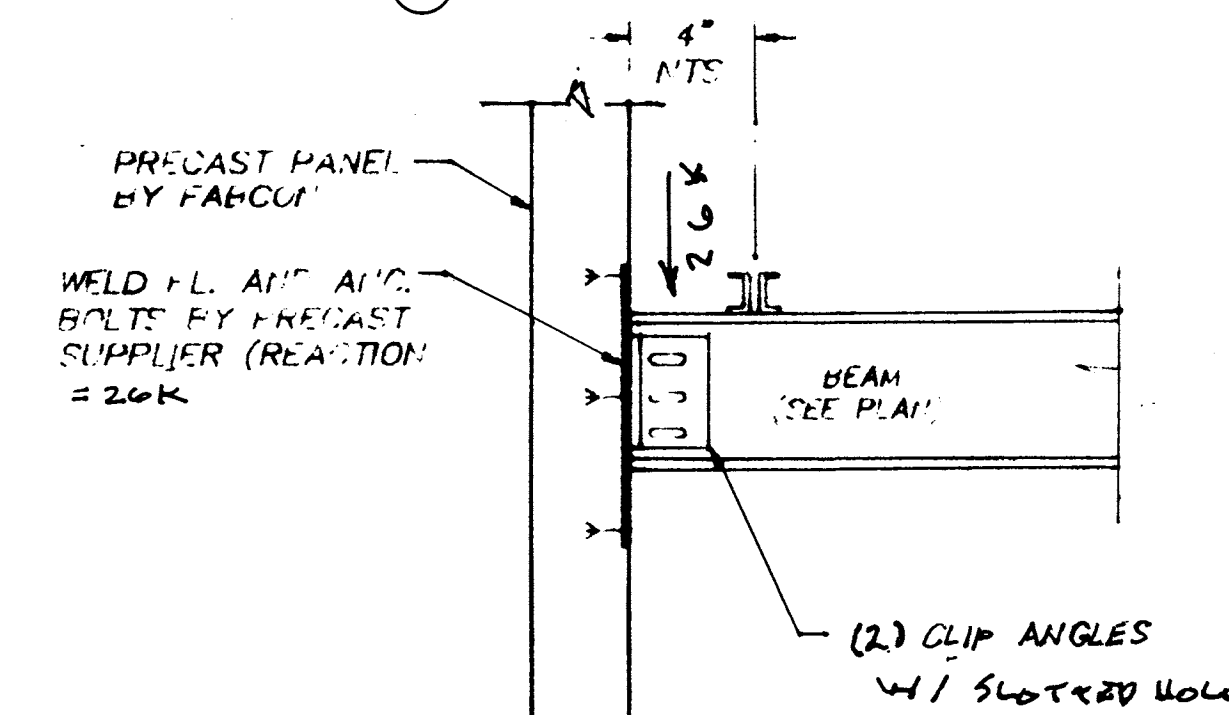
- F1: 24" X 12" WITH 2 - #5 CONTINUOUS
F2: 72" X 72" X 12" WITH 6 - #5 EACH WAY - BOTTOM



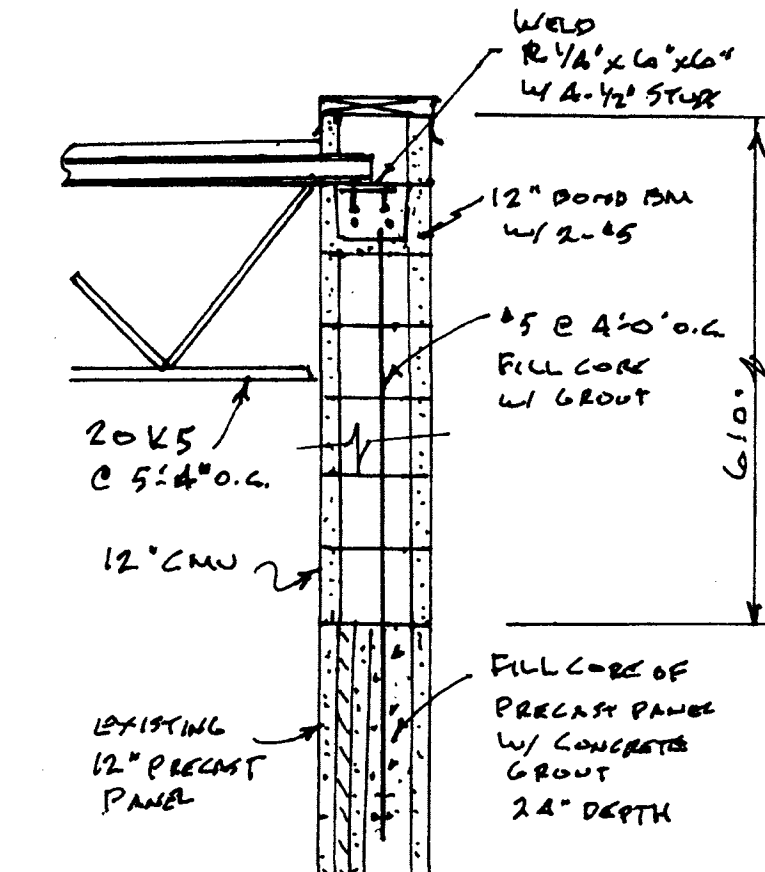
C COLUMN/BEAM CONNECTION



D COLUMN FOOTING



E WALL CONNECTION (PARALLEL)



F WALL EXTENSION

1725 LAFOND AVENUE, SAINT PAUL, MN 55104
PHONE/FAX (651) 844-0869
E-MAIL jim.mack@q.com

Larson
Larson Specialty Structures, Inc.
184 South Lake Drive
Lombard, IL 60148
612 747 2542
internetengineering@comcast.net

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the Laws of the State of Minnesota.

Print Name: Wayne C. Larson

Signature: *Wayne C. Larson*

Date: 1/2/2019 License # 7831

JOISTS & DECK SEE PLAN PERMIT 12/19/0019

JST. BRG. EL. SEE PLAN/SECTIONS

Window World

Building Addition

2220 Castle Ave. N., North St. Paul, MN

Date of Determination*!" \$+\$%+" # Determination Expiration: "\$+\$%+\$, !

- ./ /02345!
6784/14//!09/!:/Q.; 280k2!="/> ?!

Project Name:! @2: <> !@<. 7 !
Project Address:! \$\$\$, !A8407/!BC/!DE8!F !B9> 8G!H?@
Suite #/Campus:! 2+8
City Name:! J <. 09 !K0!68L 7
Applicant:! M! E/ !N17/ G0N17/ G!A<24Q. L P0k2

Special Notes:! 2<2/

Charge Calculation:
Q R/: !S 4/ *! " HQ #H!3.<44!4TL8./!U/!QV !H#, , !4TL8./!U/!Q+!KBA!WH?@H!

Total Charge:! H?@H

Credit Calculation:!
BP/!F 8.: > 8./!DKBA! +#@!W ? , !

Total Credit:! ' ? , ,

Net SAC: -0.37 – or – **0!SAC Due**

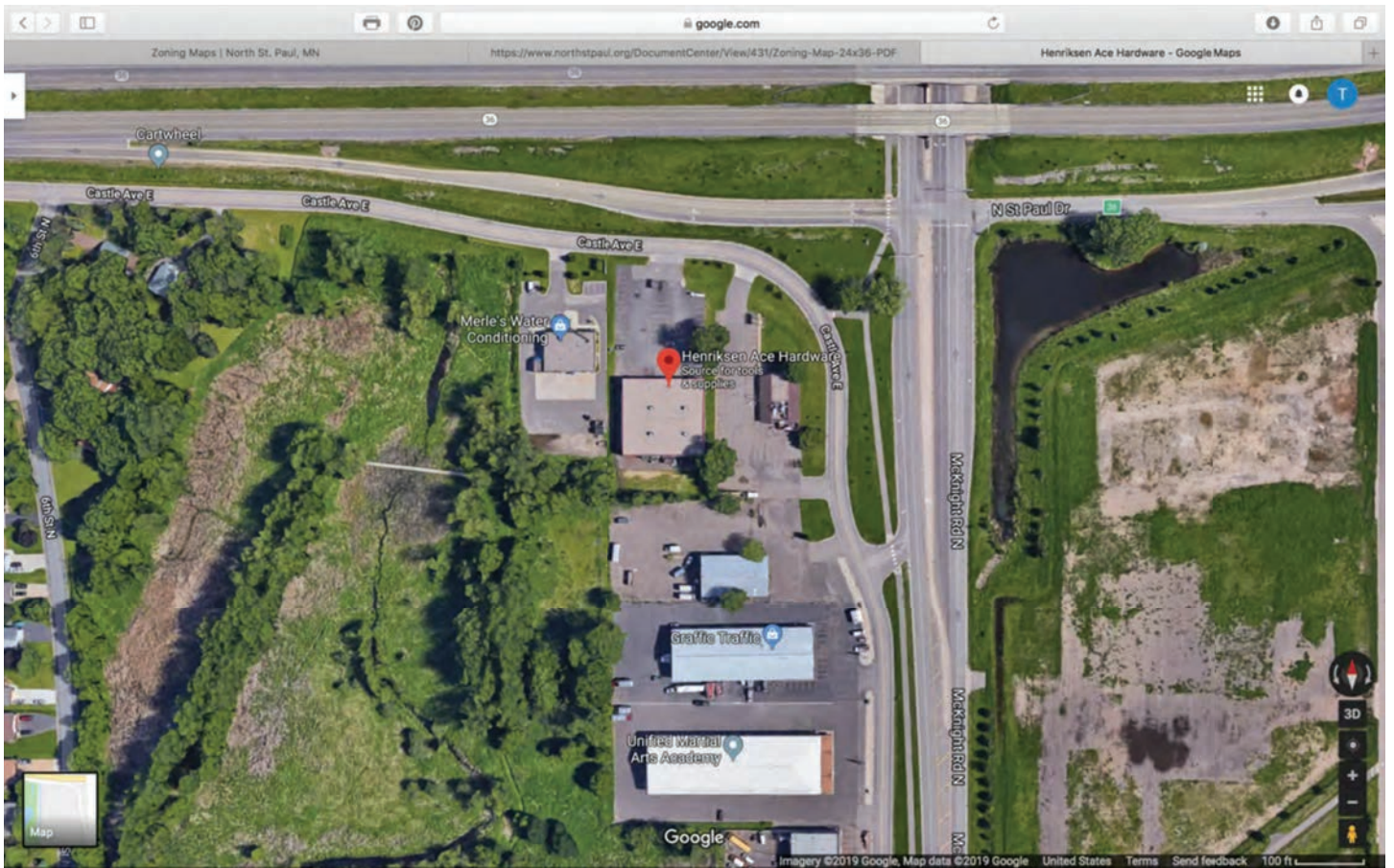
X9/ !=L42/44!2k.; 80k2> 84!Y.<C1 /: !Q!Q AZK!=G!09/ !8YY7P820!8009 14!01 / ?! !Q!14!09/ !A!DG4!. / 4Y<24! = 170G!0< !4L = 408208Q/ !09/ !
=L42/44!L4/ !82: !41/ !80!09/ !01 / !<U09/ !U28724Y/ P0k2 ?! !U09/. / !14!8!P9823/ !2 !L4/ !<. !41/ !08!./: /Q.; 280k2> 1712//: !0< !=/ !
; 8: / ?! !UG<L !98C/ !82GTL/ 40k24//; 817; / !80*!P<. G?, PPL 7<L39V ; /OP?408Q? , 27L4?!

X982E!G<L0

Cory McCullough!
KBAIX/ P92 P82!

6784/ !C11!<L. !KBA!> / =41Y/ !=G!3<23!0<*! >> ? , /Q<P<L2P17<. 3+KBAY.<3.8; !





Pay Property Tax

[Pay Property Taxes](#)

Summary View

Parcel ID	112922410013
Parcel Status	Active
Property Address	2220 CASTLE AVE NORTH ST PAUL, MN 55109-2840
Sec/Twp/Rng	11/029/022
Brief	Lot A of REGISTERED LAND SURVEY 445
Tax Description	SUBJ TO HWY; TRACT A (Note: Not to be used on legal documents)
Parcel Area	1.15 Acres
Parcel Width	0 Feet
Parcel Depth	0 Feet (Note: Width and Depth represent buildable area of lot in the case of irregularly shaped lots)
Tax Classification	3A-Commercial/Industrial/Public Utility
Roll Type	Real Property
Municipality	NORTH ST PAUL
School District	ISD #622
Watershed	METRO WATERSHED
TIF District	
Land Use Code	423 C - MEDIUM DETACHED RETAIL * The Tax Classification is the Assessor Office's determination of the use of the property and is not the same as the property's zoning. * Please contact the zoning authority for information regarding zoning. * To determine whether your property is Abstract or Torrens, call 651-266-2050

Taxpayers

Please refer to disclaimer at bottom of this page

Type	Name	Address
Owner	Ace Asset Llc	2086 11th Ave E North Saint Paul MN 55109-5112

Current Tax Year

*Information listed is as of yesterday. For specific payoff information contact [Property Tax Info](#) at 651-266-2000

First Half Due 05-15-2019		Second Half Due 10-15-2019	
Amount Due	\$16,714.00	Amount Due	\$16,714.00
Penalty & Fees (thru current month)	\$0.00	Penalty & Fees (thru current month)	\$0.00
Sub Total	\$16,714.00	Sub Total	\$16,714.00
Payments Made	\$0.00	Payments Made	\$0.00
Balance Due	\$16,714.00	Balance Due	\$16,714.00
Total Due \$33,428.00			

Tax Summary

	2019 Payable	2018 Payable	2017 Payable	2016 Payable	2015 Payable
Estimated Market Value	\$912,400	\$906,700	\$893,800	\$863,100	\$853,900
Taxable Market Value	\$912,400	\$906,700	\$893,800	\$863,100	\$853,900
+ Net Tax Amount	\$33,428.00	\$33,776.00	\$35,350.00	\$34,166.00	\$34,584.00
+ Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
= Total Taxes	\$33,428.00	\$33,776.00	\$35,350.00	\$34,166.00	\$34,584.00
+ Penalty	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
+ Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
+ Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
- Amount Paid	\$0.00	\$33,776.00	\$35,350.00	\$34,166.00	\$34,584.00
= Outstanding Balance	\$33,428.00	\$0.00	\$0.00	\$0.00	\$0.00

Tax Transaction History

Tax Year	Business Date	Effective Date	Transaction Type	Tax Amount	Special Assessment	Penalty	Interest	Fees	Overpayment	Total
2019	2/28/2019		Original Charge	\$33,428.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,428.00
2018	8/17/2018	8/17/2018	Payment	(\$16,888.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$16,888.00)
2018	4/17/2018	4/17/2018	Payment	(\$16,888.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$16,888.00)
2018	2/28/2018		Original Charge	\$33,776.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,776.00
2017	8/24/2017	8/24/2017	Payment	(\$17,675.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$17,675.00)
2017	4/5/2017	4/5/2017	Payment	(\$17,675.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$17,675.00)
2017	2/19/2017		Original Charge	\$35,350.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35,350.00

Pay Property Tax

[Pay Property Taxes](#)

Statements and Notices

2019

[Value Notice](#)
[Tax Statement](#)
[Payment Stubs](#)
[Proposed Tax Statement](#)

2018

[Value Notice](#)
[Tax Statement](#)
[Payment Stubs](#)
[Proposed Tax Statement](#)

2017

[Value Notice](#)
[Tax Statement](#)
[Payment Stubs](#)
[Proposed Tax Statement](#)

2016

[Value Notice](#)
[Tax Statement](#)

RE: 2220 Castle Ave, North St Paul, MN

To: Terry Derosier, Jim Mackey Architect, Luke Riley, Mary Derosier, **Cc:** Paige Ahlborg

All,

Based on what was provided, a watershed permit is not required. Please ensure you are diligent about perimeter control (ex: silt fence), particularly on the west boundary as it appears there is a wetland to the west of the parcel. We do not want any construction sediment to wash into that area.

Let me know if you have any further questions.

Thanks,



[See More from Paige Anthony](#)

RE: 2220 Castle Ave, North St Paul, MN

To: Terry Derosier, Jim Mackey Architect, Luke Riley, Mary Derosier, **Cc:** Nicole Soderholm

Terry,

My coworker, Nicole Soderholm, now handles our permit items. I have included her on this email so she can respond to you as needed.

Thanks,



Ramsey-Washington Metro Watershed District

[See More from Terry Demme](#)

2220 Castle Ave, North St Paul, MN

Tel: selma.ahlbom@numud.com **Jim Mackay Architect** **Luba Dilav** **Mary Doranlar**

March 25, 2019 at 12:49 PM

Details

NS

March 25, 2019 at 10:06 AM

Details

PA

March 25, 2019 at 9:54 AM



Proposal for sign change

We are asking for a change to the current Marquee sign that was left by ACE Hardware. When this sign was originally installed, HWY 36 was level with the frontage Rd (Castle Ave). Since the redesign of HWY 36, the current sign is no longer easily visible to the Highway traffic.

Furthermore our neighboring businesses signs which we are in between, visually block our sign coming from both east and west bound traffic on HWY 36.

Picture 1 When looking from our parking lot you can see the Target sign on the other side of the Highway.

Picture 2 shows the sign that is currently there.

Picture 3 shows the proposed new sign.

Picture 4 shows the difference between the old vs. New



PICTURE 1



Picture 2

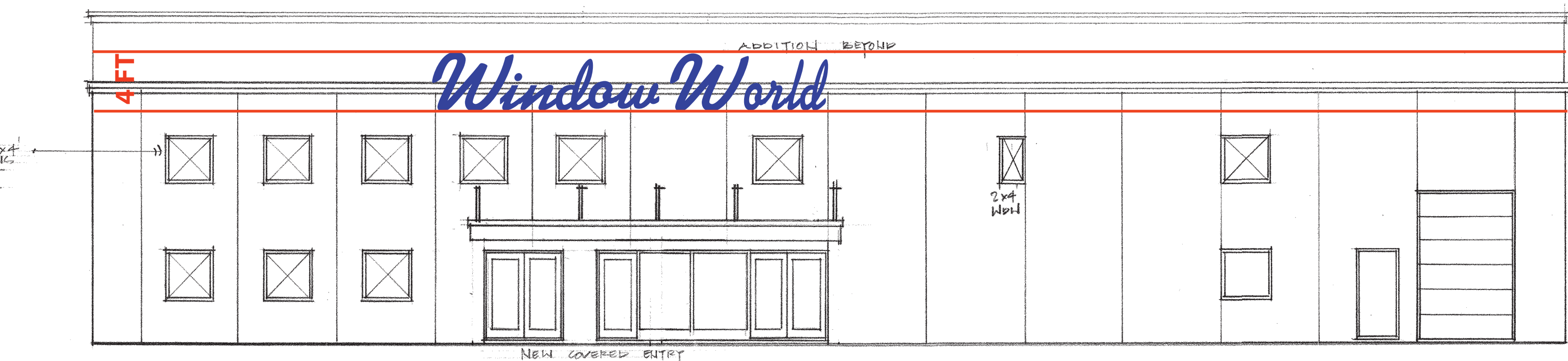


Picture 3



Picture 4

"W" in Window and World would be 4 ft high. The back of the building with the new addition is 6 ft high. The lettering for Window World will be internally illuminated (LED)
Cabinet sign with polcarbonated face. total of logo would be 128 sq



CITY OF NORTH ST. PAUL

RESOLUTION NO. 2018-045

**RESOLUTION APPROVING THE WINDOW WORLD SITE PLAN
2295 MCKNIGHT ROAD**

WHEREAS, the City of North St. Paul ("City") has received a Site Plan Review application from Terry & Mary DeRosier, Window World, 2105 11th Ave. E, North St. Paul, MN 55109 Owner and Applicant, requesting approval for the construction of a light industrial, warehouse and showroom facility to be located at 2295 McKnight Road, PID 112922410010; and

WHEREAS, the proposed site is approximately 1.97 acres in the MU-3, Corridor Mixed Use District and thus complies with City Code Chapter 154 Appendix A Table 6; and

WHEREAS, the proposed site plan is consistent with the Comprehensive Plan; and

WHEREAS, the applicant has provided an application including all materials required by City Code Chapter 154 Appendix A, Table 1; and

WHEREAS, the site plan meets the requirements of City Code Chapter 154.004 (H)(2) *Standards for Site Plan Review*; and

WHEREAS, the Planning Commission has reviewed this request and recommends the City Council approve the Site Plan Review with the conditions as stated in staff's report and related minutes.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, the request to construct a light industrial, warehouse and showroom facility at 2295 McKnight Road, PID 112922410010, is hereby approved according to the plans reviewed by the Planning Commission and City Council with the following conditions:

1. A 20-foot-wide permanent drainage and utility easement centered on the 6" watermain should be dedicated to the city for ongoing maintenance, repair, and replacement. 5 foot wide perimeter drainage easements are recommended on the west and south lot lines. Provide proof of easement recording to city prior to start of construction.
2. Revise and resubmit all civil, site, and landscape plans as necessary and submit with building permit documents for engineering review prior to permit issuance.
3. Submit an NPDES permit, Erosion Control Plan, and SWPPP for review and approval prior to building permit issuance.
4. All civil and site plans shall be signed by a professional engineer appropriate, licensed to practice in the State of Minnesota, prior building permit issuance.
5. Trees on the landscaping plan are proposed over the existing watermain in the northeast and southeast corners of the lot. To avoid conflicts with the watermain, the following changes shall be made to the landscaping plan and a revised landscaping plan submitted for review and approval prior to building permit issuance:

- a. Move the proposed three trees from the landscaped island at the northeast corner of the site into the city-maintained right-of-way island to the east, maintaining a minimum 10' spacing from the watermain, and a maximum of 20' spacing. The trees shall be planted as far away from Castle Avenue as possible without encroaching on the existing watermain to avoid impacting sight distance for vehicles. With the allowance to locate these three trees just within the right of way to avoid conflict with the existing watermain, the applicant agrees to be responsible in perpetuity for the maintenance, repair, and replacement of these three trees. Although these three trees will be proposed within the right of way and allowed as a condition of approval, The City of North St. Paul shall not be responsible for maintenance or replacement of these trees. The Castle Avenue right of way is a part of the MnDOT right of way plat for Highway 36, the jurisdiction of the road was released by MnDOT to the City of North St. Paul April 1, 2014 in accordance with Minnesota Statutes, Section 161.16 and 161.24 (and Acts amendatory thereto).
 - b. Move the proposed transformer in the landscape island along the southern edge of the property as far westward as possible to avoid conflict with existing watermain.
 - c. Move the trash enclosure south off the northern lot line as far as possible to avoid conflict with existing watermain.
 - d. Move the proposed two trees in the landscape island at the southeast corner of the site southward to maintain a minimum 10' spacing from the watermain.
6. That the applicant and the city work on a plan to facilitate a rain garden or other water mitigation method on the western part of the site on the city property subject to City Engineer approval.

ADOPTED this 20th day of March, 2018.

Motion by Council Member Sonnek

Second by Council Member Petersen

Voting: Aye: Council Member Petersen
 Council Member Walczak
 Council Member Sonnek
 Mayor Kuehn
 Nay: None
 Abstain: None
 Absent: Council Member Furlong


Michael R. Kuehn, Mayor

Attest: 
Mary Mills, Deputy Clerk



CITY OF NORTH ST. PAUL

RESOLUTION NO. 2018-044

**RESOLUTION APPROVING
VARIANCES FROM SECTIONS 154.010(B), 154.010(F) and 154.010(J)
OF THE NORTH ST. PAUL CITY CODE**

WHEREAS, on February 5, 2018, Terry & Mary DeRosier of Window World, Applicant and Owner, applied for variances from the City Code for the property legally described as:

The South 147.84 feet of the North 609.34 feet of the East 155 feet of the West 310 feet of Lot 20, Castle Wood, except that part shown as Parcel 343 H on Minnesota Department of Transportation Right of Way Plat Numbered 62-36. PID: 112922410010;

WHEREAS, on March 1, 2018, after published and mailed notice in accordance with Minnesota Statutes and the City Code, the Planning Commission, acting as the Board of Adjustment and Appeals, held a public hearing, at which time all persons desiring to be heard concerning this application were given the opportunity to speak thereon; and

WHEREAS, on March 1, 2018, the Planning Commission recommended approval of the variances; and

WHEREAS, on March 20, 2018, the City Council directed preparation of findings for approval of the variances.

NOW, THEREFORE, BE IT RESOLVED that the City Council of North St. Paul, Minnesota hereby approves the requested variances as described herein based on one or more of the following findings of fact concerning this property:

FINDINGS OF FACT:

- A1. The analysis contained within staff memos and the exhibits attached to the aforesaid memos, all minutes from the above mentioned meetings, and any and all other materials distributed at these meetings are hereby incorporated by reference.
- A2. The Subject Property is zoned MU-3, Corridor Mixed Use.
- A3. Applicant has applied for the following variance[s]:
 - i. Allowance of planting of a total of 8 trees on the site
 - ii. Allowance of 3.6% usable open space
 - iii. Allowance of 25 parking spaces on the site

ANALYSIS:

- B1. Variances shall only be permitted when they are in harmony with the general purposes and intent of the City Zoning Chapter.
- B2. Variances shall only be permitted when the variances are consistent with the comprehensive plan.
- B3. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. "Practical difficulties," as used in connection with the granting of a variance, means that:
 - i. The property owner in question proposes to use the property in a reasonable manner, however, the proposed use is not permitted by the zoning ordinance.
 - ii. The plight of the landowner is due to circumstances unique to his property not created by the landowner.
 - iii. The variance, if granted, will not alter the essential character of the locality.
- B4. Economic considerations alone do not constitute practical difficulties.
- B5. Practical difficulties also include but are not limited to inadequate access to direct sunlight for solar energy systems.
- B6. Variances shall be granted for earth-sheltered construction as defined in Minn. Stat. § 216C.06, subd. 2, when in harmony with the Zoning Ordinance.
- B7. The Council may not permit as a variance any use that is not allowed under the City Zoning Chapter for property in the zone where the affected person's land is located.
- B8. The Council may permit as a variance the temporary use of a one family dwelling as a two family dwelling.
- B9. The variance will not adversely affect the health, safety, or general welfare of the city.
- B10. The variance is necessary due to special conditions applying to the structures or land in question that are particular to the property and do not apply generally to other land or structures in the district or vicinity in which the land is located.
- B11. The variance is the minimum variance necessary to alleviate the practical difficulty.
- B12. The variance is consistent with officially adopted city plans and overlays.

DECISION:

The Applicant's requests for variances from Sections 154.010 (B), (F) and (J), of the North St. Paul City Code is hereby approved, subject to the following conditions, if any, which are necessary to protect the public health, safety, and general welfare and which are directly related to and bear a rough proportionality to the impact created by the variance:

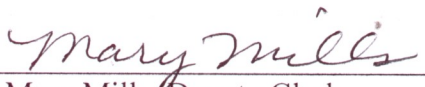
That the applicant and the city work on a plan to facilitate a rain garden or other water mitigation method on the western part of the site on the city property subject to City Engineer approval.

ADOPTED this 20th day of March, 2018.

Motion by Council Member Sonnek
Second by Council Member Walczak

Voting: Aye: Council Member Petersen
 Council Member Walczak
 Council Member Sonnek
 Mayor Kuehn
 Nay: None
 Abstain: None
 Absent: Council Member Furlong


Michael R. Kuehn, Mayor

Attest: 
Mary Mills, Deputy Clerk





**NORTH
ST. PAUL**

City of North St. Paul
2400 Margaret Street
North Saint Paul, MN 55109
Office: (651) 747.2407
www.northstpaul.org

Zoning & Land Use Application

Escrow:
(code 0012044)
Residential \$500 min.
Non-Residential \$1000 min.

Application Fee:
(code 1.3290)
Residential \$200
Non-Residential \$500

APPLICATION FOR VARIANCE

The variance process must be scheduled through the Community Development Planning and Zoning Office. The lead-time for submittals shown below is necessary to allow City staff and consultants time to review and comment on documents provided. Additional lead-time will be required if the City determines that the potential impacts require more detailed study, or if review by other agencies is required. Incomplete application submittals will not be forwarded to the appropriate Commission or Council until all required information has been provided.

APPLICANT INFORMATION

Applicant Name: Window World
Company, if applicable: _____
Address: _____
City, State, Zip: _____
Phone Number: _____
Email: _____
Are you the Owner of the Property: ☒ Yes ☐ No
(If not, property owner information is required)

Owner Name: Terry & Mary Derosier
Company, if applicable: 10596 183rd St N.
Address: _____
City, State, Zip: Stillwater, MN 55082
Phone Number: 651-226-5316
Email: TerryDerosier100@gmail.com
MaryD@windowworldmn.com

PROPERTY INFORMATION

Street Location of Property (Address): 2295 McKnight Road
Parcel Identification Number (PID) (see Ramsey County website): _____
Legal Description of Property: _____
Present Zoning of Property (see City website): Diverse
Size of Property (Acreage): 1
Title Information: ☐ Abstract ☐ Torrens
Property Description: ☐ Residential ☐ Commercial ☐ Industrial ☐ Institutional

PROPOSAL INFORMATION

The request(s) which we desire for our property is/are in conflict with the following section(s) of the City of North St. Paul Zoning Code (reference Zoning Code, see City website): _____

Proposed non-conformance(s): Parking

On a separate sheet of paper, please answer the following questions in full detail:

1. Provide a project description. 14,500 sq office/warehouse - precast
2. Is the variance in harmony and consistent with the general purposes and intent of the Comprehensive Plan and Chapter 154?
yes
3. Will the variance adversely affect the health, safety, or general welfare of the City? NO
4. Is the variance necessary due to special conditions applying to the structures or land in question that are particular to the property and do not apply generally to other land or structures in the district or vicinity in which the land is located?
yes is the parcel is irregular
5. Is the variance requested the minimum variance necessary to alleviate the practical difficulty? Practical Difficulties are caused from the strict application of the Zoning Code as outlined below: yes
 - i. The property owner proposes to use the property in a reasonable manner not permitted by the Zoning Code.
 - ii. The plight of the landowner is due to circumstances unique to the property not created by the landowner.
 - iii. The variance, if granted, will not alter the essential character of the locality.
 - iv. Economic considerations alone do not constitute practical difficulties.
 - v. The variance is consistent with officially adopted City plans and overlays.

