

**CITY OF NORTH ST. PAUL
CITY COUNCIL
REGULAR MEETING AGENDA
MARCH 17, 2020
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

Civil Air Patrol

VI. CONSENT AGENDA

- A. March 3, 2020 regular meeting minutes.
- B. General accounts payable: \$936,691.26.
- C. HRA accounts payable: \$384.94.
- D. Special Event Permit for Chase Away the Snowman 5K.
- E. Application for a City (local) Charitable Gambling Permit for an event to be conducted by North Metro Flex Academy, 2350 Helen St, on Friday, May 15, 2020.
- F. Continuation of funding for services provided by Youth Service Bureau (YSB).

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. Resolution Amendment for TIF 4-8
- B. 2020 S&U 7th Avenue Receive Bids and Award Contract 2020 Street and Utility Improvement Project (City Project No. S.A.D. 20-01; S.A.P. 151-250-003 / 151-263-005 / 151-247-008) – Receive Bids and Award Contract
- C. Anchor View Apartments Site Plan and Variance Review
- D. Seppala Boulevard

X. REPORTS OF CITY MANAGER & DEPARTMENTS

XI. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

XII. GENERAL BUSINESS

XIII. CLOSED SESSION

The meeting will be closed as permitted by section 13D.05, Subdivision 3 (c) to consider the sale of the City owned Community Center located at 2300 North St. Paul Drive, North St. Paul, MN 55109.

XIV. ADJOURNMENT

The next regularly scheduled City Council meeting is Tuesday, April 7, 2020 at 6:30 p.m.

**City of North Saint Paul
March 3, 2020
Proposed Regular City Council Meeting Minutes**

I. CALL TO ORDER

Mayor Furlong called the meeting to order at 4:00 p.m.

II. THE PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

III. ROLL CALL

Present: Council Member Thorsen
Council Member Petersen ABSENT AND EXCUSED
Council Member Walczak
Council Member Sonnek
Mayor Furlong

Staff: City Manager Scott Duddeck, City Planner Erin Perdu, City Attorney Soren Mattick, Deputy Clerk Mary Mills, Finance Director Jason Zimmerman.

IV. ADOPT AGENDA

On motion by Council Member Walczak, seconded by Council Member Sonnek, with all present voting aye (4-0), Council Member Petersen absent, motion carried to approve the agenda as submitted.

V. PRESENTATIONS

There were no presentations.

VI. APPROVAL OF CONSENT AGENDA

On motion by Council Member Sonnek, seconded by Council Member Walczak, with all present voting aye (4-0), Council Member Petersen absent, motion carried to approve the consent agenda, Resolution No. 2020-032 consisting of:

- A. February 18, 2020 workshop meeting minutes.
- B. February 18, 2020 regular meeting minutes.
- C. General accounts payable: \$510,185.93
- D. HRA accounts payable: \$8,237.06

VII. MEETING OPEN TO PUBLIC

There were no comments.

VIII. PUBLIC HEARINGS

There were no scheduled hearings.

IX. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. Authorization to reject cable franchise recommendation

Terre Heiser, Cable Commission representative for the City of North St. Paul, reviewed the Cable Franchise Agreement and a proposed Resolution for denial of the agreement. He added other member cities have also recommended this action. He noted several issues have not been resolved, including what the franchise fee covers in terms of gross revenue; questions regarding the institutional network; and how to address different service requirements of each city.

Mr. Heiser stated another issue is the distance of the Customer Service Center, which is a 15-minute drive from North St. Paul. He added the franchise agreement is not specific about billing practices. He noted there is a disparity between the PEG fee and how it has been derived, as equipment needs assessments and capabilities are still being reviewed.

Mr. Heiser expressed his commitment to continuing the process to try to come up with a proposal that is acceptable. He requested feedback and comment from the City Council regarding whether to move forward with the process or find an alternative solution. He stressed the importance of clarification of this issue by June 2020, as the City moves forward with the 2021 budget review process.

City Manager Scott Duddeck stated the City had decided not to renew the Cable Franchise Agreement in 2019. He added the City Council agreed to review this issue again, to provide enough time for consideration before the budget review process begins.

On motion by Council Member Sonnek, seconded by Council Member Walczak, with all present voting aye (4-0), Council Member Petersen absent, motion carried to adopt Resolution No. 2020-033 to approve a preliminary assessment that Comcast of Minnesota Cable Franchise Agreement should not be renewed.

B. Anchor Commons Self-Storage variance and site plan review

City Planner Erin Perdu reviewed the site plan and a variance request for Anchor Block Commons Self-Storage, located on approximately 2-acre property with frontage on 3rd Street N and Anchor Drive, with access from Anchor Drive. The property is zoned MU-3, Corridor Mixed Use, and the proposal is for a 3-story self-storage facility with approximately 700 storage units.

Ms. Perdu stated the variance request relates to language in the City Code which states that warehousing and storage space shall not exceed 60% of the principle building area. She added, in this case, the storage space accounts for approximately 73% of the building. She noted this is the standard allocation of use within the building, and City Staff recommends approval of the variance request.

Ms. Perdu stated the applicant is proposing 2 spaces for customers to pull into the building to unload and load their belongings, but there is no loading dock. The landscape plan meets open space area requirements. According to the square footage, 101 trees are required on the site, and the applicant is providing 36 trees. There is flexibility in the Ordinance, if it is determined that trees would overcrowd the property, but City Staff recommends that more trees should be required than what they have included in their site plan.

Ms. Perdu stated the site plan does not meet the mini-warehouse use parking requirement of 25 parking stalls. The applicant has provided documentation which shows that the required amount of parking is not necessary, and the Ordinance allows a reduction in parking based on demonstrated demand. The applicant is proposing 11 parking spaces including accessible parking along the south side of the building, and the interior bay for loading and unloading.

Ms. Perdu stated the site plan meets architectural standards, with a variety of exterior materials including textured metal, brick veneer, glass windows, and articulated façade.

Ms. Perdu stated City Staff recommends approval of the requested variance and conditional approval of the site plan. She added conditions have been added to approval including engineering requirements related to fire safety; landscaping requirements related to drainage and utility easements; a requirement for a sidewalk connection to Anchor Drive; and modifications to the exterior lighting plan. She noted City Staff recommends that these requirements can be reviewed and addressed administratively.

Council Member Walczak asked whether there will be signage on the building. Ms. Perdu stated City Staff has not reviewed a signage plan, which would need to be submitted and approved.

Council Member Sonnek stated, with regard to the variance request, this is an opportunity to address the Code which is not sufficient as written. He added the maximum amount of building space that can be used for storage would not allow for any kind of storage building. He noted the business itself is not using any of the interior space for their own storage.

Council Member Thorsen questioned why a variance is even required for a warehouse use, as there is a limited amount of that type of use in North St. Paul. He stated he is glad that this came up in the Planning Commission's discussion, and changes can be considered.

Council Member Sonnek stated there are opportunities to allow for greater flexibility in the variance process. He added he would support a review of parking requirements to allow for flexibility. He stressed the importance of erring on the side of keeping more green space, and reviewing tree plans, when taking parking requirements into consideration. He noted the number of trees should be related to green space rather than the square footage of the structure.

Mr. Duddeck stated keeping trees in the site plan is important but agreed the number of required trees should be realistic and fit with the property, so they do not have to be removed in the future. He added businesses also want their facilities and signage to be visible.

Max French, Adams French Properties, stated he is the Development Manager for the storage facility. He introduced Architect Todd Mahagan and Engineer Rob Latta. He added the company has been building self-storage facilities for 20 years, and they are excited about this project in North St. Paul. He noted the facility will be a fully enclosed, climate-controlled facility with 24-hour security.

Mayor Furlong asked whether there will be additional spaces inside the building other than storage units. Mr. French stated there will be an office on the southwest corner of the facility, with stand-up tables for managers to meet with customers.

On motion by Council Member Sonnek, seconded by Council Member Thorsen, with all present voting aye (4-0), Council Member Petersen absent, motion carried to adopt Resolution No. 2020-034 approving a variance from Section 154 for a self-storage facility at 2300 McKnight Road N.

On motion by Council Member Thorsen, seconded by Council Member Walczak, with all present voting aye (4-0), Council Member Petersen absent, motion carried to adopt Resolution No. 2020-035 approving a site plan for a self-storage facility at 2300 McKnight Road, at the northeast corner of Anchor Drive and 3rd Street.

Council Member Sonnek stated there will not be a fence around the property but individual clients will have a gate code that will allow them access through loading bays during controlled hours. He added the exterior style of the building, without a fence, will fit in with the community.

X. REPORTS OF CITY MANAGER AND DEPARTMENTS

Mr. Duddeck stated seasonal road restrictions will go into effect on Friday, March 6, 2020, which is a good sign that spring is on its way.

Mayor Furlong asked whether Eldridge Avenue is closed. Mr. Duddeck stated the road was closed due to a sewer line break that was repaired. He added the restoration was completed by a private contractor.

Mr. Duddeck stated the Business Association's March 10, 2020 meeting will feature presentations and discussion regarding energy efficiency and conservation, and energy audits for local businesses. He added a Franklin Energy consultant will be present.

Mr. Duddeck stated City Staff have been contacted by Ramsey County regarding continued operation of the aerator at Silver Lake. He added Ramsey County is looking to relinquish operations and maintenance of the aerator, to be transferred to another entity.

Mr. Duddeck stated the Casey Lake outlet is in the process of being cleaned out. He added the contractor damaged one of the nearby memorial park benches. He noted City Staff are working

with the contractor and the Watershed District to ensure that the bench is replaced, and the situation is handled respectfully.

Mr. Duddeck stated City Staff are working with the United States Postal Service (USPS) to obtain approval to return Seppala Boulevard to a 2-way traffic roadway, with mailboxes re-located to the municipal parking lot, where they had previously been located.

XI. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

Council Member Sonnek reviewed the Planning Commission's February 27, 2020 meeting, at which the self-storage facility was discussed, that was approved at tonight's meeting. He added the Planning Commission's March 5, 2020 meeting will include a review of the adjacent Anchor Commons apartment complex. He noted there will also be a discussion regarding an Ordinance amendment to include regulations for keeping of chickens and bees.

Council Member Thorsen stated he is glad to hear that Seppala Boulevard is planned to be reverted to a 2-way roadway.

Council Member Thorsen stated winter parking restrictions will be in place until March 31, 2020. He added, in the past, restrictions have been suspended depending upon weather conditions.

Mr. Duddeck stated, with regard to the traffic change at Seppala Boulevard, the Business Association meeting attendees expressed their support. He added it was also discussed at last week's meeting of the Historical Society, and comments and feedback were positive. He noted he believes it will be received well by the general public.

Mayor Furlong stated many businesses have concerns about traffic safety if Seppala Boulevard becomes a 2-way street. He stressed the importance of implementing safety measures. Mr. Duddeck agreed, adding a new striping layout is being designed.

Mayor Furlong stated a family skating event will be held March 21, 2020 at Polar Arena from 12:00 - 1:30 p.m. Skate rental will not be available, and complimentary hot chocolate will be served. He added Polar Arena is donating ice time for this event.

Mayor Furlong thanked Council Member Walczak for sitting in for him during Mayor Open Hours.

XII. GENERAL BUSINESS

There were no general business items.

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 (4-0), Council Member Petersen absent, Mayor Furlong adjourned the meeting at 4:36 p.m.

Terrence J. Furlong, Mayor

Attest: _____
Scott A. Duddeck, City Manager/Clerk



**NORTH
ST. PAUL**
extraordinary.

MEMORANDUM

TO: Mayor & Council Members
FROM: Jacquelyn Lutmer - Accounting Technician
DATE: March 17, 2020
SUBJECT: Recommendation of approval of GENERAL claims list.

Claim Date

3/13/2020 Payroll Register DD	\$112,980.17
3/13/2020 Payroll Direct Payables	\$103,444.35
Payroll Subtotal	<u>\$216,424.52</u>

2/28/2020 Early Release A/P Packet	135582-135584	\$ 3,021.46	Pre-Approved by S. Duddeck
3/18/2020 Utility Refund Checks	135585-135602	\$ 1,294.07	
3/18/2020 A/P Checks	135603-135669	\$ 250,781.99	
3/18/2020 Drafts	000695-000698	\$ 465,169.22	
AP Subtotal		<u>\$ 720,266.74</u>	

Grand Total \$ 936,691.26

Approved this 17th day of March, 2020

/s/ Terrence J. Furlong, Mayor by Consent Resolution

/s/ Scott A. Duddeck, City Manager/Clerk by Consent Resolution



3-10-2020 10:30 AM

PAYROLL CHECK REGISTER

PAGE: 1

PAYROLL NO: 01 City of North St. Paul

PAYROLL DATE: 3/13/2020

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	61	112,980.17
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	61	112,980.17

*** NO ERRORS FOUND ***

** END OF REPORT **

PACKET: 04461 3/13/20 PAYROLL - 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 202003105618	FEDERAL WITHHOLDING	D	3/13/2020		16,649.51	000688	
	I-T3 202003105618	FICA TAXES	D	3/13/2020		14,424.90	000688	
	I-T4 202003105618	MEDICARE TAXES	D	3/13/2020		5,261.28	000688	36,335.69
H08033		H S A BANK						
	I-444202003105618	HSA ACCOUNT	D	3/13/2020		5,916.50	000689	5,916.50
I09137		I C M A DISTRIBUTION CENTER						
	I-2 202003105618	EMP/EMPR DEFERRED COMP	D	3/13/2020		11,243.93	000690	
	I-21 202003105618	EMP/EMPR DEFERRED COMP	D	3/13/2020		3,472.76	000690	
	I-26 202003105618	LOAN PAYMENTS TO ICMA	D	3/13/2020		622.63	000690	
	I-2CM202003105618	CITY MGR 9% DEFERRED COMP	D	3/13/2020		638.19	000690	
	I-2IR202003105618	EMP/EMPR DEFERRED COM	D	3/13/2020		1,210.00	000690	17,187.51
M12900		MNEFTS						
	I-T2 202003105618	MN Income Tax WH	D	3/13/2020		7,522.97	000691	7,522.97
M13320		MN STATE RETIREMENT SYSTEM						
	I-12 202003105618	POST DEDUCTIONS	D	3/13/2020		925.00	000692	925.00
M18011		MN CHILD SUPPORT PAYMENT CENTER						
	I-3 202003105618	BI-MONTHLY CHILD SUPPORT	D	3/13/2020		261.58	000693	261.58
P16470		P E R A						
	I-91 202003105618	6634-00 REG PERA	D	3/13/2020		15,934.04	000694	
	I-92 202003105618	6634-00 PERA PD	D	3/13/2020		19,361.06	000694	35,295.10

* * 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:	7	0.00	103,444.35	103,444.35
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:	7	0.00	103,444.35	103,444.35



**NORTH
ST. PAUL**
extraordinary.

MEMORANDUM

TO: Mayor & Council Members
FROM: Jacquelyn Lutmer - Accounting Technician
DATE: February 28, 2020
SUBJECT: Recommendation of approval of GENERAL claims list Early Release.

Claim Date

2/28/2020 A/P Checks

135582-135584	\$	3,021.46
AP Subtotal	\$	3,021.46

Grand Total	\$	<u>3,021.46</u>
-------------	----	-----------------

Approved this 28th day of February, 2020

City Manager



PACKET: 04453 HOME DEPOT

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
H08165	HOME DEPOT							
	I-1013311	PRIME TRIM & SCREWS	R	2/28/2020		398.85CR	135582	
	I-13447	FOAMBOARD	R	2/28/2020		105.52CR	135582	
	I-1521142	CLAMPS HOOKS RAGS CORDS	R	2/28/2020		38.42CR	135582	
	I-2011916	SANDPAPER PUTTY KNIFE	R	2/28/2020		27.28CR	135582	
	I-2611136	SCREW DRIVERS	R	2/28/2020		13.98CR	135582	
	I-2611777	PAINT MOUNTING SQUARES	R	2/28/2020		99.44CR	135582	
	I-3011729	PAINTING SUPPLIES	R	2/28/2020		70.36CR	135582	
	I-3521051	TRACK BRACKETS	R	2/28/2020		165.79CR	135582	
	I-3615336	PUGH BUTTON LATCH	R	2/28/2020		9.96CR	135582	
	I-36260	KEYS	R	2/28/2020		11.35CR	135582	
	I-4091526	GROUTING SUPPLIES	R	2/28/2020		54.54CR	135582	
	I-4524054	TUB JOINTER TROWEL	R	2/28/2020		30.20CR	135582	
	I-5014137	ALUM TRIM, DRIVER TAPCON	R	2/28/2020		151.15CR	135582	
	I-5040378	GLOVES SCOURPADS SOAP POLE	R	2/28/2020		160.55CR	135582	
	I-514456	LADDER CORDS PAINT SCREWS	R	2/28/2020		77.22CR	135582	
	I-5516191	FAUCET PTRAP OUTLET END	R	2/28/2020		78.21CR	135582	
	I-5520693	TRIM	R	2/28/2020		13.96CR	135582	
	I-5520943	MIRROR HANGING SUPPLIES	R	2/28/2020		35.66CR	135582	
	I-6010655	PLYWOOD INSULATION STAPLES	R	2/28/2020		550.81CR	135582	
	I-6092265	WHITEWOOD STUDS INSULATION	R	2/28/2020		248.90CR	135582	
	I-610065	TAPE SPONGES OUTLETS	R	2/28/2020		167.46CR	135582	
	I-6613839	FLEXOGEN HOSES	R	2/28/2020		53.94CR	135582	
	I-8011371	TRIM CAULK GUN SCREEN	R	2/28/2020		50.57CR	135582	
	I-8012487	TRIM TOOL STAIN SPRAY	R	2/28/2020		143.98CR	135582	
	I-8523099	TRIM	R	2/28/2020		48.65CR	135582	
	I-8612114	ELECTRIC OUTLETS & PLATES	R	2/28/2020		124.57CR	135582	
	I-9515731	LED LIGHTS	R	2/28/2020		78.23CR	135582	
	I-9521719	DRILL BITS	R	2/28/2020		11.91CR	135582	3,021.46
VOID	VOID CHECK		V	2/28/2020			135583	**VOID**
VOID	VOID CHECK		V	2/28/2020			135584	**VOID**

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	3,021.46	3,021.46
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:	2	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:	3	0.00	3,021.46	3,021.46

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04459 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		MULLER, MARCUS						
	I-000202003105599	MULLER, MARCUS	R	3/18/2020		78.20	135585	78.20
1		GITTINS, JORDYNN						
	I-000202003105600	GITTINS, JORDYNN	R	3/18/2020		79.90	135586	79.90
1		HW PROPERTIES, LLC						
	I-000202003105601	HW PROPERTIES, LLC	R	3/18/2020		132.32	135587	132.32
1		PROLIFIC PROPERTIES OF MN						
	I-000202003105602	PROLIFIC PROPERTIES OF MN	R	3/18/2020		195.36	135588	195.36
1		ALLEN, TIM						
	I-000202003105603	ALLEN, TIM	R	3/18/2020		61.76	135589	61.76
1		LEE, JIMMY						
	I-000202003105604	LEE, JIMMY	R	3/18/2020		46.31	135590	46.31
1		GARCIA, RUTH						
	I-000202003105605	GARCIA, RUTH	R	3/18/2020		47.31	135591	47.31
1		HALVARSON, BRYAN						
	I-000202003105606	HALVARSON, BRYAN	R	3/18/2020		75.00	135592	75.00
1		DELVEAUX, STEPHANIE						
	I-000202003105607	DELVEAUX, STEPHANIE	R	3/18/2020		40.57	135593	40.57
1		LOWRY, SAMANTHA						
	I-000202003105608	LOWRY, SAMANTHA	R	3/18/2020		75.00	135594	75.00
1		BLANK, ALISSA						
	I-000202003105609	BLANK, ALISSA	R	3/18/2020		57.55	135595	57.55
1		MEMMER, DEBRA						
	I-000202003105610	MEMMER, DEBRA	R	3/18/2020		75.00	135596	75.00
1		SPRINGER, NICHOLAS						
	I-000202003105611	SPRINGER, NICHOLAS	R	3/18/2020		131.55	135597	131.55
1		UDSTUEN, RONALD						
	I-000202003105612	UDSTUEN, RONALD	R	3/18/2020		6.08	135598	6.08
1		HARRIS, DORIAN						
	I-000202003105613	HARRIS, DORIAN	R	3/18/2020		59.53	135599	59.53

3/11/2020 9:24 AM

REFUNDS CHECK REGISTER

PAGE: 2

PACKET: 04459 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		WORD, TAWAUNA						
	I-000202003105614	WORD, TAWAUNA	R	3/18/2020		38.17	135600	38.17
1		BEVERLY, SHEILA						
	I-000202003105615	BEVERLY, SHEILA	R	3/18/2020		75.00	135601	75.00
1		CHAMPION MORTGAGE						
	I-000202003105616	CHAMPION MORTGAGE	R	3/18/2020		19.46	135602	19.46

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

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	18	0.00	1,294.07	1,294.07
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:	18	0.00	1,294.07	1,294.07

PACKET: 04459 US - Refund

VENDOR SET: 01 City of North St Paul

**** CHECK LISTING ****

BANK: ALL

** REGISTER GRAND TOTALS *

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	18	0.00	1,294.07	1,294.07
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:	18	0.00	1,294.07	1,294.07

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
050	3/2020	1,294.07CR
ALL		1,294.07CR

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04464 Regular Payments 3/18/20

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
30000	3D SPECIALTIES INC							
	I-212847	FENCING MATERIALS	R	3/18/2020		3,705.73CR	135603	
	I-213051	FENCING MATERIALS	R	3/18/2020		467.01CR	135603	4,172.74
A01181	AM CONSERVATION GROUP, INC							
	I-IN0402882	ENERGY CONSERVATION KITS	R	3/18/2020		3,997.58CR	135604	3,997.58
A01300	ASPEN EQUIPMENT COMPANY							
	I-10215253	SCREW NUT PIN COTTER	R	3/18/2020		180.85CR	135605	180.85
A01310	ASPEN MILLS							
	I-252448	UNIFORMS #910 SERGEANT	R	3/18/2020		187.75CR	135606	
	I-252449	UNIFORMS #910 SERGEANT	R	3/18/2020		277.00CR	135606	
	I-253514	UNIFORMS INITIAL #929 OFFICER	R	3/18/2020		2,081.86CR	135606	
	I-253515	UNIFORMS RESERVES	R	3/18/2020		133.60CR	135606	2,680.21
A1651	IEH AUTO PARTS LLC							
	C-039123295	RETURN	R	3/18/2020		308.44	135607	
	C-039150704	RETURN	R	3/18/2020		95.99	135607	
	C-039193964	RETURN	R	3/18/2020		16.26	135607	
	C-039194013	RETURN	R	3/18/2020		8.38	135607	
	C-U0000Q515M	OVERPAYMENT 2016	R	3/18/2020		137.88	135607	
	I-039106195	BLADE	R	3/18/2020		6.51CR	135607	
	I-039107037	CABIN AIR PANEL	R	3/18/2020		27.82CR	135607	
	I-039107039	MECHANIC SUPPLIES	R	3/18/2020		203.94CR	135607	
	I-039107059	HYDRAULIC CARTRIDGE	R	3/18/2020		31.61CR	135607	
	I-039123277	MECHANIC SUPPLIES	R	3/18/2020		308.44CR	135607	
	I-039141963	WINTER BLADES	R	3/18/2020		10.22CR	135607	
	I-039158634	BONDO FIBERGLASS	R	3/18/2020		9.69CR	135607	
	I-039158635	TAPE	R	3/18/2020		0.92CR	135607	
	I-039188664	BRACKET & LAMP	R	3/18/2020		8.72CR	135607	
	I-039189128	TRI-POWER BELT	R	3/18/2020		19.18CR	135607	
	I-039193718	STANDARD CAPSULE	R	3/18/2020		26.52CR	135607	
	I-039193915	FILTER & FUEL	R	3/18/2020		29.35CR	135607	
	I-039195174	HEAVY DUTY SPECIAL	R	3/18/2020		24.64CR	135607	
	I-1901039193834	MICRO BELT	R	3/18/2020		86.27CR	135607	
	I-5900292244	INTEREST CHARGE	R	3/18/2020		5.33CR	135607	232.21
VOID	VOID CHECK		V	3/18/2020			135608	**VOID**
B02156	BORDER STATES ELECTRIC							
	C-918792703	RETURN	R	3/18/2020		413.58	135609	
	I-919549915	MIL U4493-XL 80A 13T LVR OU RL	R	3/18/2020		656.49CR	135609	242.91

PACKET: 04464 Regular Payments 3/18/20

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
C03000	CALLNET							
	I-200302120101	MARCH 2020 ANSWERING SERV	R	3/18/2020		995.00CR	135610	995.00
C03002	CAMPBELL KNUTSON PA							
	I-15-2076-0065G	LEGAL SERVICES	R	3/18/2020		393.00CR	135611	
	I-18-2076-0061G	LEGAL SERVICES	R	3/18/2020		580.50CR	135611	973.50
C03031	CARPENTERS SMALL ENGINE							
	I-56705	CHAINSAW MAINTENANCE	R	3/18/2020		135.98CR	135612	
	I-56706	CHAINSAW MAINTENANCE	R	3/18/2020		135.98CR	135612	271.96
C03066	CINTAS							
	I-4043494584	UNIFORM SERVICES	R	3/18/2020		75.84CR	135613	
	I-4043494622	UNIFORM SERVICES	R	3/18/2020		102.00CR	135613	
	I-4044135860	UNIFORM SERVICES	R	3/18/2020		122.86CR	135613	
	I-4044135883	UNIFORM SERVICES	R	3/18/2020		75.84CR	135613	376.54
C03091	CES IMAGING							
	I-INV111509	MARCH 2020 COPIER LEASE	R	3/18/2020		276.45CR	135614	276.45
C03139	COMCAST							
	I-202003055590	FD CABLE SERV 3/7/20-4/6/20	R	3/18/2020		22.40CR	135615	
	I-202003115623	CABLE SERVICE 3/14/20-4/13/20	R	3/18/2020		6.27CR	135615	28.67
C21221	CENTURY LINK							
	I-202003055592	PHONE SERV 2/19/20-3/18/20	R	3/18/2020		27.53CR	135616	
	I-202003105598	MAR 2020 PHONE SERVICE	R	3/18/2020		204.84CR	135616	232.37
E05126	EMERGENCY AUTOMOTIVE TECHNOLOGIES INC							
	I-SVC27878	R&M VEHICLES STRIP #2106	R	3/18/2020		300.00CR	135617	
	I-SVC27925	R&M VEHICLES SQUAD#2125	R	3/18/2020		140.00CR	135617	
	I-SVC27932	R&M VEHICLES SWITCH FOR TABLET	R	3/18/2020		90.00CR	135617	530.00
E10050	ERICKSON BELL BECKMAN & QUINN PA							
	I-229202	LEGAL SERVICES PROSECUTION	R	3/18/2020		7,189.86CR	135618	7,189.86
F06001	FACTORY MOTOR PARTS CO							
	C-159-202368	CORE RETURN	R	3/18/2020		12.25	135619	
	C-159-204979	CORE RETURNS	R	3/18/2020		15.75	135619	
	C-202003115622	DUPLICATE PAYMENT CK#133202	R	3/18/2020		126.45	135619	
	I-1-5886071	DRY CHARGE AGM	R	3/18/2020		78.19CR	135619	
	I-19-814548	BRAKE CLEANER	R	3/18/2020		28.56CR	135619	
	I-19-821611	MECHANIC SUPPLIES	R	3/18/2020		120.05CR	135619	72.35