LAND USE PROCESS

Variance Review Process City Code Section 154.004



	Month:					Month:				
Submittal										
Design Review										
EAC										
Parks and Recreation										
Planning Commission										
City Council										
	1	2	3	4	5	1	2	3	4	5
	Weeks									

Regular Scheduled Meetings

Planning Commission
1st Thursday of the month (6:15pm)

Design Review Commission
4th Thursday of the month (5:00pm)

Environmental Advisory Commission
4th Monday of the month (6:00pm)

Parks and Recreation Commission
4th Wednesday of the month (6:30pm)

Economic Development Authority
2nd Tuesday of every odd month (4:00pm)

City Council
1st and 3rd Tuesday of the month (6:30pm)

APPLICATION SUBMITTALS

Required Completed

- | | | |
|--|--|---|
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☐ | <p>Completed Application</p> <p>Application Fee: Residential \$200; Non-Residential \$500. Escrow: Residential \$500 min.; Non-Residential \$1,000 min.</p> <p>Certificate of Survey including the following items: Scale of drawing, legal description, dimensions of lot and north point, dimensions of front, rear and side yards, indicate buildable area, dimensions of proposed driveway(s), location of all existing buildings on the lot, location of the proposed building or construction, location of stakes established by the surveyor along each side lot line, location of all recorded and platted easements, two-foot contours and spot elevations, all encroachments, proposed drainage patterns, locate ponds, lakes, rivers, or other water features bordering on or running through the subject property, locate and depict all "significant tree(s)" to be removed on the property.</p> <p>Site plan including the following items: Name and address of developer/owner, date of plan preparation, dates and descriptions of all revisions, name of project. Proposed front, rear and side yard setbacks. Location, setback, and dimensions of all proposed buildings and structures. Location of all adjacent buildings located within 100 feet of the exterior boundaries of the property. Location, number and dimensions of proposed parking and loading spaces. Identify sidewalks, trails and walkways and location of recreation and service areas. Location of rooftop equipment and proposed screening. Provisions of storage and disposal of waste, garbage and recyclables, including details for screening exterior trash/recycling. Location, size and type of water and sewer system mains, fire hydrants and proposed service connections.</p> <p>Location map showing the general location of the proposed use within the city.</p> <p>Map showing all principal land uses within 350 feet of the parcel for which the application is being made.</p> <p>Proof of ownership of the property.</p> <p>Map or plat showing the lands proposed to be changed and all lands within at least 350 feet of the boundaries of the property.</p> <p>Names and addresses of the owners of the lands within 350 feet as appear on the records of the County Auditor of Ramsey County, which shall be provided by the petitioner (City can provide this for the applicant).</p> <p>Other submittals as required by specific zoning district.</p> <p>Any additional data requested by the city: _____</p> |
|--|--|---|

NOTE TO APPLICANT

All completed application and accompanying materials are due (30) days prior to the scheduled Planning Commission meeting.

The purpose of this submittal requirement is to allow for:

- Ten-day publication and notice requirements to adjacent property owners; required by City Code and State Statute.
- Plan distribution to City Staff, consultants and applicable government entities.
- Project review time and generation of staff reports.
- Project meetings between City Staff and applicants.
- Meeting materials preparation and distribution.



NOTICE TO APPLICANT

The City of North St. Paul City Code guides and enables development activities within the City by ensuring proper and well-coordinated projects. The land use application is the mechanism that allows the City to examine proposed land uses to ensure compatibility with the City Codes, design and development standards, and the surrounding land uses and natural environments. The review is intended to ensure positive growth for the community.

All applications are reviewed individually and are evaluated based on their own merit. Each land use request has an associated checklist of required items. Applicants are encouraged to participate in an initial meeting with City Staff prior to submitting a formal land use application. The initial meeting is an opportunity to informally discuss the conceptual idea of the proposed project in an effort to reduce delays. Participation in the initial meeting does not provide approval, or guarantee approval, of the project. The City shall not accept plans, drawings or other information related to the project except upon submittal of a formal application. The City reserves the right to reject an incomplete application.

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There may be additional expenses pertaining to project reviews that is the responsibility of the applicant. All applicable fees must be paid when submitting land use applications and accompanying materials. All fees, which are set annually by City ordinance, help cover costs incurred by the City to review the application. The City of North St. Paul often uses consulting firms to assist in the review of projects. Please refer to the City's Fee Schedule for information on planning review fees and other applicable costs.

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ACKNOWLEDGEMENT

I certify that all information submitted is true and correct and I fully understand that all information and a complete application must be submitted at least (30) days prior to a Planning Commission meeting to ensure review by the Planning Commission on that date. By signing this form, I hereby acknowledge the receipt of the checklist and procedure for the project to be submitted for consideration. It is my responsibility to check all applicable ordinances pertaining to the application, comply with all ordinance requirements, and submit all required materials. All permit requests should be submitted in a timely manner so as not to cause project delays.

Applicant Signature: *James W. Davis*

Date: 3/5/18

Owner Signature: _____

Date: _____

PROPOSED MEETING DATES:

Design Review Commission: _____

Planning Commission: MARCH 1

Environmental Advisory Commission: _____

City Council: MARCH 6

Park and Recreation Commission: _____

OFFICE USE ONLY

DATE SUBMITTED: _____ DATE COMPLETE: _____ IF INCOMPLETE, DATE LETTER SENT TO APPLICANT: _____

DATE OF PUBLIC HEARING: _____ PUBLICATION DATE: _____ DATE NOTICE SENT TO ADJOINING PROPERTIES: _____

AMOUNT FEE PAID: _____ DATE FEE PAID: _____ FILE # _____ RECEIPT # _____

PLANNING COMMISSION ACTION: _____ RECOMMEND APPROVAL _____ RECOMMEND DENIAL _____

DATE APPLICANT/PROPERTY OWNER NOTIFIED OF PLANNING COMMISSION ACTION: _____

CITY COUNCIL ACTION: _____ RECOMMEND APPROVAL _____ RECOMMEND DENIAL _____

DATE APPLICANT/PROPERTY OWNER NOTIFIED OF CITY COUNCIL ACTION: _____

DATE FILED WITH RAMSEY COUNTY RECORDER'S OFFICE: _____





City of North St. Paul
2400 Margaret Street
North St. Paul, MN 55109
Phone (651) 747-2407
www.northstpaul.org

ZONING & LAND USE APPLICATION

Escrow: Residential \$500 min. Non-Res. \$1000 min. (code 1.2044)
Application Fee: Residential \$250.00 Non-Res \$500 (code 1.3290)

APPLICATION FOR VARIANCE

The variance process must be scheduled through the Community Development Planning and Zoning Department. The lead-time for submittals shown on this application is necessary to allow City staff and consultants time to review and comment on documents provided. Additional lead-time will be required if the City determines that the potential impacts require more detailed study, or if review by other agencies is required. Incomplete application submittals will not be forwarded to the appropriate Commission or Council until all required information has been provided.

APPLICANT INFORMATION

Applicant Name: Window World
Company (if applicable): Terry + Mary Derosier
Address: 2106 11th Ave E.
City, State, Zip: North St. Paul, MN
Phone Number: 651-770-5570
Email: TerryDerosier100@gmail.com
Are you the owner of the property? ☒ YES ☐ NO
(If no, you must supply property owner information)

Owner Name: Terence C. Derosier
Company (if applicable): EZ Development LLC
Address: 2106 11th Ave E.
City, State, Zip: No. St. Paul, MN 55109
Phone Number: 651-226-5316
Email: TerryDerosier100@gmail.com
MaryD@windowworldMN.com

PROPERTY INFORMATION

Street location of property (address): 2295 McKnight RD.
Parcel Identification Number (PID) (see Ramsey County website): 112922410010
Legal description of property: Lot 20 23638 Castleroad Sub. to Hwy. The Fol. EX W 155ft.
Present zoning of property (see City website): DD The South 147.64 Ft of N 609.34 Ft of Lot 20
Size of property (acreage): 1 acre
Title information: ☒ Abstract ☐ Torrens
Property Description: ☐ Residential ☒ Commercial ☐ Industrial ☐ Institutional

PROPOSAL INFORMATION

The request(s) which we desire for our property is/are in conflict with the following section(s) of the City of North St. Paul Zoning Code (reference Zoning Code, see City website): Parking

Proposed non-conformance(s): Less parking than required

On a separate sheet of paper, please answer the following questions in full detail:

1. Provide a project description.
2. Is the variance in harmony and consistent with the general purposes and intent of the Comprehensive Plan and Chapter 154?
3. Will the variance adversely affect the health, safety, or general welfare of the City?
4. Is the variance necessary due to special conditions applying to the structures or land in question that are particular to the property and do not apply generally to other land or structures in the district or vicinity in which the land is located?
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 - The property owner proposes to use the property in a reasonable manner not permitted by the Zoning Code.
 - The plight of the landowner is due to circumstances unique to the property not created by the landowner.
 - The variance, if granted, will not alter the essential character of the locality.
 - Economic considerations alone do not constitute practical difficulties.
 - The variance is consistent with officially adopted City plans and overlays.

Review Process

LAND USE PROCESS

Step 1
Initial meeting
with City staff



Step 2
Application
submission/fee



Step 3
Public
Notice



Step 4
Planning
Commission



Step 5
City Council
Action

	MONTH:					MONTH:				
App Submittal										
Design Review										
EAC										
Parks & Rec										
Planning Commission										
City Council										
WEEKS:	1	2	3	4	5	1	2	3	4	5

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1st Thursday of the month (6:15 p.m.)

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4th Monday of the month (6:00 p.m.)

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4th Wednesday of the month (6:30 p.m.)

ECONOMIC DEVELOPMENT AUTHORITY

2nd Tuesday of every odd month (4:00 p.m.)

CITY COUNCIL

1st and 3rd Tuesday of the month (6:30 p.m.)

APPLICATION SUBMITTALS

Required Completed

_____ ☒

_____ ☒

_____ ☒

_____ ☒

_____ ☒

_____ ☐

_____ ☐

_____ ☐

_____ ☐

_____ ☐

_____ ☐

_____ ☐

Completed Application

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Certificate of Survey including the following items: Scale of drawing, legal description, dimensions of lot and north point, dimensions of front, rear and side yards, indicate buildable area, dimensions of proposed driveway(s), location of all existing buildings on the lot, location of the proposed building or construction, location of stakes established by the surveyor along each side lot line, location of all recorded and platted easements, two-foot contours and spot elevations, all encroachments, proposed drainage patterns, locate ponds, lakes, rivers, or other water features bordering on or running through the subject property, locate and depict all "significant tree(s)" to be removed on the property.

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Applicant signature: [Signature]

Date: 2/5/18

Owner Signature: [Signature]

Date: 2/5/18

PROPOSED MEETING DATES:

Design Review Commission: _____ Planning Commission 3/1 Parks & Rec Commission _____
Environmental Advisory Commission _____ City Council 3/6

FOR OFFICE USE ONLY

Date submitted: _____ Date complete: _____ If incomplete, date letter sent to applicant: _____
Date of public hearing: _____ Publication date: _____ Date notice sent to adjoining properties: _____
Amount fee paid: _____ Date fee paid: _____ Receipt #: _____ File #: _____

Planning Commission action: _____ Recommend approval: _____ Recommend denial: _____
Date applicant/property owner notified of Planning Commission action: _____

City Council action: _____ Recommend approval: _____ Recommend denial: _____
Date applicant/property owner notified of City Council action: _____

Date filed with Ramsey County Recorder office: _____

Window World Office/Fabrication/Warehouse
2/5/18

1. Project Description

2295 McKnight Road

New office/warehouse/fabrication building to house Window World Twin Cities Operations

Building

14,368 sf Footprint, 24' ceiling heights, two stories, offices on second floor mezzanine
Constructed of Fabcon precast concrete panels. Drive around building for access of shipping
and receiving.

Use

The building will house window world operations that will include approximately

1st floor 6,683 sf Fabrication/Storage, 7685 sf Warehouse

2nd floor 6,683 sf office

Existing Structure

The old EZ Riding building will be removed and disposed of.

Construction

Construction of the new building will begin once approved by the Planning Commission and City
Council and construction permits are obtained. Spring 2018

Overview

A variance for parking is requested because of the minimum number of stalls that are required
for the square footage of office/fabrication/warehouse is greater than what is available for the
given building and lot size. Any smaller building will not be suitable for Window World
operations. The number of stalls required is much greater than what the business really needs.
We are a contracting company with 15 employees and very little retail traffic.

2. The variance is in harmony and consistent with the Comprehensive Plan and Chapter 154 of
Diversified District. Other buildings similar in use are all along McKnight Road
3. The variance will enhance the city as it will remove an "eyesore" and not adversely affect
health, safety or general welfare for the City.
4. The variance is necessary because the front of the property was subject to eminent domain
when McKnight Road and Castle Ave were reconstructed. Parking space that would normally
be available at the front of the property is owned by the State of MN and cannot be used as
part of the plan.
5. This is the minimum variance requested.

Assessor's Office

90 Plato Blvd. West, Saint Paul, MN 55107
 651-266-2131 • www.ramseycounty.us/propertyvalue

52213 2 AV 0.373 **264**1/3**G50****AUTO**5-DIGIT 55109
 EZ DEVELOPMENT LLC
 2211 11TH AVE E STE 130
 NORTH ST PAUL MN 55109-5177



Property ID: 112922410010

Description: Lot 20 03838 CASTLE WOOD SUBJ
 TO HWY; THE FOL; EX W 155 FT;
 THE S 147.84 FT OF N 609.34 FT
 OF LOT 20

Property Address:
 2295 MCKNIGHT RD N
 MAPLEWOOD

Your Property's Classification(s) and Values

The assessor has determined your property's classification(s) to be:

☐ If this box is checked your classification
 has changed from last year's assessment.

Taxes Payable in 2017
 (2016 Assessment)
 Comm/Ind

Taxes Payable in 2018
 (2017 Assessment)
 Comm/Ind

The assessor has estimated your property's market value to be:

Estimated Market Value:	\$337,800	\$405,400
--------------------------------	------------------	------------------

Several factors can reduce the amount that is subject to tax:

Green Acres Value Deferral:	0	0	New improvements Included in 2017 Estimated Market Value: \$ 0
Plat Deferral:	0	0	
This Old House Exclusion:	0	0	
Disabled Veterans Exclusion:	0	0	
Mold Damage Exclusion:	0	0	
Homestead Market Value Exclusion:	0	0	
Taxable Market Value:	\$337,800	\$405,400	

If you believe your valuation and property class are correct, it is not necessary to contact your assessor or attend any listed meeting. If the property information is not correct, or if you disagree with the values, or you have other questions about this notice, **please contact your assessor first at 651-266-2131 to discuss any questions or concerns.** Often your issues can be resolved at this level. If your questions or concerns are not resolved, more formal appeal options are available. See below for important information about the appeal options.

Valuation and classification notice

Step 1 Class: Comm/Ind
 Estimated Market Value: \$405,400 *See Details Below*
 Homestead Exclusion: \$0
 Taxable Market Value: \$405,400

Step 2 Proposed Tax Notice
 2018 proposed tax: *Coming November 2017*

Step 3 Property Tax Statement
 1st half taxes:
 2nd half taxes: *Coming March 2018*

**The time to appeal or question
 your classification or
 valuation is now!**
 It will be too late when proposed
 taxes are sent.
 See details on meetings and
 appeal options below.

The following appeal options are available:

Open House - Preliminary Market Value Review Meeting	County Board of Review - Final Assessment - for APPLICANT MEET ONLY
Property Reviews and Appeals	Final Review of Appeals
90 Plato Blvd. West	90 Plato Blvd. West
Saint Paul, MN 55107	Saint Paul, MN 55107
April 4, 2017 10 a.m. to 2 p.m.	April 27, 2017 10 a.m. to 2 p.m.
April 5, 2017 9 a.m. to 4 p.m.	April 28, 2017 9 a.m. to 4 p.m.
	Appeals must be submitted by May 5, 2017

Assessor's Revaluation Requirement

By Minnesota law, the Ramsey County Assessor's Office must perform an on-site review of your property every five years. County appraisers will visit approximately 32,000 parcels again in 2017. We do not mail a separate notice prior to these inspections.

Questions or concerns? Please call 651-266-2131 or visit www.ramseycounty.us/propertyvalue



City of North St. Paul
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North St. Paul, MN 55109
Phone (651) 747-2407
www.northstpaul.org

ZONING & LAND USE APPLICATION

Escrow:
Residential \$500 min.
Non-Res. \$1000 min.
(code 1.2044)

Application Fee:
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APPLICANT INFORMATION

Applicant Name: Window World
Company (if applicable): Terry & Mary Derosier
Address: 2106 11th Ave E.
City, State, Zip: North St. Paul MN 55109
Phone Number: 651-226-5316
Email: TerryDerosier100@gmail.com
Are you the owner of the property? ☒ YES ☐ NO
(If no, you must supply property owner information)
MARYD@WINDOWWORLD.MN.COM

Owner Name: _____
Company (if applicable): _____
Address: _____
City, State, Zip: _____
Phone Number: _____
Email: _____

PROPERTY INFORMATION

Street location of property (address): 2295 McKnight RD.
Parcel Identification Number (PID) (see Ramsey County website): 112922410010
Legal description of property: _____
Present zoning of property (see City website): DD
Size of property (acreage): 1.05
Title information: ☒ Abstract ☐ Torrens
Property Description: ☐ Residential ☒ Commercial ☐ Industrial ☐ Institutional

PROPOSAL INFORMATION

The request(s) which we desire for our property is/are in conflict with the following section(s) of the City of North St. Paul Zoning Code (reference Zoning Code, see City website): _____

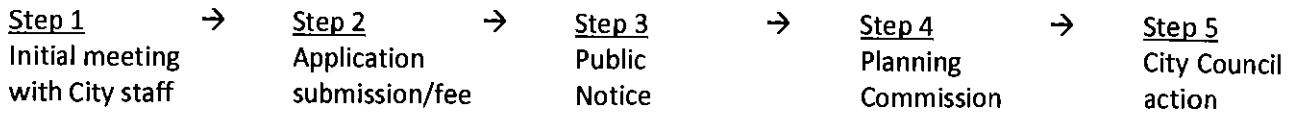
Proposed non-conformance(s): Reduced open space

On a separate sheet of paper, please answer the following questions in full detail:

1. Provide a project description.
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LAND USE PROCESS

Review Process



	MONTH:					MONTH:				
App Submittal										
Design Review										
EAC										
Parks & Rec										
Planning Commission										
City Council										
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APPLICATION SUBMITTALS

Required

Completed

✓
✓
✓

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✓

Site plan including the following items: Name and address of developer/owner, date of plan preparation, dates and descriptions of all revisions, name of project. Proposed front, rear and side yard setbacks. Location, setback, and dimensions of all proposed buildings and structures. Location of all adjacent buildings located within 100 feet of the exterior boundaries of the property. Location, number, and dimensions of proposed parking and loading spaces. Identify sidewalks, trails and walkways, and location of recreation and service areas. Location of rooftop equipment and proposed screening. Provisions of storage and disposal of waste, garbage and recyclables, including details for screening exterior trash/recycling. Location, size and type of water and sewer system mains, fire hydrants and proposed service connections.

✓

Location map showing the general location of the proposed use within the city.

✓

Map showing all principal land uses within 350 feet of the parcel for which the application is being made.

✓

Proof of ownership of the property.

✓

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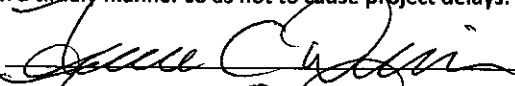
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Applicant signature: 

Date: 2/14/18

Owner Signature: 

Date: 2/14/18

PROPOSED MEETING DATES:

Design Review Commission: 2/22/18 Planning Commission 3/1 Parks & Rec Commission _____
Environmental Advisory Commission _____ City Council 3/6

FOR OFFICE USE ONLY

Date submitted: _____ Date complete: _____ If incomplete, date letter sent to applicant: _____
Date of public hearing: _____ Publication date: _____ Date notice sent to adjoining properties: _____
Amount fee paid: _____ Date fee paid: _____ Receipt #: _____ File #: _____

Planning Commission action: _____ Recommend approval: _____ Recommend denial: _____
Date applicant/property owner notified of Planning Commission action: _____

City Council action: _____ Recommend approval: _____ Recommend denial: _____
Date applicant/property owner notified of City Council action: _____

Date filed with Ramsey County Recorder office: _____

APPLICATION FOR VARIANCE: REDUCED OPEN SPACE

1. Project Description

2295 McKnight Road

New office/warehouse/fabrication building to house Window World Twin Cities Operations

Building

14,368 sf Footprint, 24' ceiling heights, two stories, offices on second floor mezzanine
Constructed of Fabcon precast concrete panels. Drive around building for access of shipping and receiving.

Use

The building will house window world operations that will include approximately

1st floor 6,683 sf Fabrication/Storage, 7685 sf Warehouse

2nd floor 6,683 sf office

Existing Structure

The old EZ Riding building will be removed and disposed of.

Construction

Construction of the new building will begin once approved by the Planning Commission and City Council and construction permits are obtained. Spring 2018

Overview

1. A variance for **reduced open space** is requested. The square footage of the new building occupies a greater percentage of the open space than allowed by current code. Any smaller building will not be suitable for Window World operations. There is already a large open space to the west of the property - The North St Paul Urban Ecology Center. There is also open space at the front of the lot owned by MDOT. This land was taken from the lot through eminent domain when Highway 36/McKnight Rd was redone.
2. The variance is in harmony and consistent with the Comprehensive Plan and Chapter 154 of Diversified District. Other buildings similar in use are all along McKnight Road
3. The variance will enhance the city as it will remove an "eyesore" and not adversely affect health, safety or general welfare for the City.
4. The variance is necessary because the front of the property was subject to eminent domain when McKnight Road and Castle Ave were reconstructed. Open space that would normally be available at the front of the property is owned by the State of MN and cannot be used as part of the plan.
5. This is the minimum variance requested. It will remove the practical difficulty in developing an odd shaped lot. It is a reasonable use of the property and it will enhance the McKnight/Highway 36 intersection of North St Paul



City of North St. Paul
2400 Margaret Street
North St. Paul, MN 55109
Phone (651) 747-2407
www.northstpaul.org

ZONING & LAND USE APPLICATION

Escrow:
\$1,000 min.
(code 1.2044)

Application Fee:
\$500.00
(code 1.3290)

APPLICATION FOR SITE/BUILDING PLAN APPROVAL

The site/building plan approval process must be scheduled through the Community Development Planning and Zoning Department. The lead-time for submittals shown on this application is necessary to allow City staff and consultants time to review and comment on documents provided. Additional lead-time will be required if the City determines that the potential impacts require more detailed study, or if review by other agencies is required. Incomplete application submittals will not be forwarded to the appropriate Commission or Council until all required information has been provided.

APPLICANT INFORMATION

Applicant Name: Window World Owner Name: _____
Company (if applicable): Terry + Mary Derosier Company (if applicable): _____
Address: 2106 11th Ave E. Address: _____
City, State, Zip: North St. Paul, MN City, State, Zip: _____
Phone Number: 651-226-5316 Phone Number: _____
Email: TerryDerosier100@gmail.com Email: _____
Are you the owner of the property? ☒ YES ☐ NO
(If no, you must supply property owner information) Maryd@windowworldmn.com

PROPERTY INFORMATION

Street location of property (address): 2295 McKnight Rd.
Parcel Identification Number (PID) (see Ramsey County website): 112922410010
Legal description of property: _____
Present zoning of property (see City website): DD
Size of property (acreage): 1.59 Acre
Title information: ☒ Abstract ☐ Torrens
Property Description: ☐ Residential ☒ Commercial ☐ Industrial ☐ Institutional

PROPOSAL INFORMATION

Required for:

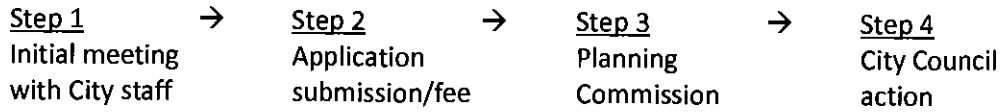
- ☐ Expansions of 1,000 square feet or more of commercial, industrial, institutional, and multi-family development projects.
☒ New commercial, industrial, institutional, and multi-family development projects.

On a separate sheet of paper, please answer the following questions in full detail:

1. Provide a project description.
2. Is the proposal consistent with the general purposes and intent of the Comprehensive Plan?
3. Will the proposal adversely affect the health, safety, or general welfare of the City?
4. Is the proposal compatible with present and future land uses in the surrounding area and reasonably related to the overall needs of the City?
5. Is the proposal or appearance of the proposal compatible with adjacent properties?
6. Can the proposal be adequately supported by public urban services including the water supply, transportation system and capacity, police and fire protection, utilities, and sanitary waste disposal and storm water disposal systems?
7. Will the proposal create an excessive burden on existing parks, schools, and other public facilities which serve or are proposed to serve the area?
8. Is the proposal sufficiently compatible or separated by distance or screening from adjacent residentially zoned land?
9. Is the proposal in harmony with the general purposes and intent of zoning codes and the zoning district in which the applicant intends to locate the proposal?
10. If applicable, is the proposal consistent with officially adopted City plans and overlays?

LAND USE PROCESS

Review Process



	MONTH:					MONTH:				
App Submittal										
Design Review										
EAC										
Parks & Rec										
Planning Commission										
City Council										
WEEKS:	1	2	3	4	5	1	2	3	4	5

Regular Scheduled City Meetings:

PLANNING COMMISSION

1st Thursday of the month (6:15 p.m.)

DESIGN REVIEW COMMISSION

4th Thursday of the month (5:00 p.m.)

ENVIRONMENTAL ADVISORY COMMISSION

4th Monday of the month (6:00 p.m.)

PARKS & RECREATION COMMISSION

4th Wednesday of the month (6:30 p.m.)

ECONOMIC DEVELOPMENT AUTHORITY

2nd Tuesday of every odd month (4:00 p.m.)

CITY COUNCIL

1st and 3rd Tuesday of the month (6:30 p.m.)

APPLICATION SUBMITTALS

Required

Completed

_____	✓	Completed Application.
_____	✓	Application Fee \$500.00. Escrow \$1,000.00 minimum.
_____	✓	Certificate of Survey. Please see Zoning Code, Table 2 Submittal Requirements.
_____	✓	Site Plan. Please see Zoning Code, Table 2 Submittal Requirements.
_____	✓	Parking and Circulation Plan. Please see Zoning Code, Table 2 Submittal Requirements.
_____	✓	Grading/Storm Water Management Plan.
_____	✓	Sanitary Sewer and Water Plan with estimated use per day.
_____	✓	Soil Type and Soil Limitations. Please see Zoning Code, Table 2 Submittal Requirements.
_____	✓	Landscaping Plan. Please see Zoning Code, Table 2 Submittal Requirements.
_____	✓	Lighting Plan. Please see Zoning Code, Table 2 Submittal Requirements.
_____	✓	Architectural Detail Drawings. Please see Zoning Code, Table 2 Submittal Requirements.
_____	✓	Typical floor plan and room plan drawn to scale with a summary of square footage for each use or activity.
_____	✓	Sign Plan including the type, location, and size of all proposed signage.
_____	✓	Vicinity map showing the property in relation to nearby highways or major street intersections.
_____	✓	Type of business or activity and proposed number of employees.
_____	✓	Proof of ownership of the property.
_____	✓	Map or plat showing the lands proposed to be changed and all lands within at least 350 feet of the boundaries of the property.
_____	_____	Names and addresses of the owners of the lands within 350 feet as appear on the records of the County Auditor of Ramsey County.
_____	_____	Other submittals as required by specific zoning district.
_____	_____	Any additional data requested by the city: _____

NOTE TO APPLICANT

All completed application and accompanying materials are due 30 days prior to the scheduled Planning Commission meeting (if applicable). The purpose of this submittal requirement is to allow for:

1. Plan distribution to the City staff, consultants, and applicable government entities.
2. Project review time and generation of staff reports.
3. Project meetings between City staff and applicants.
4. Meeting materials preparation and distribution.

The North St. Paul City Codes guide and enable development activities within the City by ensuring proper and well-coordinated projects. The land use application is the mechanism that allows the City to examine proposed land uses to ensure compatibility with the City Codes, design and development standards, and the surrounding land uses and natural environments. The review is intended to ensure positive growth for the community. All applications are reviewed individually and are evaluated based on their own merit. Each land use request has an associated checklist of required items. Applicants are encouraged to participate in an initial meeting with City staff prior to submitting a formal land use application. The initial meeting is an opportunity to informally discuss the conceptual idea of the proposed project in an effort to reduce delays. Participation in the initial meeting does not provide approval, or guarantee approval of the project. The City shall not accept plans, drawings, or other information related to the project except upon submittal of a formal application. The City reserves the right to reject an incomplete application.

APPLICATION FEE STATEMENT

There may be additional expenses pertaining to project review that is the responsibility of the applicant. All applicable fees must be paid when submitting land use applications and accompanying materials. All fees, which are set annually by City Ordinance, help cover costs incurred by the City to review the application. The City of North St. Paul often uses consulting firms to assist in the review of projects. Please refer to the City's Fee Schedule for information on planning review fees and other applicable costs.

REVIEW REQUIREMENTS

Minnesota State Statute 15.99 requires local governments to review an application within 15 business days of submission to determine if an application is complete and/or if additional information is required to complete the review. Once complete, a formal 60-day review period begins. The City has the ability to extend the review period for an additional 60 days, if necessary, due to insufficient information or scheduling difficulties. Please review the corresponding checklist that goes with the request. All applications must be received by the deadline(s) attached hereto. Failure to submit by the date given may result in a delay of the review by the Planning Commission and City Council.

ACKNOWLEDGEMENT

I certify that all information submitted is true and correct and I fully understand that all information and a complete application must be submitted at least 30 days prior to a Planning Commission meeting to ensure review by the Planning commission on that date. By signing this form, I hereby acknowledge the receipt of the checklist and procedure for the project to be submitted for consideration. It is my responsibility to check all applicable ordinances pertaining to the application, comply with all ordinance requirements, and submit all required materials. All permit requests should be submitted in a timely manner so as not to cause project delays.

Applicant signature: [Signature]

Date: 2/14/18

Owner Signature: [Signature]

Date: 2/14/18

PROPOSED MEETING DATES:

Design Review Commission: 2/22/18 Planning Commission 3/1 Parks & Rec Commission _____
Environmental Advisory Commission _____ City Council 3/6

FOR OFFICE USE ONLY

Date submitted: _____ Date complete: _____ If incomplete, date letter sent to applicant: _____
Date of public hearing: _____ Publication date: _____ Date notice sent to adjoining properties: _____
Amount fee paid: _____ Date fee paid: _____ Receipt #: _____ File #: _____

Planning Commission action: _____ Recommend approval: _____ Recommend denial: _____
Date applicant/property owner notified of Planning Commission action: _____

City Council action: _____ Recommend approval: _____ Recommend denial: _____
Date applicant/property owner notified of City Council action: _____

Date filed with Ramsey County Recorder office: _____

Window World Office/Fabrication/Warehouse
2/14/18

APPLICATION FOR SITE PLAN/BUILDING PLAN APPROVAL

1. Project Description

2295 McKnight Road

New office/warehouse/fabrication building to house Window World Twin Cities Operations

Building

14,368 sf Footprint, 24' ceiling heights, two stories, offices on second floor mezzanine
Constructed of Fabcon precast concrete panels. Drive around building for access of shipping and receiving.

Use

The building will house window world operations that will include approximately

1st floor 6,683 sf Fabrication/Storage, 7685 sf Warehouse

2nd floor 6,683 sf office

Existing Structure

The old EZ Riding building will be removed and disposed of.

Construction

Construction of the new building will begin once approved by the Planning Commission and City Council and construction permits are obtained. Spring 2018

Overview

2. The proposal is in harmony and consistent with the Comprehensive Plan and Chapter 154 of Diversified District. Other buildings similar in use are all along McKnight Road
3. The proposal will enhance the city as it will remove an "eyesore" and not adversely affect health, safety or general welfare for the City.
4. The proposal is compatible with present and future land uses and will upgrade the area.
5. The proposal and appearance is compatible with other businesses and adjacent properties
6. Adequate utilities are available for service
7. The proposal will not create an excessive burden on public facilities
8. The residential area is screened by the North St Paul Urban Ecology Center to the west.
9. The proposal is in harmony with the general purposes and intent of the city codes.
10. The proposal is consistent with adopted city plans.

Addison Lewis

From: Terry Derosier <terryderosier100@gmail.com>
Sent: Tuesday, February 06, 2018 10:29 AM
To: Addison Lewis
Subject: Fwd: NSP Site Redevelopment

See below

Terry D
651-226-5316

Begin forwarded message:

From: RUSSELL ROSA <ROSARCHGRP@msn.com>
Date: February 6, 2018 at 10:04:47 AM CST
To: Terry Derosier <terryderosier100@gmail.com>
Subject: Fw: NSP Site Redevelopment

Terry,

Attached is response from the Watershed District clarifying they will not need to review the project if we stay under the 1 acre redevelopment. Please copy their e-mail to Addison for the acknowledgement that we contacted the Watershed District in this regard.

Sincerely,

Russ Rosa
Rosa Architectural Group, Inc.
1084 Sterling Street
St. Paul, MN 55119
Cell:(651)366-7971
Office:(651)739-7988
Fax:(651)739-3165
Email: rosarchgrp@msn.com

From: Paige Ahlborg <paige.ahlborg@rwmwd.org>
Sent: Tuesday, February 6, 2018 9:54 AM
To: 'RUSSELL ROSA'
Subject: RE: NSP Site Redevelopment

Hi Russ,

Thank you for calling yesterday to discuss your project located off McKnight and 36 in North St. Paul. I apologize for the email confusion. Your email went to my junk mail for some reason, but I think we should be all set now!

Our permit rules trigger at one acre of disturbance. Since you proposing to grade less than an acre, you would not be required to obtain an RWMWD grading permit.

This project is in a priority subwatershed district for RWMWD which means we have 100% funding available for stormwater projects that go above and beyond anything you may be required to do for the City of North St. Paul. Please visit our [cost share website](#) for more information.

I'd be happy to meet with you or review a concept plan when you have it ready to determine how to best tie in a stormwater BMP.

Have a great day,



Ramsey-Washington Metro Watershed District

From: RUSSELL ROSA [<mailto:ROSARCHGRP@msn.com>]

Sent: Monday, February 5, 2018 1:49 PM

To: Paige Ahlborg <paige.ahlborg@rwmwd.org>

Subject: NSP Site Redevelopment

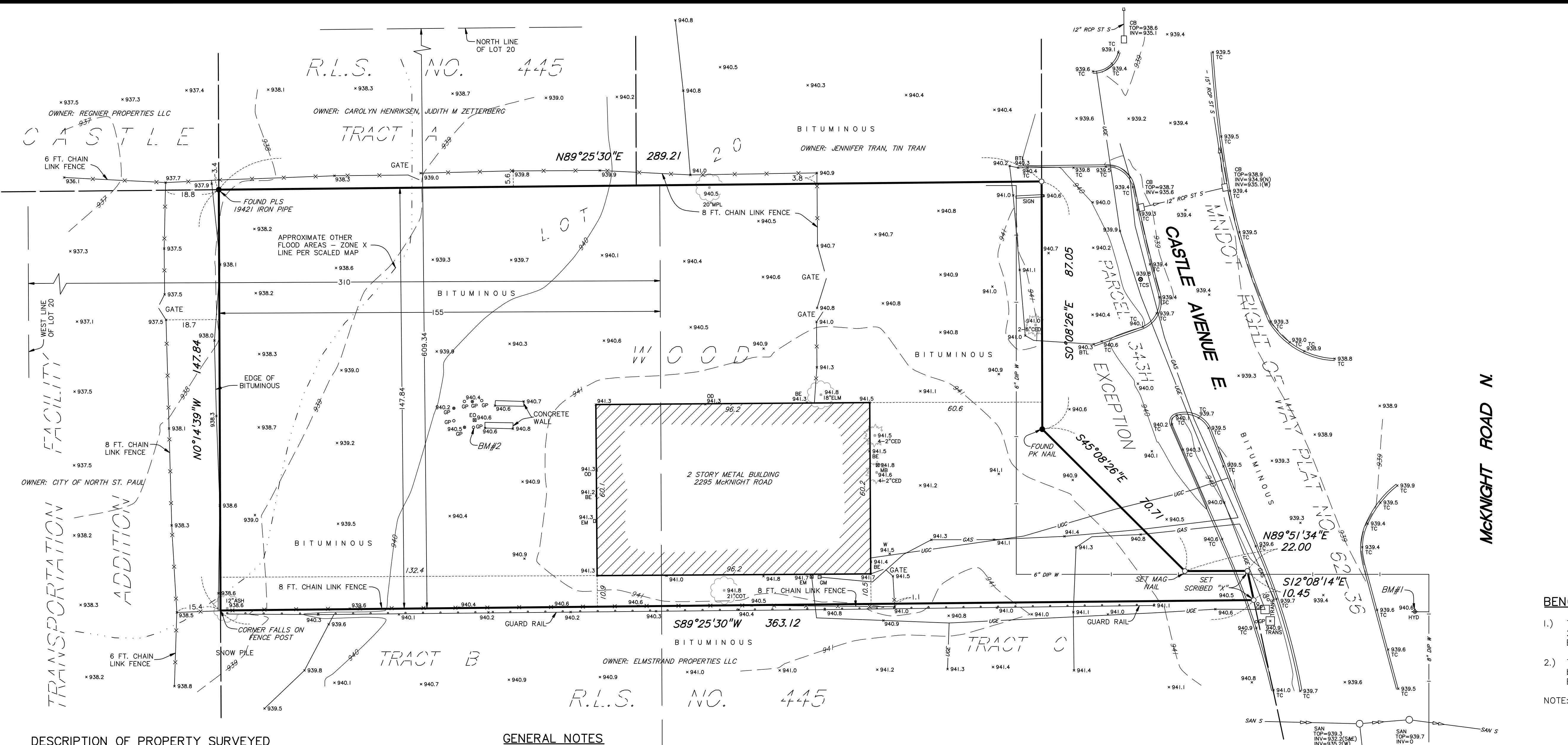
Hello Paige,

We spoke earlier this morning about a project in North Saint Paul that I am involved with. The project is on a small site and there will be less than 1 acre (43560 sf) of disturbed site area with the project. As we discussed

can you send my some information from the Watershed District that state that no review or required storm water management will be required by the Watershed District if the disturbed area is less than 1 acre. Thank you Paige. Also you said there are some programs available through the watershed district that may be available for funding to help projects. Please send along information that you think could be helpful. Thank you Paige.

Russ Rosa

Rosa Architectural Group, Inc.
1084 Sterling Street
St. Paul, MN 55119
Cell:(651)366-7971
Office:(651)739-7988
Fax:(651)739-3165
Email: rosarchgrp@msn.com



LEGEND

- O Denotes iron monument set marked with P.L.S. No. 15480
- Denotes found iron monument
- AIS Denotes advertising and information sign
- BE Denotes building entrance
- BTB Denotes beaver tail curb
- CB Denotes catch basin
- DIP Denotes ductile iron pipe
- EM Denotes electric meter
- EO Denotes electric outlet
- GM Denotes gas meter
- GP Denotes guard post
- HCR Denotes handicap ramp
- HYD Denotes fire hydrant
- INV Denotes structure invert
- MB Denotes mailbox
- OD Denotes overhead door
- PVC Denotes polyvinylchloride pipe
- RCP Denotes reinforced concrete pipe
- SAN Denotes sanitary manhole
- SAN S Denotes sanitary sewer
- SMH Denotes storm manhole
- ST S Denotes storm sewer
- TC Denotes top of concrete curb
- TCS Denotes traffic control sign
- TRANS Denotes transformer
- UGC Denotes underground communication line
- UGE Denotes underground electric line
- W Denotes water line
- CED Denotes Cedar tree
- CT Denotes Cottonwood tree
- MPL Denotes Maple tree

BENCH MARKS (BM)

- Top of top nut of fire hydrant near southeast corner of 2295 McKnight Road. Elevation = 943.65 feet
 - Top of most southeasterly of seven guard posts west of building at 2295 McKnight Road. Elevation = 944.88 feet
- NOTE: Elevations shown are based on NAVD88 datum.

DESCRIPTION OF PROPERTY SURVEYED

(Per Certificate of Title No. 581829)

The South 147.84 feet of the North 609.34 feet of the East 155 feet of the West 310 feet of Lot 20, Castle Wood, except that part shown as Parcel 343H on Minnesota Department of Transportation Right of Way Plat Numbered 62-36.
The South 147.84 feet of the North 609.34 feet of Lot 20 lying East of the West 310 feet of said Lot 20, Castle Wood, except that part shown as Parcel 343H on Minnesota Department of Transportation Right of Way Plat Numbered 62-36.

Property is located in Ramsey County, Minnesota.

PLAT RECORDING INFORMATION

The plat of Castle Wood was filed of record in December 1915.

TITLE COMMITMENT

This survey was prepared without the benefit of current title work. Easements, appurtenances, and encumbrances may exist in addition to those shown hereon. This survey is subject to revision upon receipt of a current title insurance commitment or attorney's title opinion.

GENERAL NOTES

- Adjoining ownership information shown hereon was obtained from the Ramsey County Property Tax Information web site. Ownership information is subject to revision upon receipt of a title search by a title insurance company.
- Survey coordinate basis: Ramsey County Coordinate System
- No indication of wetland delineation by a qualified wetland specialist has been located or observed on site.
- At the time field work was performed for this survey, there was a significant amount of snow on the ground. Physical features were located to the best of our ability, but there may be additional features that were not visible and, therefore, not shown hereon.

UTILITY NOTES

- Utility information from plans and markings was combined with observed evidence of utilities to develop a view of the underground utilities shown hereon. However, lacking excavation, the exact location of underground features cannot be accurately, completely and reliably depicted. Where additional or more detailed information is required, excavation may be necessary.
- Other underground utilities of which we are unaware may exist. Verify all utilities critical to construction or design.
- Some underground utility locations are shown as marked onsite by those utility companies whose locators responded to our Gopher State One Call, ticket number 140290073.
- Contact GOPHER STATE ONE CALL at 651-454-0002 (800-252-1166) for precise onsite location of utilities prior to any excavation.

FLOOD ZONE NOTES

- The subject property lies partly within Other Flood Areas Zone X (Areas of 0.2% annual chance flood; areas of 1% annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile; and areas protected by levees from 1% annual chance flood) and the remainder lies in Zone X (Areas determined to be outside the 0.2% annual chance floodplain) per the National Flood Insurance Program, Flood Insurance Rate Map Community Panel No. 2703820044G, dated June 4, 2010.
- The flood zone demarcation line shown hereon is approximate only per scaled map location and/or graphic plotting. FEMA maps are not precisely drawn and do not scale uniformly. Contact FEMA for final determination.

ZONING NOTES

- Zoning information obtained from the City of North St. Paul web site on January 29, 2014.

The subject property is zoned DD. (Diversified District)

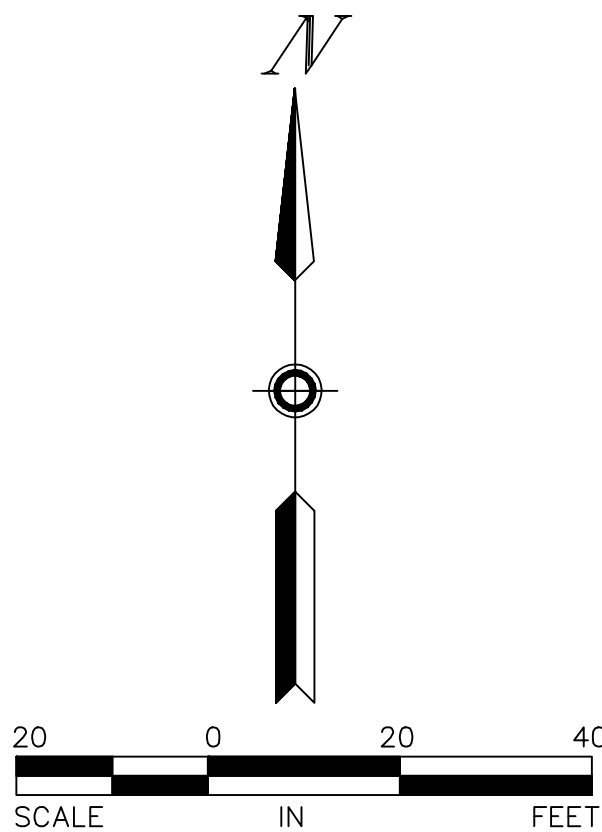
The setbacks for zone DD must meet design and development standards.

Restrictions (i.e., building setbacks, height and bulk restrictions, etc.) shown hereon are based on information provided and are subject to interpretation. We cannot certify to a restriction on the basis of an interpretation or the opinion of another party as stated in note under "Table A" of "Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys".

- Parking: None designated

AREA

Area = 44,755 square feet or 1.027 acres



Revision	By	Date
	MAP	

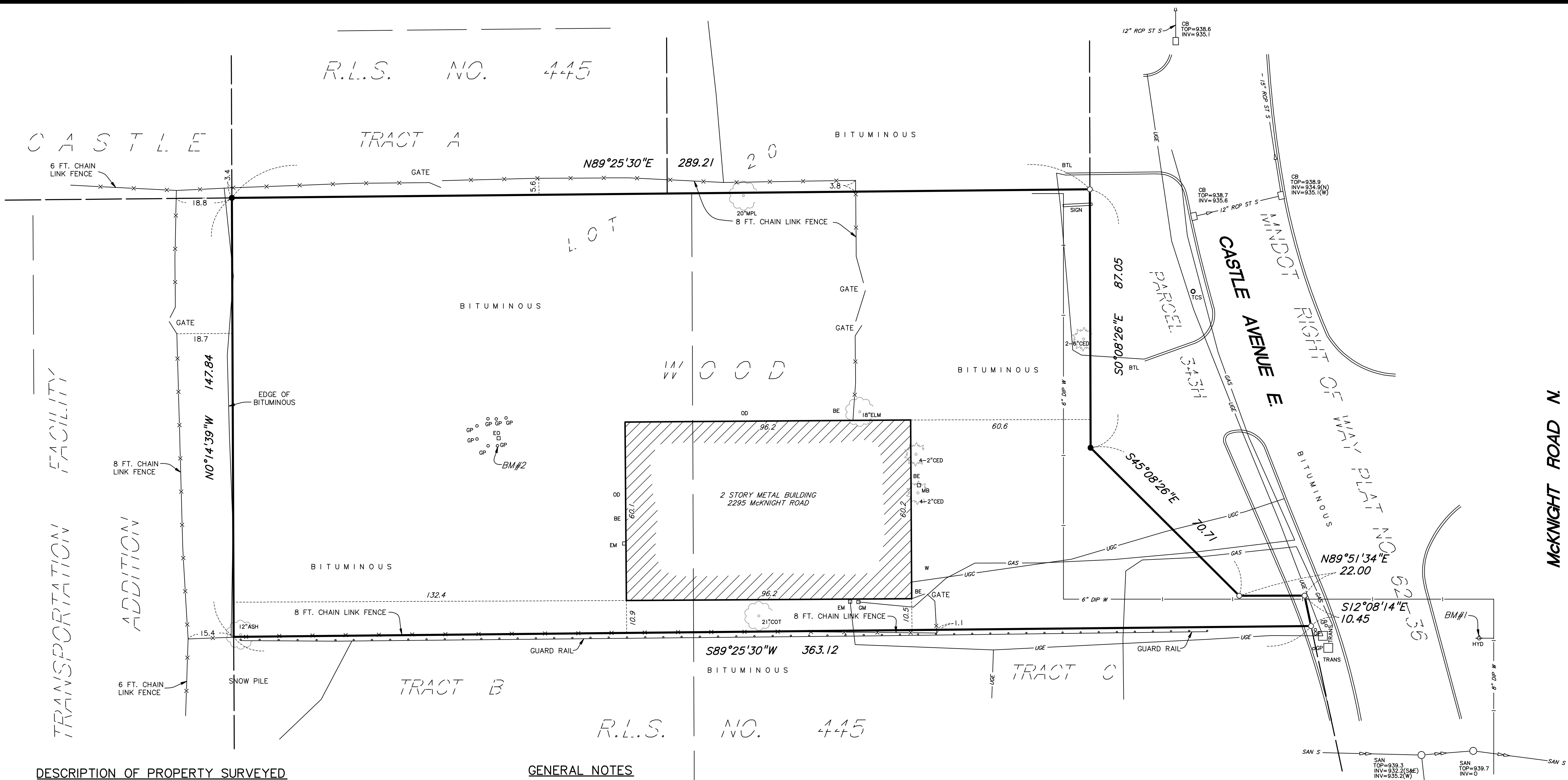
Drawing Title:
**BOUNDARY, LOCATION, TOPOGRAPHIC
and UTILITY SURVEY FOR:
WINDOW WORLD**
2295 McKNIGHT ROAD, NORTH ST. PAUL, MN

SUNDE
LAND SURVEYING
www.sunde.com

Main Office:
9001 East Bloomington Freeway (35W) • Suite 118
Bloomington, Minnesota 55420-3435
952-881-2455 (Fax: 952-888-9526)
West Office:
Mandan, North Dakota 701-663-5562

Project: 2014-088 Bk/Pg: 840/42 Date: 2/06/2014
Township: 29 Range: 22 Section: 11
File: 2014008001.dwg Sheet: 1 of 1

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LEGEND

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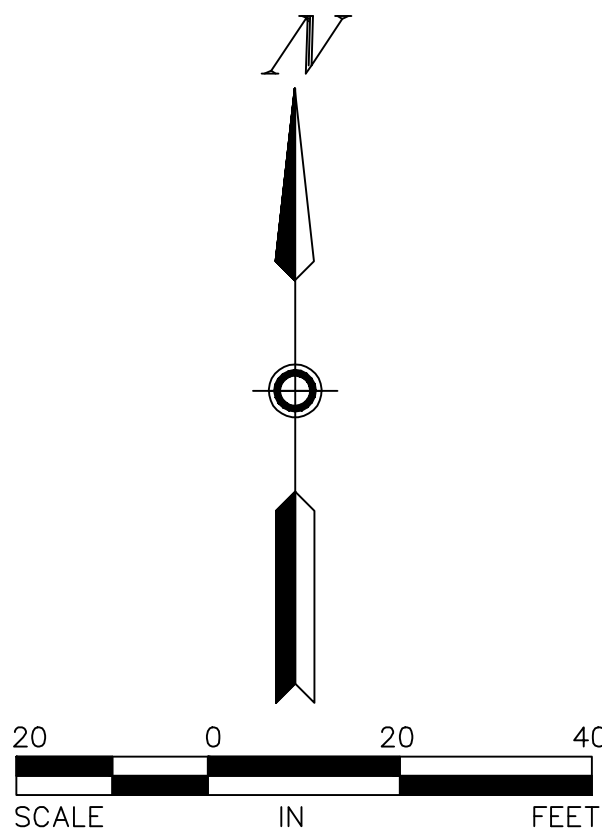
The setbacks for zone DD must meet design and development standards.

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- Parking: None designated

AREA

Area = 44,755 square feet or 1.027 acres



Revision	By	Date
	MAP	

Drawing Title:
**BOUNDARY, LOCATION, TOPOGRAPHIC
and UTILITY SURVEY FOR:
WINDOW WORLD**
2295 McKNIGHT ROAD, NORTH ST. PAUL, MN

SUNDE
LAND SURVEYING
www.sunde.com

Main Office:
9001 East Bloomington Freeway (35W) • Suite 118
Bloomington, Minnesota 55420-3435
952-881-2455 (Fax: 952-888-9526)

West Office:
Mandan, North Dakota 701-663-5562

Project: 2014-088 Bk/Pg: 840/42 Date: 2/06/2014
Township: 29 Range: 22 Section: 11
File: 2014008001.dwg Sheet: 1 of 1

Rosa
Architectural
Group
Inc.

1084 Sterling Street
St. Paul, Minnesota 55119
tel: 651-739-7988
fax: 651-739-3165

WINDOW WORLD
BUILDING

2295 N McKNIGHT ROAD
NORTH ST. PAUL, MN 55109

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME, OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINT NAME: _____

SIGNED: _____
DATE: _____

REG. NO. _____

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME, OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINT NAME: _____

SIGNED: _____
DATE: _____

REG. NO. _____

PROJECT NUMBER: _____

DATE: _____ FEBRUARY 14, 2018

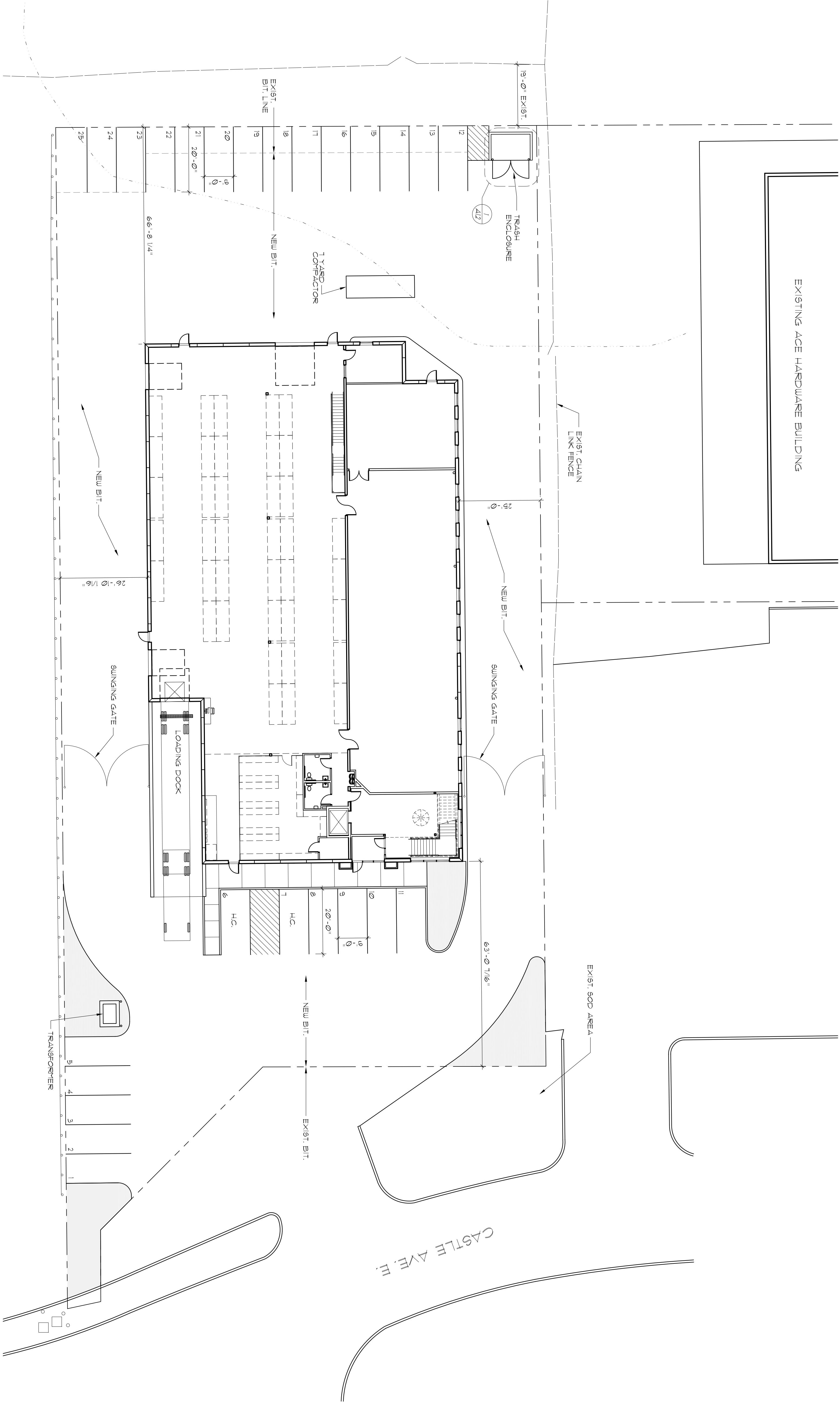
DRAWN BY: _____ KF

CHECKED BY: _____ RR

REVISIONS: _____

SITE PLAN

A1.1



1 SITE PLAN
ALL 1/16" = 1'-0"



SITE INFORMATION

SITE AREA = 44,155 S.F.
PERVIOUS AREA = 1594 S.F. = 3.6% (PERVIOUS AREA
PER ZONING CODE 19.5% NOTE: VARIANCE REQUEST)
BUILDING AREA = 14,368 S.F. (TO EXT. FACE OF WALLS)
PARKING STALLS = 25 STALLS SHOWN
(PER ZONING CODE 32 STALLS REQUIRED
NOTE: VARIANCE REQUEST)

KEY

PERVIOUS AREA

PARKING REQ'D. PER ZONING CODE - ZONING DESIGNATION MU-3

OFFICE = 6,095.1 S.F. / 1,000 = 6.1

WAREHOUSE = 14,325.9 S.F. / 1,000 = 14.33

6.1 x 3.6 = 21.9 = 22 STALLS

14.33 x .7 = 10.0 = 10 STALLS

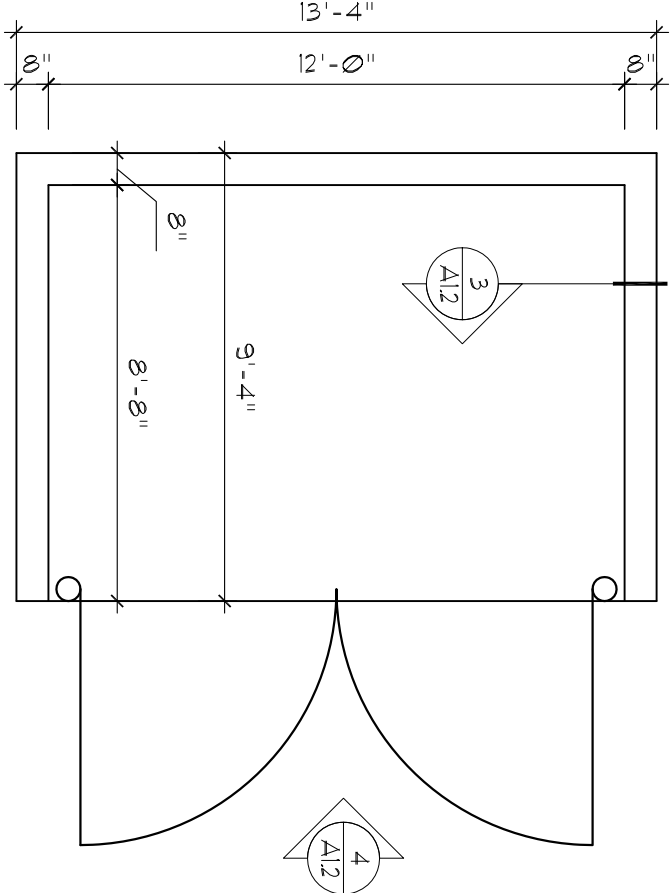
TOTAL STALLS REQ'D. = 32 STALLS

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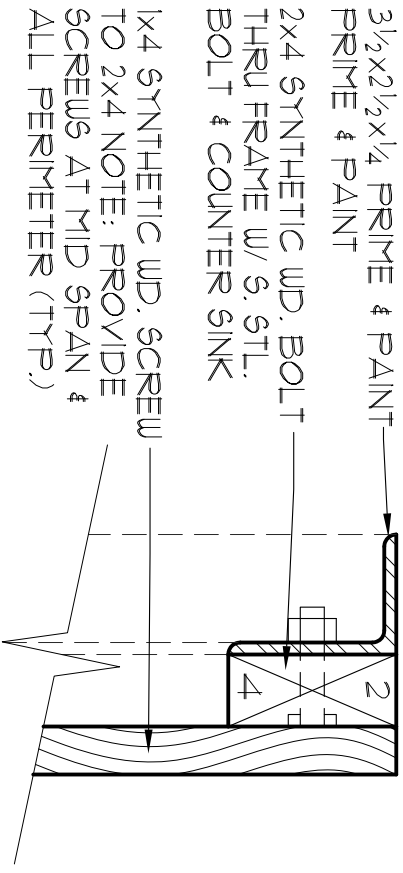
1084 Sterling Street
St. Paul, Minnesota 55119
tel: 651-739-7988
fax: 651-739-3165

WINDOW WORLD
BUILDING

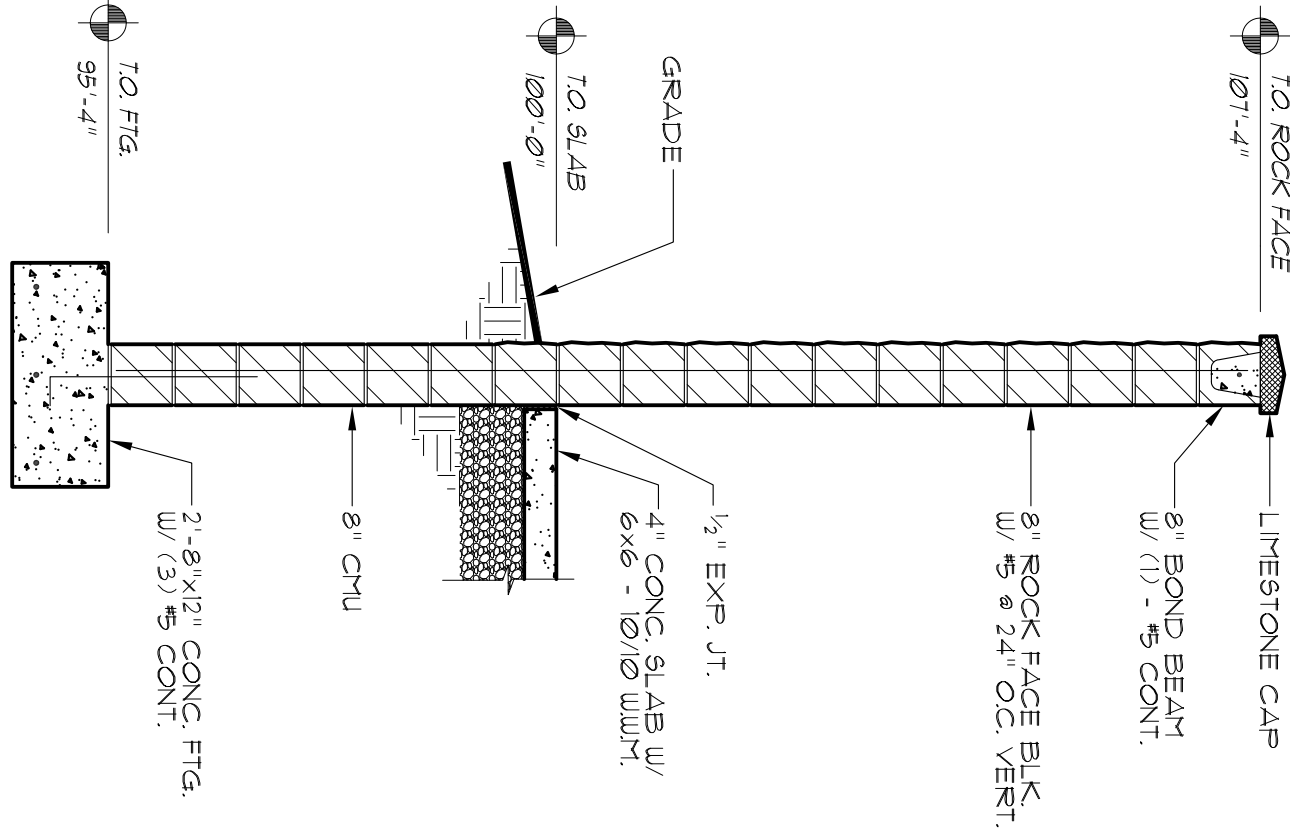
2295 N McKNIGHT ROAD
NORTH ST. PAUL, MN 55109