PACKET: 04464 Regular Payments 3/18/20

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
F06002	FASTENAL							
	I-MNT1197670	COTTER PIN	R	3/18/2020		1.48CR	135620	1.48
F06145	FLEX HOLDINGS, LLC							
	I-202003105619	FEB 1 2020 TIF 4-5 PAY-GO	R	3/18/2020		20,041.20CR	135621	20,041.20
G07094	GERVAIS COURT PROPERTIES							
	I-202003105621	SEPT 1 2019 4-6 TIF PAY-GO	R	3/18/2020		27,000.00CR	135622	27,000.00
G07100	GERTENS WHOLESALE							
	I-3414 /12	BALL FIELD SUPPLIES	R	3/18/2020		3,876.90CR	135623	3,876.90
G07176	GOPHER STATE ONE CALL							
	I-0020636	FEB 2020 LOCATES	R	3/18/2020		45.90CR	135624	45.90
H08127	HILLCREST BRAKE & ALIGN							
	I-1756	R&M VEHICLES SQUAD #2107	R	3/18/2020		194.87CR	135625	194.87
H14077	CORE & MAIN LP							
	I-I401973	2020 MAINT CONTRACT SENSUS	R	3/18/2020		14,446.00CR	135626	
	I-L983391	WATER METERS	R	3/18/2020		5,225.63CR	135626	19,671.63
I09045	IMPACT							
	I-146049	MAR 2020 NEWSLETTER	R	3/18/2020		1,005.00CR	135627	1,005.00
L12099	LAW ENFORCEMENT LABOR SERVICES							
	I-202003055594	MAR 2020 UNION DUES	R	3/18/2020		868.00CR	135628	868.00
L12384	LOCAL UNION #320							
	I-202003055593	MAR 2020 LOCAL 320 UNION DUES	R	3/18/2020		1,318.00CR	135629	1,318.00
M13028	METRO PRODUCTS INC							
	I-148223	PAINT MARKERS & RAZOR BLADE	R	3/18/2020		33.65CR	135630	33.65
M13056	CITY OF MAPLEWOOD							
	I-202003105620	MAR 2020 BILL FEB 2020 USAGE	R	3/18/2020		30,474.26CR	135631	30,474.26
M13110	MENARDS-OAKDALE							
	I-97398	CRIMPS & CONNECTORS	R	3/18/2020		48.69CR	135632	
	I-97735	3 WIRE LIGHT CONNECTOR	R	3/18/2020		59.95CR	135632	
	I-97932	4 PORT USB HUB	R	3/18/2020		4.99CR	135632	113.63

PACKET: 04464 Regular Payments 3/18/20

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
M13124	METROPOLITAN COUNCIL							
	I-202003125625	FEB 2020 SAC FEES	R	3/18/2020		17,221.05CR	135633	17,221.05
M13196	MN CHIEFS OF POLICE ASSOC							
	I-10717	2020 MCPA ETI TRAINING	R	3/18/2020		485.00CR	135634	485.00
M13286	MIKE'S LP GAS INC & RV SERVICE							
	I-100404	FITTING	R	3/18/2020		3.95CR	135635	3.95
M13309	MN STATE FIRE CHIEFS ASSOC							
	I-447	2020 MEMBERSHIP RENEWAL	R	3/18/2020		375.00CR	135636	375.00
M13450	MUNICI-PALS - LORI HENSEN							
	I-202003095597	MUNICIPALS SPRING CONFERENCE	R	3/18/2020		70.00CR	135637	70.00
M14074	MNSPECT LLC							
	I-8210	JAN 2020 INSPECT/PERMIT FEES	R	3/18/2020		19,340.99CR	135638	19,340.99
M14137	ROSEVILLE MIDWAY FORD							
	I-405213	DASH SCREWS	R	3/18/2020		3.30CR	135639	3.30
N14114	NEOPOST USA INC							
	I-15995287	POSTAGE MACHINE INK CARTRGE	R	3/18/2020		279.46CR	135640	279.46
N14146	COMPASS MINERALS							
	I-598630	BULK COARSE LA HWY	R	3/18/2020		8,758.56CR	135641	8,758.56
N14210	NO ST PAUL HISTORICAL SOC							
	I-202003055596	2020 STIPEND	R	3/18/2020		3,000.00CR	135642	3,000.00
O15032	ON-SITE SANITATION							
	I-0000885254	ROTARY RESTRM SERV 2/22-3/20	R	3/18/2020		130.00CR	135643	130.00
O15045	OTTER LAKE ANIMAL HOSPITAL							
	I-200521	ANIMAL CONTROL FEES	R	3/18/2020		197.68CR	135644	197.68
P16285	PLUNKETT'S PEST CONTROL							
	I-6557822	FEB 2020 PEST CONTROL COM CTR	R	3/18/2020		35.69CR	135645	
	I-6557823	FEB 2020 PEST CONTROL PW BLDG	R	3/18/2020		39.36CR	135645	
	I-6557824	FEB 2020 PEST CONTROL CTY HALL	R	3/18/2020		34.86CR	135645	109.91
P16336	POMPS TIRE SERVICE INC							
	I-210429956A	FUEL SURCHARGE/SCRAP CHG	R	3/18/2020		26.00CR	135646	26.00

PACKET: 04464 Regular Payments 3/18/20

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
P16503	THE PUBLIC GROUP							
	I-1103211	AUCTION SERVICES	R	3/18/2020		638.63CR	135647	638.63
R18010	RAMSEY COUNTY							
	I-RESFA-003626	FEB 2020 PUBLIC WORKS TIPPING	R	3/18/2020		458.17CR	135648	
	I-RESFA-003638	FEB 2020 RESIDENTIAL TIPPING	R	3/18/2020		16,544.32CR	135648	17,002.49
R18022	RAMSEY COUNTY-CEC- ENVIRONMENT HEALTH							
	I-202003105617	FEB 2020 CEC HAULER REMITANCE	R	3/18/2020		12,252.74CR	135649	12,252.74
R18091	RESCO							
	I-778630-00	CONNECTORS	R	3/18/2020		76.00CR	135650	
	I-778632-00	BRACKETS & CONNECTORS	R	3/18/2020		712.50CR	135650	788.50
R18135	ROC INC							
	I-75580	MAR 2020 LIBRARY MNTLY CLEAN	R	3/18/2020		880.00CR	135651	
	I-75588	MAR 2020 PW BLDG MTHLY CLEAN	R	3/18/2020		1,204.50CR	135651	
	I-75661	MAR 2020 CTY HALL MTHLY CLEAN	R	3/18/2020		2,971.10CR	135651	5,055.60
R18170	CITY OF ROSEVILLE							
	I-0228592	MAR 2020 IT SUPPORT SERVICES	R	3/18/2020		18,581.00CR	135652	18,581.00
S18996	SAFE-FAST INC							
	I-INV227794	SAFETY GLASSES	R	3/18/2020		67.68CR	135653	67.68
S19005	SAFETY SIGNS							
	I-20000178	CONSTRUCTION SIGNS	R	3/18/2020		613.00CR	135654	613.00
S19052	SAMS CLUB DIRECT							
	I-006944 GQBPIQ	2019 EVENT SUPPLIES	R	3/18/2020		283.94CR	135655	283.94
S19233	SPECTACULAR CLEANING LLC							
	I-066	MARCH 2020 JANITORIAL CASEY	R	3/18/2020		860.00CR	135656	
	I-067	FEB 2020 CLEANING HAUSE PK	R	3/18/2020		250.00CR	135656	1,110.00
S19409	STAR TRIBUNE							
	I-I00344668-02092020	2020 ST/UTLTY IMPRV PRJCT AD	R	3/18/2020		311.78CR	135657	
	I-I00346544-02162020	CITY OF NSP NOTICE AD	R	3/18/2020		68.12CR	135657	
	I-I00347361-02232020	CITY OF NSP NOTICE AD	R	3/18/2020		70.74CR	135657	450.64
S19486	SUPERIOR PROPERTY MAINTEN							
	I-9795	JAN 2020 BOBCT BUCKT BLDE BRM	R	3/18/2020		4,050.00CR	135658	4,050.00

PACKET: 04464 Regular Payments 3/18/20

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
T08165	THE FURNITURE SPECIALIST INC							
	I-1006038	R&M VEHICLES #2124 & #2127	R	3/18/2020		625.00CR	135659	625.00
T19150	T A SCHIFSKY & SONS INC							
	I-65648	YD PURCHASES 2/23/20-2/29/20	R	3/18/2020		5.00CR	135660	5.00
T20076	TOSHIBA FINANCIAL SERVICES							
	I-5009268230	MARCH 2020 COPIER LEASE	R	3/18/2020		259.92CR	135661	259.92
T20191	TIMESAVER OFF SITE SECRETARIAL INC.							
	I-M25481	FEB 2020 SECRETARIAL SERVICES	R	3/18/2020		438.00CR	135662	438.00
T20215	TOKLE INSPECTIONS INC							
	I-202003055595	FEB INSPECTIONS	R	3/18/2020		2,614.40CR	135663	2,614.40
T20466	TWIN CITIES TRANSPORT & RECOVERY							
	I-682393	TOW CHARGE	R	3/18/2020		100.00CR	135664	100.00
T20470	TWIN CITY WATER CLINIC INC							
	I-14213	FEB 2020 COLIFORM WATER SMPLS	R	3/18/2020		256.00CR	135665	256.00
V22049	VEIT DISPOSAL SYSTEMS							
	I-0000018459	CONSTRUCTION DEBIRS DISPOSAL	R	3/18/2020		110.11CR	135666	110.11
X14164	XCEL ENERGY							
	I-0411087163	NATURAL GAS PREM#304194027	R	3/18/2020		3,175.74CR	135667	
	I-0411115073	NATURAL GAS PREM#302713963	R	3/18/2020		2,131.60CR	135667	
	I-0411197748	NATURAL GAS PREM#304602442	R	3/18/2020		245.73CR	135667	
	I-0411328265	NATURAL GAS PREM#303755177	R	3/18/2020		2,149.76CR	135667	
	I-0411339335	NATURAL GAS PREM#302997881	R	3/18/2020		12.34CR	135667	
	I-0411449972	NATURAL GAS PREM#302437926	R	3/18/2020		73.86CR	135667	
	I-0411450233	NATURAL GAS PREM#303688026	R	3/18/2020		90.43CR	135667	
	I-0411451115	NATURAL GAS PREM#303323202	R	3/18/2020		75.46CR	135667	
	I-0411451646	NATURAL GAS PREM#303115482	R	3/18/2020		51.37CR	135667	
	I-0411452205	NATURAL GAS PREM#302174583	R	3/18/2020		94.07CR	135667	
	I-0411453387	NATURAL GAS PREM#303578596	R	3/18/2020		131.64CR	135667	
	I-0411453406	NATURAL GAS PREM#302246319	R	3/18/2020		71.10CR	135667	
	I-0411453873	NATURAL GAS PREM#302483559	R	3/18/2020		25.69CR	135667	8,328.79
VOID	VOID CHECK		V	3/18/2020			135668	**VOID**
Z26015	ZAHL-PETROLEUM MAINTENANCE CO							
	I-0253728-IN	AT A GLANCE GAUGE	R	3/18/2020		51.93CR	135669	51.93

3/12/2020 2:01 PM

A / P CHECK REGISTER

PAGE: 7

PACKET: 04464 Regular Payments 3/18/20

VENDOR SET: 01

***** CHECK LISTING *****

BANK : AP PREMIER BANK

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

PACKET: 04464 Regular Payments 3/18/20

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
E05241	ELAVON							
	I-202003055589	FEB 2020 CC PROCESSING FEES	D	3/02/2020		10,074.35CR	000695	10,074.35
V22055	VANCO E-SERVICES							
	I-00010431841	FEB 2020 EXCHANGE GATEWAY	D	3/16/2020		125.75CR	000698	125.75
M13248	MN DEPT OF REVENUE							
	I-202003125624	FEB 2020 SALES & USE TAX	D	3/20/2020		49,297.00CR	000696	49,297.00
M13300	M M P A - C/O AVANT ENERGY							
	I-3227	FEB 2020 POWER BILLING	D	3/20/2020		405,672.12CR	000697	405,672.12

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	65	0.00	250,781.99	250,781.99
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	4	0.00	465,169.22	465,169.22
VOID CHECKS:	2	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:	71	0.00	715,951.21	715,951.21

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04464 Regular Payments 3/18/20

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
--------	-------------	------	--------------	--------------	----------	--------	-------------	----------------

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
001	3/2020	64,132.05CR
002	3/2020	3,047.29CR
039	3/2020	20,041.20CR
046	3/2020	27,000.00CR
048	3/2020	14,677.99CR
049	3/2020	30,749.35CR
050	3/2020	475,339.22CR
052	3/2020	9,456.94CR
053	3/2020	37,374.99CR
063	3/2020	2,460.15CR
095	3/2020	18,581.00CR
098	3/2020	552.62CR
099	3/2020	11,474.77CR
211	3/2020	138.86CR
450	3/2020	924.78CR
=====		
ALL		715,951.21CR



**NORTH
ST. PAUL**
extraordinary.

MEMORANDUM

TO: HRA Chairman and Commissioners
FROM: Jacquelyn Lutmer, Accounting Technician
DATE: March 17, 2020
SUBJECT: Recommendation of approval of HRA claims list.

Claim Date

3/18/2020 A/P Check Register	135670	\$ 384.94
Total		<u>\$384.94</u>

Approved this 17th day of March, 2020

/s/ Terrence J. Furlong, Mayor by Consent Resolution

/s/ Scott A. Duddeck, City Manager/Clerk by Consent Resolution



PACKET: 04465 HRA 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
X14164	XCEL ENERGY							
	I-0411111290	NATURAL GAS PREM#302438876	R	3/18/2020		267.20CR	135670	
	I-0411329492	NATURAL GAS PREM#302218753	R	3/18/2020		117.74CR	135670	384.94

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	384.94	384.94
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	384.94	384.94

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

Agenda Information Memorandum
North St. Paul City Council
March 17, 2020

FROM THE OFFICE OF THE COMMUNITY DEVELOPMENT DEPARTMENT

Agenda placement: Consent

Subject: SPECIAL EVENT PERMIT FOR CHASE AWAY THE SNOWMAN 5K

To: Honorable Mayor and City Council

Background/Facts:

- Event date is Saturday, April 4, 2020, 9:00 a.m. to 10:30 a.m.; set-up time is 8:00 a.m.
- The event will feature a 5K fun run for St. Peter School.
- St. Peter School will provide adequate trash bins and clean up.
- St. Peter is requesting 1-5 Police Officers/Reserves on the route.
- Food and non-alcoholic beverages will be served at St. Peter.
- All departments have reviewed the request.

Police is denying the request for ten police officers as staffing is not available. Officers will be notified of event and may visit if available on event date.

Recommendation: It is recommended the City Council approve the special event permit for the Chase Away the Snowman 5K.

Attachments:

Summary of request.

Special Event Permit Application (map of route included).

Resolution approving special event permit.

Respectfully submitted,

/s/ OB by mm

Olivia Boerschinger
Community Development Administrative Assistant

APPROVED FOR AGENDA ENCLOSURE:

/s/ SD by mm

Scott Duddeck
City Manager

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2020-XXX

Consent Agenda

**RESOLUTION APPROVING A SPECIAL EVENT PERMIT
FOR THE CHASE THE SNOWMAN 5K ON SATURDAY, APRIL 4, 2020**

WHEREAS, the City of North St. Paul has received a request for a Special Event Permit from Mary Donohue to hold the Chase the Snowman 5K on Saturday, April 4, 2020 beginning at 9:00 a.m. in North St. Paul; and

WHEREAS, the purpose of the Chase the Snowman 5K is a community-building fun run to promote health and wellness for all involved; and

WHEREAS, the following shall apply:

- Event date is Saturday, April 4, 2020, 9:00 a.m. to 10:30 a.m.; set-up time is 8:00 a.m.
- The event will feature a 5K fun run for St. Peter School.
- St. Peter School will provide first aid, adequate trash bins and clean up.
- Food and non-alcoholic beverages will be served at St. Peter.
- All departments have reviewed the request.

WHEREAS, the Police Department is denying the request for police officers on the route as staffing is not available; Officers will be notified of event and may visit if available on event date.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of North St. Paul, it hereby approves the Special Event Permit application for the Chase the Snowman 5K on Saturday, April 4, 2020 beginning at 9:00 a.m. as referenced above.

ADOPTED this 17th day of March, 2020.

Motion by Council Member xxx

Second by Council Member xxx

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

Nays: None

Absent: None

Terrence J. Furlong, Mayor

Attest: _____
Scott A. Duddeck, City Manager/Clerk

SPECIAL EVENTS PERMIT SUMMARY AND DEPARTMENT APPROVALS

A final check has been made of the application requirements; all required licenses and permits (if applicable) are issued or applied for and on file. (See Ordinance Section 91.030) NOTE: A Certificate of Liability Insurance has been received.

Name/Type of Event: Chase Away the Snowman 5K
Location/Area: Start at St. Peter's Church, run through the northern streets of NSP, finish at St. Peter's Church.
Day/Date/Time: Saturday, April 4, 2020, from 9:00 a.m. to 10:30 a.m.
Brief Description: This is a 5K run throughout the north part of the City and passes by the North St. Paul Snowman.
On Public property: ☒ YES ☐ NO
Alcohol Served: ☐ YES ☒ NO
Charitable Gambling: ☐ YES ☒ NO

CITY SERVICES REQUESTED

Parks & Recreation: Will use trail at Silver Lake Park and Beach area.

Comments: Parks ok, part of route may be affected by construction.

Electric Dept: None

Comments: Electric ok

Fire Dept: None

Comments: Fire ok

Police Dept: Requesting 1-5 officers one event route.

Alcohol : If checked yes above, has permit been approved/date: ☐ YES ☐ (date) ☒ NO

Gambling: If checked yes above, has permit been approved/date: ☐ YES ☐ (date) ☒ NO

Comments: No officers specifically assigned. We have two (2) officers on-duty on that date during time of event. The two (2) officers will be advised and aware of the event but will otherwise be responding to patrol duties/calls/etc.

Public Works Dept: None

Comments: PW ok

PLEASE REVIEW AND RESPOND BY: March 10, 2020

Please review the attached application and notify the Community Development Administration of any difficulties expected to be caused by the proposed event. If not returned by the above date, this application summary will be approved by default.

Special Notes Regarding this Application

1. Requesting City services of Police (1-5) along the route
2. Food and non-alcoholic beverages will be provided at O'Reilly Hall after the event.
3. A detailed map of the route has been provided.
4. St. Peter's Church will provide clean up.
5. A Certificate of Liability Insurance is on file.

REVOCATION: The City Manager, or his/her designated official, may revoke a special event permit if the conditions set forth in the permit application are not being followed.



**NORTH
ST. PAUL**
extraordinary.

Return To: Community Development Department
2400 Margaret Street
Phone: 651-747-2407 Fax: 651-747-2435

SPECIAL EVENT PERMIT APPLICATION – 2019 ²⁰²⁰

Important Notice: Certificate of Liability Insurance (if applicable) and any required attachments (maps, diagrams, etc.) must be submitted with this application. Failure to include these items will mean an automatic rejection of the application.

I. TITLE AND BRIEF DESCRIPTION OF EVENT:

Chase Away The Snowman 5K

II. APPLICANT INFORMATION: *The Applicant will be responsible for answering all questions, including inquiries from the media and citizens.*

Applicant: *Mary Donohue*

Title: *Race Director*

Address: *2620 N. Margaret St.*

Business/Organization Name: *St. Peter Catholic School*

Daytime Phone: *651-777-3091* Evening Phone:

Emergency Phone: *Cell 612-860-0154*

E-Mail Address: *Mdonohue@stpetersnsp.org*

III. EVENT TIMETABLE:

Requested day and date: *Saturday April 4, 2020*

Requested hours of operation, from *9:00* a.m./p.m. to *10:30* a.m./p.m.

Set-up beginning day and date *Saturday April 4, 2020* time *8:00* a.m./p.m.

Dismantle by day and date *Saturday April 4, 2020* time *10:30* a.m./p.m.

E. Anticipated number of participants *200* and spectators *50*

IV. INSURANCE:

Attach to this application a certificate of liability insurance, including the policy number and showing liability amounts. The policy must state that any outside area to be used for an event is covered and must also show evidence that the requested event is not excluded from insurance liability. If the event is to be held on public property, the City of North St. Paul must be listed as the Certificate Holder.

V. REQUESTED CITY SERVICES - (CHECK ALL THAT APPLY):

	Trash containers (indicate number/location below)
	Electricity (The cost of the electrical hook-up is the applicant's responsibility. Payment must be made to the City of North Saint Paul. Please contact Brian Frandle at 747-2472.)
X	Police Officers / Reservists 1-5 on route if available
	Fire Department Personnel / Vehicles
	Barricades / Traffic Cones How Many?
	Recycling Containers How Many
	Other - Please describe:

VI. CHECK ALL ITEMS WHICH APPLY TO YOUR EVENT:

	Event participant and/or spectator parking areas (describe):
	Entertainment or stage locations (provide to-scale drawing)
	Construction/erection of temporary structure(s) (may need permit, check with Community Development) – indicate location.
	Trash containers (indicate number/location)
	Portable toilet facilities (indicate number/location)
	Barricades (indicate number/location)
Y	First aid facilities (indicate who is providing) St Peter to provide
	Parade and/or parade floats (may need permit, check with Fire Department)
	Fireworks or pyrotechnics site (may need permit, check with Fire Department)
	Cooking facilities, open flame, or vehicle fuels (may need permit, check with Fire Department)
	Other - Please describe:

X. ALCOHOLIC BEVERAGES:

Will alcoholic beverages be served? _____ Yes ☒ No

If Yes Name of Liquor Establishment:

For service of alcohol outside a licensed premise, include a diagram showing the defined area of the alcohol concession service and attach a copy of your certificate of liquor liability insurance covering the limits of the alcohol service area.

If serving alcohol, describe how you will ensure that alcoholic beverages will be possessed and consumed only by those persons 21 years or older. Describe all security measures in place:

If you are a licensed establishment requesting an extension to your liquor license premises, you must complete an application for an extension with the Chief of Police. This will be given separate approval by the City Council.

*Title XI, Chapter 117, Section 117.120(B)(2)

If you are a licensed establishment requesting a temporary permit you must submit a completed Temporary Liquor License Application and all required documentation to the Chief of Police. This will be given separate approval by the City Council.

*Title XI, Chapter 117, Section 117.120(I)(1-9)

Have you submitted the required documentation to the Chief of Police? _____ Yes _____ No _____ N/A

XI. SECURITY AND SAFETY PROCEDURES:

Describe your proposed procedures for security and crowd control:

If the event is to occur at night, describe how you are going to light the event area in order to increase the safety of participants and spectators coming to and leaving the event:

XII. CLEAN-UP:

List persons responsible for clean-up duties:

Provided by G. Perer

VII. CHARITABLE GAMBLING (CHECK IF APPLIES):

Charitable Gambling - Please contact the Chief of Police at 651-747-2406 for forms and details. All charitable gambling requires a city permit application and some may also require a State permit application. This will be given separate consideration for approval by the City Council.

VIII. VENDORS OR CONCESSIONAIRES:

List what vendors/concessionaires you will have at your event:

Note: Vendors/concessionaires setting up on public property (streets, sidewalks, public parking lots) must have a Special Event Vendors License from the City of North St. Paul. Applications are available on our website at www.northstpaul.org or by calling 651-747-2400.

IX. FOOD, NON-ALCOHOLIC BEVERAGES AND/OR ENTERTAINMENT:

Will food and/or non-alcoholic beverages be served? ☒ Yes ☐ No

If yes, describe sanitation measures and food handling procedures:

Food/Drink to be served on St Peter property.

If food will be served outside of a licensed establishment; a Temporary Food Service Establishment license may be required. Contact the Ramsey County Department of Health at 651.266.1199 for requirement and licensing information.

If your event includes music, live entertainment, sound amplification or any other noise impact, please describe, including the intended hours of the music, sound or noise. *Music to be announced via*

loud speaker 9am-10am

If you intend to cook food in the event area, describe your area layout, including fuel or electrical sources to be used:

XIII. MITIGATION OF THE IMPACT ON OTHERS:

Describe how you intend to mitigate the impact of the special event on businesses, churches, neighbors, motorists, and others:

St Peter to provide written notice - 5 days prior to event -
to neighbors.

NOTE: Any condition which causes adverse impacts may be cause to revoke the Special Event Permit.

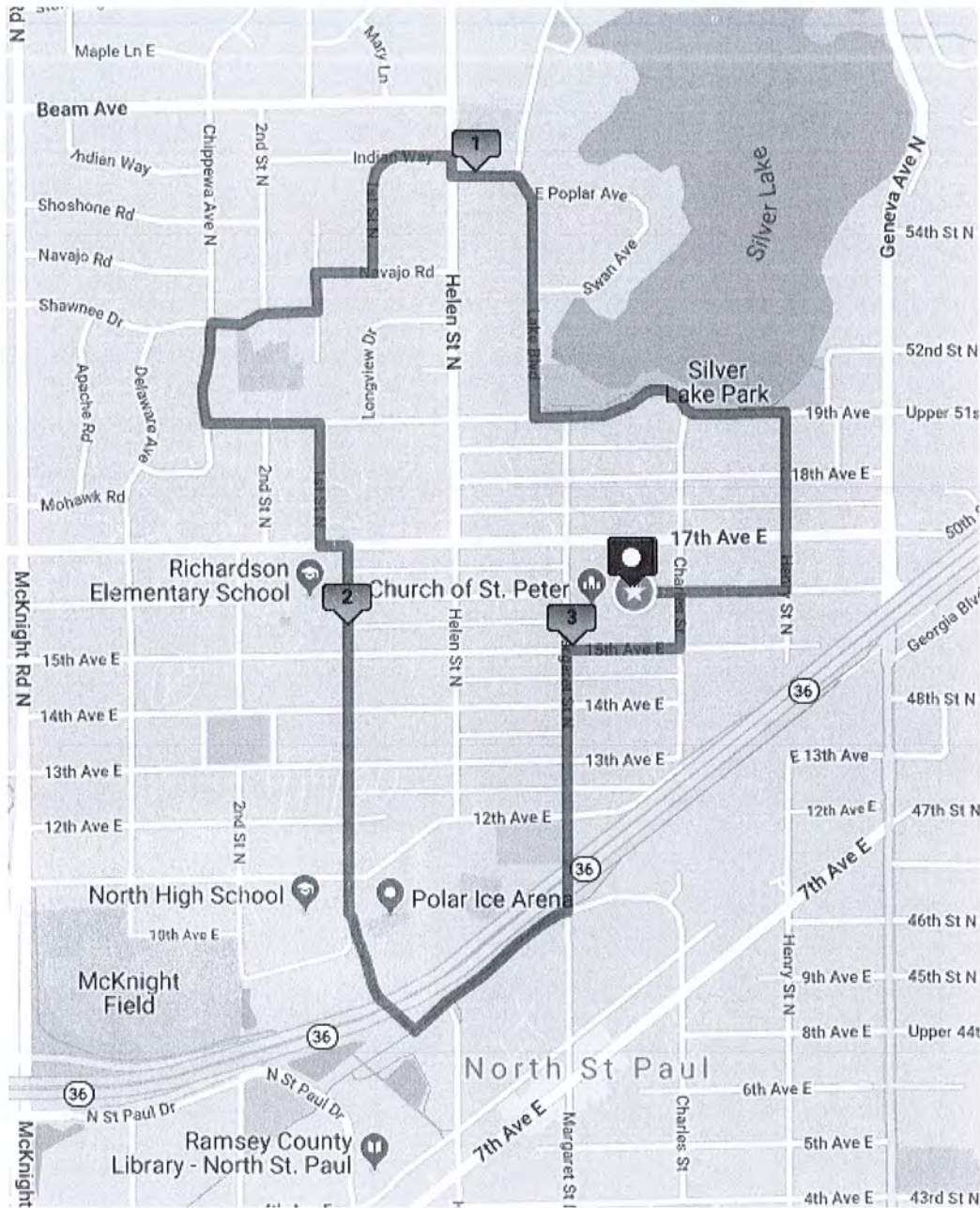
Acknowledgement and Signature: The undersigned hereby applies for a Special Event as described above and states the information submitted is true and correct.

Applicant Signature: May Davis Date of Application: 7/10/2020

FOR OFFICE USE ONLY

Received	
By	<u>JP</u>
Date	<u>7/14/20</u>
Mail	
Fax	
In Person	☒

Documentation	Required	Received
Certificate of Insurance	☒	☒
Map	☒	☒
Entertainment / Stage Location		
Temporary Tent Permit		
Fireworks/Pyrotechnics Permit		
Cooking Facilities Permit		
Alcohol Service Diagram		
City Services	Requested	Approved
Police Reserves	☒	
Fire Department Personnel/Equip		
Trash Cans		
Barricades / Traffic Cones		
Recycling Containers		
Electricity		
Other:		



2018
2019
2020

Certificate of Coverage

Date: 1/13/2020

Certificate Holder
Archdiocese of Saint Paul and Minneapolis
Chancery Office
777 Forest Street
St. Paul, MN 55106

This Certificate is issued as a matter of information only and confers no rights upon the holder of this certificate. This certificate does not amend, extend or alter the coverage afforded below.

Covered Location
ST PETER CATHOLIC CHURCH & SCHOOL
2632 NORTH MARGARET STREET
NORTH ST PAUL, MN 55109

Company Affording Coverage
THE CATHOLIC MUTUAL RELIEF
SOCIETY OF AMERICA
10843 OLD MILL RD
OMAHA, NE 68154

Coverages

This is to certify that the coverages listed below have been issued to the certificate holder named above for the certificate indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded described herein is subject to all the terms, exclusions and conditions of such coverage. Limits shown may have been reduced by paid claims.

Type of Coverage	Certificate Number	Coverage Effective Date	Coverage Expiration Date	Limits	
Property				Real & Personal Property	
D. General Liability	8589	7/1/2019	7/1/2020	Each Occurrence	500,000
☒ Occurrence				General Aggregate	
☐ Claims Made				Products-Comp/OP Agg	
				Personal & Adv Injury	
				Fire Damage (Any one fire)	
				Med Exp (Any one person)	
Excess Liability	8589	7/1/2019	7/1/2020	Each Occurrence	500,000
				Annual Aggregate	2,000,000
Other				Each Occurrence	
				Claims Made	
				Annual Aggregate	
				Limit/Coverage	

Description of Operations/Locations/Vehicles/Special Items (the following language supersedes any other language in this endorsement or the Certificate in conflict with this language)
Coverage is verified with regard to Covered Locations Chase Away The Snowman 5K Run. Beginning and ending at St. Peter Catholic School, will wind thru the streets of North St. Paul, April 4, 2020, from 8:00 am - 10:30 am.

Includes Liquor Liability.

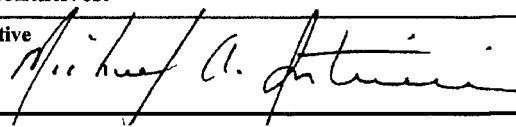
Holder of Certificate

Cancellation

City of North St. Paul
2400 Margaret Street
North St. Paul, MN 55109

Should any of the above described coverages be cancelled before the expiration date thereof, the issuing company will endeavor to mail 30 days written notice to the holder of certificate named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

Authorized Representative



0111011786

Agenda Information Memorandum
North St. Paul City Council
March 17, 2020

FROM THE OFFICE OF THE POLICE DEPARTMENT

Agenda placement: Consent

Subject: Application for a City (local) Charitable Gambling Permit for an event to be conducted by North Metro Flex Academy, 2350 Helen St, on Friday, May 15, 2020.

To: Honorable Mayor and City Council

Background/Facts:

- North Metro Flex Academy applying as a non-profit organization.
- Event to be held on Friday, May 15, 2020.
- Event to include lawful excluded forms of charitable gambling.
- North Metro Flex Academy has been issued prior local charitable gambling permit(s).

Recommendation: It is recommended the City Council approve the application for Charitable Gambling for North Metro Flex Academy.

Attachments:

Resolution

Items reviewed by Police Chief Lauth:

City Charitable Gambling Local Permit No. 2020-005.
Tennessee Warning.

Respectfully submitted,

/s/ TL by mm

Tom Lauth
Chief of Police

APPROVED FOR AGENDA ENCLOSURE:

/s/ SD by mm

Scott Duddeck
City Manager

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2020-XXX

Consent Agenda

**RESOLUTION APPROVING A LAWFUL CHARITABLE
GAMBLING APPLICATION FOR FRIENDS AND FAMILY OF
RAMSEY COUNTY CARE CENTER**

WHEREAS, Pam Albrecht, on behalf of North Metro Flex Academy has applied to conduct a local lawful exempt gambling event; and,

WHEREAS, this is intended as a fundraising event and will include lawful forms of excluded/exempt gambling to take place on Friday, May 15th, 2020 at North Metro Flex Academy, 2350 Helen Street, North St. Paul; and,

WHEREAS, North Metro Flex Academy is a non-profit organization and will pay out less than \$1,500 in prizes for the 2020 calendar year; and,

WHEREAS, North Metro Flex Academy has previously been granted local lawful gambling permits; and

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, MINNESOTA, that said application is hereby approved for North Metro Flex Academy to conduct lawful charitable events on their premises at 2350 Helen Street on Friday, May 15th, 2020; and

BE IT FURTHER RESOLVED, any waiting period is hereby waived.

ADOPTED this 17th day of March, 2020.

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

Nays: None

Absent: None

Abstain: None

Terrence J. Furlong, Mayor

Attest: _____
Scott A. Duddeck, City Manager

Agenda Information Memorandum
North St. Paul City Council
March 17, 2020

FROM THE OFFICE OF THE POLICE DEPARTMENT

Agenda placement: Consent

Subject: Continuation of funding for services provided by Youth Service Bureau (YSB).

To: Honorable Mayor and City Council

Background/Facts:

- YSB has been providing youth diversion, restorative justice programs and counseling services to the City of North St. Paul since 2013.
- Youth Service Bureau provides youth diversion, restorative justice programs and counseling services to many communities including Maplewood and Oakdale, thus most of youth and families in Independent School District (ISD) 622
- Continuing this agreement with Youth Service Bureau will provide consistency with these services throughout the communities of ISD 622
- Proposed fees for services provided by Youth Service Bureau will continue at \$11,500 for 2020

Recommendation: To approve the continuation of services agreement with the Youth Service Bureau to provide services to include but not limited to, youth diversion, restorative justice programs, counseling services and other similar services.

Attachments:

Resolution

Agreement

Letter from YSB

Respectfully submitted,

/s/ TL by mm

Tom Lauth
Chief of Police

APPROVED FOR AGENDA ENCLOSURE:

/s/ SD by mm

Scott Duddeck
City Manager

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2020-XXX

Consent Agenda

**RESOLUTION APPROVING THE CONTINUATION
SERVICES AGREEMENT WITH THE YOUTH SERVICE BUREAU**

WHEREAS, Youth Service Bureau provides youth diversion, restorative justice programs and counseling services to many communities including Maplewood and Oakdale, thus most of youth and families in Independent School District (ISD) 622; and,

WHEREAS, continuing this agreement with Youth Service Bureau will provide consistency with these services throughout the communities of ISD 622; and,

WHEREAS, Youth Service Bureau has provided the above services to the City of North St. Paul since 2013; and,

WHEREAS, proposed fees for services provided by Youth Service Bureau will continue at \$11,500 for 2020; and

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, MINNESOTA, it hereby approves the continuation of services agreement with the Youth Service Bureau to provide services to include but not limited to, youth diversion, restorative justice programs, counseling services and other similar programs and services.

ADOPTED this 17th day of March, 2020.

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

Nays: None

Absent: None

Abstain: None

Terrence J. Furlong, Mayor

Attest: _____
Scott A. Duddeck, City Manager/Clerk



*Helping youth and families learn the skills they need to be more successful
at home, in school and throughout the community.*

www.ysb.net

March 4, 2020

City of North Saint Paul
Attn: Scott Duddeck, City Manager
2300 Margaret Street North
North Saint Paul, MN 55109

Dear Scott,

Thank you for the City of North Saint Paul's past support of Youth Service Bureau's (YSB) mission to *help youth and families learn the skills they need to be more successful at home, in school and throughout the community*. We hope to continue our partnership in support of today's youth. Enclosed is a new contract for the coming year.

For 44 years, YSB has provided youth and families the support they need at the first sign of challenges; early intervention helps avoid significant future consequences and costs, benefitting the youth and communities they live in. By accessing YSB's programs, youth and families learn strategies to better handle life's challenges and learn from their mistakes.

YSB's programs are based on promoting prevention and early intervention strategies. YSB's program areas:

- **Military Family Support Program** – Our newest program which provides educational presentations to military families to help them develop resilience and proactive strategies to cope with the stresses of deployment and ongoing military service.
- **Youth-Focused Family Counseling (Mental Health)** services help youth who are just beginning to struggle with challenges in their lives and provides support to parents and caregivers. We offer group and individual counseling sessions in some local schools.
- **School-Based Chemical and Mental Health** specialists are a critical resource for students, families and school staff. We provide direct student support services and prevention services as well as educational presentations in classrooms.
- **Diversion Programs** are early-intervention programs that hold youth accountable for inappropriate actions, such as theft, curfew violation, fighting, and chemical use, without creating a juvenile record. YSB involves parents and caregivers in the process, giving families needed support.
- **Youth and Family Education** program provides current, relevant, and supportive information to families and the wider community. We also provide schools with staff and classroom presentations to educate them about anxiety, chemical use, and social media use.

Referrals to all our services are welcome from anyone concerned about a youth's behaviors, choices and/or mental health. This includes parents, teachers, school administrators, social workers, school officer liaisons, law enforcement and youth themselves.

Last year, YSB provided over **8000** hours of services to over **27,000** youth and families through YSB's program areas to make a real difference in their lives by improving school performance and healthy outcomes, reducing truancy and court costs, educating youth and parents, and providing needed social services.

COTTAGE GROVE
7064 W. Point Douglas Road, Suite #201
Cottage Grove, MN 55016
651-458-5224

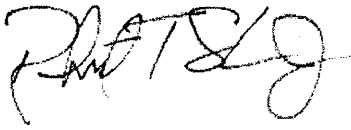
STILLWATER
Washington County Historic Courthouse
101 Pine Street West, Stillwater, MN 55082
651-439-8800

WOODBURY
7876 Hudson Road, Suite #1
Woodbury, MN 55125
651-735-9534

With your continued support YSB can ensure that families never have to face life's challenges alone. Working together we show that when young people and their families are provided accurate information and effective support, they can make better choices, improving their lives and benefitting the entire community.

If you would like to schedule a short presentation about our work in the community at an upcoming City Council meeting, please contact Barbara Ohs at 651-439-8800. Thank you for your past support in finding local solutions that help youth and their families make better choices and have brighter futures. We appreciate your consideration of our request and look forward to your response.

Sincerely,

A handwritten signature in black ink, appearing to read "R. T. Sherman, Jr.", with a stylized flourish at the end.

Robert T. Sherman, Jr.
Executive Director

P.S. This year's Gala is at Inwood Oaks (formerly The Prom Center) in Oakdale from 5:00-9:00PM on Friday, May 8th, we hope you will be able to attend! www.ysb.net

Service Contract between NORTH ST. PAUL and YOUTH SERVICE BUREAU, INC.

The City of North St. Paul, 2400 Margaret Street, North St. Paul, MN 55109, hereinafter referred to as the "City," and Youth Service Bureau, Inc., 6120 Oren Avenue North, Box 12, Stillwater, Minnesota, 55082, hereinafter referred to as the "Contractor," enter into this agreement for the period from April 1, 2020, to March 31, 2021.

WHEREAS, the City is committed to using community-based approaches to strengthen individuals, families, and community;

WHEREAS, the City has identified the following outcomes for juvenile diversion and early intervention:

Juvenile offenders will be held accountable for their actions by engaging in activities that repair the harm done to the victim and community and will participate in programs that promote an increased understanding of the impact of their offense on victims, communities, and themselves;

Crime victims will be notified of diversion proceedings; will have opportunities to provide input; and, if willing, will have the opportunity to participate in the process;

Community members will have active and direct involvement in programming;

WHEREAS, the City, pursuant to its goals of providing accountability and the most appropriate diversion and early intervention available to juvenile offenders, wishes to purchase services for youth involved in at-risk behavior from the Contractor to support these outcomes;

NOW, THEREFORE, the parties agree as follows:

1. Contractor's Responsibilities

Contractor agrees to provide the following services:

- a) Complete an in-person intake meeting with the juvenile and parent(s) with all qualified referrals and to include approved standardized screening tools.
- b) Provide Community Work Service (CWS), and recruit and support CWS sites. Supervise and monitor community work service clients who are ordered by a court and/or referred by local law enforcement officials. Actively connect with CWS sites in the community, strengthen those relationships and seek/develop new CWS sites for youth.
- c) Provide educational and prevention/early-intervention programs, specifically as follows: chemical awareness, bullying awareness, conflict awareness, theft awareness, or another approved alternative. Eligible juveniles include those who are Court-ordered, and those who are referred by local law enforcement, schools, or parents. The reason for the referral must be for behavior or actions that could result in a police report, a citation, or a petition for delinquency.
- d) Provide evaluation and counseling. Counseling services can include crisis intervention, individual and family and group counseling. Families will pay for these services using insurance coverage or by using an available sliding-fee scale. The City subsidizes costs of counseling services after the family's insurance coverage or ability to pay has been exhausted.

e) Provide victims of crimes diverted by local law enforcement the opportunity for direct or indirect involvement into how the juvenile should be held accountable, including consideration of the impact of the crime on the victim and any specific needs for restitution. When necessary, due to the nature of the offense, restitution will be determined, collected, and paid to the victim.

f) When possible and appropriate, facilitate restorative justice interventions, such as victim-offender mediation, family group conferencing, and/or community-panels, so that juvenile offenders are held directly accountable to the victim and victimized community through some form of reparation.

g) Monitor agreements or contracts to ensure follow-through by juvenile offenders. The agency agrees to use a standardized contract form as developed by the Washington County Juvenile Probation Aide and the individual Youth Diversion Specialists at quarterly meetings. Ongoing communication between the Diversion Specialists and the referring parties is expected to allow for maximum case-management and coordination.

2. Client Eligibility

A person, subject to the purview of the City (meaning such persons as live in, attend school in, or are issued a citation in the city) between the ages of five and eighteen, or older if still in high-school, their family members, and the victims of juvenile crime who are assessed to be appropriate shall be eligible for services provided under the terms of this Agreement.

- 3. Cost and Delivery of Purchased Services** – The total amount to be paid to the Contractor for services purchased under this agreement shall be Eleven Thousand Five Hundred Dollars (\$11,500.00). For these services, the City agrees to make quarterly payments to the Contractor of Two Thousand Seven Hundred and Fifty Dollars (\$2,875.00) on or about April 15, July 15, October 15 2020; and January 15, 2021). The City acknowledges that evaluation and counseling services will be provided to families at rates set by YSB, which may be paid through insurance or directly by families with the ability to pay for such services.
- 4. Evaluation, Reporting, and Information Requirements** – The Contractor agrees to reasonable evaluations of its programs, employees, and volunteers and make them available for review by the City if so requested. The Contractor agrees to comply with all reporting requirements as assigned by law, rule, or contract by the State of Minnesota. The Contractor further agrees to abide by all laws and rules regarding confidentiality and data practices. The Contractor agrees to provide necessary information allowed by law and deemed necessary by the City and/or local law enforcement on referred cases.
- 5. Indemnification** – The Contractor agrees to indemnify, defend, and hold harmless the City, its officers, employees, and agents for all claims arising out of the Contractor's activities related to the services provided under this agreement up to the liability limits set forth in Minn. Stat. 466.04. The City will indemnify YSB, Inc., from and against all liability up to the liability limits set forth in Minn. Stat. 466.04. No other provision of this agreement shall serve to limit in any way the obligations of the Contractor to indemnify and defend the City under this clause.
- 6. Insurance Requirements** – The Contractor agrees that in order to protect it self, as well as the City, from claims arising out of the Contractor's activities under this agreement, it will at all times during the term of this agreement keep in force policies of insurance providing the

following coverage: professional liability insurance in the amount of One Million Dollars (\$1,000,000); comprehensive general liability insurance policy in the amount of One Million Dollars (\$1,000,000); automobile liability insurance, including non-owned and hired autos, in the amount of One Million Dollars (\$1,000,000). The Contractor further agrees to maintain Workers' Compensation insurance as required by applicable law. Contractor will also maintain excess liability coverage in the amount of One Million Dollars (\$1,000,000) per occurrence. Certificates of Insurance showing the coverage listed herein shall be provided to the City within 30 days of the effective date of this contract.

7. **Data Privacy** – All data collected, created, received, maintained, or disseminated for any purpose by the activities of the Contractor because of this agreement is governed by the Minnesota Government Data Practices Act, Minn. Stat. Chapter 13, as amended, the Minnesota Rule implementing such Act now in force or as adopted, as well as federal regulations on data privacy.
8. **Record Disclosures/Monitoring** – Pursuant to Minn. Stat. 16C.05, Subd. 5, the Contractor agrees that the City, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the Contractor and involve transactions relating to this agreement. The Contractor agrees to maintain these records for a period of three years from the date of termination of this agreement.
9. **Nondiscrimination** – During the performance of this agreement, the Contractor agrees to the following: No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed, or national origin be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all applicable federal and state laws against discrimination.
10. **Independent Contractor** – Nothing contained in this agreement is intended or should be construed as creating the relationship of co-partners or joint ventures with the City or the City Police Department. No tenure or any rights or benefits, including Workers' Compensation, unemployment insurance, medical care, sick leave, vacation leave, severance pay, PERA, or other benefits available to City employees shall accrue to the Contractor or employees of the Contractor performing services under this agreement.
11. **Conditions of the Parties' Obligation** – This agreement may be canceled by either party at any time, with or without cause, upon 30 days' notice, in writing, delivered by mail, or in person. Any alterations, variations, modifications, or waivers of the provisions of this agreement shall be valid only when they have been reduced to writing, duly signed by both parties, and attached to the original of this agreement.
12. **Compliance With Law** – The Contractor shall abide by all federal, state, or local laws, statutes, ordinances, rules, and regulations now in effect or hereinafter adopted insofar as they relate to the Contractor's performance of the provisions of this agreement.
13. **Firearms** – Unless specifically required by the terms of this contract, no provider of services pursuant to this contract, including, but not limited to, employees, agents, or subcontractors of the Contractor shall carry or possess a firearm on City premises. Violation of this provision shall be considered a substantial breach of the agreement. Violation of this

provision is grounds for immediate suspension or termination of this contract, without notice, pursuant to Section 12.

14. Savings Clause – If any section of this agreement is found to be invalid or not enforceable, the remainder of the agreement will remain in force and binding.

15. Governing Law – The laws of Minnesota shall govern the interpretation and prosecution of this agreement.

16. Notices – If any official correspondence concerning this agreement needs to be communicated to the other party, the following shall be deemed the effective addresses

As to the City: North St. Paul
2400 Margaret Street
North St. Paul, MN 55109

As to the Contractor: Youth Service Bureau, Inc.
6120 Oren Avenue North, Box 12
Stillwater, MN 55082

IN WITNESS THEREOF, the City and the Contractor have executed this agreement this

_____ day of _____, 2020.

By: _____
Terry Furlong
Mayor, City of North St. Paul

By: _____
Scott Duddeck
City Manager, City of North St. Paul

By: _____
Executive Director, Youth Service Bureau, Inc.

Agenda Information Memorandum
North St. Paul City Council
March 17, 2020

FROM THE OFFICE OF THE CITY MANAGER

Agenda placement: City Business

Subject: RESOLUTION APPROVING THE TERMS OF UP TO A \$500,000 INTERFUND LOAN IN CONNECTION WITH TAX INCREMENT FINANCING DISTRICT NO. 4-8

To: Honorable Mayor and City Council

Background/Facts:

(a) On February 5, 2019, the City adopted Resolution No. 2019-019 (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. 4-8 (the "TIF District").

(b) The City hereby amends Resolution No. 2019-019, by deleting paragraph (a) of Section 2, and replacing it with the following language:

(c) The City has determined to pay for certain costs identified in the TIF Plan consisting of land/building acquisition, public utilities, site improvements/preparation, other eligible improvements, and administrative costs (the "Qualified Costs") incurred in connection with the establishment of the TIF District and development/redevelopment of land within the TIF District, which costs will be financed on a temporary basis from City funds available for such purposes.

(d) Under Minnesota Statutes, Section 469.178, Subd. 7, the City is authorized to advance or loan money from the City's general fund or any other fund from which such advances may be legally made, in order to finance the Qualified Costs.

(e) 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").

Recommendation: It is recommended the City Council amend the terms of the Interfund Loan, including a determination to forgive the outstanding principal amount and accrued interest to the extent permissible under law.

Attachments:

Resolution

Respectfully submitted,

/s/ SD by mm

Scott Duddeck
City Manager

RESOLUTION NO. ____

RESOLUTION AMENDING RESOLUTION NO. 2019-019 IN REGARDS TO
THE TERMS OF AN INTERFUND LOAN IN CONNECTION WITH
A PROPOSED TAX INCREMENT FINANCING DISTRICT NO. 4-8

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 February 5, 2019, the City adopted Resolution No. 2019-019 (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. 4-8 (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. 2019-019.

(a) The City hereby amends Resolution No. 2019-019, by deleting paragraph (a) of Section 2, and replacing it with the following language:

(a) The City hereby authorizes the advance of up to \$500,00 from the City's General 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. 2019-019 remains in full force and effect.

Section 3. Effective Date. This resolution is effective upon the date of its approval.

Adopted this 17th day of March, 2020.

Mayor

ATTEST:

City Manager

Agenda Information Memorandum
North St. Paul City Council
March 17, 2020

FROM THE OFFICE OF THE CITY ENGINEER

Agenda placement: CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

Subject: 2020 Street and Utility Improvement Project (City Project No. S.A.D. 20-01; S.A.P. 151-250-003 / 151-263-005 / 151-247-008) – Receive Bids and Award Contract

To: Honorable Mayor and City Council

Background/Facts:

- On January 21, 2020, the City Council authorized the advertisement for bids for the 2020 Street and Utility Improvement Project (City Project No. S.A.D. 20-01; S.A.P. 151-250-003 / 151-263-005 / 151-247-008).
- Improvements proposed as part of the project include street reconstruction, concrete curb and gutter, sidewalks, medians, sanitary sewer rehabilitation, watermain replacement, storm sewer improvements, street lighting, landscaping, and other appurtenant work.
- The attached letter of recommendation and Bid Tabulation Summary indicate the recommended low bidder as T.A. Schifsky & Sons, Inc. of North St. Paul, MN, with a grand total bid of \$4,256,376.67.
- If awarded by Council, staff's anticipated schedule for the project improvements includes a tentative earliest possible construction start in May 2020 within seven days of contractor receipt of Notice to Proceed, and a specified final completion date of June 30, 2021.

Recommendation: It is recommended the City Council accept bids and award by resolution a construction contract for the 2020 Street and Utility Improvement Project (City Project No. S.A.D. 20-01; S.A.P. 151-250-003 / 151-263-005 / 151-247-008).