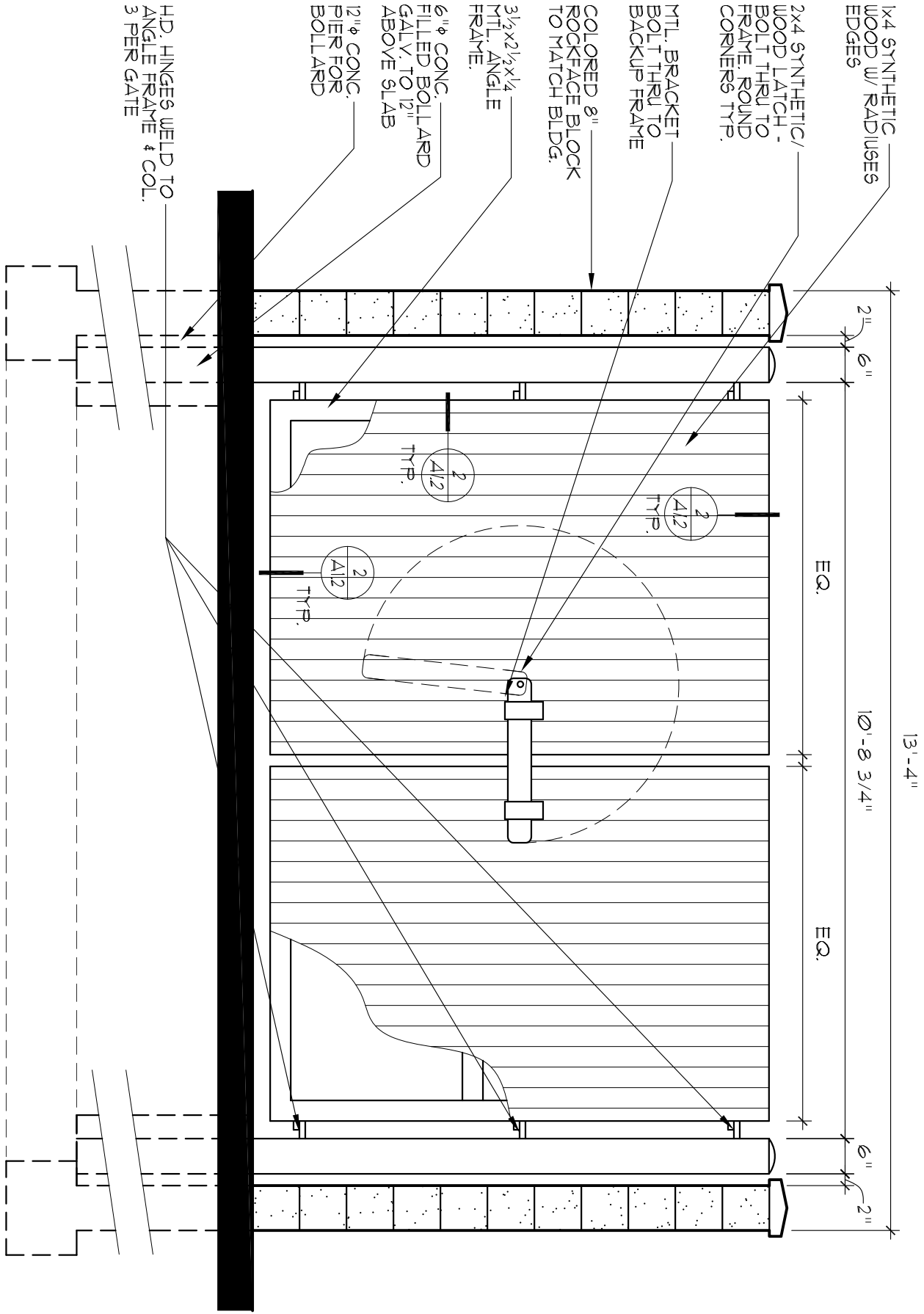
1 TRASH ENCLOSURE PLAN
1/4" = 1'-0"



2 TRASH ENCLOSURE DETAIL
3/8" = 1'-0" (ON 24x36 SHEET)



3 TRASH ENCLOSURE SECTION
1/2" = 1'-0"



4 TRASH ENCLOSURE ELEVATION
1/2" = 1'-0"

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINT NAME: _____

SIGNED: _____
DATE: _____

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PRINT NAME: _____

SIGNED: _____
DATE: _____

PROJECT NUMBER: _____

DATE: FEBRUARY 14, 2018

DRAWN BY: KF

CHECKED BY: RR

REVISIONS: _____

SITE PLAN DETAILS

A1.2

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fax: 651-739-3165

WINDOW WORLD
BUILDING

2295 N MCKNIGHT ROAD
NORTH ST. PAUL, MN 55109

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PRINT NAME: _____

SIGNED: _____

DATE: _____

PROJECT NUMBER: _____

DATE: _____

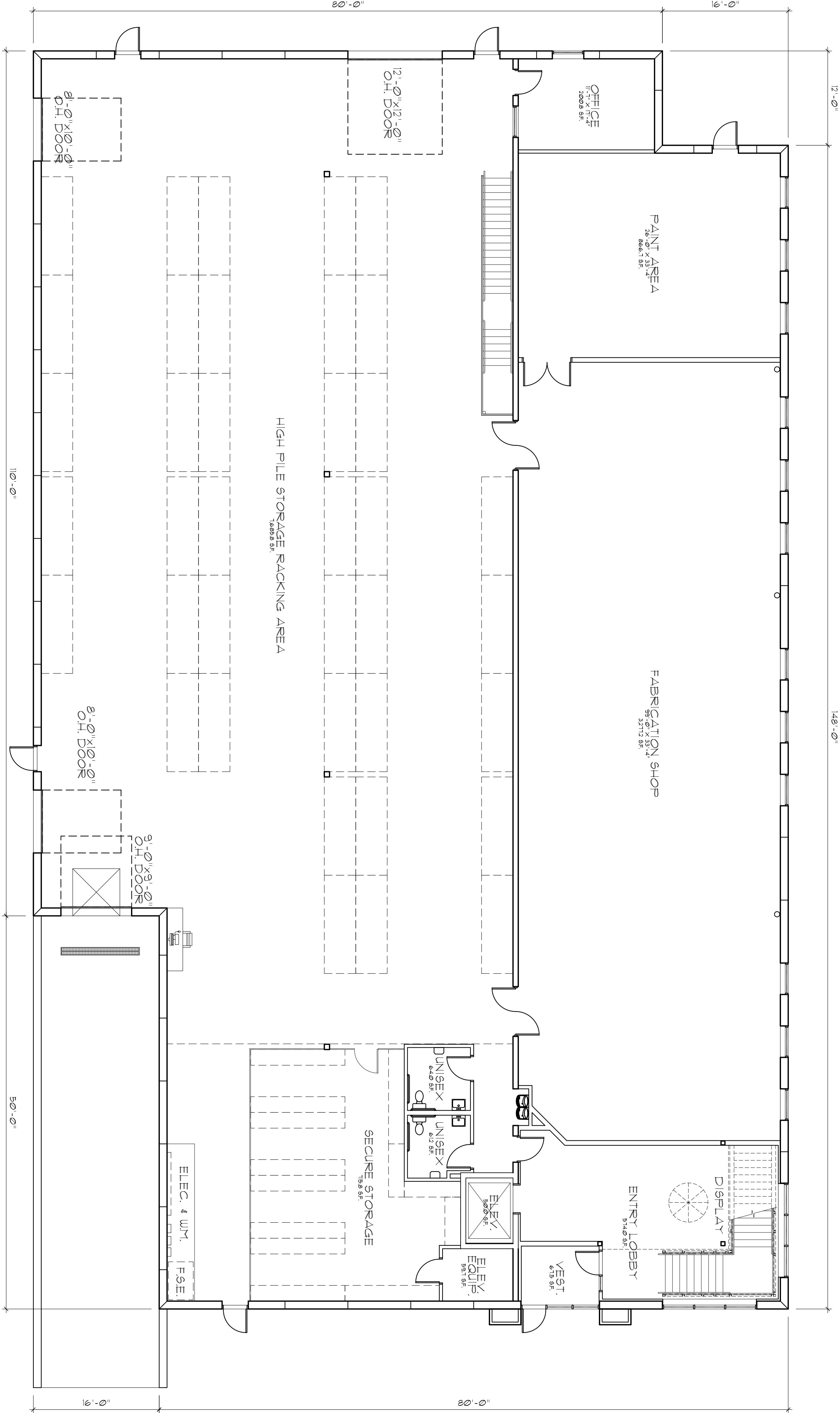
DRAWN BY: _____

CHECKED BY: _____

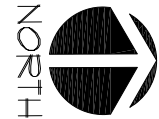
REVISIONS: _____

MAIN LEVEL FLOOR PLAN

A2.1



1 MAIN LEVEL FLOOR PLAN
A2.1 1/8" = 1'-0"



MAIN LEVEL BUILDING AREA = 13860 SF.
(INSIDE FACE OF PRECAST WALLS)

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WINDOW WORLD
BUILDING

2295 N McKNIGHT ROAD
NORTH ST. PAUL, MN 55109

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PRINT NAME: _____

SIGNED: _____
DATE: _____ REG. NO. _____

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PRINT NAME: _____

SIGNED: _____
DATE: _____ REG. NO. _____

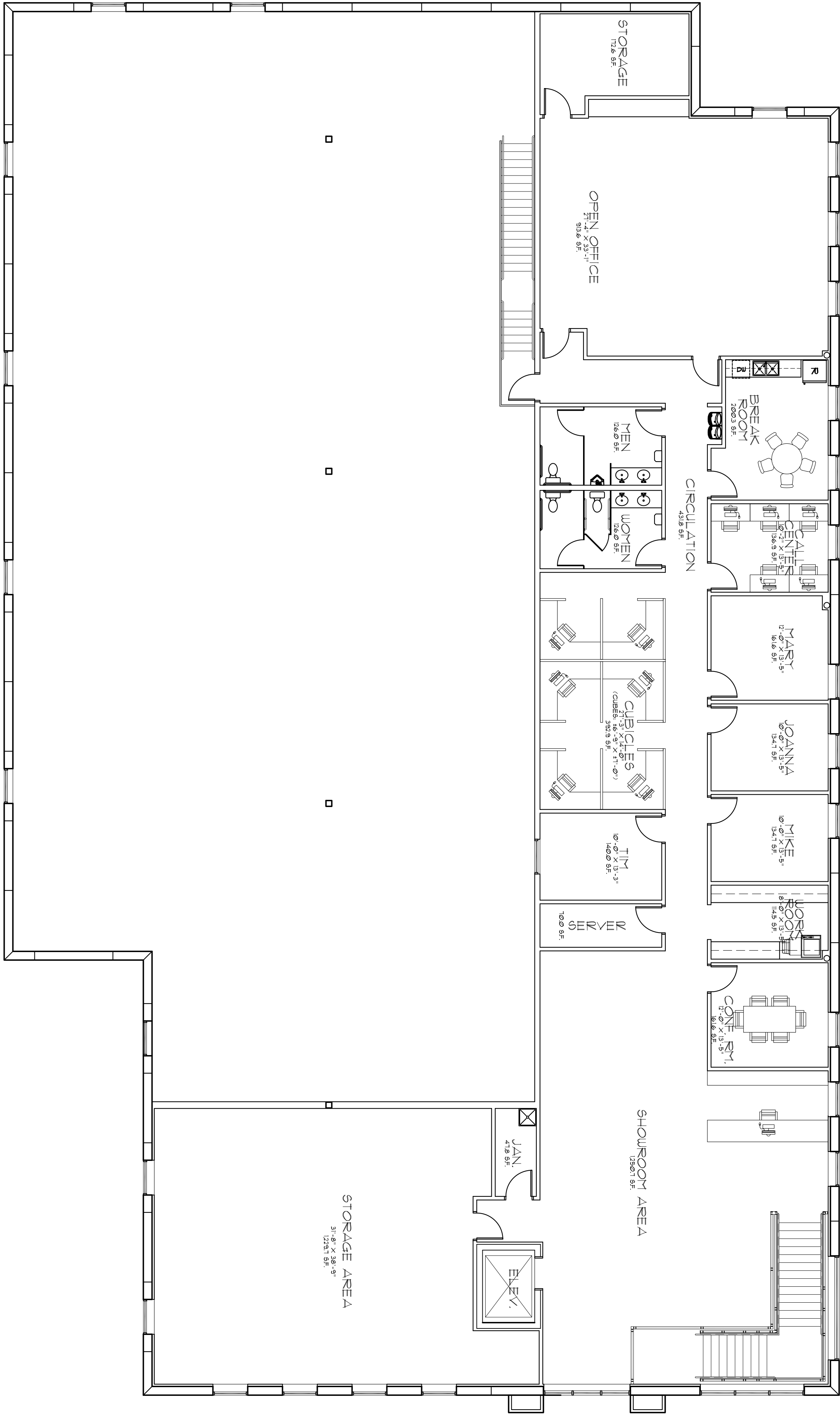
PROJECT NUMBER: _____
DATE: FEBRUARY 14, 2018
DRAWN BY: KF
CHECKED BY: RR
REVISIONS: _____

UPPER LEVEL FLOOR PLAN

1
A2.2
UPPER LEVEL FLOOR PLAN
1/8" = 1'-0"



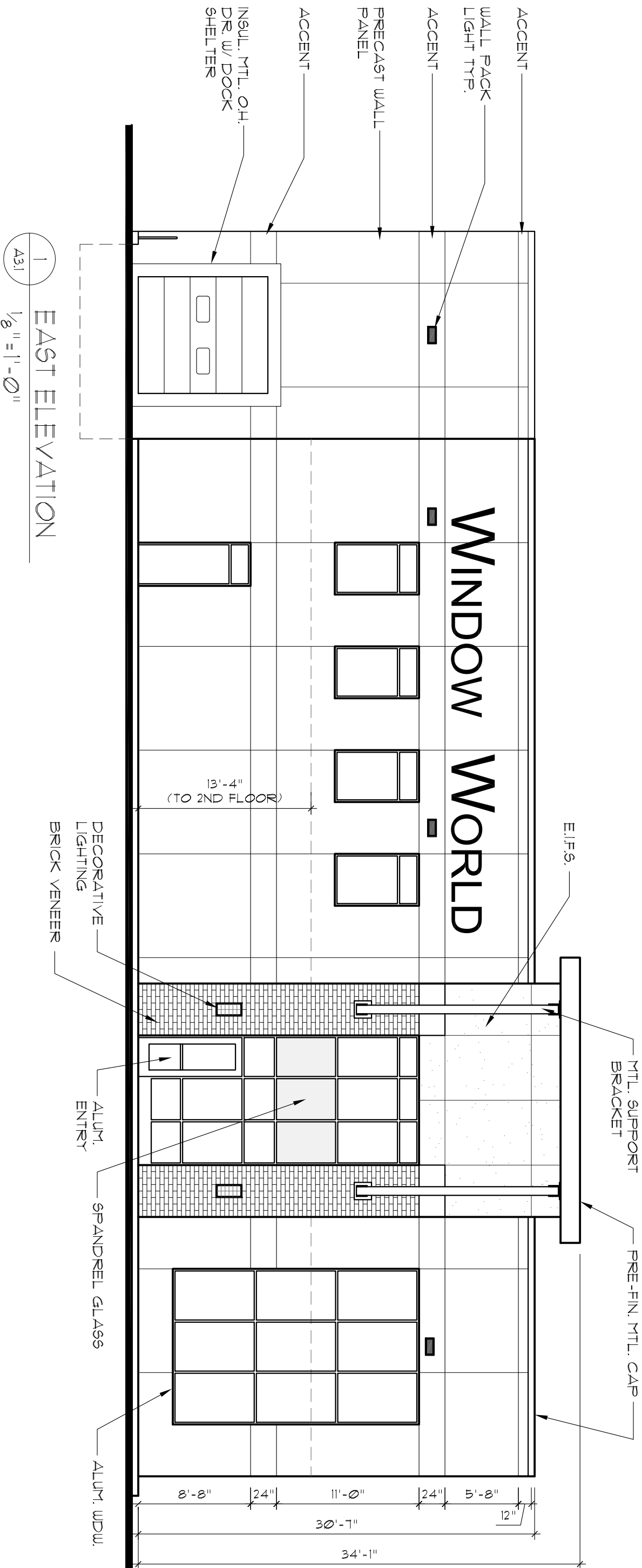
UPPER LEVEL FLOOR PLAN AREA = 6,212 S.F.
(FINISHED FACE OF INTERIOR WALLS)



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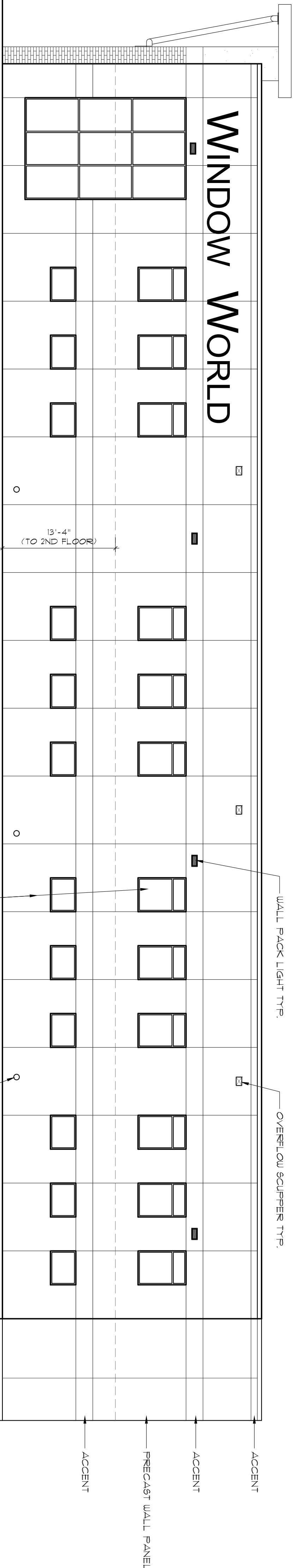
1084 Sterling Street
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WINDOW WORLD
BUILDING

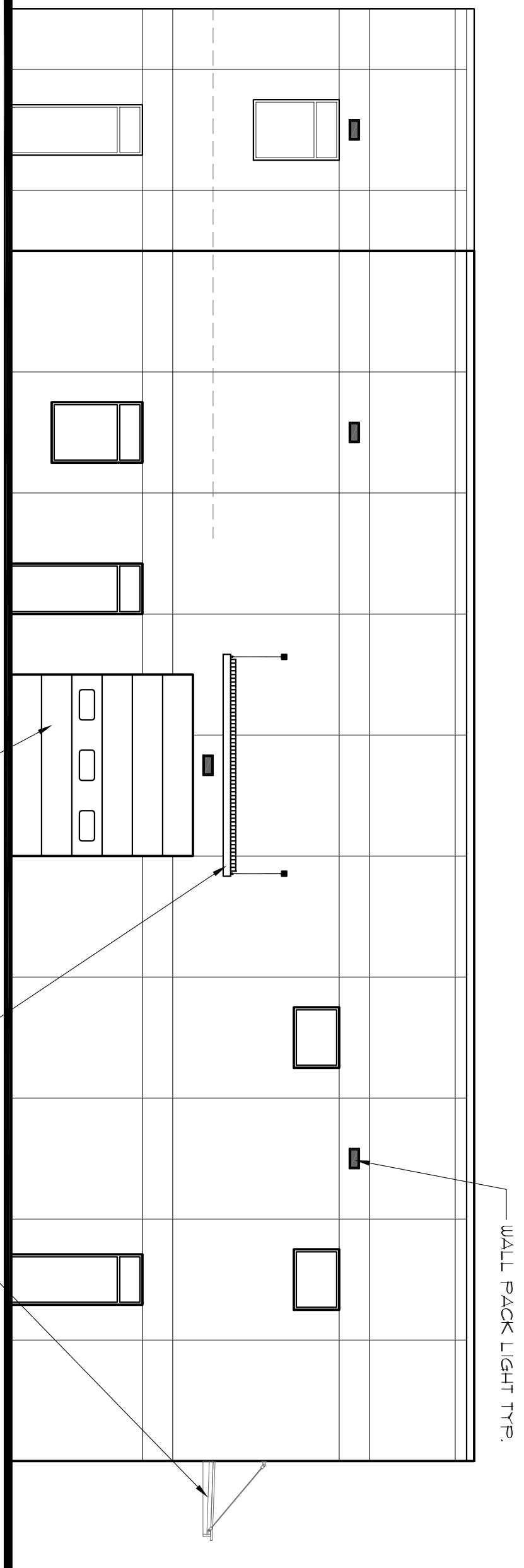


1 EAST ELEVATION
A31 1/8" = 1'-0"

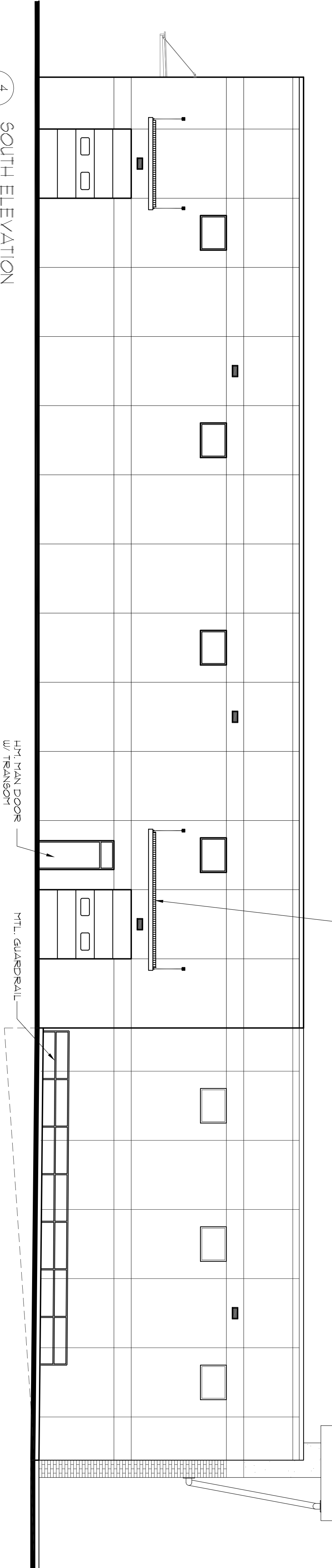
2 NORTH ELEVATION
A31 1/8" = 1'-0"



3 WEST ELEVATION
A31 1/8" = 1'-0"



4 SOUTH ELEVATION
A31 1/8" = 1'-0"



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PRINT NAME: _____

SIGNED: _____
DATE: _____ REG. NO. _____

PROJECT NUMBER: _____

DATE: FEBRUARY 14, 2018

DRAWN BY: KF

CHECKED BY: RR

REVISIONS: _____

ELEVATIONS

A3.1

WINDOW WORLD
BUILDING

2295 N McKNIGHT ROAD
NORTH ST. PAUL, MN 55109



1
A3.1C
EAST ELEVATION
1/8"=1'-0"



2
A3.1C
NORTH ELEVATION
1/8"=1'-0"



3
A3.1C
WEST ELEVATION
1/8"=1'-0"



4
A3.1C
SOUTH ELEVATION
1/8"=1'-0"

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PRINT NAME: _____

SIGNED: _____

DATE: _____ REG. NO. _____

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PRINT NAME: _____

SIGNED: _____

DATE: _____ REG. NO. _____

PROJECT NUMBER: _____

DATE: FEBRUARY 14, 2018

DRAWN BY: JL

CHECKED BY: RR

REVISIONS: _____

COLORED ELEVATIONS

A3.1C



ELEVATED PERSPECTIVE LOOKING WEST-NORTHWEST



GROUD PERSPECTIVE LOOKING WEST-SOUTHWEST



AERIAL PERSPECTIVE LOOKING SOUTHWEST

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WINDOW WORLD
BUILDING

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NORTH ST. PAUL, MN 55109

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UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINT NAME: _____

SIGNED: _____

DATE: _____ REG. NO. _____

PROJECT NUMBER: _____

DATE: FEBRUARY 14, 2018

DRAWN BY: JL

CHECKED BY: RR

REVISIONS: _____

COLORED ELEVATIONS

A3.2C

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WINDOW WORLD
BUILDING

2295 N McKNIGHT ROAD
NORTH ST. PAUL, MN 55109

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PRINT NAME: _____

SIGNED: _____
DATE: _____ REG. NO. _____

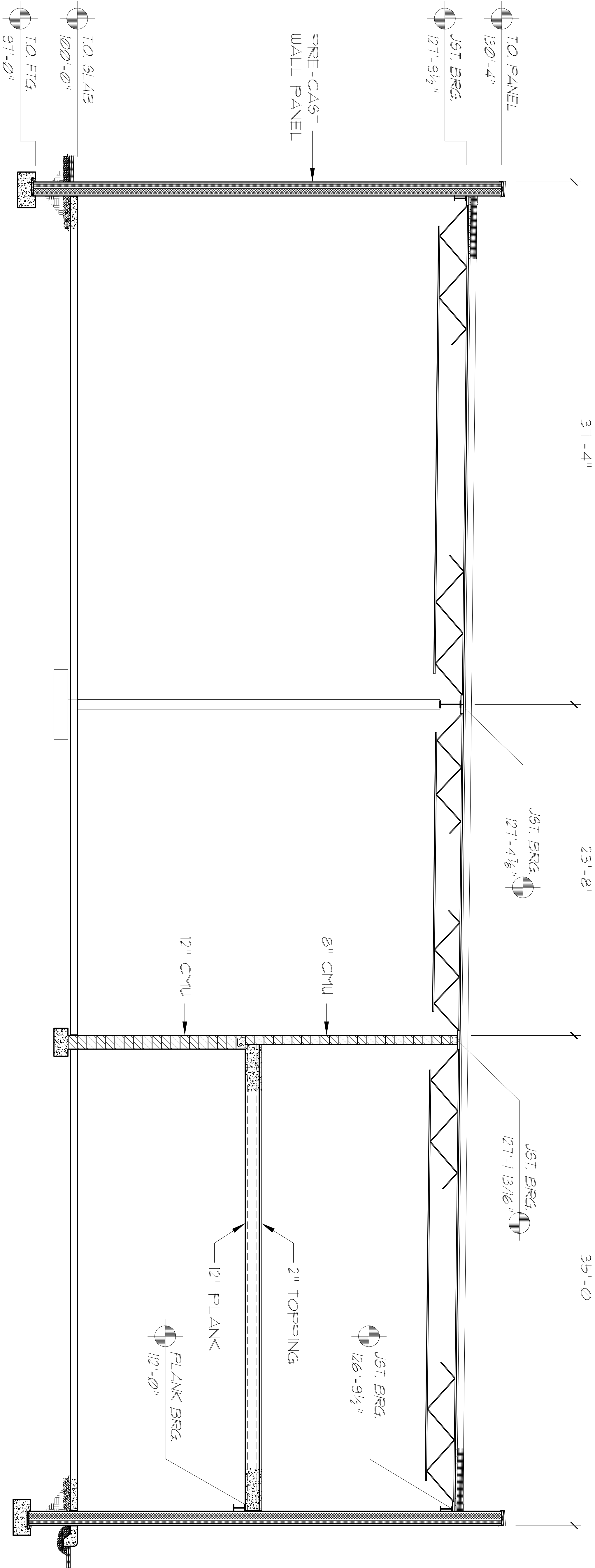
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR
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ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINT NAME: _____

SIGNED: _____
DATE: _____ REG. NO. _____

PROJECT NUMBER: _____
DATE: FEBRUARY 14, 2018
DRAWN BY: KF
CHECKED BY: RR
REVISIONS: _____

BUILDING SECTION



1 BUILDING SECTION
A41 1/4" = 1'-0"

PRELIMINARY
NOT FOR
CONSTRUCTION

A4.1

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WINDOW WORLD
BUILDING

2295 N McKNIGHT ROAD
NORTH ST. PAUL, MN 55109

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PRINT NAME: _____

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PRINT NAME: _____

SIGNED: _____

DATE: _____ REG. NO. _____

PROJECT NUMBER:

DATE: FEBRUARY 14, 2018

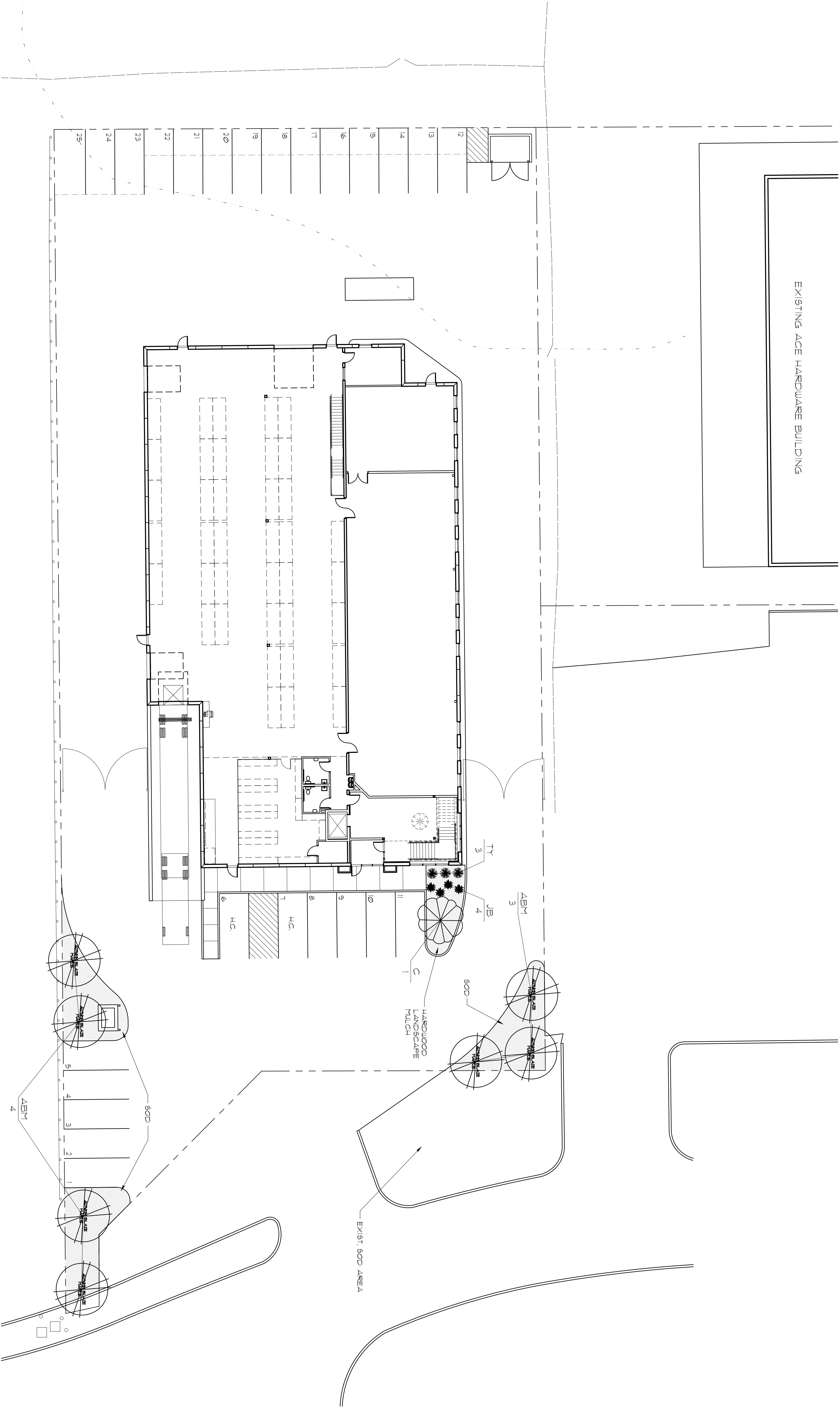
DRAWN BY: KF

CHECKED BY: RR

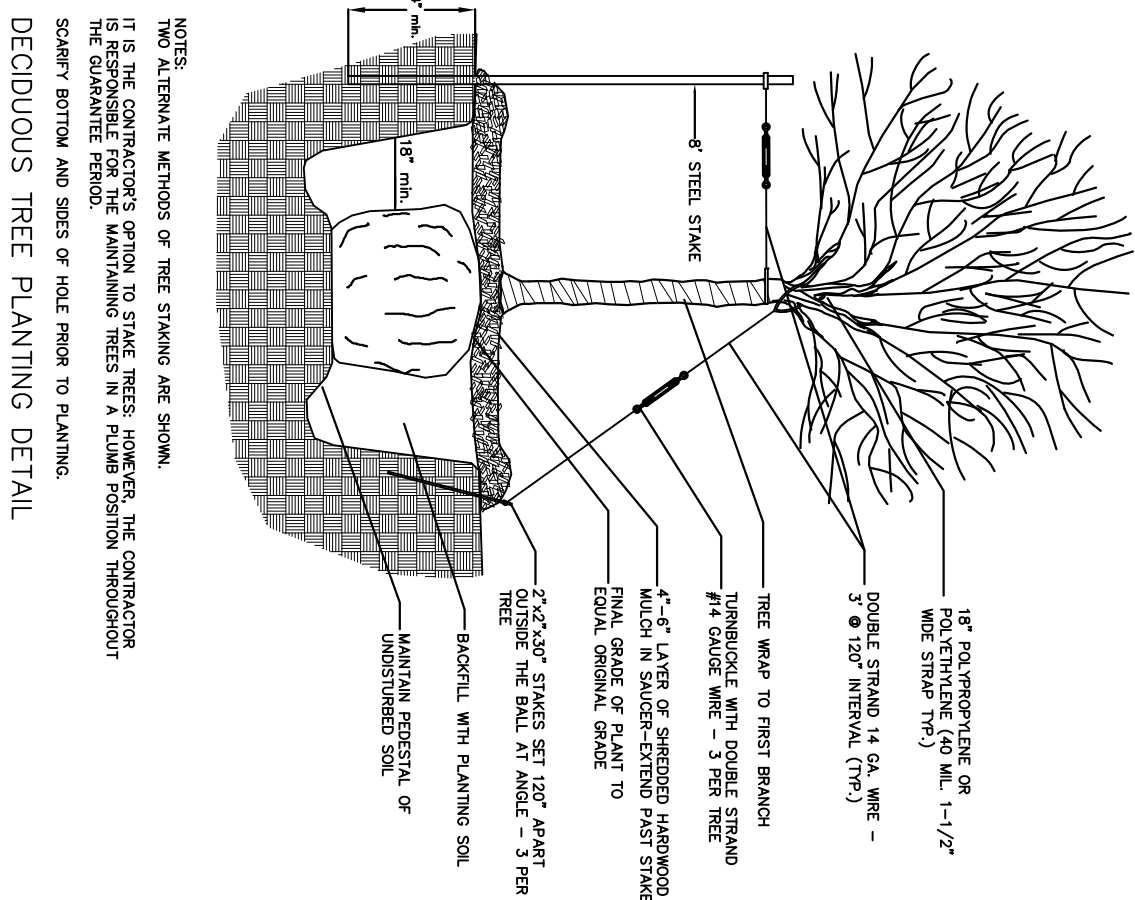
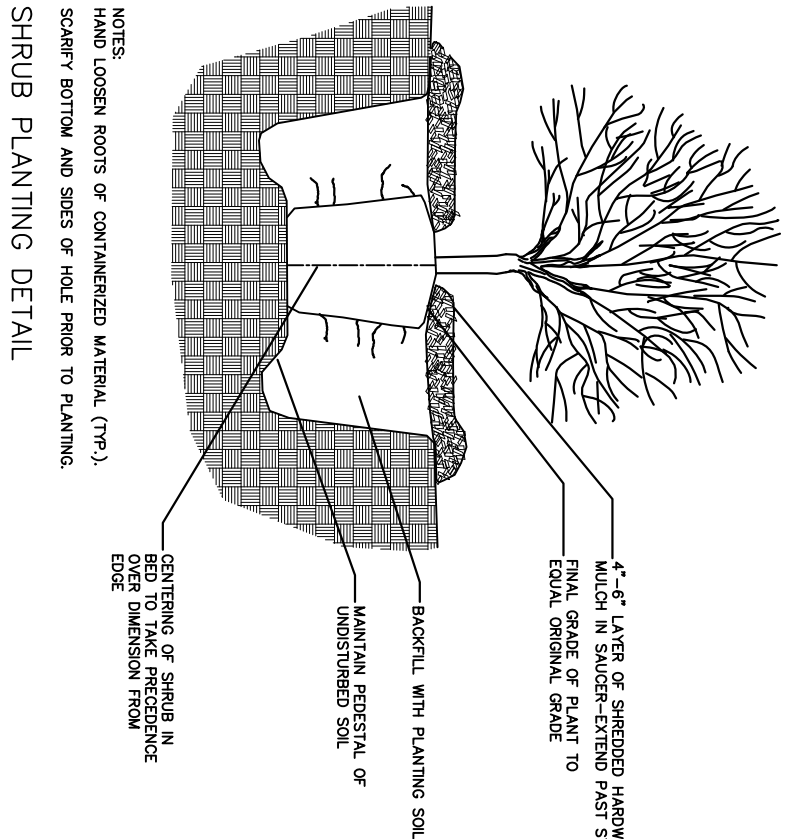
REVISIONS:

LANDSCAPE PLAN

L1.1



1 LANDSCAPE PLAN
1/16" = 1'-0"



PLANT LIST: Site Plantings			
QTY.	KEY	BOTANICAL NAME	COMMON NAME
TREES			
7	ABM	Acer freemanii	Autumn Blaze Maple
1	C	Morus 'Pendulifera'	Piedrafilice Crabapple
TOTAL: 8			
SHRUBS			
3	TY	Taxus x media 'Tautanoni'	Tautan Yew
4	JB	Barberry thunbergii	Japanese Barberry
TOTAL: 7			

LANDSCAPE PLAN INFORMATION

REQUIRED TREES PER ZONING CODE:

97933 (LINEAL FEET OF SITE PERIMETER) / 50 = 1959 TREES
PROVIDED = 8 TREES (NOTE: VARIANCE REQUEST)

PLANTING NOTES:

Contractor shall provide one year guarantee of all plant materials. The guarantee begins on the date of installation. If a plant dies within the first year, the contractor shall replace it with a similar plant of the same size and species. Replacement plant materials shall also have a one year guarantee commencing upon planting.

All plants to be northern-grown and hardy. Plants to be installed as per standard AAN planting practices. Use minimum 12" loam planting soil on trees and 6" on shrubs.

Contractor shall verify locations with all utilities prior to installation of plants.

All landscaping, including the boulevard areas shall be irrigated with an underground sprinkler. Staking of trees optional; reposition if not planted after one year.

Wrap all smooth-barked trees-taper top and bottom. Remove by April 1.

Open top of burlap on BG materials; remove pot on potted plants; split and break apart peat pots.

Prune plants as necessary – per standard nursery practice.

Owner shall be responsible for maintenance after acceptance of the work by the Owner.

Plants shall be immediately planted upon arrival at site. Properly heel-in materials if necessary.

All disturbed areas to be sodded unless otherwise noted. Sod shall be northern grown and hardy.

Planting beds for shrubs shall have 3" – 4" of 1-1/2" washed River rock mulch. No weed barrier fabric to be used. Separation of stone mulch from sod shall be by 4" vertical (commercial grade) block poly edging. Edging shall be placed and staked with smooth curves and straight lines.

All planting beds shall be prepared using Pearen or an approved equal weed preventative.

Organic block topsoil shall be spread over site where landscaping or sod to be placed, as per City code. Double shredded dark brown hardwood mulch 4" deep shall be provided around all new trees.

Field adjust tree and shrub locations to fit site and avoid utility locations and any changes that may have occurred to the buildings exterior and/or site in general.

Construction and soil types to be determined by the site Engineer.

Contractor to field adjust foundation shrubs to best suit space and building's architecture.

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WINDOW WORLD
BUILDING

2295 N McKNIGHT ROAD
NORTH ST. PAUL, MN 55109

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PRINT NAME: _____

SIGNED: _____ REG. NO. _____

DATE: _____
PRELIMINARY
NOT FOR
CONSTRUCTION

PROJECT NUMBER: _____

DATE: _____ FEBRUARY 5, 2018

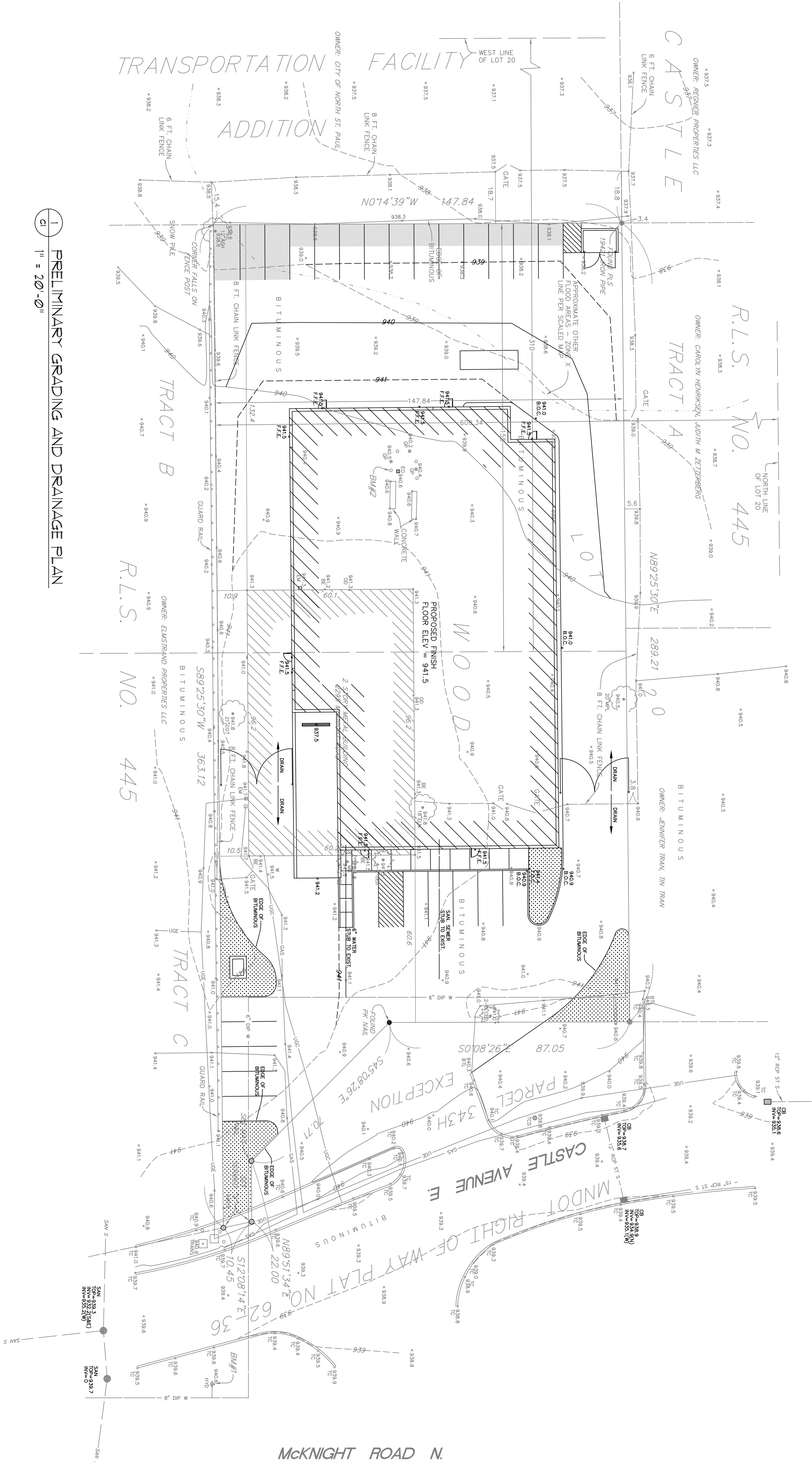
DRAWN BY: _____ KF

CHECKED BY: _____ RR

REVISIONS: _____

PRELIMINARY GRADING
AND DRAINAGE PLAN

C1



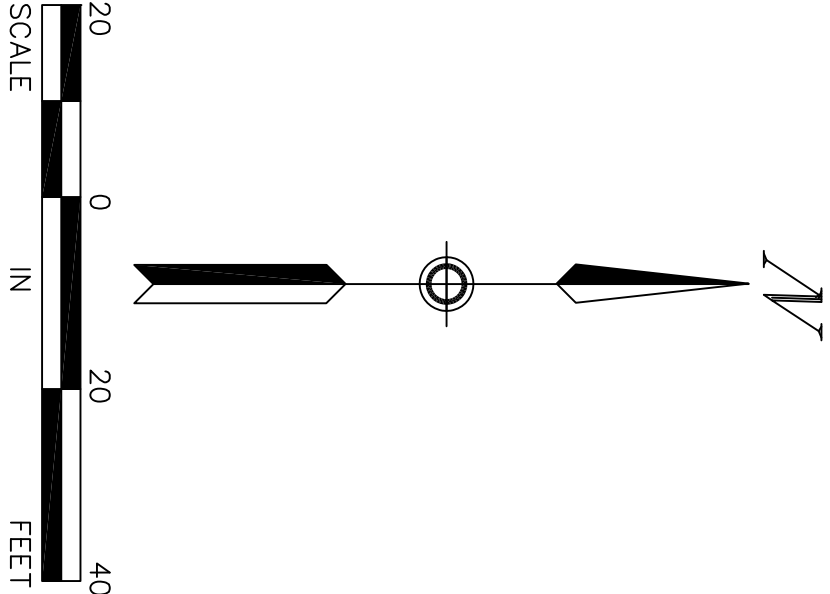
1
c
PRELIMINARY GRADING AND DRAINAGE PLAN
1" = 20'-0"

SITE INFORMATION

- SITE AREA = 44,755 S.F.
- PERVIOUS AREA = 1,594 S.F. = 3.6%
- BUILDING AREA = 14,368 S.F. (TO EXT. FACE OF WALLS)
- PARKING STALLS = 25 STALLS SHOWN
- APPROXIMATE DISTURBED AREA = 43,405 S.F. (LESS THAN 1 ACRE)
- APPROXIMATE UNDISTURBED AREA = 1,350 S.F.

KEY

- UNDISTURBED AREA
- PERVIOUS AREA



Schedule											
Symbol	Label	Quantity	Manufacturer	Catalog Number	Description	Lamp	Number Lamps	Filename	Lumens Per Lamp	Light Loss Factor	Wattage
	A	8	Lithonia Lighting	KAXW LED P2 40K R3 MVOLT	KAXW LED, PERFORMANCE PACKAGE 2, 4000K, TYPE 3, 120-277V	LED	1	KAXW_LED_P2_40K_R3_MVOLT.ies	6115	0.9	49
	B	2	Lithonia Lighting	OLCS 8 WH	OUTDOOR CAST SCONCE W/DR3 FROSTED LENS; WHITE	LED	1	OLCS_8_WH.ies	522	0.9	8.93
	A1	7	Lithonia Lighting	KAXW LED P2 40K R4 MVOLT	KAXW LED, PERFORMANCE PACKAGE 2, 4000K, TYPE 4, 120-277V	LED	1	KAXW_LED_P2_40K_R4_MVOLT.ies	6284	0.9	49
	C	2	Lithonia Lighting	LDN6 40/50 LO6AR LSS	6IN LDN, 4000K, 5000LM, 80CRI, CLEAR, SEMI-SPECULAR REFLECTOR	LED	1	LDN6_40_50_LO6AR_LSS.ies	4794	0.9	55.56

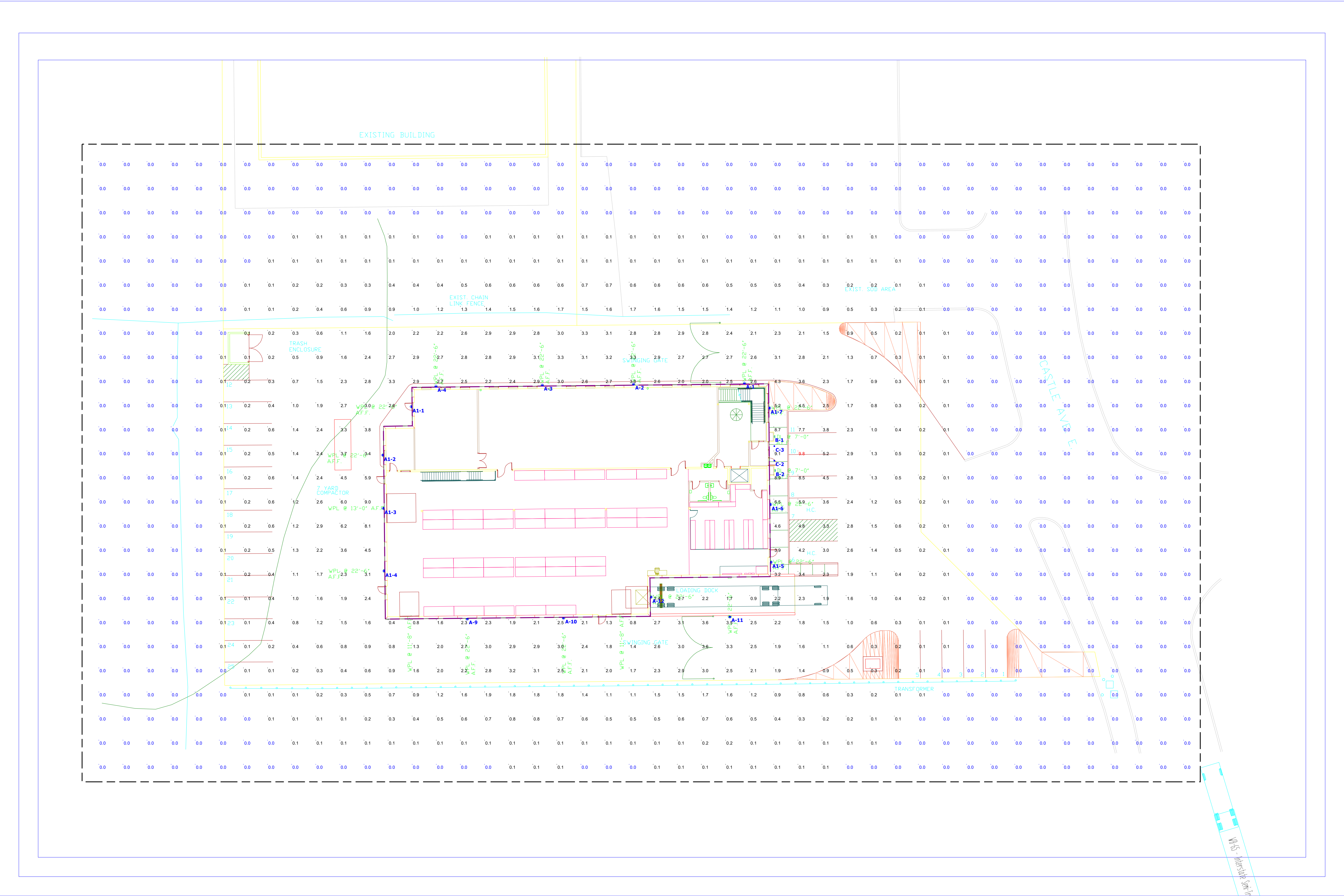
Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Area @ Grade	+	0.7 fc	9.8 fc	0.0 fc	N/A	N/A

Note

1. Davis and Associates, Inc does not assume responsibility for the interpretation of this calculation, or compliance to local or state lighting codes and ordinances.

2. All readings/calculations are shown @ grade.

3. Fixture heights are shown on plan.



Plan View
Scale - 1" = 20ft

Agenda Information Memorandum
North St. Paul City Council
June 24, 2019

FROM THE OFFICE OF THE CITY PLANNER

Agenda placement: CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

Subject: 0 Burke Right-of-Way Vacation Request

To: Honorable Mayor and City Council

Background/Facts:

- The owner of the properties located at 0 Burke Ave. and 2120 5th St. N., Patrick Cotter, has applied for the vacation of the southern half of the former Burke Ave. ROW adjacent to the property.
- The vacation is being requested as a first step toward a Planned Unit Development Proposal for a multi-family development on the 0 Burke Property.
- During discussions with staff, it was determined that additional area beyond the existing property line, would be needed to facilitate emergency vehicle access to the property.
- Staff has determined that there are no public utilities in the area.
- The area was never improved as a roadway and staff has determined that this section of right-of-way is not necessary for vehicular circulation.
- Public comment from the public hearing centered around potential tree removal on the vacant parcel when development is proposed, and stormwater runoff from any future development.
- Staff recommends that the vacation be conditioned upon the reservation of a drainage and utility easement within the vacated area.
- The Planning Commission has recommended conditional approval of the vacation based on the findings in the staff report and conditions recommended by staff.

Recommendation: It is recommended the City approve the right-of-way vacation application per the Planning Commission's recommendation and with the conditions as stated in the staff report.

Attachments:

Staff Report

Vacation Resolution

Materials submitted at Planning Commission Meeting

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Erin Perdu". The signature is fluid and cursive, with the first name "Erin" and last name "Perdu" clearly distinguishable.

Erin Perdu
City Planner

APPROVED FOR AGENDA ENCLOSURE:

/s/ SD by mm

Scott Duddeck
City Manager

MEMORANDUM

Date: 06/24/2019
To: Mayor and City Council Members
From: Erin Perdu, AICP, City Planner
Ryan Krzos, Planning Consultant
CC: Scott Duddeck, City Manager
Debra Gustafson, Administrative and Community Services Director
Re: Application for a Right-of-way Vacation – Patrick S. and Joleen G. Cotter, 0 Burke Ave and 2120 5th Street N.

BACKGROUND

Patrick S. Cotter (“the applicant”) is requesting a right-of-way vacation north of and abutting the properties located at 0 Burke Ave and 2120 5th Street N. The area to be vacated consists of the southerly one-half of the Burke Avenue right-of-way adjoining two parcels (0 Burke Avenue and 2120 5th Street N.) both owned by the applicant. This section of the Burke Avenue right-of-way, between 5th Street on the west and McKnight Road to the east, has never been improved as a street. The proposed vacation area would revert ownership from the public to these abutting properties to the south. No other portions of the right-of-way corridor are included in this request. The proposed vacation is requested to facilitate the development of a parcel fronting on Burke Ave (0 Burke Ave). This land area is needed to accommodate emergency vehicle access to the applicant’s undeveloped parcel. It should be noted that review of the proposed development is not a component of this request.

Having never been improved as a roadway, this section of right-of-way is not necessary for vehicular circulation. No public utilities are located within the area to be vacated. The City does not have any information regarding the presence of private utilities within this section of the Burke Avenue right-of-way. However, staff is recommending that the vacation be conditioned upon the reservation of a drainage and utility easement within the vacated area.

The 2040 Comprehensive Plan guides the undeveloped lot south of the vacation area for Corridor Mixed Uses. The proposed vacation would facilitate the development of this lot in a manner consistent with the Plan’s guidance.

The Planning Commission was asked to make a recommendation to the City Council to approve or deny the requested vacation of the southern one-half right-of-way adjoining 0 Burke Ave and 2120 5th Street N.



FINDINGS

Street Vacation

Minnesota statutes establish that the city council may vacate a street only upon a finding that the vacation is “in the interest of the public.” Staff finds that the proposed vacation benefits individuals beyond the abutting property owner as the development facilitated by the request fills a need for housing opportunities in the City.

RECOMMENDED ACTION

Based on the findings described in this report, staff recommends the following action:

1. **Approval** of the Conditional Use Permit as the application meets the requirements as set forth by City Code Chapter 153.21 subject to the following conditions:
 - a. Reservation of a Utility and Drainage easement over the entire area to be vacated.

PLANNING COMMISSION ACTION

At their June 20th meeting, the Planning Commission unanimously recommended approval of the Right-of-Way vacation with the above conditions.

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2019-xxx

**RESOLUTION APPROVING THE VACATION OF RIGHT OF WAY
ADJACENT TO 0 B URKE AND 2120 5TH ST. N.**

WHEREAS, the City of North St. Paul (“City”) has received a Right of Way Vacation application from Patrick and Joleen Cotter, 3706 France Ave. S., St. Louis Park, MN 55416, owners of the property at 0 Burke and 2120 5th St. N. within the City of North St. Paul, and;

WHEREAS, the applicants are requesting vacation of a former roadway easement adjacent to their property and;

WHEREAS, the right of way is legally described as: that part of the southerly half of Burke Avenue, originally dedicated as Barker Street on the plan of Fifth Addition to North St. Paul, which lies between the northerly extensions of the west line of Lot 11, Block 10 and the east line of Lot 8, Block 10, said Fifth Addition to North St. Paul, Ramsey County, MN; and,

WHEREAS, City staff have reviewed the request and determined that the right of way area subject to the request does not serve a public purpose worthy of retaining the right of way, and;

WHEREAS, the Planning Commission has reviewed this request and recommends the City Council approve the right of way vacation as stated in staff’s report and related minutes.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, the request to vacate the right of way as described herein is hereby approved according to the plans reviewed by the Planning Commission and City Council.

NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, that this approval is conditioned on the following:

1. Reservation of a Utility and Drainage easement over the entire area to be vacated.

ADOPTED this 2nd day of July 2019.

Motion by Council Member
Second by Council Member

Voting: Aye: Council Member
 Council Member
 Council Member
 Council Member
 Mayor Furlong

Nay: None
Abstain: None
Absent: None

Terrence J. Furlong, Mayor

Attest: _____
Scott A. Duddeck, City Manager



NORTH
ST. PAUL

City of North St. Paul
2400 Margaret Street
North St. Paul, MN 55109
Phone (651) 747-2407
www.northstpaul.org

ZONING & LAND USE APPLICATION

Escrow:
\$500 min.
(code 1.2044)

Application Fee:
\$500
(code 1.3290)

APPLICATION FOR VACATION

The vacation process must be scheduled through the Community Development Planning and Zoning Department. The lead-time for submittals shown on this application is necessary to allow City staff and consultants time to review and comment on documents provided. Additional lead-time will be required if the City determines that the potential impacts require more detailed study, or if review by other agencies is required. Incomplete application submittals will not be forwarded to the appropriate Commission or Council until all required information has been provided.

APPLICANT INFORMATION

Applicant Name: Patrick and JoAnn Carter
Company (if applicable): Manley & Carter, LLC
Address: 3700 France Avenue South
City, State, Zip: St. Louis Park, MN 55416
Phone Number: (612) 961-5368
Email: psc@t2r1.com
Are you the owner of the property? ☒ YES ☐ NO
(If no, you must supply property owner information)

Owner Name: _____
Company (if applicable): _____
Address: _____
City, State, Zip: _____
Phone Number: _____
Email: _____

PROPERTY INFORMATION

Street location of property (address): 0 Burke
Parcel Identification Number (PID) (see Ramsey County website): 14.29.22.11.0037
Legal description of property: Lots 8 and 9, Block 10, FIFTH ADDITION TO NORTH ST. PAUL, Ramsey County, Minnesota
Present zoning of property (see City website): R-3 / MU-3
Size of property (acreage): 0.33
Title information: _____ Abstract ☒ Torrens
Property Description: ☒ Residential _____ Commercial _____ Industrial _____ Institutional

PROPOSAL INFORMATION

Application is hereby made for a Vacation:

☒ Street _____ Alley _____ Easement _____ Property _____ Dedication

Legal Description of the street, alley, easement or property to be vacated: That part of the southerly half of Burke Avenue, originally dedicated as Barker Street on the plat of FIFTH ADDITION TO NORTH ST. PAUL, which lies between northerly extensions of the west line of Lot 11, Block 10 and the east line of Lot 8, Block 10, said FIFTH ADDITION TO NORTH ST. PAUL, Ramsey County, Minnesota.

In the space provided below, please answer the following question in full detail:

1. Written statement explaining the reasons for the request of the vacation and why there is no public need for the street, alley, easement, property or dedication..

Example Petition Form (please attach separate petition form with the information shown below)

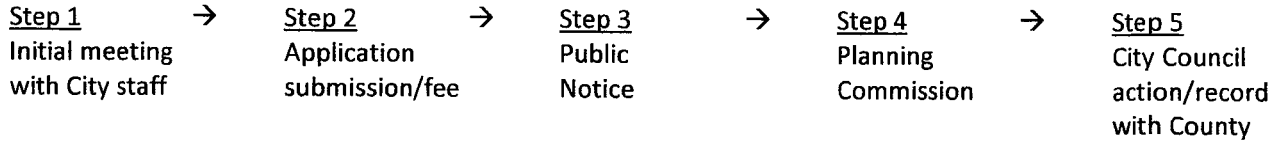
We, the undersigned property owners, hereby petition the City Council of North St. Paul to vacate the following:

☒ Street _____ Alley _____ Easement _____ Property _____ Dedication

Described as: 0 Burke Avenue Extension

Name (Please Print)	Address	Signature
1. <u>Patrick S. Carter</u>	<u>3700 France Ave St. Louis Park, MN</u>	<u>[Signature]</u>
2. _____	_____	_____
3. _____	_____	_____

Review Process



	MONTH: _____					MONTH: _____				
App Submittal										
Design Review										
EAC										
Parks & Rec										
Planning Commission										
City Council										
WEEKS:	1	2	3	4	5	1	2	3	4	5

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1st Thursday of the month (6:15 p.m.)

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4TH Wednesday of the month (6:30 p.m.)

ECONOMIC DEVELOPMENT AUTHORITY

2ND Tuesday of every odd month (4:00 p.m.)

CITY COUNCIL

1st and 3rd Tuesday of the month (6:30 p.m.)

APPLICATION SUBMITTALS

Required

Completed

Completed Application.

✓

✓

Application Fee \$500.00. Escrow Fee \$500.00 minimum.

Map showing the following:

Exact area to be vacated.

Utilities in the area proposed for vacation.

Signed petition form. Note: If a majority of the abutting owners sign the petition, the City Council may approve the vacation by a majority vote. (The City considers each person who is listed as a legal property owner as an individual owner).

Any additional data requested by the city: _____

NOTE: After all approvals are granted, the City will then record the vacation with Ramsey County.

NOTE TO APPLICANT

All completed application and accompanying materials are due 30 days prior to the scheduled Planning Commission meeting (if applicable). The purpose of this submittal requirement is to allow for:

1. Plan distribution to the City staff, consultants, and applicable government entities.
2. Project review time and generation of staff reports.
3. Project meetings between City staff and applicants.
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ACKNOWLEDGEMENT

I certify that all information submitted is true and correct and I fully understand that all information and a complete application must be submitted at least 30 days prior to a Planning Commission meeting to ensure review by the Planning commission on that date. By signing this form, I hereby acknowledge the receipt of the checklist and procedure for the project to be submitted for consideration. It is my responsibility to check all applicable ordinances pertaining to the application, comply with all ordinance requirements, and submit all required materials. All permit requests should be submitted in a timely manner so as not to cause project delays.