Attachments:

Resolution Accepting Bids and Awarding Contract

Letter of Recommendation

Certified Bid Tabulation Summary

Respectfully submitted,

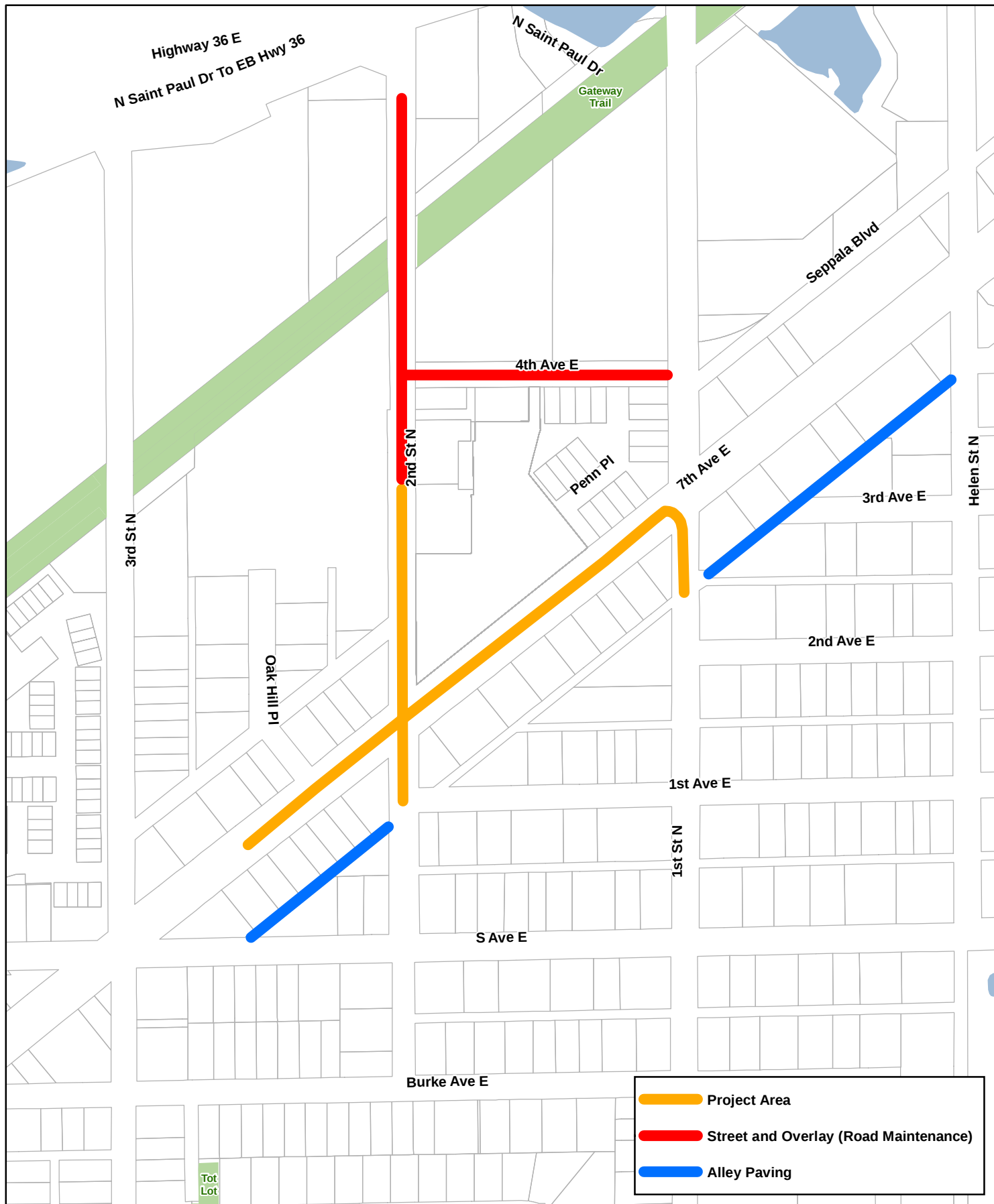
/s/ MD by mm

Morgan Dawley, PE
City Engineer

APPROVED FOR AGENDA ENCLOSURE:

/s/ SD by mm

Scott Duddeck
City Manager



Project Location Area

2020 Street & Utility Improvements Project
North St. Paul, MN



0 300 Feet
1 inch = 300 feet



CITY OF NORTH ST. PAUL

RESOLUTION NO. 2020-XXX

**RESOLUTION ACCEPTING BIDS AND
AWARDING A CONSTRUCTION CONTRACT FOR THE
2020 STREET AND UTILITY IMPROVEMENT PROJECT
CITY PROJECT NO. S.A.D. 20-01; S.A.P. 151-250-003 / 151-263-005 / 151-247-008**

WHEREAS, THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, MINNESOTA (“Council”) authorized the advertisement for bidding on January 21, 2020, (“Meeting”) for the 2020 Street and Utility Improvement Project (City Project No. S.A.D. 20-01; S.A.P. 151-250-003 / 151-263-005 / 151-247-008) (“Project”); and

WHEREAS, the Project location is: 7th Avenue East from 3rd Street North to 1st Street North, 2nd Street North from approximately 600’ north of 7th Avenue East to approximately 225’ south of 7th Avenue East, and 1st Street North from 7th Avenue East to approximately 200’ south of 7th Avenue East; and

WHEREAS, the Project improvements shall include street reconstruction, concrete curb and gutter, sidewalks, medians, sanitary sewer rehabilitation, watermain replacement, storm sewer improvements, street lighting, landscaping, and other appurtenant work; and

WHEREAS, pursuant to authorization passed by the Council January 21, 2020, for the Project, the consultant City Engineer Morgan Dawley, WSB, prepared and published the advertisement for bids and received on-line bids; and

WHEREAS, on Thursday, March 5, 2020 bids were viewed and tabulated according to law, and the following bids were received complying with the advertisement:

CONTRACTOR	GRAND TOTAL
T.A. Schifsky & Sons, Inc.	\$4,256,376.67
Veit & Company, Inc.	\$4,843,593.35

WHEREAS, it appears that T.A. Schifsky & Sons, Inc. of North St. Paul, MN is the lowest responsive bidder with a grand total bid of \$4,256,376.67.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORTH ST. PAUL, MINNESOTA:

1. The Mayor and City Manager are hereby authorized and directed to enter into a construction contract with T.A. Schifsky & Sons, Inc. in the name of the City of North St. Paul for the improvement of the 2020 Street and Utility Improvement Project (City Project No. S.A.D. 20-01; S.A.P. 151-250-003 / 151-263-005 / 151-247-008) according to the plans and specifications, therefor approved by the City Council and on file in the office of the City Clerk.

ADOPTED this 17th day of March, 2020.

Motion by Council Member

Second by Council Member

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

 Nay: None

 Abstain: None

 Absent: None

Terrence J. Furlong, Mayor

Attest:

Scott Duddeck, City Manager/Clerk



March 17, 2020

Honorable Mayor and City Council
City of North St. Paul
2400 Margaret Street North
North St. Paul, MN 55109

Re: 2020 Street and Utility Improvement Project
City Project No. S.A.D. 20-01
S.A.P. 151-250-003 / 151-263-005 / 151-247-008
City of North St. Paul, MN
WSB Project No. 014391-000

Dear Mayor and Council Members:

Bids were received on-line for the above-referenced project on Thursday, March 5, 2020, and were viewed and read aloud. Two bids were received. Please find enclosed the Bid Tabulation Summary indicating T.A. Schifsky & Sons, Inc. of North St. Paul, Minnesota, as the low bidder with a grand total bid amount of \$4,256,376.67.

We recommend that the City Council consider these bids and award a contract for the grand total bid in the amount of \$4,256,376.67 to T.A. Schifsky & Sons, Inc. based on the results of the bids received.

If you have any questions, please contact me at 763.512.5243.

Sincerely,

WSB

Brad A. Reifsteck, PE
Sr. Project Manager

Enclosure

cc: Scott Duddeck, City of North St. Paul
Mary Mills, City of North St. Paul
Laurie Koehnle, City of North St. Paul
Nick Fleischhacker, City of North St. Paul
Cynthia Govan, City of North St. Paul
Morgan Dawley, WSB & Associates, Inc.

srb

BID TABULATION SUMMARY

PROJECT:

2020 Street and Utility Improvement Project
City Project No. S.A.D. 20-01
S.A.P. 151-250-003 / 151-263-005 / 151-247-008

OWNER:

City of North St. Paul, MN

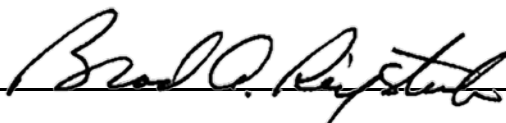
WSB PROJECT NO.:

014391-000

BIDS OPENED: Thursday, March 5, 2020, at 10:00 a.m. Local Time

Contractor	Bid Bond (5%)	Addendum No. 1 Received	Grand Total Bid
1 T.A. Schifsky & Sons, Inc.	X	X	\$4,256,376.67
2 Veit & Company, Inc.	X	X	\$4,843,593.35

I hereby certify that this is a true and correct tabulation of the bids as received on March 5, 2020.



Brad A. Reifsteck, PE, Sr. Project Manager

 Denotes corrected figure

Agenda Information Memorandum
North St. Paul City Council
March 17, 2020

FROM THE OFFICE OF THE CITY PLANNER

Agenda placement: CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

Subject: Anchor View Apartments Site Plan and Variance Review

To: Honorable Mayor and City Council

Background/Facts:

- Applications for site plan review and one variance were received on February 24, 2020.
- The property was previously platted in December, 2019.
- The applicant proposes to develop a four-story, 126-unit apartment building
- The site plan includes two detached garages with enclosed parking spaces.
- The property is zoned MU-3, Corridor Mixed Use, and the proposed use is permitted in the zoning district.
- Three variances are required to allow for the detached garages:
 - Two accessory structures proposed where only one is allowed
 - Corner side setback variance for an accessory structure (10.1 ft. from the corner side where 15 ft. is required)
 - Second accessory structure exceeding 200 square feet
- Staff finds that the applications meet the requirements of the zoning ordinance with regard to variance and site plan approval
- At their March 5 regular meeting, the Planning Commission held a public hearing on the requests.
- After hearing public comment, the Commission unanimously recommended approval of the variance and conditional approval of the site plan per the findings of fact in the staff report.
- The resolution approving the variance should be acted on before the resolution regarding site plan approval.

Recommendation: It is recommended the City Council approve the variance request and grant conditional approval for the requested Site Plan per the attached resolutions.

Attachments:

Application materials
Staff report
Resolutions

Respectfully submitted,



Erin Perdu
City Planner

APPROVED FOR AGENDA ENCLOSURE:

/s/ SD by mm

Scott Duddeck
City Manager

MEMORANDUM

Date: 3/9/2020
To: Honorable Mayor and City Council Members
From: Erin Perdu, AICP, City Planner
Ryan Krzos, AICP, Planning Consultant
CC: Scott Duddeck, City Manager
Debra Gustafson, Administrative and Community Services Director
Re: Site Plan Review and Variance Request for a Multi-family Apartment building at McKnight Road and Anchor Drive

BACKGROUND

Roger Fink of Trident Development LLC, has submitted applications on behalf of the property owner (currently the City of North St. Paul) for site plan review and four variances to facilitate the development of a multi-family apartment building at the property on the south side of Anchor Drive. In December of 2019 the City reviewed and approved a preliminary and final plat establishing the Anchor Block Commons subdivision. The subject requests would apply to lot 2, block 1, addressed pending on Anchor Drive. The site is currently zoned MU-3, Corridor Mixed-Use District and multi-family dwellings uses are permitted in the zoning district. Site Plan Review is required for new multi-family development projects. The proposed multi-family development would contain a total of 126 units within the four-story building.

As proposed, the development would include two detached garages in the area between the building and Anchor Drive. Both garages would exceed 4,000 square feet and contain 13 and 14 stalls respectively. The garage structures would be located as close as 10.1 feet from the Anchor Drive right-of-way, which is considered the corner side lot line as determined for the multiple street frontages. Accordingly, the applicant is requesting a variance from the requirements of Section 154.010 (D)(1) Accessory Building Supplemental Standards subdivisions (a)(e)&(f) for the following:

1. Variance from Section 154.010 (D)(1)(a) to allow two accessory structures to be constructed at 4,080 square feet and 4,656 square feet respectively exceeding the 1,000 square foot maximum for an individual accessory building.
2. Variance from Section 154.010 (D)(1)(e) to allow an accessory structure to be located 10.1 feet from the corner side lot line reducing the 20 ft minimum.
3. Variance from Section 154.010(D)(1)(f) to allow a second accessory structure that exceeds 200 square feet.

Additionally, the applicant is requesting a variance from Section 154.007(C)(3) to allow a reduction in the front yard (3rd St. N) setback of the principal structure from 25 ft to 22.2 ft. This variance is necessary because, although the building “fronts” Anchor Drive, the definition of “front lot line” in the North St. Paul zoning ordinance requires that the shortest frontage on a public street be considered the front.



Figure 1: Location Map



Figure 2: Zoning Map

GENERAL STAFF REVIEW

Consistency with the City Plans

- *154.004 (E)(2) Variance Standards (a) The variance is in harmony and consistent with the general purposes and intent of the Comprehensive Plan and this chapter.*
- *154.004(H)(2) Site Plan Review Standards (a) The proposal is consistent with the general purposes and intent of the Comprehensive Plan;*
- *154.004(H)(2) Site Plan Review Standards (i) If applicable, the proposal is consistent with officially adopted city plans and overlays.*

This site is guided for corridor mixed uses by the 2040 Comprehensive Plan. This designation is established to encourage the development or redevelopment of mixed-use centers that combine retail development with a variety of housing, offices, live-work spaces, employment activities, and other complementary uses. The proposed project is part of a redevelopment of the site that would establish a combination of residential and commercial uses in the area known as the Anchor Block. The site was specially noted as being targeted for redevelopment. Accordingly, the project is consistent with the vision and intent of the Comprehensive Plan for this area. The site is not subject to any overlay zoning districts.

Health, Safety, and General Welfare

- *154.004 (E)(2) Variance Standards (b) The variance will not adversely affect the health, safety, or general welfare of the city.*
- *154.004 (H)(2) Site Plan Review Standards (b) The proposal will not adversely affect the health, safety, or general welfare of the city.*

Development of the site is not likely to negatively impact the health, safety, or general welfare of the City. Multi-family uses are permitted in the MU-3 District. The use is being laid out in a reasonable manner on the site, as allowed by the ordinance and requested variances.

Practical Difficulties/Special Conditions

- *154.004 (E)(2) Variance Standards (c) 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.*
- *154.004 (E)(2) Variance Standards (d) The variance requested is the minimum variance necessary to alleviate the practical difficulty.*
- *154.004 (E)(2) Variance Standards (e) Practical difficulties are caused from the strict application of the Zoning Code as outlined below:*
 - 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; and*
 - 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.*

The proposed detached garage structures are accessory to a permitted use in the MU-3 District. The three accessory structure setback and building size requirements the applicant is requesting relief from are intended for single family neighborhood settings as opposed to multi-family or mixed-use development sites. Accordingly, the variance is the minimum necessary to alleviate the hardship.

The front yard setback reduction is requested because shifting the building to the west (to comply with the front yard setback) would conflict with drainage and utility easements along the property line adjoining McKnight Road. Additionally, staff finds that the principal building meets the intent of the front yard setback by its location which is a considerable distance from Anchor Drive. Because of the definitions in the Zoning Ordinance, Anchor Drive cannot be treated as the front yard, but it will function as such from a practical standpoint.

This use was contemplated as part of a planned redevelopment of the Anchor Block site envisioned by the City's Comprehensive Plan. Accordingly, approval of the variances will facilitate a development that is consistent with City Plans and meets the intent of the Zoning Ordinance.

Compatibility with Surrounding Context

- *154.004(H)(2) Site Plan Review Standards (c) The proposal is compatible with present and future land uses in the surrounding area and reasonably related to the overall needs of the city.*
- *154.004(H)(2) Site Plan Review Standards (d) The proposal or appearance of the proposal is compatible with adjacent properties.*
- *154.010(E)(3) General Architectural requirements (g) Protection of views. Buildings shall be designed and oriented so as not to detract from one another or to unduly restrict views to open spaces, plazas and vistas.*

The site is surrounded by existing and future commercial and industrial uses to the north, east, and west. The gateway trail and townhomes adjoin the property to the south across the Gateway Trail. Properties to the east include an asphalt recycling facility and a landscaping supplier. As such this use represents a transition between the residential development to the south, and commercial and industrial development to the north, east, and west.

The site improvements are placed in a location that would not interfere with views of public open space, parks, or vistas.

Proposed Uses

- *154.004(H)(2) Site Plan Review Standards (h) 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.*
- *154.007(C)(1) Permitted, Conditional, and Interim Uses refers to Table 6 for allowed uses within the mixed-use districts.*

The proposed multi-family use is a permitted use in the MU-3 Zoning District. As previously mentioned, the site is within a larger redevelopment area known as the Anchor Block, which will establish a mix of residential and commercial uses, as envisioned for the site by the

Comprehensive Plan and as intended within the MU-3 District. The applicant is requesting multiple variances to the accessory building requirements and the front yard setback requirement. The proposal complies or could be conditioned upon demonstration of compliance with other applicable Ordinance requirements as noted herein.

Proposed Lot/Building Dimensional and Setback Requirements

- 154.007(C)(3) refers to Table 7 for the lot requirements within the mixed-use districts.

Requirement	MU-3	Proposed
Minimum Lot Size	35,000 sq. ft.	3.91 ac
Minimum Lot Width	120 ft	184.22 ft (along 3 rd St N)
Front Yard Setback	25 ft	22.2 ft (along 3rd St N)
Rear Yard Setback	0 ft	10.7 ft (along McKnight Rd N)
Side Yard Setback	0 ft	15 ft (South) 76 ft (West)
Maximum Height	Five (5) stories or 55 ft	Four (4) Stories and 48 ft

- 154.010(D)(1) Accessory buildings and structures
 - (a) *Size.* The total square feet of an accessory building shall not exceed 10% of the lot area, and in no case shall it exceed 1,000 square feet of gross floor area. The sum of all square footage for attached garages and detached garages shall not equal or exceed the finished livable floor area of the footprint (ground floor) of the principal structure to which it is an accessory.
 - (b) *Height.* Accessory buildings shall not exceed the height of the principal building. In no case, shall an accessory building exceed 15 feet in height or in the case of an accessory dwelling unit, then 20 feet shall be the maximum height allowed.
 - (c) *Location.* A detached garage or other accessory buildings shall be located in the side or rear yard.
 - (d) *Setbacks.* Detached garages or other accessory buildings, including storage sheds, shall be setback a minimum of three feet from side and rear property lines or up to an easement line, but not on it, whichever is greater; and six feet from the principal structure. An accessory building shall be considered as part of a principal building if it is located less than six feet from the principal building and must meet the setbacks of the principal building.
 - (e) *Corner lot.* A detached garage or other accessory buildings shall not be located closer than 20 feet to the side lot line adjacent to the street.
 - (f) *Number of structures.* No more than two accessory buildings shall be constructed on a lot. The second accessory building shall not exceed 200 square feet. On lots with a detached garage, two additional accessory buildings are permitted, neither of which exceed 200 square feet, subject to the district's lot coverage requirements.
 - (g) *Time of construction.* No accessory building or structure shall be constructed on any lot prior to the time of construction of the principal building to which it is accessory.
 - (i) *Multi-family uses.* Common walls for accessory buildings may be required where common walls will eliminate unsightly and hazardous areas.

The subject site was platted in December of 2019 under the current Zoning and Subdivision ordinances. Accordingly, the lot meets the size and width requirements for the MU-3 Zoning District. The proposed principal building would comply with the rear, side, and corner side yard setback requirements, and would be within the maximum building height limit. The building would conflict with the 25-foot front yard setback as measured from the 3rd Street N right-of-way. Staff finds that the proposal meets the intent of the Ordinance by providing considerable setback from the Anchor Drive frontage, which will serve as the front from a practical standpoint. The applicant is requesting a variance from the front yard setback standard.

As proposed, the development would include two detached garages in the area between the building and Anchor Drive. Both garages would exceed 4,000 square feet as they would contain 13 and 14 stalls respectively, this would exceed the size limit of 1,000 square feet for an individual accessory building and exceeding the requirement that the second accessory building be less than 200 square feet. The western most garage would be located up to as close as 10.1 feet from the Anchor Drive right-of-way, which is considered the corner side lot line, as determined for the multiple street frontages. This distance conflicts with the 20-foot minimum for the corner side yard requirement for accessory structures. The applicant is requesting variances from these requirements as noted herein. Staff finds that these regulations are intended to regulate single family residential neighborhoods as opposed to multi-family or mixed-use developments.

Utilities and Municipal Services

- *154.004(H)(2) Site Plan Review Standards (e) The proposal can 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 stormwater disposal systems.*
- *154.004(H)(2) Site Plan Review Standards (f) 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;*
- *154.010(A) Development Standards (9) Utility installations. All on site utility installations shall be placed underground.*
- *154.010(E)(3) General Architectural requirements (b) Utilities. Building utility services and structures such as meters, transformers, refuse containers, including dumpsters, ancillary equipment and the like shall be either located inside the principal building, inside an accessory building, or, where outside be entirely screened from off-site views. For new buildings, all utilities shall be underground.*

The proposed use will generate additional demand on parks and schools. Staff finds that this demand was planned for via the Comprehensive Plan and as such would not create an excessive burden on these facilities.

The facility will be served by municipal water and sewer via underground connections. Stormwater management will be provided by an on-site facility located along Anchor Drive. When the Anchor Drive roadway was platted and designed, this use was contemplated for this location. Traffic signal improvements will be installed in the vicinity therefore the surrounding

transportation systems are adequate for the proposed use. No building utility structures, or ancillary equipment is proposed to be located outside of the building.

Open Space

- *154.010(B)(1)(b) Multiple family. Each lot shall contain at least 250 square feet of usable open space shall be provided for each unit.*

The 126 proposed units equates to a requirement for 31,500 square feet of usable open space.

The site plan proposes a tot lot and patio area at the southwest corner of the building.

Landscaped area surrounds the building and detached garages around the perimeter of the site.

Pervious area equals 42,445, which includes the 3,500 square foot storm water management area.

Additionally, the Ordinance allows for public parks or plazas within 300 feet of the site may to be used to meet this requirement. The gateway trail corridor adjoins the site to the south having well over 30,000 square feet. Accordingly, staff finds this standard to be met.

Landscaping

- *154.010(F)(3) Tree requirements. (a) Number of trees. Trees must be planted within the property lines and in a location as not to interfere with sight line visibility at maturity. The minimum number of trees of any given site shall be as follows:*
 - ii. *Townhouse and multiple family uses. Residential structures containing two or more units shall contain as a minimum: one tree per dwelling unit.*
- *154.010(F)(4) Landscape coverage. All residential district properties are encouraged to have diversified landscaping in addition to the landscaping required in setback areas for free-standing, detached structures. All landscaped areas are encouraged to be developed with live deciduous and coniferous plants, grass, trees, and shrubs which provide a variety of color, texture, height, and forms consistent with the needs of the site and other elements of the plan. The landscaped areas may contain, but not limited to, some decorative stones, wood, patio blocks, sculptures, and other appropriate ornamental features. Overall composition and location of landscaped areas shall complement the scale of the development and its surroundings. In general, larger, well-placed contiguous planting areas shall be preferred to smaller, disconnected areas. The following zoning classifications will have the following percentage of the lot landscaped: (e) MU-2 and MU-3 Districts. All areas, except for buildings, driveways and approved parking areas, shall be landscaped as described above. Where possible, a minimum of 2% of the site may provide for diversified landscaping that allows infiltration of stormwater. Screening shall be provided and established to protect and screen abutting residential districts.*
- *154.010(F)(5) Required yards and setbacks.*
 - (a) *All developed uses shall consist of, but not limited to, a landscaped yard, including grass, plantings, decorative stones, trees and shrubs, along all streets.*
 - (b) *Except for driveways, the yard shall extend along the entire frontage of the lot, and along both streets in the case of a corner lot, such yard shall have a depth of at least ten feet.*
 - (c) *Required yards and setback areas, except driveways and areas used for accessory structures, shall be graded to final elevations and sodded or seeded and landscaped with grass, plantings, decorative stones, trees and shrubs.*

- *154.010(F)(6) Interior parking landscaping. The purpose of interior parking lot landscaping is to improve the appearance of parking lots, provide shade, and improve stormwater infiltration. The following standards apply to those lots with seven or more spaces:*
 - (a) A planting island with a minimum of one tree shall be installed for every 12 parking spaces.*
 - (b) The primary plant material shall be shade trees with at least one deciduous canopy tree for every 200 square feet of required landscaped area.*
 - (c) Islands may be curbed or may be designed as uncurbed bio-retention areas as part of an approved low impact stormwater management design as approved by the City Engineer.*

The landscaping plan shows a total of 36 trees, some of which would have to be relocated out of utility and drainage easements. The building contains 126 units – equating to a total of 126 required trees. As was applied similarly with the Anchor Commons Storage facility site plan review, Section 154.010 (F)(2)(ii) states that landscaping requirements shall be enforced with the exception of when the review authority determines that the amount and/or locations of plantings pose a risk of overcrowding of plant materials. Therefore, staff recommends that the landscaping plan be revised to increase the number of trees as much as possible up to the 126 tree requirement; the applicant must demonstrate that additional trees would cause overcrowding to the satisfaction of the City’s consulting landscape architect. The developer has indicated an openness to working with the City on alternative compliance with the landscaping requirements.

An area exceeding 3,500 square feet will be graded and seeded for use as a stormwater management facility located along Anchor Drive. The meets the 3,408 square feet required by ordinance.

The area located between the front property line (along 3rd St N) and the parking area will be landscaped with lawn, and mulched areas containing trees and shrubs. This area would be in excess of 20 feet in width meeting the ten-foot minimum for the landscape yard.

The parking lot area contains a number of raised landscape islands with curb, including a large perennial and grass in the area in front of the main building entrance. A total of 94 surface parking stalls are provided requiring eight trees. Eight trees including Red Maple, and Honey Locust are proposed within the parking lot islands meeting the minimum required.

Screening

- *154.004(H)(2) Site Plan Review Standards (g) The proposal will be sufficiently compatible or separated by distance or screening from adjacent residentially zoned land.*
- *154.010(D)(27) Multi-Family Supplemental Standards (c) Projecting air conditioning and heating units. Air conditioning or heating units shall not project through exterior walls or windows unless located behind a balcony and screened from view.*
- *154.010(D)(27) Multi-Family Supplemental Standards (d) Transformers. If located outside, shall be screened from view.*
- *154.010(D)(27) Multi-Family Supplemental Standards (e) Utilities. Building utility services and structures such as meters, transformers, refuse containers, including*

dumpsters, ancillary equipment and the like shall be either located inside the principal building, inside an accessory building, or, where allowed, be outside and entirely screened from off-site views. For new buildings, all utilities shall be underground.

- *154.010(E)(3) General Architectural requirements (c) Screening of rooftop equipment. All rooftop equipment, with the exception of solar and wind equipment, shall be screened from view from adjacent streets and public rights-of-way. Rooftop equipment shall be screened from view from adjacent buildings to the extent possible.*
- *154.010(J)(10) Off-street parking standards for non-residential districts. (d) Parking lots should be screened from streets and sidewalks by planters or plantings or both. If planters are used, their material should be compatible with adjacent buildings. Planters should be at least 18 inches high.*

The site does not adjoin residentially zoned property. The submittal does not indicate that any projecting air conditioning or heating units, transformers, rooftop equipment, or building utility services/structures are proposed. Accordingly, if any of these features are proposed, the plans must be revised to depict how said equipment is to be screened prior to their installation.

Landscape plantings are proposed in the areas between sidewalks and around the perimeter of the off-street parking areas. These plantings will provide the parking lot screening that is required by Ordinance.

Drainage/Natural Resources

- *154.010(F) Landscaping Standards (9) Drainage, access & utility easements. No landscape material other than grass, or retaining walls, shall be placed within a drainage, access or utility easement. Rock or riprap may be allowed upon review and approval by the Zoning Administrator provided the proposed material does not interfere with drainage, access or utilities.*
- *154.010(D)(27) Multi-Family Supplemental Standards (b) Drainage. Drainage shall be provided as required consistent with the city and Watershed District requirements. Any required NURP ponds shall be integrated into the overall plan and proper easement and maintenance agreements shall be provided.*

Ten-foot wide drainage and utility easements are dedicated along the perimeter of the site. Accordingly, the landscaping plan must be revised to relocate the proposed planting outside the easement areas.

The City Engineer reviewed the drainage submittal and provided comment in the section of this memo titled “Engineering Comments.” The facility will have to meet all applicable Watershed District stormwater management requirements.

Streets and Sidewalks

- *154.010(A) Development Standards (21) Pedestrian circulation. Sidewalks or other designated pedestrian ways shall be clearly indicated and provided for the safety of pedestrians within nonresidential and mixed-use districts.*

- *154.010(A) Development Standards (22) Sidewalks and trails. Complete plans shall be provided for proposed sidewalks and trails to serve parking, recreation and service areas within developments and to link to the city's system.*
- *154.010(D)(27) Multi-Family Supplemental Standards (a) Access. No access shall be located within 50 feet of a public street corner.*
- *154.010(E)(3) General Architectural requirements (e) Pedestrian ways. Buildings shall be designed with proper provision and orientation for a pedestrian system to serve and link development.*

The plans show proposed walkways from the building's main entrance to the sidewalks along Anchor Drive. Additionally, a walkway is provided from a secondary building access to the sidewalks along 3rd St, which further connects to the Gateway Trail Corridor.