Applicant signature: [Signature] Date: 4/17/19
Owner Signature: [Signature] Date: 4/17/19

PROPOSED MEETING DATES:

Design Review Commission: _____ Planning Commission _____ Parks & Rec Commission _____
Environmental Advisory Commission _____ City Council _____

FOR OFFICE USE ONLY

Date submitted: 5-8-2019 Date complete: _____ If incomplete, date letter sent to applicant: _____
Date of public hearing: _____ Publication date: _____ Date notice sent to adjoining properties: _____
Amount fee paid: \$500.00 APP Date fee paid: _____ Receipt #: 1052130 File #: _____
\$500.00 Escrow
Planning Commission action: _____ Recommend approval: _____ Recommend denial: _____
Date applicant/property owner notified of Planning Commission action: _____
City Council action: _____ Recommend approval: _____ Recommend denial: _____
Date applicant/property owner notified of City Council action: _____
Date filed with Ramsey County Recorder office: _____

REC#: 01052130 5/08/2019 8:37 AM
OPER: CG TERM: 099
REF#: 1509

TRAN: 1.2044 LANDSCAPE ESCR DEP
ZONING & LAND USE - ESCROW
PATRICK & JOLEEN COTTER
ESCROWS 500.00CR

TRAN: 1.3290 MISC LICENSE/PERMIT
ZONING & LAND USE APPLICATION
PATRICK & JOLEEN COTTER
MISC LICENSE 500.00CR

TENDERED: 1,000.00 CHECK
APPLIED: 1,000.00-

CHANGE: 0.00

www.northstpaul.org

CERTIFICATE OF SURVEY

~for~ **PATRICK COTTER**
~of~ **0 Burke Avenue**
North St. Paul, MN

LEGAL DESCRIPTION

Lots 8 and 9, Block 10, FIFTH ADDITION TO
NORTH ST. PAUL, Ramsey County, Minnesota.

LEGEND

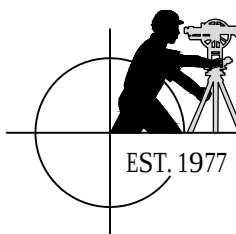
- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RLS# 41578
- DENOTES CATCH BASIN
- X 952.36 DENOTES EXISTING SPOT ELEVATION
- ⊠ DENOTES GAS METER
- ⊠ DENOTES HYDRANT
- ⊠ DENOTES POWER POLE
- ⊠ DENOTES SANITARY SEWER MANHOLE
- ⊠ DENOTES STORM SEWER MANHOLE
- DENOTES RETAINING WALL
- DENOTES EXISTING CONTOURS
- OHW DENOTES OVERHEAD WIRE
- DENOTES BITUMINOUS SURFACE
- DENOTES CONCRETE SURFACE
- DENOTES PAVER SURFACE

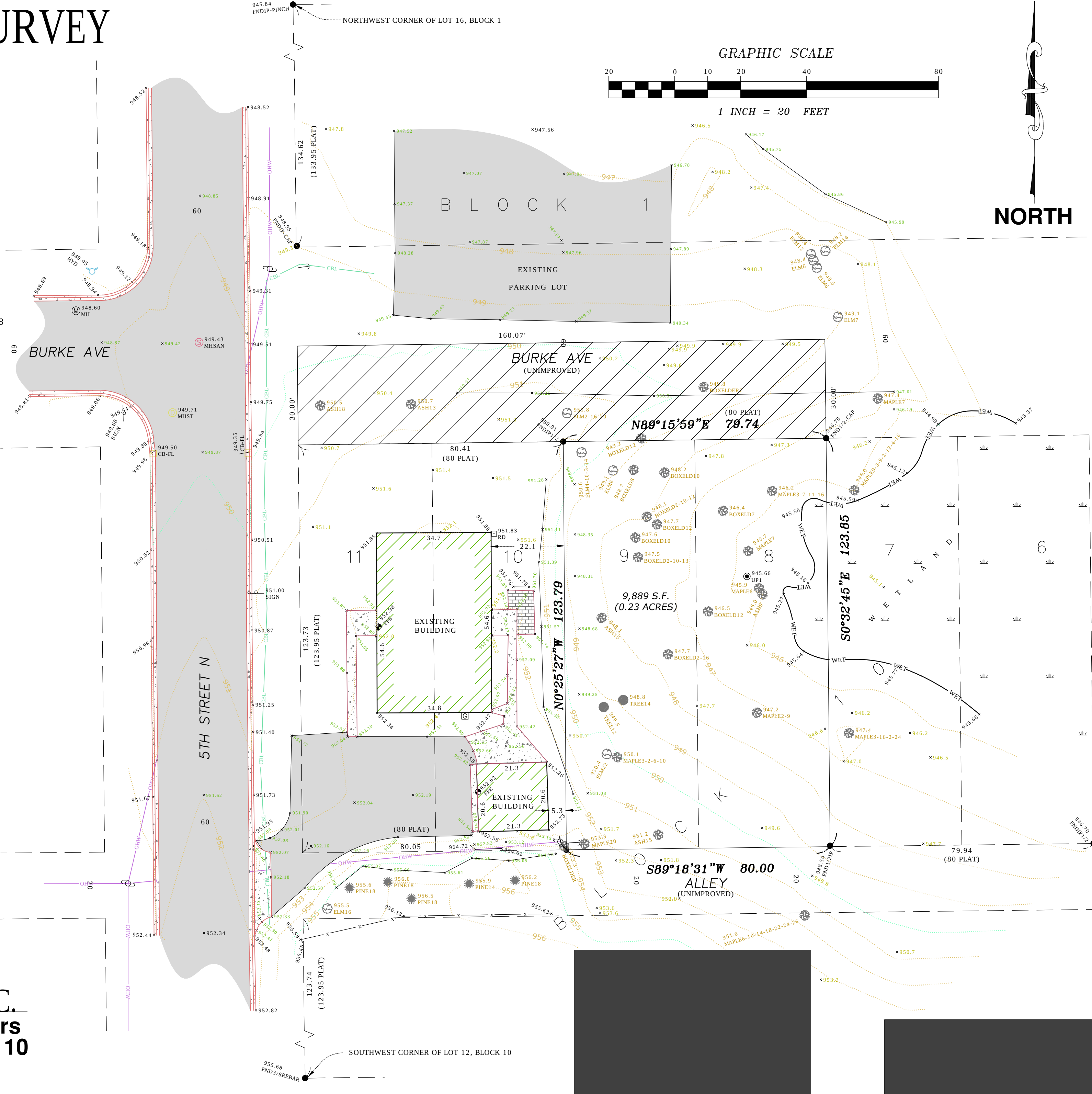
TREE DETAIL

- DENOTES ELEVATION
- DENOTES TREE SIZE IN INCHES
- DENOTES TREE TYPE

NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 12/12/18.
- Bearings shown are Ramsey County datum.
- Parcel ID Number: 14-29-22-11-0027.
- Curb shots are taken at the top and back of curb.
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.
- Due to field work being completed during the winter season there may be improvements in addition to those shown that were not visible due to snow and ice conditions characteristic of Minnesota winters.
- Wetland delineation was completed by Jacobson Environmental.

**E. G. RUD & SONS, INC.**
EST. 1977
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701



Agenda Information Memorandum
North St. Paul City Council
June 24, 2019

FROM THE OFFICE OF THE CITY PLANNER

Agenda placement: CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

Subject: 2335 6th St. N. Minor Subdivision

To: Honorable Mayor and City Council

Background/Facts:

- The property owner, Guy Kullander, has applied for a minor subdivision to split his existing single-family lot into three lots.
- There is an existing single-family home on the lot, which will remain after the subdivision.
- All proposed lots meet the minimum requirements of the R-1 zoning district.
- Utilities will be provided to the lots from existing services within the public ROW.
- Appropriate drainage and utility easements are shown.
- The proposal includes cleaning up an easement along 6th Ave. so that the City has a standard 60 ft. ROW for the road.
- No comment was provided at the public hearing.
- The Planning Commission has recommended conditional approval of the subdivision based on the findings in the staff report and conditions recommended by staff.

Recommendation: It is recommended the City approve the subdivision application per the Planning Commission's recommendation and with the conditions as stated in the staff report.

Attachments:

Staff Report

Subdivision Resolution

Materials submitted at Planning Commission Meeting

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Erin Perdu". The signature is fluid and cursive, with the first name "Erin" and last name "Perdu" clearly distinguishable.

Erin Perdu
City Planner

APPROVED FOR AGENDA ENCLOSURE:

/s/ SD by mm

Scott Duddeck
City Manager

MEMORANDUM

Date: 06/24/2019
To: Mayor and City Council Members
From: Erin Perdu, AICP, City Planner
CC: Scott Duddeck, City Manager
Debra Gustafson, Administrative and Community Services Director
Re: Application for a Minor Subdivision – Guy Kullander, located at 2335 6th Street N.

BACKGROUND

Guy Kullander (“the applicant”) is requesting approval of a preliminary plat for a minor subdivision of property located at 2335 6th Street N. The proposed land division would create three lots where one currently exists. The 1.59-acre subject site is currently zoned R-1, Single Family Residential District. An existing single-family dwelling with detached garage is located within the site. The proposed land division would create two new home sites, with a third lot containing the existing residence. The proposed lots would exceed the minimum lot area (7,920 square foot per dwelling) and the minimum lot width (60 feet). The 2040 Comprehensive Plan guides the subject property for low-density residential land uses. The proposed subdivision would be consistent with the Plan’s guidance.

The proposed subdivision would dedicate a portion of the 6th Street right-of-way that was previously held as a roadway easement by the City. The additional right-of-way would bring the width of this section of 6th Street to the standard 60-foot width. Proposed lot 2 would have frontage along both Castle Ave and 6th Street. Proposed lot 1 would have access solely along Castle Avenue. Utility and drainage easements are identified along the boundaries of each of the proposed lots. The easement width and location meet the Ordinance requirements, as confirmed by the City Engineer.

Utilities for the two new lots would be provided by previously constructed service laterals within the right-of-way. Two sets of laterals are located within the 6th Street right-of-way and with a potentially set in the Castle Avenue right-of-way. Staff is recommending a condition requiring that sewer and water service for proposed lot 1 be provided from mains within the Castle Ave right-of-way. Staff would not support the placement of private service laterals within public utility and drainage easements or within private property – which would be needed if lot 1 is serviced by laterals from 6th Street. Staff is also recommending a condition requiring that the unused set of laterals be properly abandoned.

The Planning Commission is asked to make a recommendation to the City Council to approve or deny the preliminary plat for a minor subdivision of property located at 2335 5th Street N.



FINDINGS

Preliminary Plat Review

Standards for the review and approval of subdivisions of land are found in Chapter 153 the City Code. The proposed lots would comply with the dimensional standards of the R-1 Zoning District.

RECOMMENDED ACTION

Based on the findings described in this report, staff recommends the following action:

1. **Approval** of the requested preliminary plat for the minor subdivision as the application meets the requirements as set forth by City Code Chapter 153 subject to the following conditions:
 - a. Payment of Park dedication fees.
 - b. Permanent drainage and utility easements shall be included in the final plat as required by the City Engineer.
 - c. Sewer and Water service for lot 1 shall be provided from utility mains within the Castle Ave right-of-way.
 - d. Unused on Sewer and Water laterals within 6th Street as a part of new home construction shall be abandoned to the satisfaction of Department of Public Works.

PLANNING COMMISSION ACTION

At their June 20, 2019 regular meeting the Planning Commission unanimously recommended approval of the Minor Subdivision and Preliminary Plan subject to the conditions recommended by staff.

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2019-xxx

**RESOLUTION APPROVING A PRELIMINARY AND FINAL PLAT
FOR THE PROPERTY AT 2335 6TH STREET NORTH**

WHEREAS, the City of North St. Paul (“City”) has received a Preliminary Plat application from property owner Guy Kullander, 2335 6TH Street N., North St. Paul, MN 55109, and;

WHEREAS, the proposed plat is attached in Exhibit A, and;

WHEREAS, the applicants are requesting approval of a preliminary and final plat to split the existing single-family lot into three lots for the purpose of creating two new buildable single-family home lots, and;

WHEREAS, the proposed plat meets the requirements of City Code Chapter 153 and the R-1 Single-Family Residential District and;

WHEREAS, the Planning Commission has reviewed this request and recommends the City Council approve the Preliminary and Final Plat as stated in staff’s report and related minutes.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, the request for Preliminary and Final Plat as shown in attached Exhibit A is hereby approved according to the plans reviewed by the Planning Commission and City Council.

NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, the plat is approved with the following conditions:

1. Payment of Park dedication fees.
2. Permanent drainage and utility easements shall be included in the final plat as required by the City Engineer.
3. Sewer and Water service for lot 1 shall be provided from utility mains within the Castle Ave right-of-way.
4. Unused on Sewer and Water laterals within 6th Street as a part of new home construction shall be abandoned to the satisfaction of Department of Public Works.

ADOPTED this 2nd day of July 2019.

Motion by Council Member
Second by Council Member

Voting: Aye: Council Member
 Council Member
 Council Member
 Council Member
 Mayor Furlong
 Nay: None
 Abstain: None
 Absent: None

Terrence J. Furlong, Mayor

Attest: _____
 Scott A. Duddeck, City Manager



City of North St. Paul
2400 Margaret Street
North St. Paul, MN 55109
Phone (651) 747-2407
www.northstpaul.org

ZONING & LAND USE APPLICATION

✓ Escrow:
\$500 min.
(code 1.2044)

✓ Application Fee:
\$500.00
(code 1.3290)

APPLICATION FOR MINOR SUBDIVISION

The minor subdivision permit process must be scheduled through the Community Development Planning and Zoning Department. The lead-time for submittals shown on this application is necessary to allow City staff and consultants time to review and comment on documents provided. Additional lead-time will be required if the City determines that the potential impacts require more detailed study, or if review by other agencies is required. Incomplete application submittals will not be forwarded to the appropriate Commission or Council until all required information has been provided.

APPLICANT INFORMATION

Applicant Name: Guy Kyllander
Company (if applicable): NONE
Address: 2335 64th STREET NORTH
City, State, Zip: NORTH ST. PAUL, MN 55109
Phone Number: 651-770-1600
Email: GCKULLANDER2@MSN.COM
Are you the owner of the property? ☒ YES ☐ NO
(If no, you must supply property owner information)

Owner Name: SAME
Company (if applicable): SAME
Address: "
City, State, Zip: "
Phone Number: "
Email: "

PROPERTY INFORMATION

Street location of property (address): 2335 64th STREET NORTH, N. ST. PAUL, MN 55109
Parcel Identification Number (PID) (see Ramsey County website): 112922420076
Legal description of property: PART OF LOT 18 CASTLEWOOD (SEE ATTACHED)
Present zoning of property (see City website): R-1
Size of property (acreage): 1.59 ACRES
Title information: ☐ Abstract ☒ Torrens
Property Description: ☒ Residential ☐ Commercial ☐ Industrial ☐ Institutional

PROPOSAL INFORMATION

Application is hereby made for a Minor Subdivision

☒ Lot Split ☐ Lot Combination ☐ Lot Line Adjustment

The applicant hereby grants permission for the City's employees, officials, and agents to enter onto the property that is subject to this application for the purposes of viewing the property and reviewing this request.

Provide a project description (attach additional paperwork if necessary): PLAT - LOT SPLIT

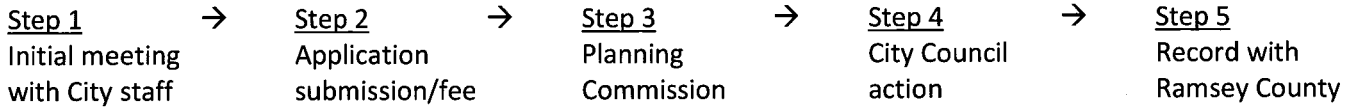
Copy of correspondence dated June 4, 1992 from City Manager Robert E. Gatti

NOTE:

1. In addition, the City requires a Certificate of Survey reflecting the location(s) of the building(s) for all new construction prior to issuance of a building permit.
2. Filling or excavating a wetland may require a permit from the City or Watershed District.
3. County driveway permits are required where applicable.
4. Contact the Finance Department at (651) 747-2404 for sewer, water or any other pending or deferred assessments or cash connection charges. Any outstanding assessments or required cash connection fees must be paid at the time of application.
5. City Ordinances can be view online at www.amlegal.com/north_saint_paul/

LAND USE PROCESS

Review Process



	MONTH:					MONTH:				
App Submittal										
Design Review										
EAC										
Parks & Rec										
Planning Commission										
City Council										
WEEKS:	1	2	3	4	5	1	2	3	4	5

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1st and 3rd Tuesday of the month (6:30 p.m.)

APPLICATION SUBMITTALS

Required

Completed

_____ x	_____ ✓
_____ x	_____ ✓
_____ ✓	_____ ✓
_____ x	_____ ✓
_____ y	_____ ✓
_____ x	_____ ✓
_____ y	_____ ✓
_____ y	_____ ✓
_____ y	_____ ✓
_____ y	_____ ✓
_____ y	_____ ✓
_____ y	_____ ✓
_____ y	_____ ✓
_____ y	_____ ✓

Completed Application.

Application fee: \$500 (must submit escrow fee also, see 1st page, top right corner).

1 full size set and 1 electronic set of drawings of a Certified Land Survey showing:

Legal description of present property to be divided, combined, or altered property line.

Proposed lot lines. Clearly identify each new parcel (ie., Parcel A, Parcel B, etc.,)

include street widths, lots, building and set back lines, easements, etc.

Dimensions of all property lines.

Proposed use and area of each new lot.

Existing and proposed drainage and contour plan.

Location and width of proposed utility easements. (*The City requires new lots to have drainage and utility easement located on the front and rear 10 feet and the side 5 feet of the lot. These easements must be reflected on the survey.*)

Location and widths of existing street rights-of-way, railroad and utility rights-of-way, parks and other public open space, permanent building and easements within the existing lot and adjoining lots. (*The term UTILITY shall include sanitary sewers, storm sewers, water, gases, electricity, telephone, street lights, and drainage. The location and size of the nearest water main and sewer or outlet shall be indicated.*)

Areas intended to be dedicated for public use, including the areas of those dedications.

Scale and North arrow.

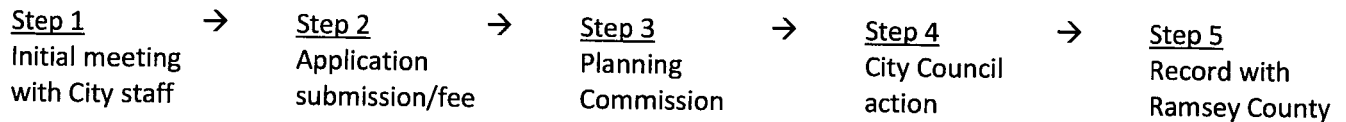
Any additional data requested by the City: _____

NOTE:

- After all approvals are granted, the City will then record the survey and the certified copy of the City Resolution with Ramsey County. Ramsey County will not accept a survey or deed for recording unless the City has given their approval first.
- Verification of Ramsey County recording of the lot division is required prior to the City issuing a building permit for the new lot(s).

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Review Process



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APPLICATION SUBMITTALS

Required

_____ x

_____ x

_____ ✓

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Completed

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Scale and North arrow.

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ACKNOWLEDGEMENT

I certify that all information submitted is true and correct and I fully understand that all information and a complete application must be submitted at least 30 days prior to a Planning Commission meeting to ensure review by the Planning commission on that date. By signing this form, I hereby acknowledge the receipt of the checklist and procedure for the project to be submitted for consideration. It is my responsibility to check all applicable ordinances pertaining to the application, comply with all ordinance requirements, and submit all required materials. All permit requests should be submitted in a timely manner so as not to cause project delays.

Applicant signature: Gay Kullander

Date: FEB 3, 2019

Owner Signature: Gay Kullander

Date: FEB 3, 2019

PROPOSED MEETING DATES:

Design Review Commission: _____ Planning Commission 3-7-2019 Parks & Rec Commission _____
Environmental Advisory Commission _____ City Council _____

FOR OFFICE USE ONLY

Date submitted: 2-4-2019 Date complete: _____ If incomplete, date letter sent to applicant: _____
Date of public hearing: _____ Publication date: _____ Date notice sent to adjoining properties: _____
Amount fee paid: 500.00 app Date fee paid: _____ Receipt #: _____ File #: _____
500.00 Escrow

Planning Commission action: _____ Recommend approval: _____ Recommend denial: _____

Date applicant/property owner notified of Planning Commission action: _____

City Council action: _____ Recommend approval: _____ Recommend denial: _____

Date applicant/property owner notified of City Council action: _____

Date filed with Ramsey County Recorder office: _____

CITY OF



GENERAL OFFICE	770-4450
ENGINEERING	770-4463
RECREATION	770-4471
UTILITIES	770-4488
POLICE ADMINISTRATION	770-4466
FIRE ADMINISTRATION	770-4480

2526 EAST SEVENTH AVENUE
NORTH SAINT PAUL, MINNESOTA 55109

June 4, 1992

Mr. Guy Kullander
2335 North 6th Street
North St. Paul, MN 55109

Dear Mr. Kullander:

In response to your June 2nd letter. With the City Engineer's approval, you may divide your existing property into a maximum of three lots, if the lots are within the zoning ordinance.

The Swenson property may be divided into three lots total, with approval of the City Engineer. If the total existing Swenson property is divided into more than three lots, it will require replatting.

If there are further questions, please contact me at 770-4450.

Sincerely,

Robert E. Gatti
City Manager

REG:ja

PROPERTY DESCRIPTION

(Description per Certificate of Title Ramsey County Certificate Number 249387)

The Northerly part of Lot 18, Castle Wood Described as follows:

Beginning at the Northeast corner of Lot 18; thence running South a distance of 168.70 feet to a point on the East line of said Lot 18; thence West a distance of 50.00 feet to a point; thence South 28 degrees 36 minutes West a distance of 211.35 feet to a point; thence West 160.00 to a point on the West line of said Lot 18; thence North a distance of 352.78 feet to the Northwest corner of Lot 18; thence East a distance of 310.86 to the Northeast corner of said Lot 18 which is the point of beginning, except the Northerly 168.70 feet lying Easterly of Sixth Street as opened across said Lot 18.

GENERAL NOTES

1. Fee ownership is vested in Guy Kullander, Parcel ID Number: 11-29-22-42-0076.
2. Address of the surveyed premises: 2335 6th Street North, North Saint Paul, MN 55109
3. Bearings shown hereon are based on the Ramsey County Coordinate System.
4. Surveyed premises shown on this survey map is in Flood Zone X
(Areas determined to be outside the 0.2% annual chance floodplain.), according to Flood Insurance Rate Map Community No. XXXX Panel No. XXXX Suffix X by the Federal Emergency Management Agency, effective date MONTH XX, 20XX.
5. Boundary area of the surveyed premises: 69,430.3± sq. ft. (1.59 acres).
6. Property is Zoned R-1 (Single Family Residential District)
Minimum Setbacks are:

Building: Front = 25 feet
 Side = 6 feet (Internal Lots)
 Side = 15 feet (Corner Lots)
 Rear = 25 feet

Minimum Lot Area: 7,920 sq. ft. per dwelling unit
Minimum Lot Width: 60 feet

For additional information contact the Planning and Zoning Department at the City of North St. Paul at (651) 266-9008.
7. The surveyed premises has access to Sixth Street and Castle Avenue, a public street.
8. Field survey was completed by E.G. Rud and Sons, Inc. on 01/09/19.
9. Curb shots are taken at the top and back of curb.
10. Due to field work being completed during the winter season there may be improvements in addition to those shown that were not visible due to snow and ice conditions characteristic of Minnesota winters.

REC#: 01036833 2/04/2019 2:06 PM
OPER: CG TERM: 099
REF#: 7132

TRAN: 1.2044 LANDSCAPE ESCR DEP
GUY KULLANDER - ESCROW
LOT SPLIT
ESCROWS 500.00CR

TENDERED: 500.00 CHECK
APPLIED: 500.00-

CHANGE: 0.00

www.northstpaul.org

REC#: 01036832 2/04/2019 2:05 PM
OPER: CG TERM: 099
REF#: 7133

TRAN: 1.3290 MISC LICENSE/PERMIT
GUY KILLANDER - LOT SPLIT
APPLICATION FEE
MISC LICENSE 500.00CR

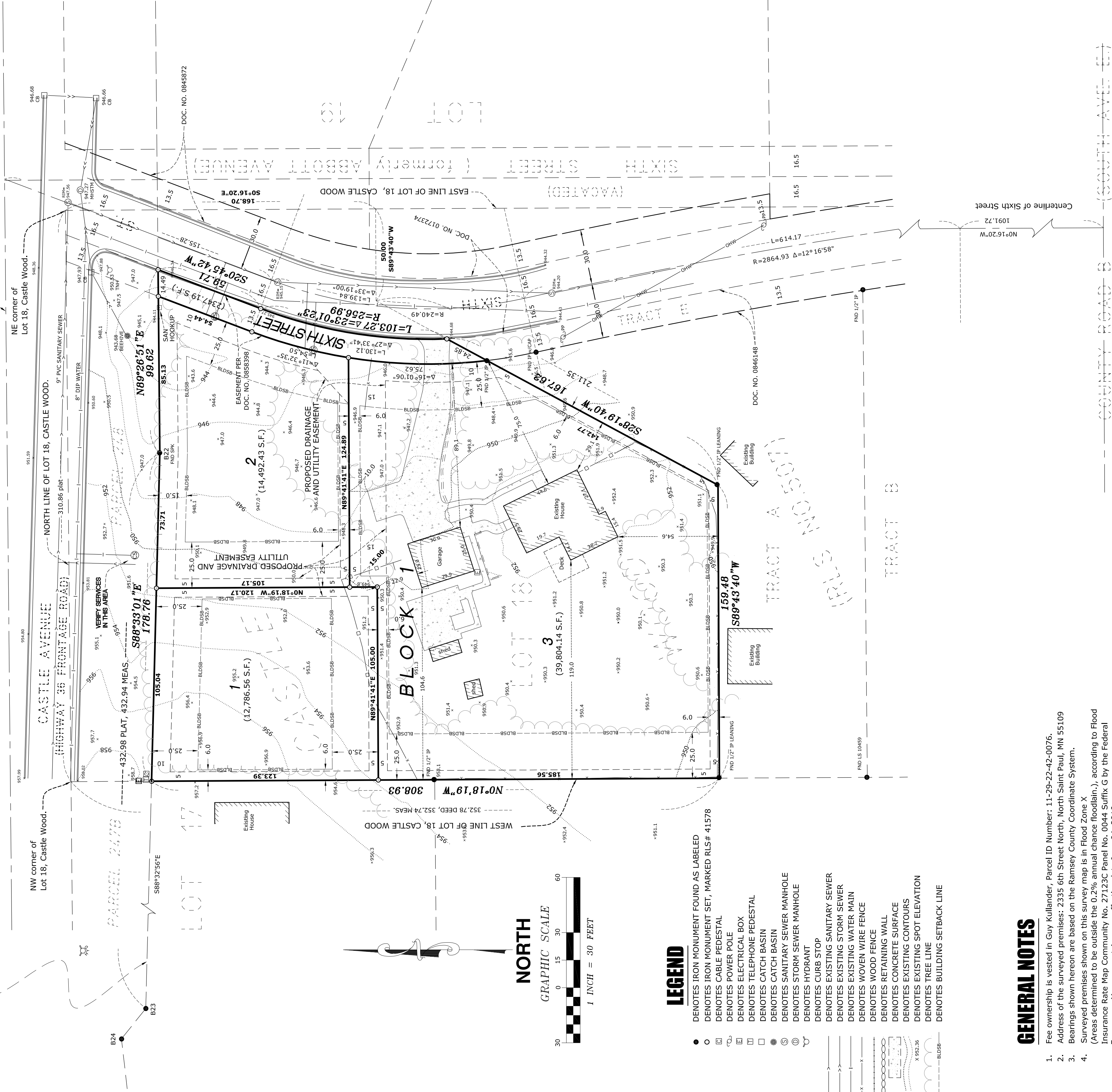
TENDERED: 500.00 CHECK
APPLIED: 500.00-

CHANGE: 0.00

www.northstpaul.org

PRELIMINARY PLAT
 ~of~ CASTLE WOOD LOT 18 REPLAT
 ~for~ GUY KULLANDER
 2335 6th Street North
 St. Paul, MN 55109

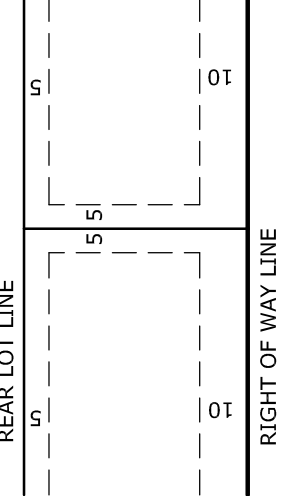
PART OF SEC. 11 TWP. 29, RNG. 22

[illegible]

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2. Address of the surveyed premises: 2335 6th Street North, North Saint Paul, MN 55109
3. Bearings shown hereon are based on the Ramsey County Coordinate System.
4. Surveyed premises shown on this survey map is in Flood Zone X
(Areas determined to be outside the 0.2% annual chance floodplain.) according to Flood Insurance Rate Map Community No. 27123C Panel No. 0044 Suffix G by the Federal Emergency Management Agency, effective date June 04, 2010.
5. Boundary area of the surveyed premises: 69,430.3± sq. ft. (1.59 acres).
6. Property is Zoned R-1 (Single Family Residential District)
Minimum Setbacks are:

- Building: Front = 25 feet
Side = 6 feet (Internal Lots)
Side = 15 feet (Corner Lots)
Rear = 25 feet
- Minimum Lot Area: 7,920 sq. ft. per dwelling unit
Minimum Lot Width: 60 feet
- For additional information contact the Planning and Zoning Department at the City of North St. Paul at (651) 266-9008.
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8. Field survey was completed by E.G. Rud and Sons, Inc. on 01/09/19.
9. Curb shots are taken at the top and back of curb.
10. Due to field work being completed during the winter season there may be improvements in addition to those shown that were not visible due to snow and ice conditions characteristic of Minnesota winters.

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



BEING 5 FEET IN WIDTH, AND ADJOINING SIDE AND REAR LOT LINES, AND 10 FEET IN WIDTH ADJOINING RIGHT OF WAY LINES, UNLESS OTHERWISE SHOWN ON THIS PLAT.

(Description per Certificate of Title Ramsey County Certificate Number 249387)

The Northernly part of Lot 18, Castle Wood described as follows:
Beginning at the Northeast corner of Lot 18; thence running South a distance of 168.70 feet to a point on the East line of said Lot 18; thence West a distance of 50.00 feet to a point; thence South 28 degrees 36 minutes East a distance of 211.35 feet to a point; thence West 160.00 to a point on the West line of said Lot 18; thence North a distance of 352.78 feet to the Northwest corner of Lot 18; thence East a distance of 310.86 to the Northeast corner of said Lot 18 which is the point of beginning, except the Northernly 168.70 feet lying Easterly of Sixth Street as opened across said Lot 18.