Parking

- *154.010(A)(23) Underground parking. When appropriate, buildings are encouraged to provide for inside, usually underground, parking at a ratio of at least one space per dwelling unit within mixed-use districts.*
- *154.010(J)(3) General Parking Standards. (a) Minimum size regulations. Each space shall contain a minimum area of not less than 180 square feet, exclusive of access drives, a width of not less than nine feet and a depth of not less than 20 feet. Each space shall be adequately served by access drives as determined by the Zoning Administrator. All loading spaces shall be sufficient to meet the requirements of each use and shall provide adequate space for storage and maneuvering of the vehicles they are designed to serve. Parking ramps and underground parking may be allowed to have some reduction in the dimensions stated above.*
- *154.010(J)(10) Off-street parking standards for non-residential districts. (g) Required number of off-street parking spaces. The minimum number of required off-street parking spaces for the following uses shall be as indicated on Table 8. Where a specific use is not listed, the Zoning Administrator shall determine the minimum number of required off-street parking spaces by considering functional similarities between uses listed and the use not listed.*
- *154.010(J)(10) Off-street parking standards for non-residential districts. (h) Yards. Off-street parking and loading facilities shall be subject to the front yard, side yard, and rear yard regulations for the use district in which the parking is located, except in the MU-1, MU-2, and MU-3 Districts, yard setbacks may be reduced if a substantial landscape setback is provided having a width meeting at least the minimum specified.*

A Summary of the requirements in Table 8 is provided below for multi-family use by unit type.

Use	Requirement	Proposed
Multiple Family Dwelling	Studio: 1.25 per dwelling unit 28 Studio Units = 35 Req Stalls One bedroom: 1.5 per dwelling unit 62 One Bedroom Units = 93 Req Stalls Two or more bedrooms: 2 per dwelling unit 36 Two Bedroom Units = 72 Stalls Total = 200 Stalls	203 proposed. 94 Total covered stalls. 109 Surface Stalls

A combination of 203 surface parking stalls, detached garage stall, and tuck-under garage stalls are provided. The surface stalls would comply with the above noted dimensional standards, and would have upwards for 24 feet in width for access. Underground parking stalls are not provided, however interior parking is provided at almost a one space per unit ratio (.75 spaces per unit). Staff finds the request meets the intent of this provision.

The surface parking area near the 3rd Street frontage would not comply 25 ft front yard setback requirement. For setback purposes this side of the lot is considered the front since it is the narrowest side facing a street. The Ordinance allows this setback to be reduced in this case since a 10-foot landscape yard is provided as specified in Section 154.010(F)(5)(b).

Bicycle and Transit

- 154.010(A)(24) *Bicycle storage. When appropriate, buildings are encouraged to provide for bicycle storage in the building storage room or similar place of at least a ratio of one space per dwelling unit within mixed-use districts.*
- 154.010(J)(7) *Bicycle Parking Standards*
 - (a) *New development. Bicycle parking shall be provided for all new commercial, industrial, community service use, and multifamily residential development.*
 - (b) *Number of spaces. The number of bicycle parking spaces shall be at least 10% of the minimum required vehicle parking for the use. In no case shall less than two spaces be provided.*
 - (c) *Location of facilities. Bicycle parking facilities shall be located within 50 feet of the main building entrance in a location that is visible to building occupants from the main parking lot.*
- 154.010(A) *Development Standards (25) Transit. Developments are to take into account the needs for transit and the transit rider and related pedestrian ways. Development of transit facilities and transit plazas are to be furnished on a cooperative basis with participation from property owners, the city and metro transit. New express transit is*

proposed on Highway 36 with on-line stop(s) with the possibility of a transit station between/near Margaret Street and McKnight Road.

Bicycle parking facilities are required, providing space for a minimum of 20 bicycles. The applicant will need to demonstrate a plan to comply with this requirement.

This site is not currently on transit route therefore a transit plaza is not required.

Access and Circulation

- *154.010(F) Landscaping requirements (8) Traffic visibility. In order to provide a clear view of intersecting streets to motorists, a triangular area of clear vision formed by the two intersecting streets and driveways and a line connecting said centerlines, shall be kept clear of visual obstruction, as specified below.*
 - (a) Within any vision clearance triangle, screening, plantings, walls, fences or other obstructions are not permitted between a height of 30 inches and ten feet above the curb level, with the exception of fences with a maximum of three feet in height and at least two-thirds open to vision.*
 - (c) At the intersection of a private drive or alley with a street, the line shall extend a minimum of ten feet from the intersection of the street and alley or drive property lines.*
- *154.010(J)(3) General Parking Standards (e) Access.*
 - i. Parking and loading space shall have proper access from a public right-of-way as determined by the Zoning Administrator.*
 - ii. The number and width of access drives shall be so located as to minimize traffic congestion and traffic hazard.*

Vehicular access is proposed via two driveways from Anchor Drive. The width of these driveways, equaling 24 feet, can accommodate two vehicles traveling opposite directions.

The vision triangle at the entry way is clear of permanent obstructions but does appear to contain landscaping. Said landscaping will need to be in compliance with the above noted clearance standards.

Architecture

- *154.010(E)(3) General Architectural requirements (f) Pedestrian-oriented design. Building designs are encouraged to make the street enjoyable, visually interesting and comfortable. Individual buildings should be integrated with the streetscape to bring activity in the building in direct contact with the people on the street.*
- *154.010(A)(1) Accessory Building Supplement Standards (h) Design. The design shall be consistent with the primary building; exterior materials shall be a product that is similar, but not limited to identical product, in terms of appearance, color, and durability.*
- *154.010(E)(4) Architectural Control (c) Multiple family dwelling.*
 - i. Shall be designed to consist of exterior materials compatible with residential development in the area with due regard to architectural quality and the massing of structures, and shall be designed with suitable fenestration.*
 - ii. Roof type. Roof style shall be gable or hip roof. Flat roofs are discouraged and may not be appropriate.*

The proposed building will be constructed with finishes including metal lap siding and metal panels, brick veneer, composite wood trim, and simulated stone. These materials require minimal maintenance and are commonly utilized in residential developments. Each of the units have multiple windows and their own balconies, providing ample light for residents. A number of bump-outs and changes in architectural materials provide visual interest and break up the building's massing. Lastly, the main building has a pitched roof, with asphalt shingles.

The two detached garages buildings would use similar matching metal lap siding and simulated stone wainscot. The garages would have a pitched roof, and windows along the Anchor Drive frontage. In general, staff finds that the appearance is complementary in the main building. The garages serve as a edge and frame for pedestrians and motorists traveling along this section of Anchor Drive.

Lighting

- *154.010(A) Development Standards (7) Outdoor 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 feet from the property line, provided the direct source of light is not visible from the public right-of-way or adjacent residential property.*

The submitted lighting plan shows one proposed pole mounted light within the parking lot, and 42 wall mounted lights around the perimeter of the apartment building and detached garages. These lights would be directed downwards, and not towards any adjoining property. The lights would not exceed the 0.4-footcandle threshold along the property lines.

Engineering Comments:

1. The applicant is responsible for obtaining all necessary permits for the project from both the City and applicable outside agencies.
2. The onsite sanitary sewer, water, and storm sewer shall be privately owned and maintained.
3. Final hydrant locations and turnaround dimensions shall be approved by the Fire Chief.
4. Landscaping is not allowed in the drainage and utility easements.
5. Sanitary sewer service shall be PVC SDR-26 per City detail.
6. Revise site plan note number 4 to refer to North St. Paul.
7. Show the EOF at the catch basin in the northeast corner of the parking lot located at the corner of Anchor Drive and 3rd Street.

RECOMMENDED ACTION

The Planning Commission held a public hearing and deliberated on this request at their March 5th regular meeting. The Commission unanimously recommended approval of the variance and conditional approval of the site plan as recommended by staff.

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

Approval of the requested variances as follows:

1. Variance from Section 154.007(C)(3) to allow a reduction in the front yard setback from 25 ft to 22.2 ft.
2. Variance from Section 154.010 (D)(1)(a) to allow two accessory structures to be constructed at 4,080 square feet and 4,656 square feet respectively exceeding the 1,000 square foot maximum for an individual accessory building.
3. Variance from Section 154.010 (D)(1)(e) to allow an accessory structure to be located 10.1 feet from the corner side lot line reducing the 20 ft minimum.
4. Variance from Section 154.010(D)(1)(f) to allow a second accessory structure that exceeds 200 square feet.

Conditional Approval of the proposed Site Plan Review subject to the following conditions of approval:

1. A revised landscaping must be submitted without any plantings in the drainage and utility easements. Additionally, the applicant will make a good-faith effort to request that the Minnesota Department of Natural Resources provide tree plantings and replaces existing chain-link fencing with more decorative fencing within the Gateway Trail corridor in the vicinity of the subject property.
2. If any projecting air conditioning or heating units, transformers, rooftop equipment, or building utility services/structures are proposed, the plans must be revised and submitted for approval by staff prior to their installation. Said revised plans must depict how the equipment is to be screened
3. Revision of the landscaping plan to increase the number of trees as much as possible up to the 126-tree requirement; the applicant must demonstrate that additional trees would cause overcrowding to the satisfaction of the City's consulting landscape architect.
4. Bicycle parking stalls accommodating a minimum of 20 bicycles must be provided on a revised site plan with accompanying details for the facility. The location of which shall be approved by the City Planner, which may include a combination of interior and exterior stalls in satisfaction of the Off-street parking section of the Ordinance.
5. Plantings, walls, fences or other obstructions are not permitted between a height of 30 inches and ten feet above the curb level within the 30-foot vision triangle created that the development driveway.
6. All signage shall comply with Zoning Ordinance requirements and the applicant or property owner shall obtain permits prior to installation.
7. The applicant is responsible for obtaining all necessary permits for the project from both the City and applicable outside agencies.
8. The onsite sanitary sewer, water, and storm sewer shall be privately owned and maintained.
9. Final hydrant locations and turnaround dimensions shall be approved by the Fire Chief.
10. Sanitary sewer service shall be PVC SDR-26 per City detail.
11. Revise site plan note number 4 to refer to North St. Paul.
12. Show the EOF at the catch basin in the northeast corner of the parking lot located at the corner of Anchor Drive and 3rd Street.

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2020-XXX

**RESOLUTION APPROVING
VARIANCES FROM SECTION 154.010
OF THE NORTH ST. PAUL CITY CODE**

WHEREAS, on February 24, 2020, Roger Fink of Trident Development, 3601 18th Street South, Suite 103, St. Cloud, MN 56301, applied for a variance from the City Code for the property legally described as:

Lot 1, Block 2, Anchor Block Commons, Ramsey County, Minnesota. PID:
122922320015;

WHEREAS, on March 5, 2020, 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 5, 2020, the Planning Commission recommended approval of the variance; and

WHEREAS, on March 17, 2020, the City Council directed preparation of findings for approval of the variance.

NOW, THEREFORE, BE IT RESOLVED that the City Council of North St. Paul, Minnesota hereby approves the requested variance 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]:
 - 1. Variance from Section 154.010 (D)(1)(a) to allow two accessory structures to be constructed at 4,080 square feet and 4,656 square feet respectively exceeding the 1,000 square foot maximum for an individual accessory building.
 - 2. Variance from Section 154.010 (D)(1)(e) to allow an accessory structure to be located 10.1 feet from the corner side lot line reducing the 20 ft minimum.

3. Variance from Section 154.010(D)(1)(f) to allow a second accessory structure that exceeds 200 square feet.

ANALYSIS:

- B1. Variances shall only be permitted when they are in harmony with the general purposes and intent of the City Zoning Chapter. The proposed variance will allow the redevelopment of the parcel consistent with the intent of the MU-3 district by encouraging the redevelopment of a mixed use center with a multi-family residential component.
- B2. Variances shall only be permitted when the variances are consistent with the comprehensive plan. The site is guided for redevelopment as proposed in the 2040 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. The proposed use (multi-family residential) is expressly permitted in the MU-3 district, but restrictions on number and area of accessory structures create a practical difficulty to constructing enclosed parking for the use.
 - ii. The plight of the landowner is due to circumstances unique to his property not created by the landowner. The practical difficulty is created by the restrictions of the zoning ordinance, which were written with single-family residential uses in mind, that effectively prohibit this permitted use.
 - iii. The variance, if granted, will not alter the essential character of the locality. The proposed facility is designed to fit in with the character of the area. A multi-family use in this location is compatible with the redevelopment plan for the area and will support future commercial uses of surrounding property currently under application
- B4. Economic considerations alone do not constitute practical difficulties.
- B5. 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. The use is permitted in the MU-3 Zoning District.
- B6. The variance will not adversely affect the health, safety, or general welfare of the city. Development of the site is not likely to negatively impact the health, safety, or general welfare of the City. The project will utilize a site with remediated soils and will be developed with a use that is not associated with high amounts of noise, odors, or other similar nuisances.

- B7. 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.
- B8. The variance is the minimum variance necessary to alleviate the practical difficulty. The variance to allow the number and size of the accessory structures is the minimum necessary to alleviate the difficulty. The setback variance is the minimum necessary to allow for the site to accommodate the residential density prescribed in the Comprehensive Plan, the parking and the open space required.
- B9. The variance is consistent with officially adopted city plans and overlays. The variance is consistent with the 2040 Comprehensive Plan and this property is not subject to any overlays.

DECISION:

The Applicant's request for a variance from Section 154.010 (D)(47)(a), 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:

No conditions have been set for the Variance request.

PASSED AND ADOPTED by the City Council of the City of North St. Paul, Minnesota this 17th day of March, 2020.

Motion by Council Member xxx
Second by Council Member xxx

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

Terrence J. Furlong, Mayor

Attest:

Scott A. Duddeck, City Manager/Clerk

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2020-xxx

**RESOLUTION APPROVING A SITE PLAN FOR AN APARTMENT DEVELOPMENT
ON THE PROPERTY AT
THE NORTHEAST CORNER OF ANCHOR DRIVE AND 3RD STREET NORTH**

WHEREAS, the City of North St. Paul (“City”) has received a Site Plan application from Roger Fink of Trident Development, 3601 18th Street South, Suite 103, St. Cloud, MN 56301; and

WHEREAS, the proposed site plan is attached in Exhibit A; and

WHEREAS, the applicants are requesting approval of a site plan for a four-story, 126 unit apartment building; and

WHEREAS, the proposed site plan meets the requirements of City Code Chapter 154 Section 154.004 (H), the MU-3 Corridor Mixed Use district subject to variance requests to accommodate detached garage structures; and

WHEREAS, the Planning Commission has reviewed this request and recommends the City Council approve Site Plan 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 Site Plan approval 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 Site Plan is approved with the following conditions:

1. A revised landscaping must be submitted without any plantings in the drainage and utility easements. Additionally, the applicant will make a good-faith effort to request that the Minnesota Department of Natural Resources provide tree plantings and replaces existing chain-link fencing with more decorative fencing within the Gateway Trail corridor in the vicinity of the subject property.
2. If any projecting air conditioning or heating units, transformers, rooftop equipment, or building utility services/structures are proposed, the plans must be revised and submitted for approval by staff prior to their installation. Said revised plans must depict how the equipment is to be screened
3. Revision of the landscaping plan to increase the number of trees as much as possible up to the 126-tree requirement; the applicant must demonstrate that additional trees would cause overcrowding to the satisfaction of the City’s consulting landscape architect.

4. Bicycle parking stalls accommodating a minimum of 20 bicycles must be provided on a revised site plan with accompanying details for the facility. The location of which shall be approved by the City Planner, which may include a combination of interior and exterior stalls in satisfaction of the Off-street parking section of the Ordinance.
5. Plantings, walls, fences or other obstructions are not permitted between a height of 30 inches and ten feet above the curb level within the 30-foot vision triangle created that the development driveway.
6. All signage shall comply with Zoning Ordinance requirements and the applicant or property owner shall obtain permits prior to installation.
7. The applicant is responsible for obtaining all necessary permits for the project from both the City and applicable outside agencies.
8. The onsite sanitary sewer, water, and storm sewer shall be privately owned and maintained.
9. Final hydrant locations and turnaround dimensions shall be approved by the Fire Chief.
10. Sanitary sewer service shall be PVC SDR-26 per City detail.
11. Revise site plan note number 4 to refer to North St. Paul.
12. Show the EOF at the catch basin in the northeast corner of the parking lot located at the corner of Anchor Drive and 3rd Street.

PASSED AND ADOPTED by the City Council of the City of North St. Paul, Minnesota this 17th day of March, 2020.

Motion by Council Member xxx

Second by Council Member xxx

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

Terrence J. Furlong, Mayor

Attest:

Scott A. Duddeck, City Manager/Clerk



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: Roger Fink Owner Name: City of North St. Paul
Company (if applicable): Trident Development Company (if applicable): _____
Address: 3601 18th St, So. Ste. 103 Address: _____
City, State, Zip: St. Cloud, MN 56301 City, State, Zip: _____
Phone Number: (612) 242-6097 Phone Number: _____
Email: rogerf@tridentdevelopmentmn.com Email: _____
Are you the owner of the property? YES ☒ YES ☐ NO
(If no, you must supply property owner information)

PROPERTY INFORMATION

Street location of property (address): TBD
Parcel Identification Number (PID) (see Ramsey County website): 122922330123
Legal description of property: Lot 1, Block 2, Anchor Block Commons
Present zoning of property (see City website): mu 3
Size of property (acreage): 3.91
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?

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

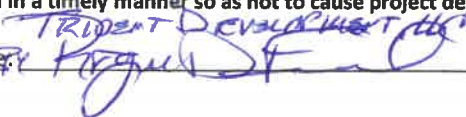
There may be additional expenses pertaining to project review that is the responsibility of the applicant. All applicable fees must be paid when submitting land use applications and accompanying materials. All fees, which are set annually by City Ordinance, help cover costs incurred by the City to review 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: 2-4-2020

Owner Signature: _____

Date: _____

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: _____



3601 18th Street South • Suite #103 • St. Cloud, MN 56301
Phone: 320.258.4438 • Fax: 320.252.8603

February 2, 2020

City Council and Planning Commission
City of North St. Paul
2400 Margaret Street
North St. Paul, MN 55109-3020

HAND DELIVERED AND
E-MAIL

Re: APPLICATION FOR SITE PLAN REVIEW
ANCHOR VIEW MULTIFAMILY HOUSING DEVELOPMENT

Dear Council and Planning Commission Members,

Trident Development, LLC is pleased to submit this application for Site Plan Review for a new multi-family housing development in the community of North St. Paul.

This narrative is intended to generally describe the proposed project and address specific development topics.

LOCATION/CURRENT USE – The proposed development site is located at TBD Anchor Drive, totaling 3.91 +/- acres and is situated between 3rd Street and McKnight Road. The site is currently zoned MU-3. The MU-3 district is defined as mixed use combining an appropriate mix of residential, commercial and retail uses. The subject property is currently a vacant parcel included within the Anchor Block redevelopment district. The City has undertaken the redevelopment activities including completing the preliminary plat and final plat for the subject property. Accordingly, the legal description of the property is now described as Lot 1 Block 2, Anchor Block Commons.

PROJECT DESCRIPTION – Trident is proposing a new construction, “work-force housing” apartment community, currently referred to as Anchor View apartments. The Anchor View apartment development plan proposes one (1) contiguous, 4-story apartment building containing a total of 126 dwelling units. The current site plan provides parking for 203 cars with a combination of 94 covered/attached parking stalls and 109 surface parking spaces. A detailed parking analysis is provided below. Attention has been given to pedestrian connections to public walks and trails, along with outdoor amenities such as recreation/playground area and generously landscaped traffic circle. The site is organized to optimize safe vehicular and pedestrian circulation along with adequate stormwater treatment system. Attractive landscaping is proposed in compliance with the City’s zoning code.

COMPREHENSIVE PLAN / ZONING DISTRICT - The City’s 2040 Comprehensive Plan designates the development site as Corridor Mixed Use which contemplates uses that combine retail, housing and office. The proposed development is consistent with the general purpose and intent of the Comprehensive Plan. Further, the proposed development is located in the MU-3 Zoning District in which residential, commercial and retail are all permitted uses. The Anchor View apartments intend to observe the

performance standards specified in the MU-3 zoning district and will be in harmony with the general purpose and intent of the applicable zoning code.

PRESENT AND FUTURE LAND USES – The proposed development is included within the Anchor Block redevelopment area in which a variety of commercial and residential uses are contemplated. This redevelopment area is bisected by a The Gateway State recreational trail running east and west through the property. South of the regional trail are existing medium density, owner-occupied townhomes known as the Gateway at McKnight Townhomes. The Gateway at McKnight housing development is situated at a higher topographic elevation creating an attractive visual and density transition between the Anchor View apartments and the surrounding single-family neighborhood. Additionally, the existing Gateway Trail creates a distinctive separation between the apartments and the townhomes. The land north of the Gateway Trail is currently vacant but is anticipated to be utilized as a convenience/food-fuel business and a self-storage facility, along with the proposed Anchor View apartments. The proposed apartments will serve as an appropriate transition buffer between the future commercial uses to the north and the lower density residential uses existing south of the Gateway Trail.

Due to strategic land planning of the Anchor Block redevelopment area, the apartment proposal is compatible with present and future land uses and achieves the objectives of the City's redevelopment goals.

IMPACT ON PUBLIC SERVICES - As part of the overall redevelopment plan, the Anchor View apartment site has the benefit of a well-developed master plan. The design of the master redevelopment plan assures the site is adequately served by all public urban services (ie water, sanitary sewer, gas, electricity, stormwater treatment, fire protection) and afforded access to public streets providing two means of ingress and egress.

The addition of 126 new dwelling units will somewhat increase the utilization of existing parks, schools and other public facilities, but not to the extent of creating an excessive burden. The increased vehicular traffic has been addressed by installing a new signalized intersection on McKnight Road at Anchor Drive, among other related public street improvements. In addition, the real estate taxes paid by Anchor View apartments will be used to help repay the cost of the new infrastructure improvements within the redevelopment area.

The proposed development will not adversely affect the health, safety or general welfare of the City.

WORKFORCE HOUSING APARTMENTS - The Anchor View apartments are thoughtfully designed to provide quality, contemporary rental apartments well-suited for most working families. The apartment building will offer a variety of attractive floor plans and styles. Residents can choose from efficient studio units to functional 1 and 2 bedroom plans. A preliminary unit mix table is included as an exhibit to this application. All units are furnished with a complete kitchen appliance package, in-unit laundry, high-quality cabinetry, generous closet space, LED lighting fixtures, window treatments and balconies. Each unit is wired to accommodate the latest communication technologies. The apartments are heated by individually controlled hydronic heating systems and cooled by remote control, high-efficiency air conditioning units.

The apartment building is designed as a four-story, wood-frame structure with pitched roof. Overall height of the main building (to roof peak) is approximately 53 feet. The height from finished grade to the eave line of the roof is approximately 42 feet. At each end of the main building is a single-story parking garage which also has a pitched roof, creating a balanced, "book-end" appearance. A prominent main entry feature is positioned at the center of the building with additional entry points at the east and west ends of the building. The structure will be built of the latest, high-quality building materials including

pre-engineered trusses, “Zip-Panel” exterior sheathing, gypcrete underlayment, maintenance-free siding materials, architectural fiberglass shingles, vinyl-clad single-hung windows and powder-coated aluminum balconies. The entire building is equipped with an automatic fire suppression system in compliance with NFPA 13 which is monitored 24/7. The façade of the building incorporates numerous bump-outs, dormers and a variety of exterior materials to achieve attractive visual appeal.

Trash collection is provided in interior trash rooms (2) on the first floor of the building. Convenient trash chutes are used from the upper floors. Trash removal is provided through large exterior doors which serve the waste removal vehicles. No exterior trash enclosure is required.

FEATURES AND AMENITIES – The Anchor View apartments are designed to have contemporary features and competitive amenities. Building access is controlled by state-of-the-art tenant call system and operated with individual “key fob” devices. The spacious main lobby is well-appointed with soft seating, electric fireplace and high-definition television. Interior features also include individual mail boxes, 24/7 security surveillance cameras, management/leasing office, guest WiFi connection, community room, fitness center, package handling system, tenant storage, bike racks and hydraulic elevator service.

Outdoor amenities include outdoor patio with seating, grilling station, children’s play area, walking paths, bike racks and direct access to the Gateway State Trail. All garage doors have automatic openers with remote controls.

As an added benefit, Anchor View Apartments are only a short walking distance to convenience store (gas/food/groceries) and mini-storage services.

OFF-STREET PARKING – The off-street parking plan offers residents a variety of parking options. Tenants can choose attached/tuck-under garages (34 provided), attached/shared parking garage (30 spaces provided), individual detached parking garage stalls (30 provided) or 109 uncovered/surface parking spaces.

In compliance with the City of North St Paul Zoning Code, the following formula was used in determining required off-street parking:

Studio Units – 1.25 spaces per unit
One Bedroom – 1.50 spaces per unit
Two Bedroom – 2.00 spaces per unit

Proposed unit mix and required parking spaces are as follows:

28 Studio Units x 1.25 = 35 spaces
62 One Bedroom x 1.50 = 93 spaces
36 Two Bedroom x 2.00 = 72 spaces
126 Total Units = 200 total spaces

Total Parking Required = 200 (1.58/unit)

Total Parking Provided = 203 (1.61/unit)

Total Covered Parking Provided = 94
Total Surface Parking Provided = 109

UNIT MIX/SIZES/RENTAL RATES – Based on a recent apartment market data and past apartment development experience, Trident and its architect have developed an appropriate mix of unit floor plans and styles. Each unit plan is carefully reviewed for functionality and marketability. Anchor View will contain a mix of 28 studio/efficiencies (22%), 64 one-bedroom units (49%) and 34 two-bedroom units (29%). Further detail on unit sizes and estimated rental rates appears below:

28 – Studio Style Units (4 floor plans) 495 SF – 624 SF Est. Monthly Rent \$1,000/mo to \$1,150/mo

- Minimum qualifying household income \$35,000* = monthly rent \$975.00 (affordable)

64 – 1 Bedroom/1 Bath Style Units (4 floor plans) 680 SF – 848 SF Est. Monthly Rent \$1,300/mo to \$1,500/mo

- Minimum qualifying household income \$40,000* = monthly rent \$1,100.00 (affordable)

34 – 2 Bedroom/2 Bath Style Units (3 floor plans) 1008 SF – 1079 SF Est. Monthly Rent \$1,650/mo to \$1,700/mo

- Minimum qualifying household income \$45,000* = monthly rent \$1,250.00 (affordable)

*based on 50% of the Minneapolis-St Paul MSA median income data

Enclosed with this application narrative please a completed/signed Zoning and Land Use Application Form and a check in the amount of \$1,500.00, which represents the application fee of \$500.00 together with the required escrow deposit of \$1,000.00.