BENCHMARK: TNH LOCATED IN PARCEL
247B. ELEV=965.25 (N.A.V.D. 88)

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

~~JASON E. RUD~~

DRAWN BY: CJT		JOB NO: 18930PP	DATE: 02/01/19
CHECK BY: JER		SCANNED ☐	
1	02/25/19	Rev. Plat Name & Easements	
2		JEN	
3			
NO.	DATE	DESCRIPTION	
		BY	

18930PP



CERTIFICATE OF SURVEY

~for~ GUY KULLANDER
~of~ 2335 6th Street North
St. Paul, MN 55109

MINNESOTA DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY PLAT NO. 62-25

Centerline of Castle Avenue Per Doc. No. 572826

BENCHMARK
BENCHMARK: TBM LOCATED IN PARCEL
247B, ELEV: 965.25 (N.A.V.D. 88)

LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RLS# 41578
- DENOTES CABLE PEDESTAL
- DENOTES POWER POLE
- DENOTES ELECTRICAL BOX
- DENOTES TELEPHONE PEDESTAL
- DENOTES CATCH BASIN
- DENOTES SANITARY SEWER MANHOLE
- DENOTES STORM SEWER MANHOLE
- DENOTES HYDRANT
- DENOTES CURB STOP
- DENOTES EXISTING SANITARY SEWER
- DENOTES EXISTING STORM SEWER
- DENOTES EXISTING WATER MAIN
- DENOTES WOVEN WIRE FENCE
- DENOTES WOOD FENCE
- DENOTES RETAINING WALL
- DENOTES CONCRETE SURFACE
- DENOTES EXISTING SPOT ELEVATION
- DENOTES TREE LINE
- DENOTES BUILDING SETBACK LINE

GENERAL NOTES

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5. Boundary area of the surveyed premises: 69,430.34 sq. ft. (1.59 acres).
6. Property is Zoned R-1 (Single Family Residential District).
- Minimum setbacks are:

Building: Front = 25 feet
Side = 6 feet (Internal Lots)
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Rear = 25 feet

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Minimum Lot Width: 60 feet

For additional information contact the Planning and Zoning Department at the City of North St. Paul at (651) 266-9008.

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PROPERTY DESCRIPTION

(Description per Certificate of Title Ramsey County Certificate Number 249387)

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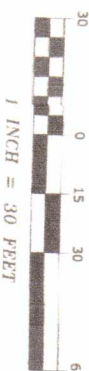
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COUNTY ROAD 3

SOUTH AVE. E

NORTH

GRAPHIC SCALE



REDUCED TO 1" = 30 FEET

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

JASON E. RUD
Date: _____ License No. 41578

DESIGNED BY:	CHKD BY:	DATE:
CTR	108 NO. 18930PP	01/23/19
NO. 1	NO. 1	NO. 1
NO. 2	NO. 2	NO. 2
NO. 3	NO. 3	NO. 3
NO. 4	NO. 4	NO. 4
NO. 5	NO. 5	NO. 5
NO. 6	NO. 6	NO. 6
NO. 7	NO. 7	NO. 7
NO. 8	NO. 8	NO. 8
NO. 9	NO. 9	NO. 9
NO. 10	NO. 10	NO. 10
NO. 11	NO. 11	NO. 11
NO. 12	NO. 12	NO. 12
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NO. 27	NO. 27	NO. 27
NO. 28	NO. 28	NO. 28
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NO. 30	NO. 30	NO. 30
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NO. 94	NO. 94	NO. 94
NO. 95	NO. 95	NO. 95
NO. 96	NO. 96	NO. 96
NO. 97	NO. 97	NO. 97
NO. 98	NO. 98	NO. 98
NO. 99	NO. 99	NO. 99
NO. 100	NO. 100	NO. 100

18930PP

E.G. RUD & SONS, INC.
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701

www.egrud.com

Agenda Information Memorandum
North St. Paul City Council
July 2, 2019

FROM THE OFFICE OF ADMINISTRATION

Agenda placement: City Business

Subject: Purchase of Trash, Recycling and Yard Waste Containers

To: Honorable Mayor and City Council

Background/Facts:

- The City has been considering the purchase of trash, recycling and yard waste carts for trash, recycle and yard waste hauling.
- Staff has been working with Ramsey County on a grant opportunity and with Rehrig Pacific Company for pricing.
- This will benefit our residents as a hauler will no longer have to charge for this capitol item.
- The new carts carry a 10-year full replacement warranty.
- The vendor will provide delivery to each residence.
- Extra container inventory will be stored and maintained by our contracted hauler of choice.
- This also prevents the need to change carts when the hauling vendor changes.

- Listed below is cart pricing:

Trash Carts:	\$187,316.00
Yard Carts:	\$69,600.00
Recycling:	<u>\$177,000.00</u> * (Eligible for a \$100,000 grant from Ramsey County)
	\$433,916.00
	-\$100,000.00 (Grant from Ramsey County)
Total Cost to City:	\$333,916.00

- The city portion for the carts would be paid for with funding from the solid waste fund.
- Staff requests authorization to include additional carts to the final purchase once the number needed for the M/I Homes development is known.

Recommendation: It is recommended the City Council authorize the City to purchase the carts from Rehrig Pacific Company in the amount as stated above, with a slight adjustment for M/I Homes, and submit the application to Ramsey County for the grant funds.

Attachments:

Quote for Trash carts

Quote for Recycle carts

Quote for Lawn Waste carts

Respectfully submitted,

Scott Duddeck
City Manager

**Locations:**

1000 Raco Court, Lawrenceville, GA 30046
625 West Mockingbird Lane, Dallas, TX 75247
1738 W. 20th St, Erie, PA 16502
7452 Presidents Dr, Orlando, FL 32809

8875 Commerce Dr, DeSoto, KS 66018
7800 100th St, Pleasant Prairie, WI 53158
4010 East 26th St, Los Angeles, CA 90058

Proposal

Proposal #: NSP 20190520

May 20, 2019

Bill-to:	Ship-to:
North St. Paul 2400 Margaret Street North St. Paul, MN 55109	TBD
Billing Contact:	Shipping Contact:
Name: Scott Duddeck Phone: 651-747-2436 E-mail: scott.duddeck@northstpaul.org	TBD

ITEM DESCRIPTION		QUANTITY	UNIT PRICE	EXTENDED PRICE
Rollout Cart Type: 65 NB Recycle Cart		3,600	\$43.00	\$ 154,800.00
Body Color Requested: Grey Lid Color Requested: Blue				
Wheels / Casters: 10" Snap on with Intergrated Spacer				
Assembly & Distribution of each cart		3,600	\$4.50	\$ 16,200.00
Artwork: TBD				
Is Product Taxable? No		Subtotal =		\$ 171,000.00
Is Freight taxable? No		Tax on Product =		
Tax Rate: 0.00%		Truckload Freight Rate =		6,000.00
Terms: Cash, Check, Credit Card (Visa or MC) Up Front ***		Tax on Freight =		
		Total =		\$ 177,000.00

ADDITIONAL INFORMATION:

Contract Options: US Communities
Ship From: Pleasant Prairie, WI facility & Erie, PA facility
Leadtime: Aug. Project
Warranty: 10 year unprorated warranty
Quote Valid: 30 Days
Taxes: All applicable taxes shall be paid by the Buyer unless a proper exemption is provided and validated.

*** All Credit Card transactions are subject to a 2% processing fee.

PRESENTED BY:	ACCEPTED BY:
 Beau Sullivan 5/20/2019 Beau Sullivan Date Environmental Sales Rep Cell: 217-412-0102 Email: bsullivan@rehrig.com	 Sign and Print Name Date Title: _____
<i>To initiate order, please call or send signed proposal via fax or email to Presented By representative.</i>	

**Locations:**

1000 Raco Court, Lawrenceville, GA 30046
625 West Mockingbird Lane, Dallas, TX 75247
1738 W. 20th St, Erie, PA 16502
7452 Presidents Dr, Orlando, FL 32809

8875 Commerce Dr, DeSoto, KS 66018
7800 100th St, Pleasant Prairie, WI 53158
4010 East 26th St, Los Angeles, CA 90058

Proposal

Proposal #: NSP 20190520

May 20, 2019

Bill-to:	Ship-to:
North St. Paul 2400 Margaret Street North St. Paul, MN 55109	TBD
Billing Contact:	Shipping Contact:
Name: Scott Duddeck Phone: 651-747-2436 E-mail: scott.duddeck@northstpaul.org	TBD

ITEM DESCRIPTION		QUANTITY	UNIT PRICE	EXTENDED PRICE
Rollout Cart Type: 95EG Trash Cart Body Color Requested: Grey (GR75) Lid Color Requested: Grey Wheels / Casters: 10" Snap on with Intergrated Spacer		702	\$48.50	\$ 34,047.00
Rollout Cart Type: 65 NB Trash Cart Body Color Requested: Grey Lid Color Requested: Grey Wheels / Casters: 10" Snap on with Intergrated Spacer		1,944	\$43.00	\$ 83,592.00
Rollout Cart Type: 35EG Trash Cart Body Color Requested: Grey Lid Color Requested: Grey Wheels / Casters: 8" Snap on with Intergrated Spacer		1,260	\$38.95	\$ 49,077.00
Assembly & Distribution of each cart Artwork: TBD		3,600	\$4.50	\$ 16,200.00
Is Product Taxable? No			Subtotal =	\$ 182,916.00
Is Freight taxable? No			Tax on Product =	
Tax Rate: 0.00%			Truckload Freight Rate =	4,400.00
Terms: Cash, Check, Credit Card (Visa or MC) Up Front ***			Tax on Freight =	
			Total =	\$ 187,316.00

ADDITIONAL INFORMATION:

Contract Options: None
Ship From: Pleasant Prairie, WI facility & Erie, PA facility
Leadtime: Aug. Project
Warranty: 10 year unprorated warranty
Quote Valid: 30 Days
Taxes: All applicable taxes shall be paid by the Buyer unless a proper exemption is provided and validated.

*** All Credit Card transactions are subject to a 2% processing fee.

PRESENTED BY:	ACCEPTED BY:
 Beau Sullivan 5/20/2019 Beau Sullivan Date Environmental Sales Rep Cell: 217-412-0102 Email: bsullivan@rehrig.com	 Sign and Print Name Date Title: _____

To initiate order, please call or send signed proposal via fax or email to Presented By representative.

**Locations:**

1000 Raco Court, Lawrenceville, GA 30046
625 West Mockingbird Lane, Dallas, TX 75247
1738 W. 20th St, Erie, PA 16502
7452 Presidents Dr, Orlando, FL 32809

8875 Commerce Dr, DeSoto, KS 66018
7800 100th St, Pleasant Prairie, WI 53158
4010 East 26th St, Los Angeles, CA 90058

Proposal

Proposal #: NSP 20190520

June 6, 2019

Bill-to:	Ship-to:
North St. Paul 2400 Margaret Street North St. Paul, MN 55109	TBD
Billing Contact:	Shipping Contact:
Name: Scott Duddeck Phone: 651-747-2436 E-mail: scott.duddeck@northstpaul.org	TBD

ITEM DESCRIPTION		QUANTITY	UNIT PRICE	EXTENDED PRICE
Rollout Cart Type: 95EG Yard Waste Cart		1,200	\$48.50	\$ 58,200.00
Body Color Requested: Grey Lid Color Requested: Green				
Wheels / Casters: 10" Snap on with Intergrated Spacer				
Assembly & Distribution of each cart		1,200	\$4.50	\$ 5,400.00
Artwork: TBD				
Is Product Taxable? No		Subtotal =		\$ 63,600.00
Is Freight taxable? No		Tax on Product =		
Tax Rate: 0.00%		Truckload Freight Rate =		6,000.00
Terms: Cash, Check, Credit Card (Visa or MC) Up Front ***		Tax on Freight =		
		Total =		\$ 69,600.00

ADDITIONAL INFORMATION:

Contract Options: US Communities
Ship From: Pleasant Prairie, WI facility & Erie, PA facility
Leadtime: Aug. Project
Warranty: 10 year unprorated warranty
Quote Valid: 30 Days
Taxes: All applicable taxes shall be paid by the Buyer unless a proper exemption is provided and validated.

*** All Credit Card transactions are subject to a 2% processing fee.

PRESENTED BY:	ACCEPTED BY:
 Beau Sullivan 6/6/2019 Beau Sullivan Date Environmental Sales Rep Cell: 217-412-0102 Email: bsullivan@rehrig.com	 Sign and Print Name Date Title: _____

To initiate order, please call or send signed proposal via fax or email to Presented By representative.

Agenda Information Memorandum
North St. Paul City Council
July 2, 2019

FROM THE OFFICE OF THE CITY MANAGER

Agenda placement: City Business

Subject: Upgrades to equipment in the Council Chambers and Sandberg meeting room

To: Honorable Mayor and City Council

Background/Facts:

- Attached is a proposal from Alpha Video for the upgrade of the council chambers and Sandberg meeting room AV and broadcast systems.
- The items in the proposal meet the system requirements, standards of quality, and brand preferences as per staff of the Ramsey/Washington Suburban Cable Commission.
- Alpha Video will provide and install a new presentation system for the council chambers, to include audio system, production system and control system.
- In the Sandberg Conference Room they will provide and install a presentation system, and broadcast/recording system.
- The cost for this installation and upgrade is \$140,462.40. The Ramsey/Washington Suburban Cable Commission will provide \$94,376.00 of the cost, and the City will cover the remaining \$46,086.40, which will be funded from the LGA Fund.
- The pricing on this quote is based on a State Contract for the University of Minnesota.

Recommendation: It is recommended the City Council authorize Alpha Video to install the upgrades to the City Council Chambers and Sandberg Room as presented, and authorize the City's payment toward the project in the amount of \$46,086.40.

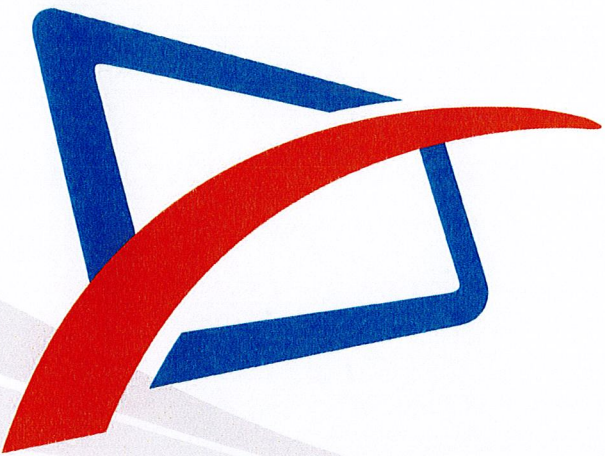
Attachments:

Proposal from Alpha Video

Respectfully submitted,

/s/ SD by mm

Scott Duddeck
City Manager



COUNCIL CHAMBERS UPGRADE

Date:

June 4, 2019

Prepared for:

**CITY OF NORTH
SAINT PAUL**

Presented by:

Mike Pouh, Account Manager
Steven Westra, Project Engineer



7690 Golden Triangle Dr
Eden Prairie, MN 55434



952.896.9898
800.388.0008



info@alphavideo.com
www.alphavideo.com





Introduction

Alpha Video and Audio, Inc. is pleased to present this proposal for the upgrade of the council chambers AV and broadcast system. This statement of work describes equipment and services that Alpha Video will deliver, as well as the responsibilities of the City of North Saint Paul for successful implementation. A detailed equipment list and line item pricing is attached.

Overview

We believe that the items in our proposal meet the system requirements, standards of quality, and brand preferences outlined through multiple “needs analysis” meetings, phone calls, and emails. The equipment and systems defined in this proposal are representative of typical installations successfully completed by Alpha Video.

After a thorough review of the requirements, we do not have any concerns meeting the requirements of this proposal.

System Overview - Scope of Work

Alpha Video will provide products and services in the following areas.

Council Chambers

Presentation System

Alpha Video will provide and install a new presentation system for the council chambers. The sources for the presentation system will include an HDMI input at the staff table, HDMI input at the podium, wireless presentation device, production feed, a control room computer, an input plate from the Sandburg conference room, and an annotation processor. The outputs from the presentation system will include 2 75-inch wall mounted displays, a 24-inch touch screen monitor on the podium, a feed to the production system, a feed to the annotation processor, a feed to the Sandburg conference room display, and a feed to the control room computer. The feeds to and from the control room computer will be converted from HDMI to USB to allow for use of Skype or similar unified communications applications. The two 65-inch wall mounted displays will be installed using a tilt wall mount and be in the same location as the existing displays. Independent sources will be able to be routed to the two 65-inch displays. The wireless presentation device will be in the control room and connected to the guest wireless network to allow for guest presenters. The use of the wireless presentation device will require users to install a one-time run application to discover and connect to the device. A wired connection is still recommended for any presentation including full motion video. Alpha Video will coordinate with Metro-INET for network functionality related to the wireless presentation devices.

The selected presentation sources will be run through an annotation processor to allow for users to annotate over the source. The annotation processor allows for basic drawings and highlighting features with the ability to save an annotated image to a USB drive or Windows share. The annotation will be done through the 24-inch touch screen at the podium. The capability of the source to be annotated over can be turned on or off through the Crestron control system.

Audio System

Alpha Video will provide and install a new audio system for the council chambers. The sources for the audio system include 10 wireless microphones, a 2-channel wireless microphone receiver, stereo presentation audio feed, 4-channels from the Broadcast Pix switcher, ceiling microphone from Sandburg conference room, and 2-channel audio from the dedicated control room computer. The outputs from the audio system include a 4-channel audio amplifier, stereo audio recorder, assistive listening transmitter, control room speakers, 2-channel press plate, audio SDI embedder, and dedicated control room computer. The existing speakers in the council chambers will be reused as part of the new system. New gooseneck microphone like the existing ones will be provided for the dais and the podium. The new microphones provide RF shielding to prevent digital noise from cell phones and other devices. The existing microphone cabling from the dais and podium to the control room will be reused. A new 2-channel wireless receiver with one handheld and one lavalier microphone is included with this proposal. A new Biamp Tesira Server I/O will provide the audio processing for the council chambers system. The Biamp includes acoustic echo cancellation for the inclusion of remote participants via Skype or other unified communications applications. The audio for the dedicated control computer will be converted to USB to be used with unified communications applications. A new Denon audio recorder is included for audio recording of the council chambers meetings. The recordings can be saved directly to a USB drive and taken for transcripts. An FM based assisted listening system with 4 receivers is included. The antenna for the transmitter is a flexible antenna which will run up into the ceiling of the control room. A pair of desktop speakers with an attached volume knob is included for the control room. The press plate will have two XLR connectors each with a mono audio feed for remote cameras or recorders.

Production System

Alpha Video will provide and install a new production system for the council chambers. The new system will reuse the existing Sony PTZ cameras and Sony PTZ controller. The existing cameras will stay in their current location and the existing cabling will be reused. A new Broadcast Pix BPswitch MX8 integrated switcher is included in this proposal. The inputs of the switcher will include the four council chambers cameras, a presentation feed from the presentation system, and the camera from the Sandburg conference room. The outputs from the switcher include an HD program output and two monitor outputs for local monitors. The program output will feed an SDI audio embedder. The audio embedder will be fed from an audio analog delay to compensate for any video signal delay. The embedder will feed an SDI distribution amplifier which in turn feeds the presentation system, file recorder, OFE fiber transmitter, dual rack mount monitor, and the podium display. The Aja HELO file recorder can simultaneously record and stream out to a content delivery network (YouTube, Facebook, etc.). The start/stop of the recording and streaming will be done through the Crestron touch panel. The podium display will be a 43-inch Samsung display dedicated to show the program feed from the production system. The podium will be modified by the City of North Saint Paul to accommodate a wall mount to be attached to the front of the podium. The feed to the podium display will be converted to HDMI in the podium and then connected to the display. The dual rack mount monitor will show the program feed on one monitor with the second being available for a cable receiver connection.

Control System

Alpha Video will provide a new Crestron control system for the council chambers. There will be three 10-inch touch panels located on the podium, staff dais, and control room. The control system will allow the council chambers to run in two different modes. The first mode will be for local meetings only. This mode allows users to select any of the presentation sources and annotate over them. The microphones will be available, and the audio recorder can be used for meeting notes later. The second mode is the broadcast mode. This mode allows for the same functionality as the meeting mode with the addition of the podium monitor to function and recording/streaming through the Aja HELO.

Through the touch panels users will be able to turn the system on/off, select the room mode, select the presentation source, capture annotated image, start/stop audio recording, start/stop recording/streaming through the HELO, adjust independent microphone levels, and adjust presentation audio levels. The proposed touch panel layouts with functional descriptions will be submitted for approval prior to installation.

Sandberg Conference Room

Presentation System

Alpha Video will provide and install a presentation system in the Sandburg conference room. The inputs to the system will include an HDMI input plate, a wireless presentation device, and an overflow feed from the council chambers. A Sharp interactive display will be installed using a wall mount in the conference room. The removal of the whiteboard where the display will be installed is required to be done by City of North Saint Paul prior to installation. A USB plate will be installed next to the HDMI plate for touch screen functionality for the Sharp display. Both plates will be in the same area as the existing input plates.

As part of the presentation system, a Crestron button panel will be installed for room control. The button panel will allow users to turn the system on/off, select the presentation source, and adjust the in-room volume.

Broadcast/Recording System

Alpha Video will provide and install additional equipment to allow meetings in the Sandburg conference room to be recorded or sent to broadcast. A ceiling mounted Sony PTZ camera will be installed in the conference room and connected to the Broadcast Pix switcher. The new Sony camera will be controlled via the existing Sony camera controller. A ceiling array microphone will be installed in the conference room and will replace a 2x2 ceiling tile. The microphone array will be configured to provide even coverage over the conference table area.

System Integration Services

Alpha will manage all aspects of this project from start to finish to ensure this project is on-time and on-budget.

Integration Labor and Materials

Alpha will provide the following staff, materials, information, and services as a part of our turn-key proposal:

- Project Team:
 - Project Engineering
 - Project Management
 - Lead Technician and Project Technical Specialists
 - Subcontracted services management, oversight, and coordination
- Documentation:
 - Preliminary Shop Drawings & Approval Submittals
 - Detailed Installation Notes
 - As-Built Drawings & Documentation
- Professional Services:
 - System Configuration & Commissioning
 - Operational Training and/or On-Site Event Support
 - Full System Warranty
- Additional Items:
 - Freight
 - Insurance
 - Travel Expenses

Professional Services

Training

Alpha Video will provide up to 2 hours of system training to no more than three key users. The training will cover basic system operation and troubleshooting. The training will be provided once the system is fully functional. This is in addition to any individual manufacturer-provided training as described elsewhere in our proposal.

Standards of Integration

General

- All system components will be installed in a neat and professional manner.
- Equipment will be new and blemish-free unless otherwise noted in this document.
- Above-ceiling components shall be installed with trim rings and/or grommets when necessary.
- Rack equipment will be installed using proper manufacturer-supplied mounting hardware.
- Blank rack spaces will be filled with either blank or vent panels.
- Racks will have proper ventilation to prevent heat buildup and prolong equipment life.

Wiring and Cables

- Rack cabling will be bundled neatly with cable ties or hook & loop as required.
- Low- and high-voltage cabling will be separated according to NFPA 70 (National Electric Code) 2017 specifications.
- All cabling in conduit will comply with the conduit fill specifications in NFPA 70 (National Electric Code) 2017.
- Proper strain relief will be provided at all connections and bends.
- Sufficient service loops will be provided above-ceiling, above/within/under equipment racks, or in cable trays so that components may be unmounted for service without cable strain.
- All connectors will be properly sized to fit the wire type and will be installed according to the manufacturer's specifications.
- All permanently-installed cabling will be labeled with computer generated labels.

Installer Testing and Adjustments

- Alpha Video will verify proper grounding on all equipment.
- Video displays will be properly aligned and free from distortion.
- Cabling and loudspeakers will be tested for proper polarity.
- Audio will be free of distortion, hums, buzzes or pops.
- Loudspeaker systems will be tested and equalized to provide uniform frequency response.
- Control system programs will be tested for proper system operation.

Project Timeline

As a leader in the audio-visual and broadcast integration markets, Alpha Video understands that this system is considered mission-critical, impacting the success of your organization. We know that your event schedule does not change and that the show must go on.

On-site installation can only begin once construction has progressed to the point that electronic equipment can be installed in a secure and clean job site. Please provide the project manager with a schedule outlining when this will occur. A change order will be assessed for any delays beyond the date listed in this proposal.

Project Terms and Conditions

Responsibilities of the Owner

This statement of work indicates the responsibilities of Alpha Video and Audio. As in any system installation, this project contains several customer responsibilities. They include, but are not limited to:

- Providing a secure, clean, and dust-free work site by the “On-Site Build Begins” date specified in this proposal;
- Providing secured storage locations and/or laydown areas for housing equipment and installation materials;
- Providing central waste and/or recycling containers for proper disposal of any installation debris;
- Providing, without request for reimbursement, all high voltage AC electrical equipment and labor necessary for proper installation – including mains, transformers, panel boards, surge suppression, receptacles, engineering, stamps, and permits – unless specified as “Alpha-provided” within this proposal;
- Providing and installing adequate HVAC, lighting, fire suppression, and life safety systems;
- Providing, installing and certifying all necessary low voltage infrastructure – including conduits, pathways, cable trays, penetrations, core drilling, floor boxes, wall boxes, and back boxes – unless specified as “Alpha-provided” within this proposal;
- Providing and installing adequate primary & secondary steel, structures, supports, poles, and/or backing for all mounted equipment;
- Providing a professionally-installed, fully functional IP network as required with capacity to support all system components, bandwidth, routing, and enterprise-level configuration;
- Facilitating IT/network coordination with appropriate representatives and providing any requirements during the design engineering process;
- Facilitating custom control system design by coordinating with appropriate representatives and providing any requirements during the design engineering process;
- Providing access to any owner-furnished equipment in a timely manner upon request;
- Providing uninhibited access to the job site during normal business hours (7am to 7pm M-F) unless non-standard work hours are included in our proposal; and,
- Coordination of training times with all required staff.

This proposal assumes that work can be carried out continuously throughout the day with limited to no interruptions. If daily interruptions or construction delays do occur before or during on-site work, change orders may be required based on installation inefficiencies related to these interruptions.

General Terms and Conditions

Owner-furnished Equipment

This proposal assumes that all existing “owner-furnished” equipment required for system functionality is in proper operating condition and without defect. If any of the required existing equipment is not in proper operating condition, a change order may be required for the functionality outlined in this proposal.

Documentation

Alpha Video will provide shop drawings for review and formal approval that reflect the final system design. Upon completion of the project, a full set of as-built drawings will be provided digitally, which will include components of the video, audio and control systems and any architectural documentation used during the installation. Those drawings will become property of the owner upon final payment.

Project Management

Alpha Video will appoint a project manager as your main point of contact regarding this project. The project manager will manage the installation timeline, oversee the project team, and coordinate work with any additional trades involved in this installation.

Change Requests

After the project begins, any changes to this scope must be requested as a change order. Change requests shall be submitted in written form so that both parties fully understand the request. Any additional costs resulting from change orders shall be the responsibility of the owner.

System Warranty and Support

Alpha Video offers a standard 90-day warranty on all system installations. The warranty coverage will commence on date the Certificate of Completion form is signed by both Alpha Video and the owner's representative.

During the warranty period, Alpha Video will facilitate system service, phone support and repair at no charge for labor, travel, and/or shipping. This applies to any system or component if it was installed by Alpha Video. All system hardware is covered under the terms and conditions of each manufacturer-provided warranty. Alpha Video, at its option, may repair or replace any product or part of any product which fails, under normal use, for the length of the warranty period. Optional warranty extensions are available for purchase during the warranty period. Service issues after the covered period will be billed as time and materials, including any travel costs and expenses associated with such work, unless a warranty extension has been purchased.

Phone support is available Monday through Friday during regular business hours (8:00 a.m. to 5:00 p.m. CST). Alpha Video's office number is 1-800-388-0008. In the event all service agents are unavailable, calls will be returned within a four-hour period. If the issue cannot be rectified over the phone, Alpha will dispatch a technician to the site of the faulty equipment within 48 hours. Alpha Video will not be open, and technicians may be unavailable, during various holidays. The owner agrees to provide prompt and full access to the system while an Alpha Video technician is on-site servicing the system.

This warranty does not cover products included in this installation but not provided by Alpha Video under this proposal. All "owner-furnished" equipment and materials, and Alpha-provided equipment bound by previous warranty terms, are excluded. Alpha Video is not responsible for any failure, even to covered equipment, caused by faulty "owner-furnished" equipment and materials. This warranty does not cover system misuse, reconfiguration or negligence.

Notice to Proceed

Alpha Video shall not, and shall not be obligated to, commence performance of the work outlined in this proposal until the Owner issues a purchase order or contract for the work. Alternatively, and to stay on schedule, the Owner may issue Alpha Video a written notice to proceed or letter of intent authorizing Alpha Video to begin work on the Owner's behalf and agreeing to pay for all equipment, materials, labor and costs accrued by Alpha Video should a purchase order or final contract not be agreed upon. This notice to proceed or letter of intent must be presented by someone authorized by the Owner to approve such an action and can be in the form of an email or email attachment.

Upon receipt of a notice to proceed, letter of intent, purchase order or contract, Alpha Video shall commence with the performance of the work in accordance with the milestone schedule and shall thereafter diligently pursue the work, assigning to it a priority that should reasonably permit the attainment of substantial completion on or before the required completion date.

Any delays in the receipt of a notice to proceed, purchase order or contract beyond the date(s) outlined in the milestone schedule may result in a change order for any additional or overtime labor and expenses required for Alpha Video to be substantially complete by the required completion date.

Sign-Off

As an appointed representative of the City of North Saint Paul, I hereby agree with and approve the above statement of work including all outlined Terms and Conditions. A purchase order for this project, in verbal or written form indicates acceptance of this statement of work.