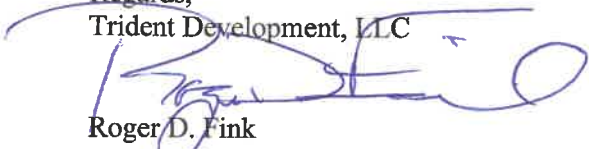
Together with the application form and fees referenced above, we are also delivering the following:

- Two (2) full-size (24" x 36") AND two (2) reduced (11" x 17") copies of:
 - Certificate of Survey
 - Site Plan
 - Parking and Circulation Plan
 - Grading/Stormwater Management Plan
 - Sanitary Sewer and Water Plan w/ estimated use per day
 - Landscape Plan
 - Lighting Plan
 - Architectural Detail Drawings (floor plans, unit plans, elevations)
 - Signage Plan
- Soils report
- Names and addresses of the owners of lands within 350 feet of the subject site.
- One (1) flashdrive containing electronic files of the submittal items referenced above.

We thank you in advance for considering this application and look forward to your comments. Please feel free to contact me at (320) 258-4438 or (612) 242-6097 if there are any questions.

Regards,

Trident Development, LLC



Roger D. Fink

Sr. Vice President

Enclosures

C: Scott O'Brien, Trident Development, LLC
Carin Bzdok, Trident Development, LLC



3601 18th Street South • Suite #103 • St. Cloud, MN 56301

Phone: 320.258.4438 • Fax: 320.252.3603

February 21, 2020

City Council and Planning Commission
City of North St. Paul
2400 Margaret Street
North St. Paul, MN 55109-3020

HAND DELIVERED AND
E-MAIL

Re: SITE PLAN VARIANCE APPLICATION
ANCHOR VIEW MULTIFAMILY HOUSING DEVELOPMENT

Dear Council and Planning Commission Members,

Trident Development, LLC is formally requesting consideration and approval of certain variances to the site plan submitted for the Anchor View Apartment Development.

This narrative is intended to provide specific details on the nature of the non-conformance regarding accessory buildings and structures and landscape standards.

LOCATION/CURRENT USE – The proposed development site is located at TBD Anchor Drive, totaling 3.91 +/- acres and is situated between 3rd Street and McKnight Road. The site is currently zoned MU-3. The MU-3 district is defined as mixed use combining an appropriate mix of residential, commercial and retail uses. The subject property is currently a vacant parcel included within the Anchor Block redevelopment district. The legal description of the property is described as Lot 1 Block 2, Anchor Block Commons.

PROJECT DESCRIPTION – Trident is proposing a new construction, “work-force housing” apartment community, currently referred to as Anchor View apartments. The Anchor View apartment development plan proposes one (1) contiguous, 4-story apartment building containing a total of 126 dwelling units. The current site plan provides parking for 203 cars with a combination of 94 covered/attached parking stalls and 109 surface parking spaces. Attention has been given to pedestrian connections to public walks and trails, along with outdoor amenities such as recreation/playground area and generously landscaped traffic circle. The site is organized to optimize safe vehicular and pedestrian circulation along with adequate stormwater treatment system. Attractive landscaping is proposed in compliance with the City’s zoning code.

COMPREHENSIVE PLAN / ZONING DISTRICT - The City’s 2040 Comprehensive Plan designates the development site as Corridor Mixed Use which contemplates uses that combine retail, housing and office. The proposed development is consistent and in harmony with the general purpose and intent of the Comprehensive Plan and Chapter 154. Further, the proposed development is located in the MU-3 Zoning District in which residential, commercial and retail are all permitted uses.

REQUEST FOR VARIANCE - Unfortunately, the MU-3 Zoning District contains some provisions that apply to accessory buildings that seem to contemplate single family homes. The following is an excerpt of the Accessory buildings and structures section of the Zoning Code:

1. *Accessory buildings and structures.*

(a) Size. The total square feet of an accessory building shall not exceed 10% of the lot area, and in no case shall it exceed 1,000 square feet of gross floor area. The sum of all square footage for attached garages and detached garages shall not equal or exceed the finished livable floor area of the footprint (ground floor) of the principal structure to which it is an accessory. ***Each Detached Garage structure is over 4,000 sf. One structure includes 16 individual garages and the second structure includes 14 individual garages.***

(e) Corner lot. A detached garage or other accessory buildings shall not be located closer than 20 feet to the side lot line adjacent to the street. ***The code would suggest the frontage along 3rd St N is the front lot line – therefore the Anchor Drive Frontage is the corner side. One of the garages is within 10.1 ft of the ROW along Anchor Dr.***

(f) Number of structures. No more than two accessory buildings shall be constructed on a lot. The second accessory building shall not exceed 200 square feet. On lots with a detached garage, two additional accessory buildings are permitted, neither of which exceed 200 square feet, subject to the district's lot coverage requirements. ***Again, there are two structures, both 4,000 sf with one containing 16 individual garages and the other containing 14 individual garages.***

A variance is necessary because the Zoning Code as written imposes difficulties in using the property in a reasonable manner because the intended use (high-density housing) is considerably different than the use contemplated in the Code (single-family housing).

Trident Development, LLC respectfully requests approval for a variance(s) which will permit the following:

1. Two (2) detached garage structures which each exceed 1,000 square feet of floor area. The easterly garage provides for 16 parking stalls and the westerly garage provide 14 parking stalls
2. A deviation in the set-back distance for the front yard lot line from 20 feet to 10.1 feet for one of the detached parking structures on Anchor Drive. As designed, the garage structure will still be placed 20 + feet from the curb.
3. Approval of two (2) detached garage structures/accessory structures, one of which exceeds 1,000 square feet of gross floor area and a second one which exceeds 200 square feet of gross floor area.
4. Location of off-street parking lot at 10.6 feet from the 3rd Street North Right-of-Way.

The requested variances will not adversely affect the health, safety or general welfare of the City.

The variances requested above represent the minimum variances necessary to alleviate the unintended restrictions imposed by the current Zoning Code.

LANDSCAPE STANDARDS -

Tree requirements:

iii. MU-2 and MU-3 Districts. Whichever is greater: one tree per 1,000 square feet of gross building floor area or one tree per 50 lineal feet of site perimeter. ***Plans show 59 trees including ornamental and coniferous. First level footprint is 46,729 per the plans. Floors 2-4 are each probably 35773. Which totals 154,048 sf and equates to 154 trees.***

Due to the limited landscape areas on which to plant trees, installing the required 154 trees is not practical with the proposed site plan. Trident's objective is to provide an attractive, generously landscaped exterior without creating crowded conditions among the plantings, thus encouraging healthier plant growth. Trident is prepared to discuss alternative landscape and planting plans which accomplish this objective, together with the goals of the City.

Enclosed with this application narrative please a completed/signed Application for Variance together with an application fee of \$250.00.

We thank you in advance for considering this application and look forward to your comments. Please feel free to contact me at (320) 258-4438 or (612) 242-6097 if there are any questions.

Regards,

Trident Development, LLC


Roger D. Fink
Sr. Vice President
Enclosures

C: Scott O'Brien, Trident Development, LLC
Carin Bzdok, Trident Development, LLC



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: Roger Fink Owner Name: City of North St. Paul
Company (if applicable): Trident Development Company (if applicable): _____
Address: 3001 18th St. So., Ste. 103 Address: _____
City, State, Zip: St. Cloud, MN 56301 City, State, Zip: _____
Phone Number: (320) 258-4438 Phone Number: _____
Email: roger@tridentdevelopmentmn.com Email: _____
Are you the owner of the property? YES ☒ YES ☐ NO
(If no, you must supply property owner information)

PROPERTY INFORMATION

Street location of property (address): TBD
Parcel Identification Number (PID) (see Ramsey County website): 122922330123
Legal description of property: Lot 1, Block 2, Anchor Block Commons
Present zoning of property (see City website): MU3
Size of property (acreage): 3.91
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): PLEASE SEE ENCLOSED LETTER

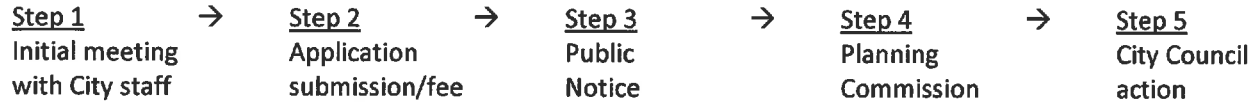
Proposed non-conformance(s): PLEASE SEE ENCLOSED LETTER

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?
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:
 - 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.

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: Residential \$200; Non-Res. \$500. Escrow: Residential \$500 min.; Non-Res. \$1,000 min.
_____	_____	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.
_____	_____	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.
_____	_____	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, which shall be provided by the petitioner (City can provide this for the applicant).
_____	_____	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: 2-20-2020

Owner Signature: - CITY OF NORTH ST PAUL -

Date: _____

PROPOSED MEETING DATES:

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

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: _____

TRIDENT DEVELOPMENT, LLC

3601 18TH STREET SOUTH

SUITE 103

ST CLOUD MN 56301

Minnwest Bank, M.V.
SAINT CLOUD, MN 56302

75-1584/919

004248

2/20/2020

PAY
TO THE
ORDER OF

City of North St. Paul

\$ **250.00

DOLLARS

Two Hundred Fifty and 00/100*****

City of North St. Paul
2400 Margaret Street N
North St. Paul, MN 55109



IMAGE FADES WITH HEAT
HUB PADLOCK

MEMO

Anchor Block - N. St. Paul

⑈004248⑈ ⑆091915845⑆ 1010011888⑈

TRIDENT DEVELOPMENT, LLC

ST CLOUD MN 56301

004248

City of North St. Paul

2/20/2020

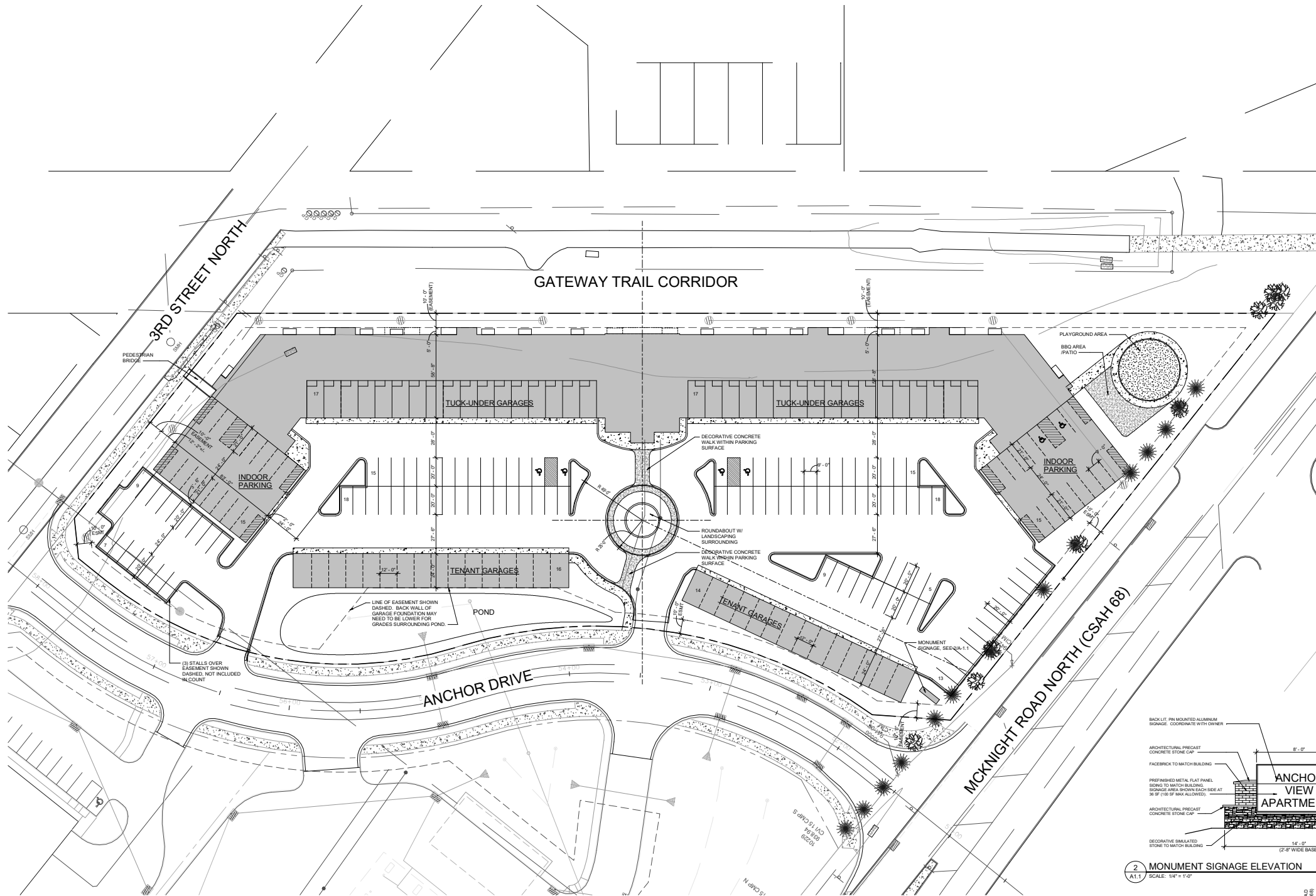
City of North St. Paul - Varriance Application

250.00

Minnwest Checking

Anchor Block - N. St. Paul

250.00



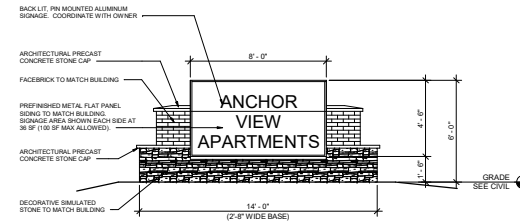
UNIT QUANTITIES:

STUDIO:	28 UNITS
ONE BEDROOM:	62 UNITS
TWO BEDROOM:	36 UNITS
TOTAL UNITS:	126 UNITS

PARKING REQUIREMENTS:

STUDIO:	28 UNITS (x 1.25) = 35
ONE BEDROOM:	62 UNITS (x 1.50) = 93
TWO BEDROOM:	36 UNITS (x 2.00) = 72
TOTAL (REQUIRED):	200 STALLS
TOTAL (PROVIDED):	109 (SURFACE PARKING) 94 (COVERED PARKING) 203 (TOTAL)

1 SITE PLAN
A1.1 SCALE: 1" = 30'-0"



2 MONUMENT SIGNAGE ELEVATION
A1.1 SCALE: 1/4" = 1'-0"



3 VICINITY MAP
A1.1 SCALE: 1/8" = 1'-0"



I hereby certify that this plan, specification or report was prepared by me or under my direct supervision & that I am a duly Licensed Architect under the laws of the State of Minnesota.

Signature:
Printed Name: Murray A. Mack
License No.: 18988
Date: 02/04/2020

These drawings and specifications are the sole property of HMA Architects, Ltd. any reproduction or reuse of these documents is forbidden without written permission from HMA Architects, Ltd.

Project No: 1943
Project Manager: CH
Drawn By: NT
Date: 02/04/2020

Date	Description



700 W. St. Germain Street
Suite 200
St. Cloud, MN 56301
www.hma-archs.com

T | 320.251.9155
F | 320.251.4919
hma@hma-archs.com

Anchor View
Apartments

North St. Paul, MN

OVERALL SITE PLAN &
DETAILS

A1.1

NOT FOR CONSTRUCTION



I hereby certify that this plan, specification or report was prepared by me or under my direct supervision & that I am a duly Licensed Architect under the laws of the State of Minnesota

Signature:
Printed Name: Murray A. Mack
License No.: 18988
Date: 02/04/2020

These drawings and specifications are the sole property of HMA Architects, Ltd. any reproduction or reuse of these documents is forbidden without written permission from HMA Architects, Ltd.

Project No: 1943
Project Manager: CH
Drawn By: NT
Date: 02/04/2020

Date	Description



700 W. St. Germain Street
Suite 200
St. Cloud, MN 56301
www.hma-archs.com

T | 320.251.9155
F | 320.251.4919
hma@hma-archs.com

Anchor View
Apartments

North St. Paul, MN

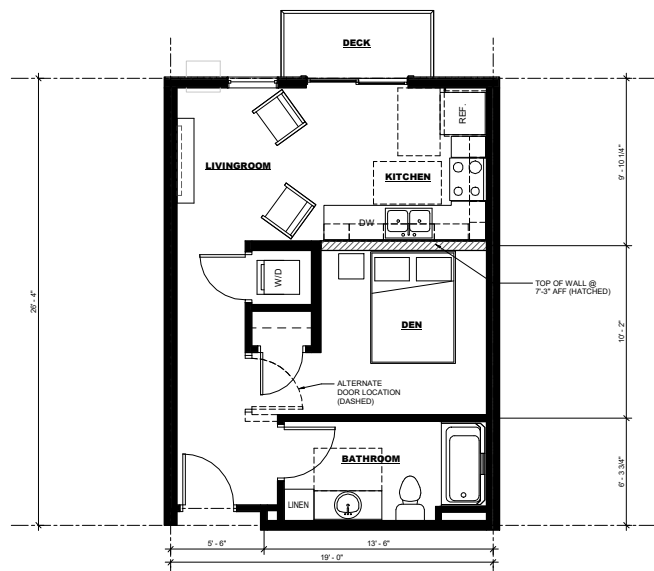
BUILDING FLOOR PLANS

A2.1

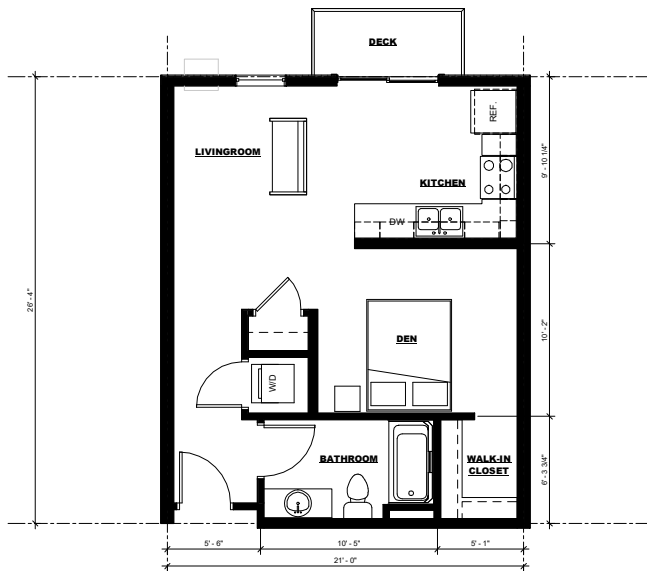
NOT FOR CONSTRUCTION

1 OVERALL FIRST FLOOR (46,870 SF)
SCALE: 1" = 20'-0"

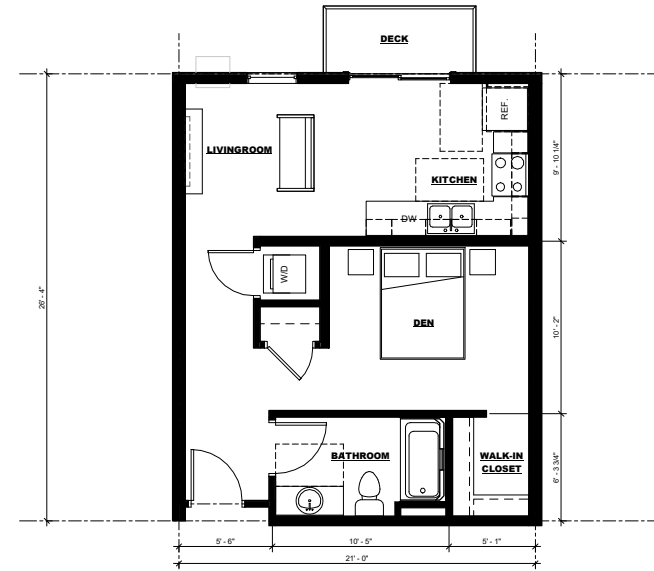
2 OVERALL SECOND, THIRD, FOURTH FLOOR (36,356 SF)
SCALE: 1" = 20'-0"



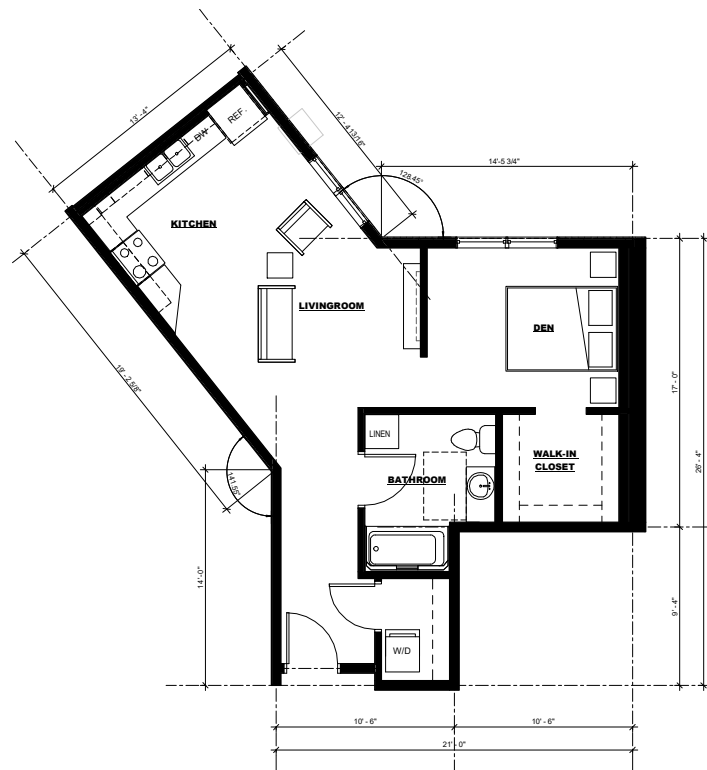
1 STUDIO UNIT A1
A2.10 SCALE: 1/4" = 1'-0" 495 SF



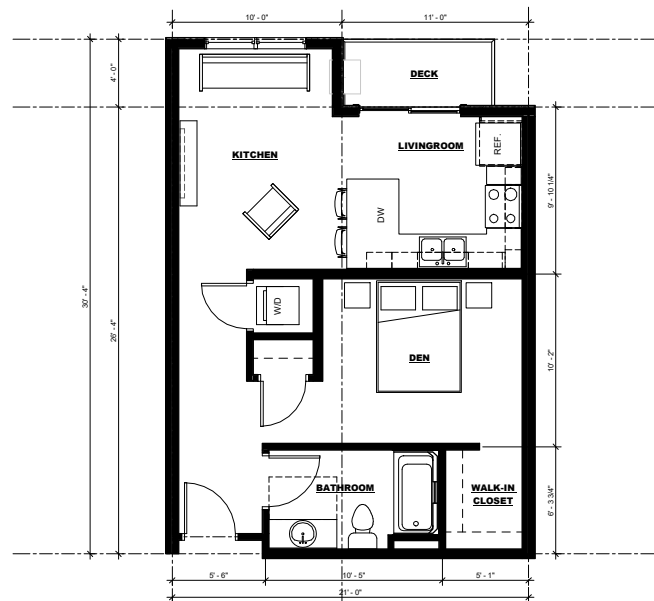
2 STUDIO UNIT A2
A2.10 SCALE: 1/4" = 1'-0" 548 SF



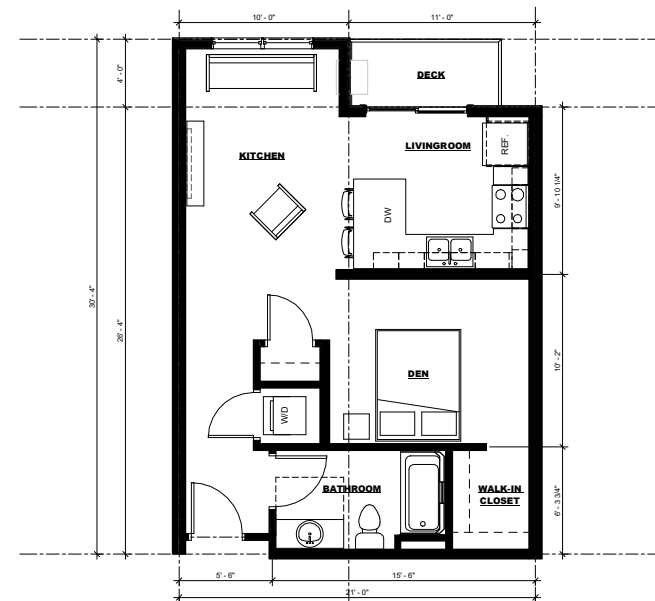
3 STUDIO UNIT A3
A2.10 SCALE: 1/4" = 1'-0" 548 SF



4 STUDIO UNIT A4
A2.10 SCALE: 1/4" = 1'-0" 624 SF



5 STUDIO UNIT A5
A2.10 SCALE: 1/4" = 1'-0" 588 SF



6 STUDIO UNIT A6
A2.10 SCALE: 1/4" = 1'-0" 588 SF



I hereby certify that this plan, specification or report was prepared by me or under my direct supervision & that I am a duly Licensed Architect under the laws of the State of Minnesota

Signature:
Printed Name: Murray A. Mack
License No.: 18688
Date: 02/04/2020

These drawings and specifications are the sole property of HMA Architects, Ltd. any reproduction or reuse of these documents is forbidden without written permission from HMA Architects, Ltd.

Project No: 1943
Project Manager: Checker
Drawn By: Author
Date: 02/04/2020

Date	Description



700 W. St. Germain Street
Suite 200
St. Cloud, MN 56301
www.hma-archs.com

T | 320.251.9155
F | 320.251.4919
hma@hma-archs.com

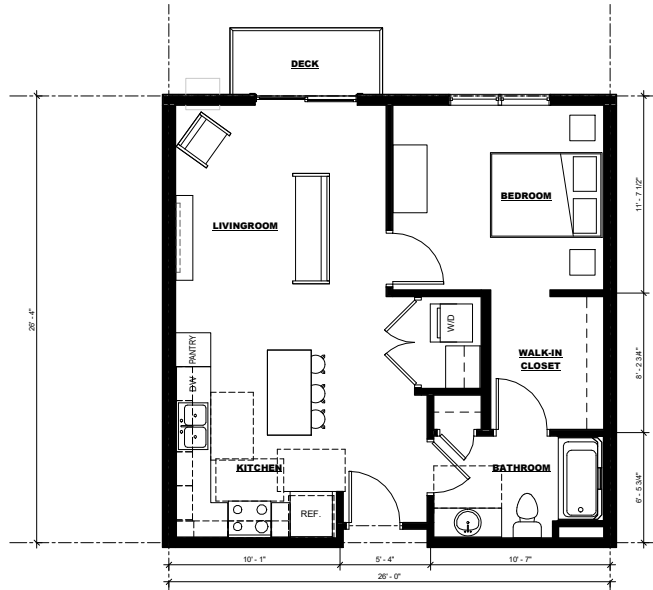
Anchor View
Apartments

North St. Paul, MN

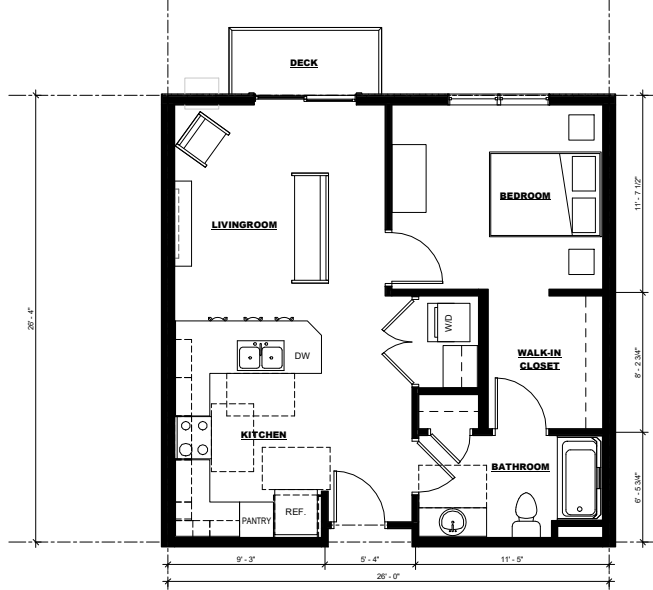
ENLARGED UNIT FLOOR
PLANS A1 - A6

A2.10

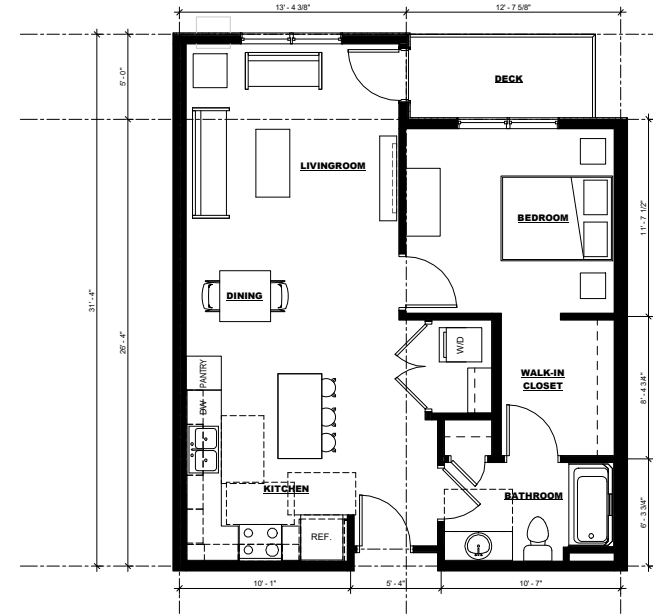
NOT FOR CONSTRUCTION



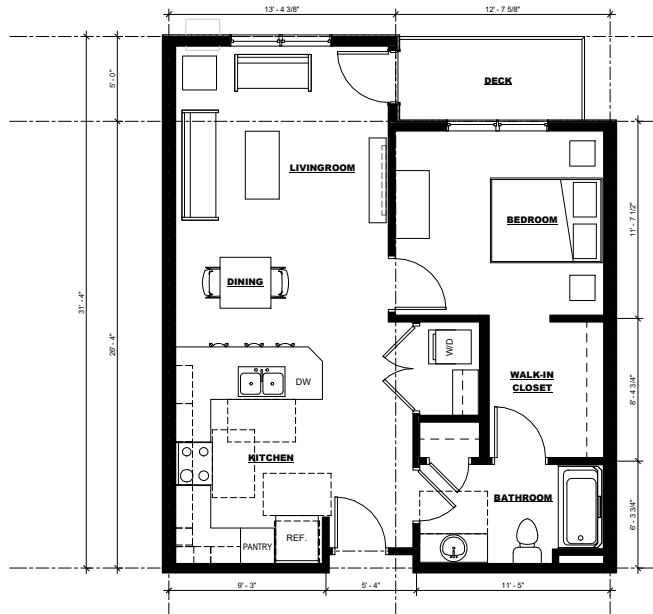
1 ONE BEDROOM UNIT B1
A2.11 SCALE: 1/4" = 1'-0" 680 SF



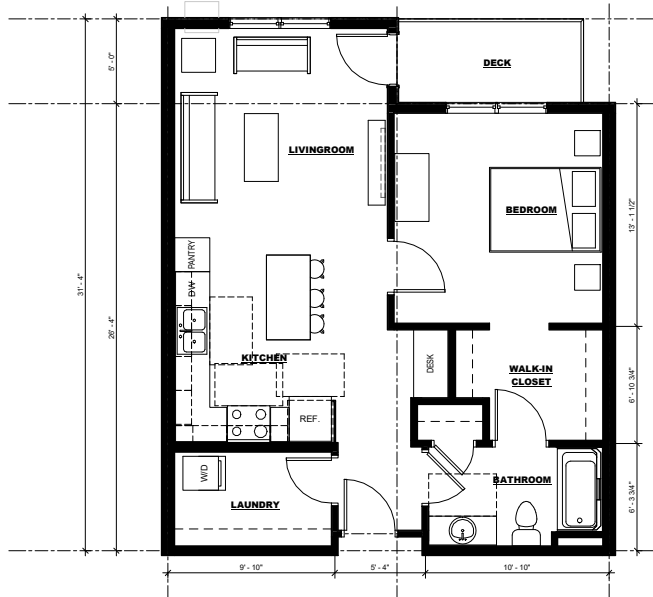
2 ONE BEDROOM UNIT B2
A2.11 SCALE: 1/4" = 1'-0" 680 SF



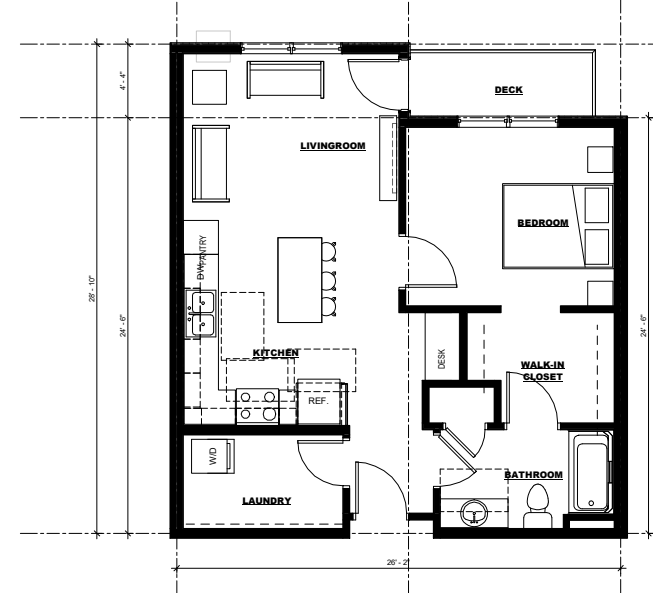
3 ONE BEDROOM UNIT B3
A2.11 SCALE: 1/4" = 1'-0" 747 SF



4 ONE BEDROOM UNIT B4
A2.11 SCALE: 1/4" = 1'-0" 747 SF



5 ONE BEDROOM UNIT B5
A2.11 SCALE: 1/4" = 1'-0" 747 SF



6 ONE BEDROOM UNIT B6
A2.11 SCALE: 1/4" = 1'-0" 696 SF



I hereby certify that this plan, specification or report was prepared by me or under my direct supervision & that I am a duly Licensed Architect under the laws of the State of Minnesota

Signature:
Printed Name: Murray A. Mack
License No.: 18988
Date: 02/04/2020

These drawings and specifications are the sole property of HMA Architects, Ltd. any reproduction or reuse of these documents is forbidden without written permission from HMA Architects, Ltd.

Project No: 1943
Project Manager: Checker
Drawn By: Author
Date: 02/04/2020

Date	Description



700 W. St. Germain Street
Suite 200
St. Cloud, MN 56301
www.hma-archs.com

T | 320.251.9155
F | 320.251.4919
hma@hma-archs.com

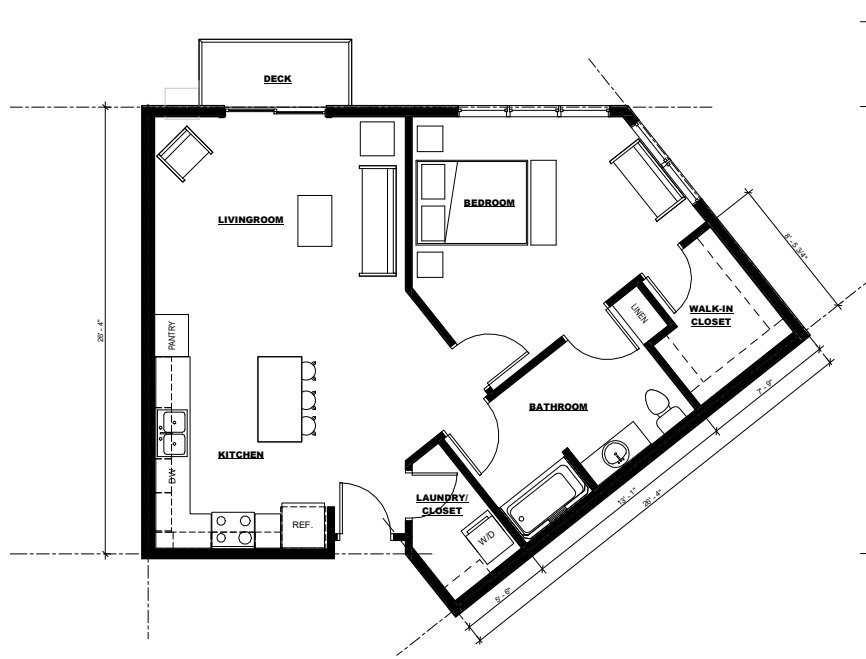
Anchor View
Apartments

North St. Paul, MN

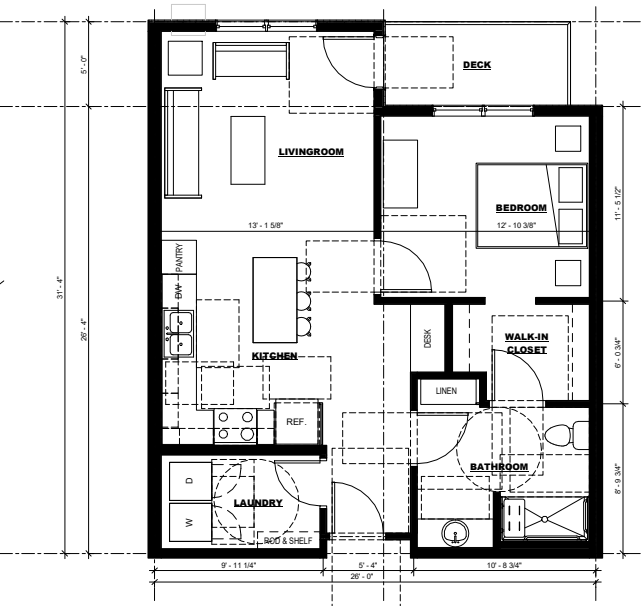
ENLARGED UNIT FLOOR
PLANS B1 - B6

A2.11

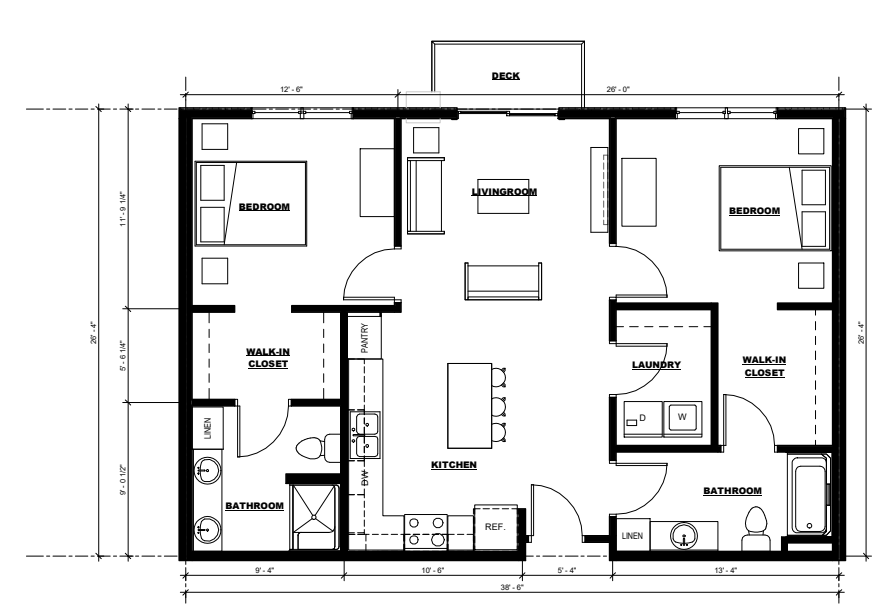
NOT FOR CONSTRUCTION



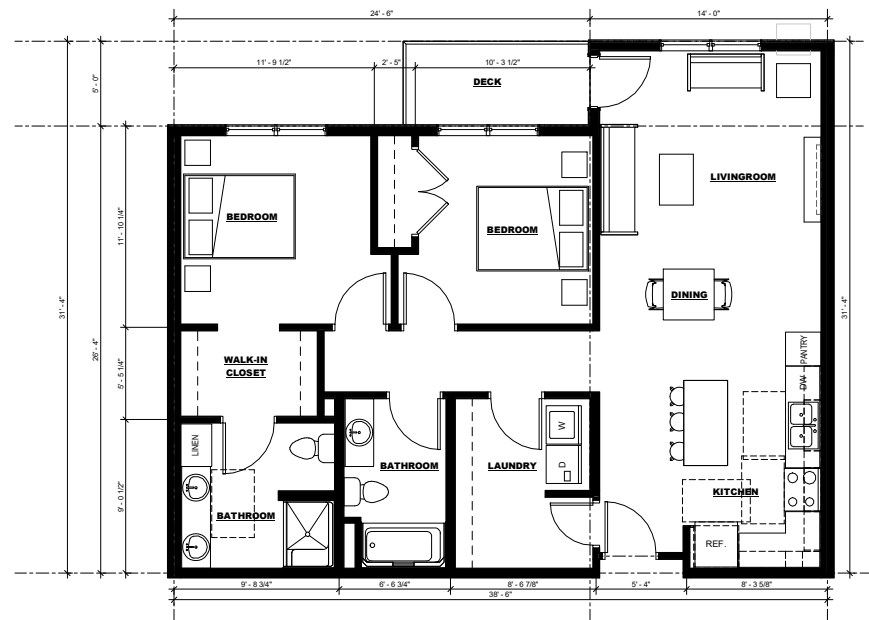
1 ONE BEDROOM UNIT B7
A2.12 SCALE: 1/4" = 1'-0" 848 SF



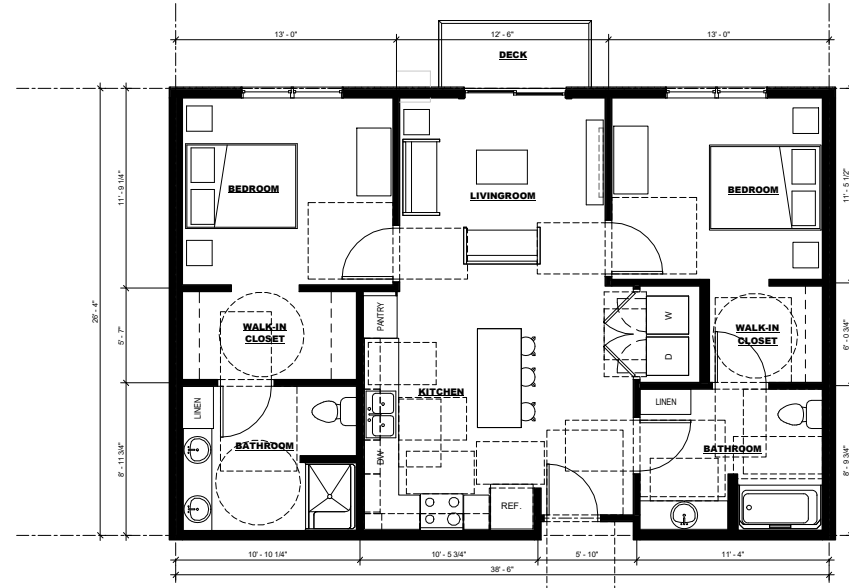
2 ONE BEDROOM B8 - ACCESSIBLE UNIT ROLL-IN
A2.12 SCALE: 1/4" = 1'-0" 747 SF



3 TWO BEDROOM UNIT C1
A2.12 SCALE: 1/4" = 1'-0" 1,009 SF



4 TWO BEDROOM UNIT C2
A2.12 SCALE: 1/4" = 1'-0" 1,078 SF



5 TWO BEDROOM C3 - ACCESSIBLE UNIT
A2.12 SCALE: 1/4" = 1'-0" 1,008 SF



I hereby certify that this plan, specification or report was prepared by me or under my direct supervision & that I am a duly Licensed Architect under the laws of the State of Minnesota

Signature:
Printed Name: Murray A. Mack
License No.: 18988
Date: 02/04/2020

These drawings and specifications are the sole property of HMA Architects, Ltd. any reproduction or reuse of these documents is forbidden without written permission from HMA Architects, Ltd.

Project No: 1943
Project Manager: Checker
Drawn By: Author
Date: 02/04/2020

Date	Description



700 W. St. Germain Street
Suite 200
St. Cloud, MN 56301
www.hma-archs.com

T | 320.251.9155
F | 320.251.4919
hma@hma-archs.com

Anchor View
Apartments

North St. Paul, MN

ENLARGED UNIT FLOOR
PLANS B7 - B8, C-1 - C3

A2.12

NOT FOR CONSTRUCTION



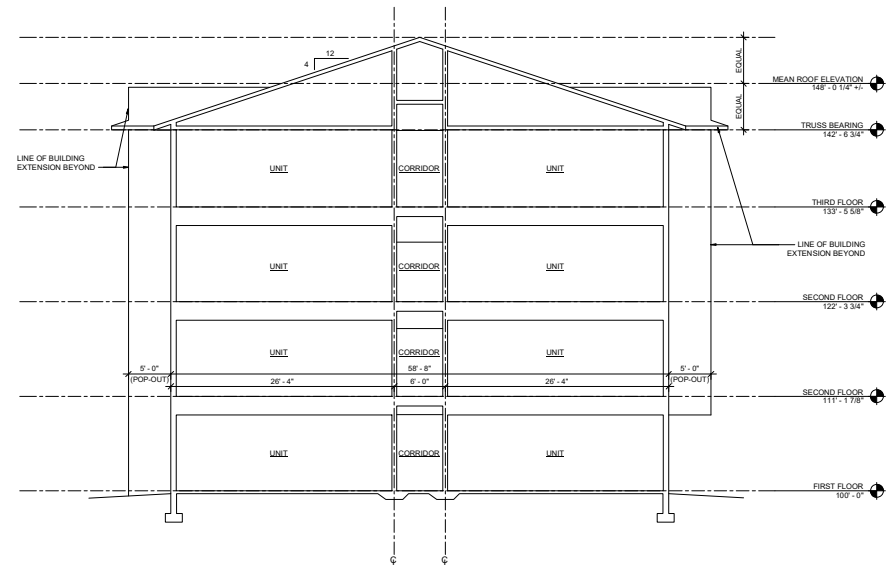
1 FRONT ENTRY ELEVATION
A3.1 SCALE: 1" = 20'-0"



2 REAR ELEVATION
A3.1 SCALE: 1" = 20'-0"



3 SIDE ELEVATION
A3.1 SCALE: 1" = 20'-0"



4 TYPICAL BUILDING SECTION
A3.1 SCALE: 1/8" = 1'-0"



I hereby certify that this plan, specification or report was prepared by me or under my direct supervision & that I am a duly Licensed Architect under the laws of the State of Minnesota.

Signature: *[Signature]*
Printed Name: Murray A. Mack
License No.: 18988
Date: 02/04/2020

These drawings and specifications are the sole property of HMA Architects, Ltd. any reproduction or reuse of these documents is forbidden without written permission from HMA Architects, Ltd.

Project No: 1943
Project Manager: CH
Drawn By: NT
Date: 02/04/2020

Date	Description



700 W. St. Germain Street
Suite 200
St. Cloud, MN 56301
www.hma-archs.com

T | 320.251.9155
F | 320.251.4919
hma@hma-archs.com

Anchor View
Apartments

North St. Paul, MN

EXTERIOR ELEVATIONS /
BUILDING SECTION

A3.1

NOT FOR CONSTRUCTION



 EAST BUILDING PERSPECTIVE
N.T.S.

h m a
ARCHITECTS

700 W. St. Germain Street | Suite 200 | St. Cloud, MN 56301
T: 320.251.9155 | F: 320.251.4919 | hma@hma-archts.com

EAST BUILDING
PERSPECTIVE

PR-1

Anchor View
Apartments
North St. Paul, MN

Project No: 1943

Drawn by: MM / CH

I hereby certify that this plan, specification or report was prepared
by me or under my direct supervision & that I am a duly Licensed
Architect under the laws of the State
of Minnesota

Signature: _____

Printed name: Murray A. Mack License no.: 18686

Date: 02/04/2020 Revision: _____



 NORTH BUILDING PERSPECTIVE
N.T.S.



700 W. St. Germain Street | Suite 200 | St. Cloud, MN 56301
T: 320.251.9155 | F: 320.251.4919 | hmac@hmac-archts.com

NORTH BUILDING
PERSPECTIVE

PR-2

Anchor View
Apartments
North St. Paul, MN

Project No: 1943

Drawn by: MM / CH

I hereby certify that this plan, specification or report was prepared
by me or under my direct supervision & that I am a duly Licensed
Architect under the laws of the State
of Minnesota

Signature: _____

Printed name: Murray A. Mack License no.: 18686

Date: 02/04/2020 Revision: _____



 NORTH BUILDING PERSPECTIVE
N.T.S.



 EAST BUILDING PERSPECTIVE
N.T.S.



 SOUTHEAST BUILDING PERSPECTIVE
N.T.S.



 SOUTHEAST BUILDING PERSPECTIVE
N.T.S.



 NORTHWEST BUILDING PERSPECTIVE
N.T.S.



 SOUTHWEST BUILDING PERSPECTIVE
N.T.S.

h m a
ARCHITECTS

700 W. St. Germain Street | Suite 200 | St. Cloud, MN 56301
T: 320.251.9155 | F: 320.251.4919 | hma@hma-archts.com

SOUTHWEST
BUILDING
PERSPECTIVE

PR-8

Anchor View
Apartments
North St. Paul, MN

Project No: 1943

Drawn by: MM/CH

I hereby certify that this plan, specification or report was prepared
by me or under my direct supervision & that I am a duly Licensed
Architect under the laws of the State
of Minnesota