Date: _____

Company: _____

Name: _____

Title: _____

Signature: _____



7690 Golden Triangle Drive, Eden Prairie, MN 553445

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Quotation

Date	Quote #	Cust #
06/04/19	AAAQ38160-02	

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Prepared For:	Sales Representative:
Scott Duddeck City of North St Paul 2400 Margaret Street North St. Paul, MN 55109 USA	Mike Pouh Sales Executive 952-841-3365 mike.pouh@alphavideo.com

ID #	Item	Description	Qty	Unit Price	Ext. Price	List Price
City of North St. Paul U of M Contract #U140.2 Pricing Council Chambers Production Switcher						
1	BPS-MX	Broadcast Pix BPSwitch MX Switcher	1	\$18,303.40	\$18,303.40	\$19,895.00
2	10	Broadcast Pix 1000 Control Surface	1	\$5,515.40	\$5,515.40	\$5,995.00
3	800	Broadcast Pix Sony Camera Control Option - IP	1	\$874.00	\$874.00	\$950.00
4	U2-160-4	Hall Research USB over Cat6 Extender Pair	1	\$110.00	\$110.00	\$175.00
Production Equipment						
5	GEN10	Aja Sync and Test Signal Generator	1	\$272.55	\$272.55	\$345.00
6	3G-AMA	Aja 3G-SDI 4-Channel Analog Audio Embedd/DeEmbedder	1	\$628.05	\$628.05	\$795.00
7	3GDA	Aja 3G HD-SDI 1x6 Reclocking Distribution Amplifier, 120M 3G cable	1	\$312.05	\$312.05	\$395.00
8	DRM FRAME	Aja Mini-Converter Rack Frame	1	\$466.10	\$466.10	\$590.00
9	DRM FRONT PANEL	Aja Front Panel for Rack Frame	1	\$79.00	\$79.00	\$100.00
10	HI5-PLUS	Aja SDI to HDMI Converter 3G	1	\$312.05	\$312.05	\$395.00
11	ROI-HDMI	Aja HDMI to SDI Region of Interest Scaler	1	\$786.05	\$786.05	\$995.00
12	C10DA	Aja 1x6 Analog Video Distribution Amplifier	1	\$138.25	\$138.25	\$175.00
13	M-LYNX-702W	Marshall Dual 7-inch Rackmount Monitor w/Waveform & Vectorscope	1	\$1,025.00	\$1,025.00	\$1,250.00
14	HELO	Aja HELO Encoder and Recorder	1	\$1,023.05	\$1,023.05	\$1,295.00
15	RCI CUSTOM	Press Feed Plate with 2 Audio Connections	1	\$40.00	\$40.00	\$62.79
16	DC32E	Samsung 32-Inch 1080p Professional Display	1	\$445.00	\$445.00	\$500.00
17	997-9045-00	Planar 24-Inch Desktop Monitor, 100mm VESA Mount	1	\$122.55	\$122.55	\$129.00
AV Equipment & Switching						
18	DM-MD8X8-CPU3	Crestron Digital Media 8x8 Switcher Frame	1	\$2,666.00	\$2,666.00	\$4,300.00
19	DMC-4KZ-C	Crestron Digital Media 8G+ 4K Input Card	3	\$682.00	\$2,046.00	\$1,100.00



Quotation

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Date	Quote #	Cust #
06/04/19	AAAQ38160-02	

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ID #	Item	Description	Qty	Unit Price	Ext. Price	List Price
20	DMC-4KZ-HD	Crestron Digital Media HDMI 4K Input Card	4	\$496.00	\$1,984.00	\$800.00
21	DMC-SDI	Crestron Digital Media 3G SDI Input Card	1	\$744.00	\$744.00	\$1,200.00
22	DMC-4KZ-CO-HD	Crestron 2-Channel Digital Media 8G+ 4K Output Card	2	\$806.00	\$1,612.00	\$1,300.00
23	DMC-4K-HDO	Crestron 2-Channel 4K Scaling HDMI Output Card	2	\$1,116.00	\$2,232.00	\$1,800.00
24	DM-TX-4KZ-202-C	Crestron 4K Digital Media 2-Input Transmitter	2	\$930.00	\$1,860.00	\$1,500.00
25	DM-RMC-4K-SCALER-C	Crestron 4K Digital Media 8G+ Scaling Receiver	3	\$1,116.00	\$3,348.00	\$1,800.00
26	DM-PSU-8-PLUS	Crestron 8-Port PoDM+ Power Supply	1	\$744.00	\$744.00	\$1,200.00
27	87-000690	Kramer Via Connect Pro Wireless Presentation Gateway	1	\$686.55	\$686.55	\$995.00
28	60-0000305	Kramer RK Connect Pro Rack Kit for 3 Via Connect Pro Units	1	\$113.85	\$113.85	\$165.00
29	CR-100	Pointmaker Annotation Processor	1	\$2,549.55	\$2,549.55	\$3,695.00
30	997-7052-00	Planar Helium 24-Inch Touch Screen Monitor	1	\$341.05	\$341.05	\$359.00
31	U22-160	Hall Research USB 2.0 Cat6 Extender Kit w/ 2-Port Hub	1	\$100.00	\$100.00	\$155.00
32	999-8240-000	Vaddio AV Bridge Mini USB Interface	1	\$1,828.95	\$1,828.95	\$2,055.00
33	QB75N	Samsung 75-Inch Professional 4K Display	2	\$2,464.41	\$4,928.82	\$2,769.00
34	LTM1U	Chief Large Fusion Tilt Wall Mount	2	\$233.91	\$467.82	\$339.00
35	QM43N	Samsung 43-Inch Professional 4K Display	1	\$1,027.06	\$1,027.06	\$1,154.00
36	MSA1U	Chief Medium Fusion Fixed Wall Display Mount	1	\$76.59	\$76.59	\$111.00
Wireless Microphones						
37	ULXD4D=-G50	Shure Dual Channel Wireless Receiver	1	\$2,473.49	\$2,473.49	\$3,131.00
38	ULXD2/B58=-G50	Shure Handheld Transmitter with Beta 58A Microphone	1	\$547.47	\$547.47	\$693.00
39	ULXD1=-G50	Shure Wireless Belt Pack Transmitter	1	\$439.24	\$439.24	\$556.00
40	WL183	Shure Lavalier Condenser Microphone	1	\$83.74	\$83.74	\$106.00
41	SBC200-US	Shure Dual Docking Battery Charging Station	1	\$216.46	\$216.46	\$274.00
42	SB900A	Shure Lithium-Ion Rechargeable Battery	2	\$93.22	\$186.44	\$118.00
Audio Equipment						
43	MX418D/C	Shure 8-Inch Gooseneck Microphone w/Desktop Base	10	\$295.46	\$2,954.60	\$374.00
44	TESIRA SERVER-IO	Biamp Tesira Server I/O	1	\$4,838.40	\$4,838.40	\$6,720.00
45	TESIRA DSP-2	Biamp Tesira Additional Processing Card	1	\$610.56	\$610.56	\$848.00
46	TESIRA SEC-4	Biamp Tesira 4-Channel Input Card w/AEC Processing	4	\$534.24	\$2,136.96	\$742.00
47	TESIRA SIC-4	Biamp Tesira 4-Channel Input Card	2	\$262.08	\$524.16	\$364.00



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ID #	Item	Description	Qty	Unit Price	Ext. Price	List Price
48	TESIRA SOC-4	Biamp Tesira 4-Channel Output Card	4	\$231.84	\$927.36	\$322.00
49	TESIRA DAN-1	Biamp Tesira 64x64 Dante Interface Card	1	\$1,064.16	\$1,064.16	\$1,478.00
50	AD22S	Rane Analog Audio Delay	1	\$449.25	\$449.25	\$599.00
51	DN-700R	Denon Professional Network SD/USB Audio Recorder	1	\$527.12	\$527.12	\$599.00
52	FM 458 PRO	WILLIAMS FM ASSISTIVE LISTENING SYSTEM	1	\$1,373.10	\$1,373.10	\$1,990.00
53	REVEAL 402	TANNOY REVEAL 402 ACTIVE MONITOR SPEAKER	2	\$106.49	\$212.98	\$149.99
54	992267011	Lab Gruppen 4-Channel 500 Watt Total Amplifier	1	\$897.00	\$897.00	\$1,300.00
Control System						
55	CP3	CRESTRON 3-SERIES CONTROL SYSTEM	1	\$1,116.00	\$1,116.00	\$1,800.00
56	TSW-1060-B-S	CRESTRON 10.1IN TOUCH SCREEN BLACK SMOOTH	3	\$1,488.00	\$4,464.00	\$2,400.00
57	TSW-1060-TTK-B-S	CRESTRON TABLETOP KIT FOR TSW-1060 BLACK SMOOTH	3	\$155.00	\$465.00	\$250.00
58	MP-B10-B-T	CRESTRON Presentation Button Panel (Black)	1	\$279.00	\$279.00	\$450.00
Rack & Power						
59	BGR-45SA-32LRD	MIDDLE ATLANTIC 45 RU EQUIPMENT RACK (NO REAR DOOR)	1	\$1,124.06	\$1,124.06	\$1,813.00
60	CBS-BGR	MIDDLE ATLANTIC BGR SERIES CASTER BASE	1	\$147.56	\$147.56	\$238.00
61	LACE-44-OWP	MAP LACING BARS	1	\$207.08	\$207.08	\$334.00
62	LBP-1.5	MID AT LACING BAR WITH 1.5 IN OFFSET (PK OF 10)	1	\$68.20	\$68.20	\$110.00
63	D3	MID ATL 3 SPACE DRAWER	1	\$157.48	\$157.48	\$254.00
64	EB2	MID ATL 2 SPACE BLANK PANEL	5	\$9.92	\$49.60	\$16.00
65	EB1	MID ATL 1 SPACE BLANK PANEL	5	\$7.44	\$37.20	\$12.00
66	HP	MID ATL RACK SCREWS PKG 100	1	\$19.84	\$19.84	\$32.00
67	SMX3000RMLV2UNC	APC SMART-UPS X 3000VA RACKMOUNT UPS	1	\$1,496.50	\$1,496.50	\$2,050.00
68	PDS-615R	MID ATL POWER COND W/OUTLET SEQUENCING	1	\$425.94	\$425.94	\$687.00
69	PD-2420SC-NS	Middle Atlantic 24 Outlet 20A Vertical Power Strip	1	\$141.36	\$141.36	\$228.00
Console						
70	56004	Winsted Double Bay Stringer	1	\$928.80	\$928.80	\$1,161.00
71	56044	Winsted Double Bay Hinged Cover	1	\$146.40	\$146.40	\$183.00
72	56061	Winsted Sight-Line End Frames	1	\$512.80	\$512.80	\$641.00
73	56082	Winsted Bottom Shelf	2	\$104.00	\$208.00	\$130.00



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ID #	Item	Description	Qty	Unit Price	Ext. Price	List Price
74	56262	Winsted Work Surface Support Bracket	2	\$100.00	\$200.00	\$125.00
75	56302	Winsted Vented Door	4	\$264.00	\$1,056.00	\$330.00
76	56520	Winsted Shark Grey Side Panels	1	\$656.80	\$656.80	\$821.00
77	S57804	Winsted (A) Laminate with Safeguard Work Surface	1	\$432.00	\$432.00	\$540.00
78	W6491	Winsted Articulating LCD Mount	2	\$364.80	\$729.60	\$456.00
79	47084	Winsted Adjustable Keyboard Shelf	1	\$225.60	\$225.60	\$282.00
Sandburg Conference Room						
80	PN-C705B	Sharp 70-Inch Aquos Board with 6 Point IR Touch	1	\$4,131.60	\$4,131.60	\$4,695.00
81	XSM1U	Chief X-Large Micro-Adjustable Fixed Wall Mount	1	\$193.89	\$193.89	\$281.00
82	DM-TX-4K-100-C-1G-B-T	Crestron 4K Digital Media HDMI Wall Plate Transmitter, Black	1	\$434.00	\$434.00	\$700.00
83	DM-RMC-4K-SCALER-C	Crestron 4K Digital Media 8G+ Scaling Receiver	1	\$1,116.00	\$1,116.00	\$1,800.00
84	87-000690	Kramer Via Connect Pro Wireless Presentation Gateway	1	\$686.55	\$686.55	\$995.00
85	MXA910W	Shure Microflex Ceiling Array Microphone	1	\$4,187.00	\$4,187.00	\$5,300.00
86	U22-160-DP	Hall Research USB 2.0 Extension Wall Plate	1	\$130.00	\$130.00	\$205.00
87	SRG120DS	Sony SRG120DS 3G-SDI PTZ Camera	1	\$2,228.59	\$2,228.59	\$2,449.00
88	535-2000-243	Vaddio Thin Profile Wall Mount	1	\$127.27	\$127.27	\$143.00
SubTotal					\$108,800.95	\$0.00
89	INTEGRATION LABOR	Alpha Video Integration Labor	1	\$22,811.45	\$22,811.45	\$26,837.00
90	MATERIALS	Alpha Video Integration Materials	1	\$3,235.00	\$3,235.00	\$4,853.34
SubTotal					\$26,046.45	\$0.00
91	SMA	Alpha Video 1 Year Service Maintenance Agreement	1	\$5,615.00	\$5,615.00	\$6,741.33
92	Running SubTotal				\$140,462.40	\$0.00

Shipping charges are not included and will be billed at actual cost.
 Sales tax is not included and will be billed at actual.
 A 3% convenience will be added for credit card payments.

Sub Total	\$140,462.40
Sales Tax	\$0.00
Shipping	\$0.00
Total	\$140,462.40

Accepted by: _____ Date: _____ PO: _____

All information contained within this quote is valid for the next 30 days. Thereafter, all prices and applicable charges are subject to change.
 MINIMUM 15% RESTOCKING FEE WITH ORIGINAL PACKAGING.

Memo

To: Scott Duddeck, City Manager, City of North Saint Paul
Jason Zimmerman, Finance Director, City of North Saint Paul
Mary Mills, Deputy Clerk, City of North Saint Paul

From: Mikaela Huot, Director:

Date: June 26, 2019

Subject: Proposed Tax Increment Financing Districts: Interfund Loan Resolutions and Calling for Public Hearings

The City is proposing the establishment of 3 Tax Increment Financing Districts described as follows:

- Tax Increment Financing (Redevelopment) District No. 4-8 for the North Saint Paul Apartments projects
- Tax Increment Financing (Housing) District No. 4-10 for the Trident Housing Project
- Tax Increment Financing (Soils) District No. 4-11 for the Anchor Block North Commercial Development

To facilitate the process of establishing the districts, there are 5 resolutions in the City Council packets that provide for the following action items to be considered by the City Council:

Tax Increment Financing (Redevelopment) District No. 4-8

- 1) Resolution calling for a public hearing on the proposed establishment of Tax Increment Financing District No. 4-8 within Development District No. 4. Public hearing would be scheduled for July 30.

Tax Increment Financing (Housing) District No. 4-10

- 2) Resolution calling for a public hearing on the proposed establishment of Tax Increment Financing District No. 4-10 within Development District No. 4. Public hearing would be scheduled for July 30.
- 3) Resolution amending Resolution No. 2019-033 regarding the terms of an interfund loan in connection with proposed Tax Increment Financing District NO. 4-10

Tax Increment Financing (Soils) District No. 4-11

- 4) Resolution calling for a public hearing on the proposed establishment of Tax Increment Financing District No. 4-11 within Development District No. 4. Public hearing would be scheduled for July 30.
- 5) Resolution approving the terms of an interfund loan in connection with proposed Tax Increment Financing District No. 4-11.

EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE CITY OF
NORTH ST. PAUL, MINNESOTA

HELD: JULY 2, 2019

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of North St. Paul, Ramsey County, Minnesota, was duly held at City Hall on Tuesday, the 2nd day of July, 2019 at __:00 p.m. for the purpose, in part, of calling a public hearing on the proposed establishment of Tax Increment Financing District No. 4-8 within Development District No. 4 and the proposed adoption of the Tax Increment Financing Plan relating thereto.

The following Council members were present:

and the following were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION CALLING PUBLIC HEARING ON THE PROPOSED
ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 4-8
WITHIN DEVELOPMENT DISTRICT NO. 4 AND THE PROPOSED ADOPTION OF
A TAX INCREMENT FINANCING PLAN RELATING THERETO

BE IT RESOLVED by the City Council (the "Council") of the City of North St. Paul, Minnesota (the "City"), as follows:

1. Public Hearing. This Council shall meet on July 30, 2019, at approximately __:00 p.m., to hold a public hearing on the following matters: (a) the proposed establishment of Tax Increment Financing District No. 4-8 (a redevelopment district) within Development District No. 4, and (b) the proposed adoption of a Tax Increment Financing Plan relating thereto, all pursuant to and in accordance with Minnesota Statutes, Sections 469.124 through 469.133, both inclusive, as amended, and Minnesota Statutes, Sections 469.174 through 469.1794, both inclusive, as amended (collectively, the "Act").

2. Notice of Hearing; Filing of Tax Increment Financing Plan. The City Manager is hereby authorized to cause a notice of the hearing, substantially in the form attached hereto as Exhibit A, to be published as required by the Act and to place a copy of the proposed Tax Increment Financing Plan on file in the Manager's Office at City Hall and to make such copy available for inspection by the public.

3. Consultation with Other Taxing Jurisdictions. The Manager is hereby directed to mail a notice of the public hearing and a copy of the proposed Tax Increment Financing Plan to

Ramsey County and Independent School District No. 622, informing those taxing jurisdictions of the estimated fiscal and economic impact of the establishment of the proposed tax increment financing district.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember _____ and upon vote being taken thereon, the following voted in favor:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss.
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified and acting City Manager of the City of North St. Paul, Minnesota, DO HEREBY CERTIFY that the attached resolution is a true and correct copy of an extract of minutes of a meeting of the City Council of the City of North St. Paul, Minnesota duly called and held, as such minutes relate to the calling of a public hearing on the City's proposed establishment of a tax increment financing district.

WITNESS my hand as such City Manager of the City of North St. Paul this 2nd day of July, 2019.

City Manager

Exhibit A
CITY OF NORTH ST. PAUL
COUNTY OF RAMSEY
STATE OF MINNESOTA

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City Council (the "Council") of the City of North St. Paul, Ramsey County, Minnesota, will hold a public hearing on Tuesday, July 30, 2019, at __:00 p.m., in the City Council Chambers at City Hall, 2400 Margaret Street N., North St. Paul, Minnesota, relating to the proposed establishment of Tax Increment Financing District No. 4-8 (a redevelopment district) within Development District No. 4, and the proposed adoption of a Tax Increment Financing Plan therefor, all pursuant to and in accordance with Minnesota Statutes, Sections 469.124 through 469.133 and Sections 469.174 through 469.1794, inclusive, as amended. A copy of the proposed Tax Increment Financing Plan is on file and available for public inspection at the office of the City Manager at City Hall.

The property proposed to be included in Tax Increment Financing District No. 4-8 is described in the Tax Increment Financing Plan on file in the office of the City Manager. Subject to certain limitations, tax increment from Tax Increment Financing District No. 4-8 may be spent on eligible uses within the boundaries of Tax Increment Financing District No. 4-8 and Development District No. 4.

A map of Development District No. 4 and Tax Increment Financing District No. 4-8 is set forth below:

[INSERT MAP of Development District No. 4 and Tax Increment Financing District No. 4-8]

All interested persons may appear at the hearing and present their views orally or in writing prior to the hearing.

Dated: July 2, 2019

BY ORDER OF THE CITY COUNCIL

/s/ Scott Duddeck, City Manager

EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE CITY OF
NORTH ST. PAUL, MINNESOTA

HELD: JULY 2, 2019

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of North St. Paul, Ramsey County, Minnesota, was duly held at City Hall on Tuesday, the 2nd day of July, 2019 at __:00 p.m. for the purpose, in part, of calling a public hearing on the proposed establishment of Tax Increment Financing District No. 4-10 within Development District No. 4 and the proposed adoption of the Tax Increment Financing Plan relating thereto.

The following Council members were present:

and the following were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION CALLING PUBLIC HEARING ON THE PROPOSED
ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 4-10
WITHIN DEVELOPMENT DISTRICT NO. 4 AND THE PROPOSED ADOPTION OF
A TAX INCREMENT FINANCING PLAN RELATING THERETO

BE IT RESOLVED by the City Council (the "Council") of the City of North St. Paul, Minnesota (the "City"), as follows:

1. Public Hearing. This Council shall meet on July 30, 2019, at approximately __:00 p.m., to hold a public hearing on the following matters: (a) the proposed establishment of Tax Increment Financing District No. 4-10 (a housing district) within Development District No. 4, and (b) the proposed adoption of a Tax Increment Financing Plan relating thereto, all pursuant to and in accordance with Minnesota Statutes, Sections 469.124 through 469.133, both inclusive, as amended, and Minnesota Statutes, Sections 469.174 through 469.1794, both inclusive, as amended (collectively, the "Act").

2. Notice of Hearing; Filing of Tax Increment Financing Plan. The City Manager is hereby authorized to cause a notice of the hearing, substantially in the form attached hereto as Exhibit A, to be published as required by the Act and to place a copy of the proposed Tax Increment Financing Plan on file in the Manager's Office at City Hall and to make such copy available for inspection by the public.

3. Consultation with Other Taxing Jurisdictions. The Manager is hereby directed to mail a notice of the public hearing and a copy of the proposed Tax Increment Financing Plan to

Ramsey County and Independent School District No. 622, informing those taxing jurisdictions of the estimated fiscal and economic impact of the establishment of the proposed tax increment financing district.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember _____ and upon vote being taken thereon, the following voted in favor:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss.
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified and acting City Manager of the City of North St. Paul, Minnesota, DO HEREBY CERTIFY that the attached resolution is a true and correct copy of an extract of minutes of a meeting of the City Council of the City of North St. Paul, Minnesota duly called and held, as such minutes relate to the calling of a public hearing on the City's proposed establishment of a tax increment financing district.

WITNESS my hand as such City Manager of the City of North St. Paul this 2nd day of July, 2019.

City Manager

Exhibit A
CITY OF NORTH ST. PAUL
COUNTY OF RAMSEY
STATE OF MINNESOTA

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City Council (the "Council") of the City of North St. Paul, Ramsey County, Minnesota, will hold a public hearing on Tuesday, July 30, 2019, at __:00 p.m., in the City Council Chambers at City Hall, 2400 Margaret Street N., North St. Paul, Minnesota, relating to the proposed establishment of Tax Increment Financing District No. 4-10 (a housing district) within Development District No. 4, and the proposed adoption of a Tax Increment Financing Plan therefor, all pursuant to and in accordance with Minnesota Statutes, Sections 469.124 through 469.133 and Sections 469.174 through 469.1794, inclusive, as amended. A copy of the proposed Tax Increment Financing Plan is on file and available for public inspection at the office of the City Manager at City Hall.

The property proposed to be included in Tax Increment Financing District No. 4-10 is described in the Tax Increment Financing Plan on file in the office of the City Manager. Subject to certain limitations, tax increment from Tax Increment Financing District No. 4-10 may be spent on eligible uses within the boundaries of Tax Increment Financing District No. 4-10 and Development District No. 4.

A map of Development District No. 4 and Tax Increment Financing District No. 4-10 is set forth below:

[INSERT MAP of Development District No. 4 and Tax Increment Financing District No. 4-10]

All interested persons may appear at the hearing and present their views orally or in writing prior to the hearing.

Dated: July 2, 2019

BY ORDER OF THE CITY COUNCIL

/s/ Scott Duddeck, City Manager

RESOLUTION NO. ____

RESOLUTION AMENDING RESOLUTION NO. 2019-033 IN REGARDS TO
THE TERMS OF AN INTERFUND LOAN IN CONNECTION WITH
A PROPOSED TAX INCREMENT FINANCING DISTRICT NO. 4-10

BE IT RESOLVED by the City Council (the "Council") of the City of North St. Paul, Minnesota (the "City"), as follows:

Section 1. Background.

(a) On March 19, 2019, the City adopted Resolution No. 2019-033 (the "Prior Resolution"), in which it had authorized, among other things, the advancement of up to \$100,000 from the City's General Fund (the "Interfund Loan") to pay for certain costs to be identified in the tax increment financing plan (the "TIF Plan") for Tax Increment Financing District No. 4-10 (the "TIF District").

(b) The City now wishes to amend the Prior Resolution, to change the amount and source of the Interfund Loan.

Section 2. Amendment to Resolution No. 2019-033.

(a) The City hereby amends Resolution No. 2019-033, by deleting paragraph (a) of Section 2, and replacing it with the following language:

(a) The City hereby authorizes the advance of up to \$11,642,781 from the City's Electric Fund or so much thereof as may be paid as Qualified Costs. The City shall reimburse itself for such advances together with interest at the rate stated below. Interest accrues on the principal amount from the date of each advance. The maximum rate of interest permitted to be charged is limited to the greater of the rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 as of the date the loan or advance is authorized, unless the written agreement states that the maximum interest rate will fluctuate as the interest rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 are from time to time adjusted. The interest rate shall be 4% and will not fluctuate.

(b) The remainder of Resolution No. 2019-033 remains in full force and effect.

Section 3. Effective Date. This resolution is effective upon the date of its approval.

Adopted this 2nd day of July, 2019.

Mayor

ATTEST:

City Manager

EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE CITY OF
NORTH ST. PAUL, MINNESOTA

HELD: JULY 2, 2019

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of North St. Paul, Ramsey County, Minnesota, was duly held at City Hall on Tuesday, the 2nd day of July, 2019 at __:00 p.m. for the purpose, in part, of calling a public hearing on the proposed establishment of Tax Increment Financing District No. 4-11 within Development District No. 4 and the proposed adoption of the Tax Increment Financing Plan relating thereto.

The following Council members were present:

and the following were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION CALLING PUBLIC HEARING ON THE PROPOSED
ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 4-11
WITHIN DEVELOPMENT DISTRICT NO. 4 AND THE PROPOSED ADOPTION OF
A TAX INCREMENT FINANCING PLAN RELATING THERETO

BE IT RESOLVED by the City Council (the "Council") of the City of North St. Paul, Minnesota (the "City"), as follows:

1. Public Hearing. This Council shall meet on July 30, 2019, at approximately __:00 p.m., to hold a public hearing on the following matters: (a) the proposed establishment of Tax Increment Financing District No. 4-11 (a soils condition district) within Development District No. 4, and (b) the proposed adoption of a Tax Increment Financing Plan relating thereto, all pursuant to and in accordance with Minnesota Statutes, Sections 469.124 through 469.133, both inclusive, as amended, and Minnesota Statutes, Sections 469.174 through 469.1794, both inclusive, as amended (collectively, the "Act").

2. Notice of Hearing; Filing of Tax Increment Financing Plan. The City Manager is hereby authorized to cause a notice of the hearing, substantially in the form attached hereto as Exhibit A, to be published as required by the Act and to place a copy of the proposed Tax Increment Financing Plan on file in the Manager's Office at City Hall and to make such copy available for inspection by the public.

3. Consultation with Other Taxing Jurisdictions. The Manager is hereby directed to mail a notice of the public hearing and a copy of the proposed Tax Increment Financing Plan to

Ramsey County and Independent School District No. 622, informing those taxing jurisdictions of the estimated fiscal and economic impact of the establishment of the proposed tax increment financing district.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember _____ and upon vote being taken thereon, the following voted in favor:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss.
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified and acting City Manager of the City of North St. Paul, Minnesota, DO HEREBY CERTIFY that the attached resolution is a true and correct copy of an extract of minutes of a meeting of the City Council of the City of North St. Paul, Minnesota duly called and held, as such minutes relate to the calling of a public hearing on the City's proposed establishment of a tax increment financing district.

WITNESS my hand as such City Manager of the City of North St. Paul this 2nd day of July, 2019.

City Manager

Exhibit A
CITY OF NORTH ST. PAUL
COUNTY OF RAMSEY
STATE OF MINNESOTA

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City Council (the "Council") of the City of North St. Paul, Ramsey County, Minnesota, will hold a public hearing on Tuesday, July 30, 2019, at __:00 p.m., in the City Council Chambers at City Hall, 2400 Margaret Street N., North St. Paul, Minnesota, relating to the proposed establishment of Tax Increment Financing District No. 4-11 (a soils condition district) within Development District No. 4, and the proposed adoption of a Tax Increment Financing Plan therefor, all pursuant to and in accordance with Minnesota Statutes, Sections 469.124 through 469.133 and Sections 469.174 through 469.1794, inclusive, as amended. A copy of the proposed Tax Increment Financing Plan is on file and available for public inspection at the office of the City Manager at City Hall.

The property proposed to be included in Tax Increment Financing District No. 4-11 is described in the Tax Increment Financing Plan on file in the office of the City Manager. Subject to certain limitations, tax increment from Tax Increment Financing District No. 4-11 may be spent on eligible uses within the boundaries of Tax Increment Financing District No. 4-11 and Development District No. 4.

A map of Development District No. 4 and Tax Increment Financing District No. 4-11 is set forth below:

[INSERT MAP of Development District No. 4 and Tax Increment Financing District No. 4-11]

All interested persons may appear at the hearing and present their views orally or in writing prior to the hearing.

Dated: July 2, 2019

BY ORDER OF THE CITY COUNCIL

/s/ Scott Duddeck, City Manager

RESOLUTION NO. ____

RESOLUTION APPROVING THE TERMS OF UP TO A
\$2,328,265 INTERFUND LOAN IN CONNECTION WITH
A PROPOSED TAX INCREMENT FINANCING DISTRICT NO. 4-11

BE IT RESOLVED by the City Council (the "Council") of the City of North St. Paul, Minnesota (the "City"), as follows:

Section 1. Background.

(a) The City proposes to establish a Tax Increment Financing District No. 4-11 (the "TIF District") within Municipal Development District No. 4, and proposes to adopt a tax increment financing plan for the TIF District (the "TIF Plan").

(b) The City has determined to pay for certain costs identified in the TIF Plan consisting of (i) acquisition of parcels on which the improvement described in (ii) will occur, (ii) the cost of removal or remedial action, and (iii) administrative costs (the "Qualified Costs") incurred in connection with the establishment of the TIF District and redevelopment of land within the TIF District, which costs will be financed on a temporary basis from City funds available for such purposes.

(c) Under Minnesota Statutes, Section 469.178, Subd. 7, the City is authorized to advance or loan money from the City's electric fund or any other fund from which such advances may be legally made, in order to finance the Qualified Costs.

(d) The City intends to reimburse itself for the payment of the Qualified Costs, plus interest thereon, from tax increments derived from the TIF District in accordance with the terms of this resolution (which terms are referred to collectively as the "Interfund Loan").

Section 2. Terms of Interfund Loan.

(a) The City hereby authorizes the advance of up to \$2,328,265 from the City's Electric Fund or so much thereof as may be paid as Qualified Costs. The City shall reimburse itself for such advances together with interest at the rate stated below. Interest accrues on the principal amount from the date of each advance. The maximum rate of interest permitted to be charged is limited to the greater of the rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 as of the date the loan or advance is authorized, unless the written agreement states that the maximum interest rate will fluctuate as the interest rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 are from time to time adjusted. The interest rate shall be 4% and will not fluctuate.

(b) Principal and interest on the Interfund Loan shall be paid semi-annually on each February 1 and August 1 (each a "Payment Date") commencing with the Payment Date on which the City has Available Tax Increment (defined below), or on any other dates determined by the City Manager, through the last receipt of tax increment from the TIF District.

(c) Payments on the Interfund Loan are payable solely from "Available Tax Increments" which shall mean, on each Payment Date, all of the tax increment available after other obligations have been paid, generated in the preceding six (6) months with respect to the property within the TIF District and remitted to the City by Ramsey County, all in accordance with Minnesota Statutes, Sections 469.174 to 469.1794, as amended. Payments on the Interfund Loan are subordinate to any outstanding or future bonds, notes or contracts secured in whole or in part with Available Tax Increment, and are on parity with any other outstanding or future interfund loans secured in whole or in part with Available Tax Increment.

(d) The principal sum and all accrued interest payable under the Interfund Loan are pre-payable in whole or in part at any time by the City without premium or penalty. No partial prepayment shall affect the amount or timing of any other regular payment otherwise required to be made under this Interfund Loan.

(e) The Interfund Loan is evidence of an internal borrowing by the City in accordance with Minnesota Statutes, Section 469.178, Subd. 7, and is a limited obligation payable solely from Available Tax Increment pledged to the payment hereof under this resolution. The Interfund Loan and the interest hereon shall not be deemed to constitute a general obligation of the State of Minnesota or any political subdivision thereof, including, without limitation, the City. Neither the State of Minnesota, nor any political subdivision thereof shall be obligated to pay the principal of or interest on the Interfund Loan or other costs incident hereto except out of Available Tax Increment, and neither the full faith and credit nor the taxing power of the State of Minnesota or any political subdivision thereof is pledged to the payment of the principal of or interest on the Interfund Loan or other costs incident hereto. The City shall have no obligation to pay any principal amount of the Interfund Loan or accrued interest thereon, which may remain unpaid after the final Payment Date.

(f) The City may amend the terms of the Interfund Loan at any time by resolution of the City Council, including a determination to forgive the outstanding principal amount and accrued interest to the extent permissible under law.

Section 3. Effective Date. This resolution is effective upon the date of its approval.

Adopted this 2nd day of July, 2019.

Mayor

ATTEST:

City Manager