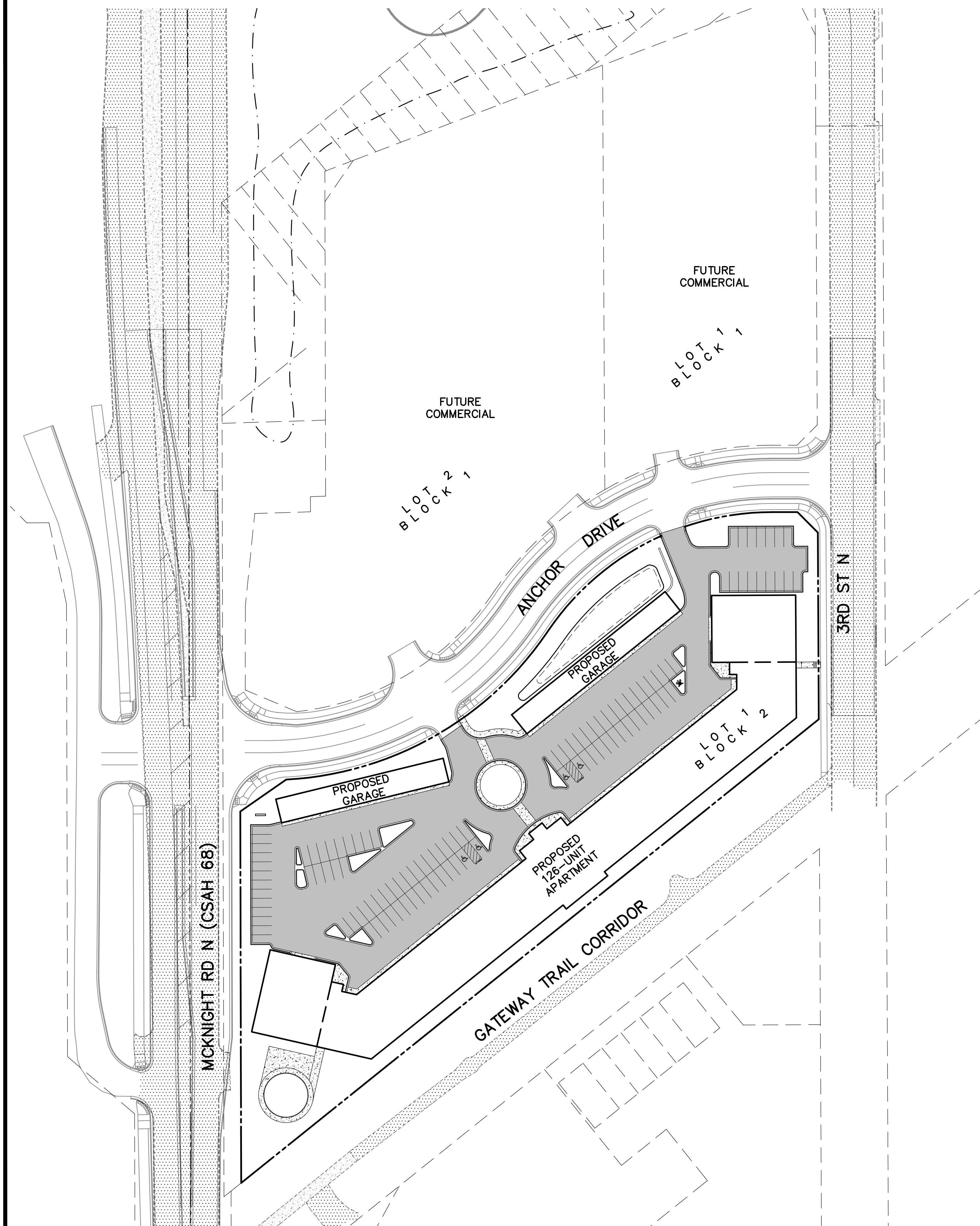
Signature: _____

Printed name: Murray A. Mack License no.: 18686

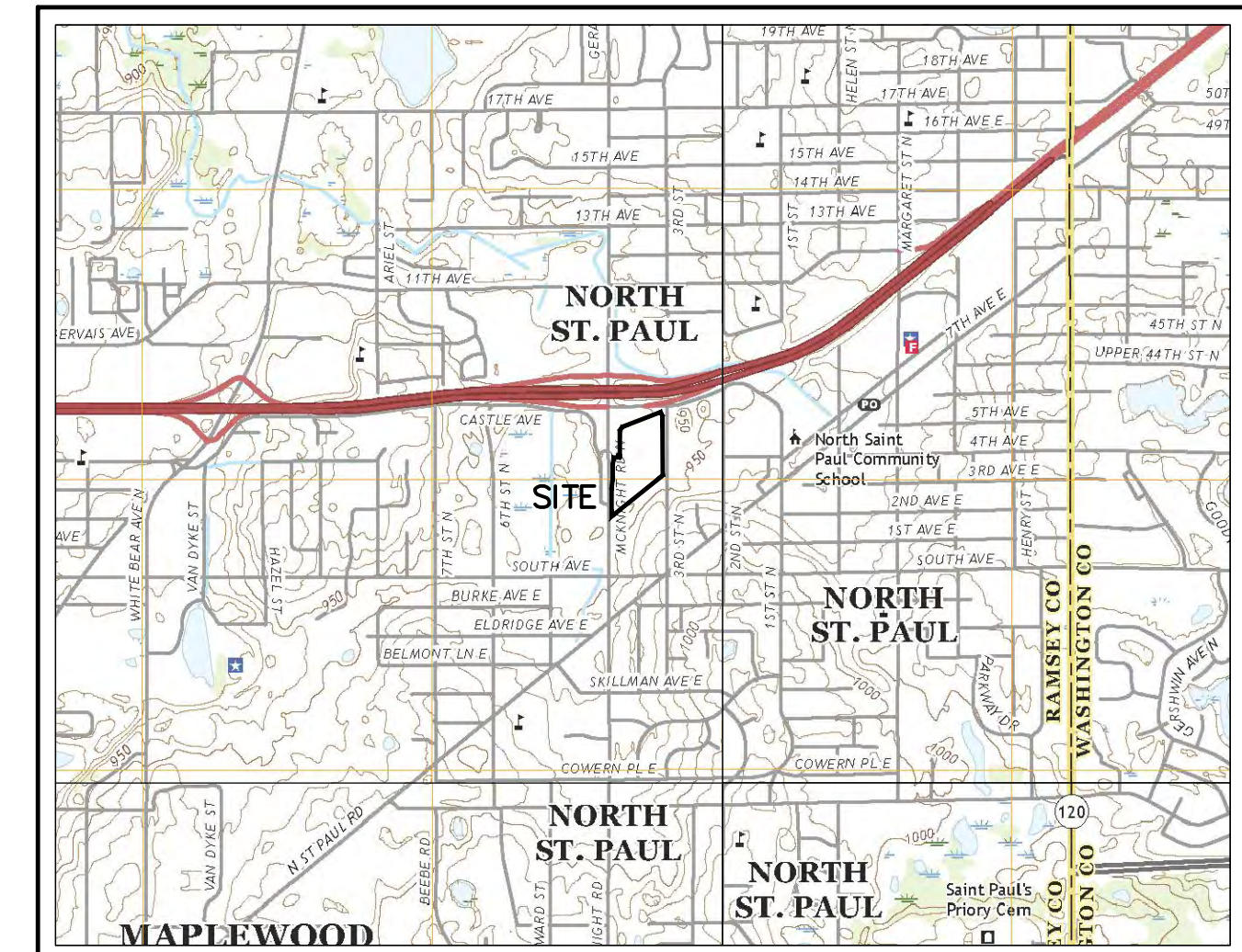
Date: 02/04/2020 Revision: _____

ANCHOR VIEW APARTMENTS

~ SITE IMPROVEMENT PLANS ~
NORTH ST. PAUL, MINNESOTA



VICINITY MAP



PROJECT OWNER

TRIDENT DEVELOPMENT, INC.
ROGER FINK
3601 18TH STREET S #103
ST. CLOUD, MN 56301
320-258-4438

ARCHITECT

HMA ARCHITECTS
MURRAY MACK
700 W ST GERMAIN ST #200
ST. CLOUD, MN 56301
320-251-9155

CIVIL ENGINEER

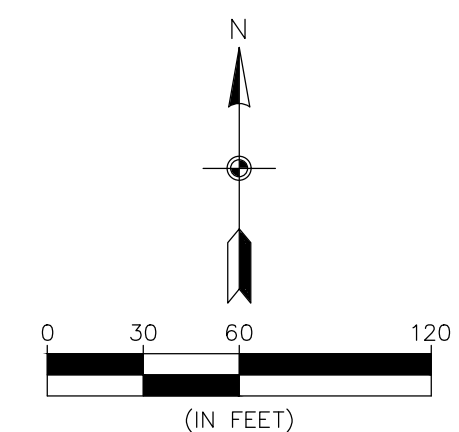
CARLSON MCCAIN, INC.
JOSEPH RADACH
3890 PHEASANT RIDGE DRIVE NE #100
BLAINE, MINNESOTA 55449
763-489-7900

LANDSCAPE ARCHITECT

CARLSON MCCAIN, INC.
RYAN RUTTGER
3890 PHEASANT RIDGE DRIVE NE #100
BLAINE, MINNESOTA 55449
763-489-7900

SHEET INDEX

- C1. COVER
- C2. CERTIFICATE OF SURVEY (EXISTING CONDITIONS)
- C3. SITE & SIGN PLAN
- C4. UTILITY PLAN
- C5. GRADING, DRAINAGE, & EROSION CONTROL PLAN
- C6. STORMWATER POLLUTION PREVENTION PLAN
- C7. DETAILS
- C8. DETAILS
- L1. LANDSCAPE PLAN
- L2. LANDSCAPE PLAN



BENCHMARKS

1. RAMSEY COUNTY BENCHMARK STATION #9240,
LOCATED IN THE SOUTHWEST QUADRANT OF
THE INTERSECTION OF MCKNIGHT ROAD AND
15TH AVENUE EAST

ELEVATION = 961.975 ft. (NAVD 88)



Know what's **below**.
Call before you dig.

COVER SHEET

ANCHOR VIEW APARTMENTS
North St. Paul, Minnesota

TRIDENT DEVELOPMENT, LLC
3601 18th Street South, Suite 103
St. Cloud, MN 56301

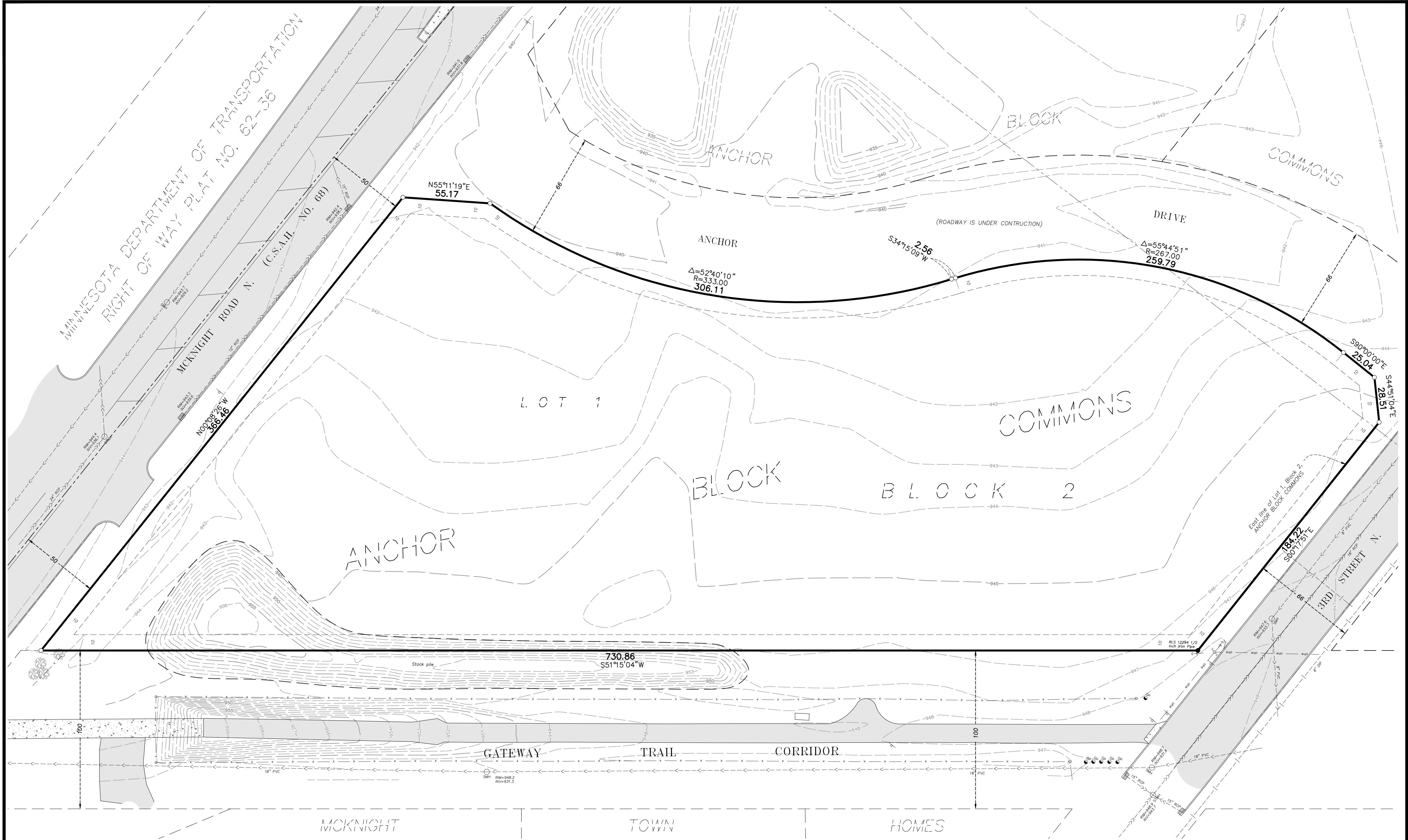
REVISIONS

- | | |
|--------------|----------|
| ISSUE DATE: | 02/03/20 |
| DESIGNED BY: | JTR |
| DRAWN BY: | JTR |

hereby certify that this plan, specification
r report was prepared by me or under my
irect supervision and that I am a duly
icensed Professional Engineer under the
ws of the State of Minnesota

Name: Joseph T. Radach, P.E.
Signature: 
Date: 02/03/20 License #: 45889

1 of 8



LEGEND

- - Denotes Found Iron Monument
- - Denotes 5/8 inch by 14 inch rebar, to be set and marked with RLS 40361
- - Denotes Miscellaneous Sign
- - Denotes Guard Post
- - Denotes Existing Tree
- - Denotes Sanitary Manhole
- - Denotes Storm Manhole
- - Denotes Catch Basin
- - Denotes Guy Wire
- - Denotes Utility Pole
- - Denotes Drainage & Utility Easement (per recorded plat)
- - Denotes Watermain
- - Denotes Sanitary Sewer
- - Denotes Storm Sewer
- - Denotes Overhead Electric
- - Denotes Existing Fence
- - Denotes Concrete Surface
- - Denotes Bituminous Surface
- - Denotes Existing Contour

BENCHMARKS

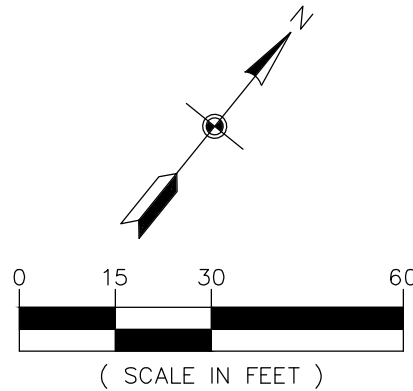
1. RAMSEY COUNTY BENCHMARK STATION #9240, LOCATED IN THE SOUTHWEST QUADRANT OF THE INTERSECTION OF MCKNIGHT ROAD AND 15TH AVENUE EAST
ELEVATION = 961.975 ft. (NAVD 88)

PARCEL DESCRIPTION:

Lot 1, Block 2, ANCHOR BLOCK COMMONS, according to the recorded plat thereof, Ramsey County, Minnesota.
(abstract property)

GENERAL NOTES:

- 1) Bearings shown hereon are based on the East line of Lot 1, Block 2, ANCHOR BLOCK COMMONS, which is assumed to bear S00°17'51"E.
- 2) Surveyed property contains ±170,382 sq. ft. (±3.91 acres).
- 3) Due to snow and winter conditions, additional improvements may not have been visible or located at the time of survey.



ENVIRONMENTAL · ENGINEERING · SURVEYING
3890 Pheasant Ridge Dr. NE #100, Blaine, MN
Phone: 763-489-7900 Fax: 763-489-7959

CERTIFICATE OF SURVEY

ANCHOR VIEW APARTMENTS

North St. Paul, Minnesota

TRIDENT DEVELOPMENT, LLC

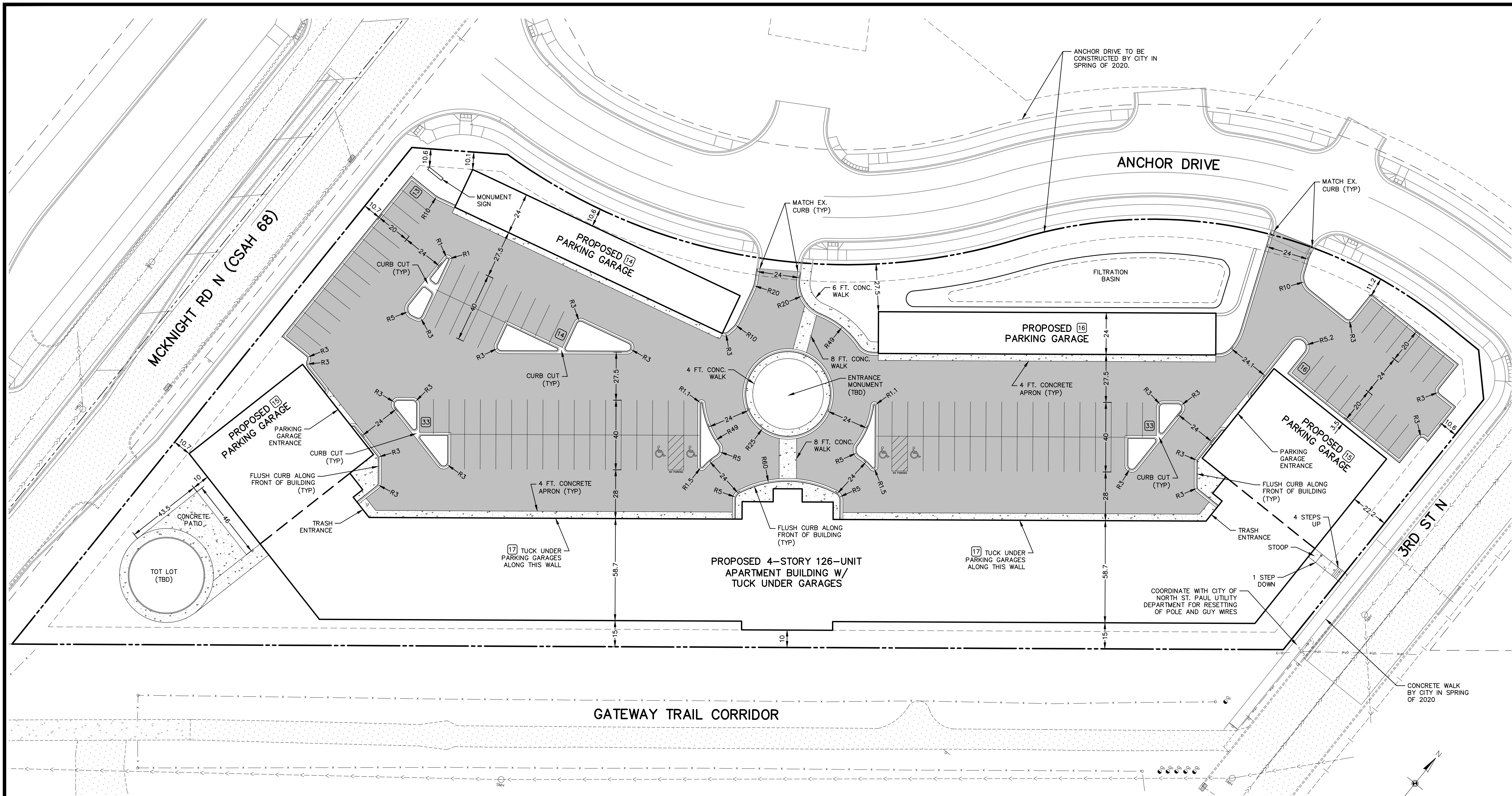
3601 - 18th Street South, Suite 103
St. Cloud, MN 56301

REVISIONS

1.	
2.	
3.	
4.	
5.	
6.	
DRAWN BY:	bjs
ISSUE DATE:	2/03/20
FILE NO:	639-b

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota

Name: Thomas R. Balluff
Signature: *Thomas R. Balluff*
Date: 2/03/20 License #: 40361



LEGEND	
EXISTING	PROPOSED
PROPERTY LINE	---
EASEMENT LINE	---
CURB LINE	---
BITUMINOUS PAVEMENT	---
CONCRETE WALK	---
SANITARY SEWER	---
WATER MAIN	---
STORM SEWER	---
OVERHEAD ELECTRIC	---
MANHOLE	---
HYDRANT	---
GATE VALVE	---
UTILITY POLE	---
GUY WIRE	---
GUARD POST	---
SIGN	---
FENCE LINE	---

- SITE PLAN NOTES**
- ALL DIMENSIONS ARE TO FACE OF CURB UNLESS OTHERWISE NOTED.
 - ALL BUILDING DIMENSIONS ARE TO THE OUTSIDE FACE OF THE BUILDING UNLESS OTHERWISE NOTED.
 - ALL CURB AND GUTTER SHALL BE B612 UNLESS OTHERWISE NOTED.
 - TYPICAL PARKING STALLS ARE 9' X 20'.
 - TYPICAL DRIVE LANES ARE 24'.
 - ALL PEDESTRIAN RAMPS SHALL MEET CURRENT ADA STANDARDS AND BE INSTALLED WITH CAST IRON TRUNCATED DOMES.
 - IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO FIELD VERIFY THE LOCATIONS AND ELEVATIONS OF EXISTING UTILITIES PRIOR TO THE START OF SITE WORK. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY OF DISCREPANCIES AND/OR VARIATIONS FROM THE PLAN.
 - UNLESS OTHERWISE SHOWN ON THIS DRAWING, CONTRACTOR SHALL PROVIDE CONTROL JOINTS, CONSTRUCTION JOINTS AND EXPANSION JOINTS IN SLAB ON GRADE, SIDEWALKS AND DRIVES PER THE FOLLOWING REQUIREMENTS:

CONTROL JOINT MAX. SPACING: WALKS-8' O.C.
ALL OTHERS-10' O.C.

SAW CUT CONTROL JOINTS MINIMUM 1/4 CONCRETE THICKNESS.

EXPANSION JOINTS MAX. SPACING: WALKS-24' O.C.
ALL OTHERS-40' O.C.

*AT ALL POINTS WHERE A CHANGE IN PAVEMENT THICKNESS OCCURS AND/OR WHERE NEW PAVEMENT WILL MATCH EXISTING PAVEMENT, AN EXPANSION JOINT SHALL BE PROVIDED.

DOWEL ALL EXPANSION JOINTS: 24" O.C. MAX.

SITE DATA	
PROPOSED ZONING:	PUD
TOTAL PARCEL AREA:	170,382 SF
HARD SURFACE AREA:	
MAIN BUILDING:	46,729 SF 27%
DETACHED GARAGE WEST:	4,080 SF 2%
DETACHED GARAGE EAST:	4,656 SF 3%
PAVEMENT:	72,472 SF 43%
TOTAL:	127,937 SF 75%
PERVIOUS SURFACE AREA:	42,445 SF 25%

PARKING SUMMARY	
STANDARD SURFACE STALLS:	105
HANDICAP SURFACE STALLS:	4
STANDARD GARAGE STALLS:	90
HANDICAP GARAGE STALLS:	4
TOTAL:	203

- SIGN SCHEDULE (PER MMUTCD)**
- Ⓐ STOP SIGN: R1-1 (24" X 24")
Ⓑ HANDICAP PARKING SIGN: R7-8m W/R7-8b (12"x 18") W/BREAK-AWAY MOUNT

- SIGNING AND STRIPING NOTES**
- ALL SIGNS SHALL BE PLACED 18 INCHES MINIMUM BEHIND CURB UNLESS OTHERWISE SHOWN.
 - SIGNAGE SHALL INCLUDE SIGN, POST, HARDWARE, CONCRETE FOOTING AND STEEL CASING (IF REQUIRED).
 - PARKING LOT STRIPING SHALL BE 4 INCH SOLID WHITE PAINT.
 - ALL HANDICAP STRIPING, MARKING AND CROSS-HATCH SHALL BE 4" SOLID BLUE PAINT.
 - ALL SIGNS SHALL MEET THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MMUTCD) FOR RETRO REFLECTIVITY AND INSTALLATION.

0 15 30 60
(IN FEET)

BENCHMARKS

1. RAMSEY COUNTY BENCHMARK STATION #9240, LOCATED IN THE SOUTHWEST QUADRANT OF THE INTERSECTION OF MCKNIGHT ROAD AND 15TH AVENUE EAST
ELEVATION = 961.975 ft. (NAVD 88)

CALL BEFORE YOU DIG

811

Know what's below.
Call before you dig.

Carlson McCain
ENVIRONMENTAL - ENGINEERING - SURVEYING
3890 Pheasant Ridge Dr. NE #100, Blaine, MN
Phone: 763-489-7900 Fax: 763-489-7959

SITE AND SIGN PLAN

ANCHOR VIEW APARTMENTS
North St. Paul, Minnesota

TRIDENT DEVELOPMENT, LLC
3601 18th Street South, Suite 103
St. Cloud, MN 56301

REVISIONS

1.	

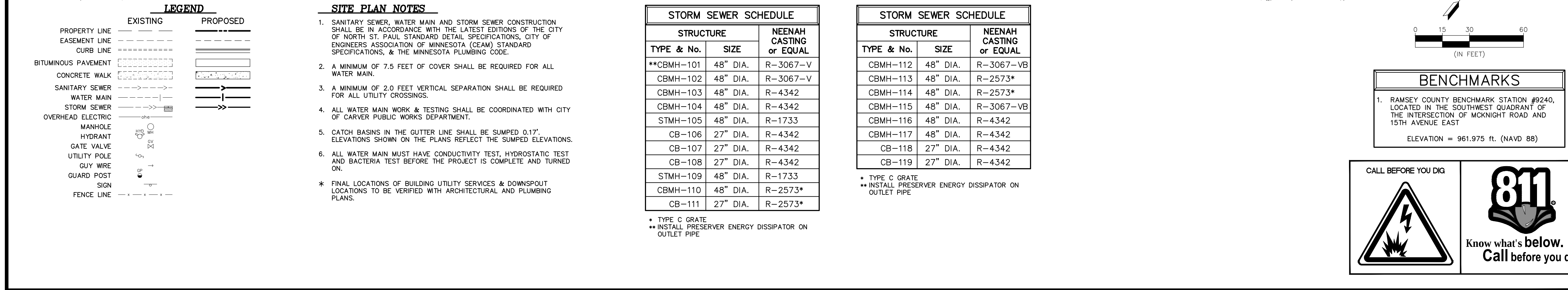
DRAWN BY: JTR
DESIGNED BY: JTR
ISSUE DATE: 02/03/20

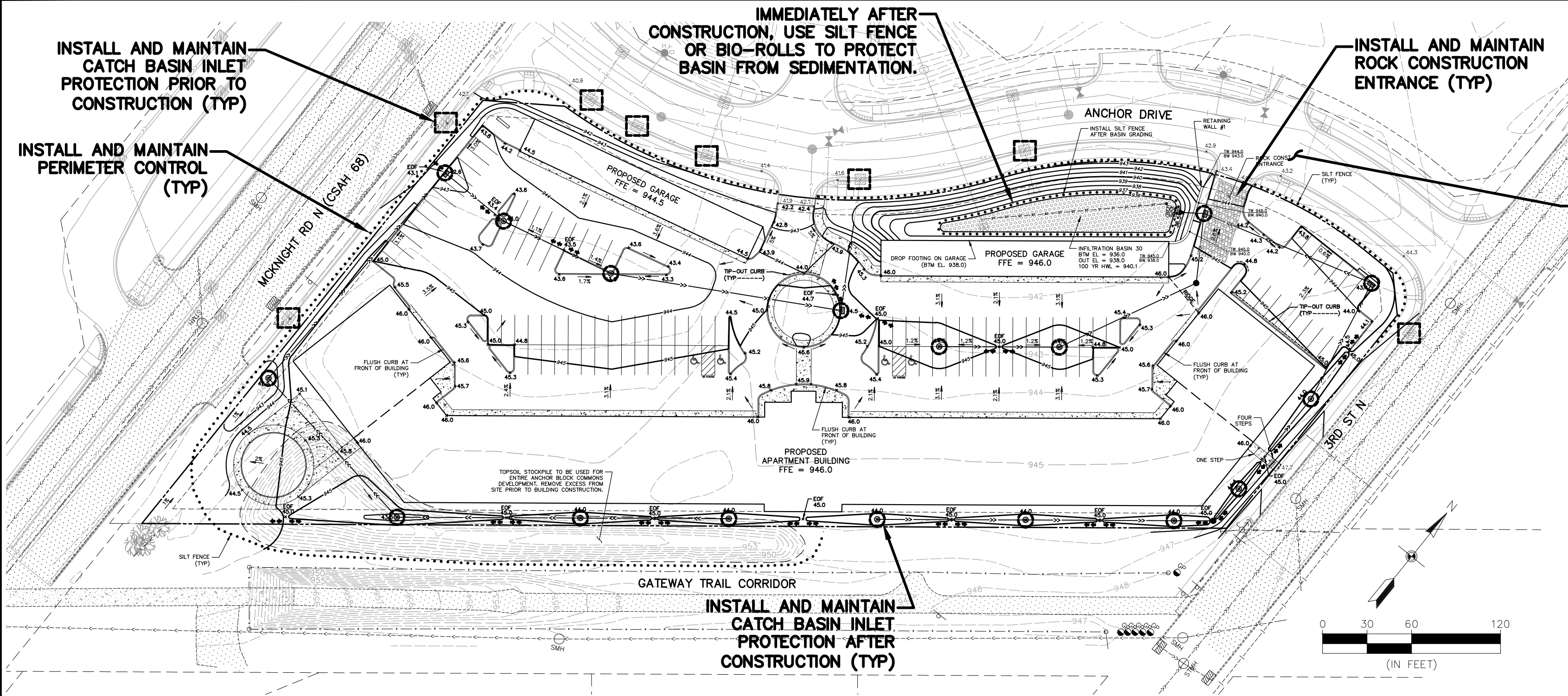
I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

Name: Joseph T. Radach, P.E.
Signature: *Joe T. R.*
Date: 02/03/20 License #: 45889

3 of 8

Site Date: 02/03/20 / 1/10/2018 7:58:00 PM - n:\st paul - anchor view\2018\2018 site.dwg





GENERAL INFORMATION
MINNESOTA'S CONSTRUCTION STORMWATER PERMIT IS AN EXTENSION OF THE NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM STORMWATER PROGRAM, WHICH IS PART OF THE FEDERAL CLEAN WATER ACT. REGULATED PARTIES MUST DEVELOP A STORMWATER POLLUTION PREVENTION PLAN (SWPPP). THE SWPPP PROVIDES INFORMATION ON THE EXISTING AND PROPOSED SITE CONDITIONS, CONTROL MEASURES FOR STORMWATER POLLUTION PREVENTION BEFORE, DURING AND AFTER CONSTRUCTION, INSPECTION, MAINTENANCE AND INFORMATION RELATED TO THE PERMANENT STORMWATER MANAGEMENT SYSTEM. THE SWPPP SHALL BE KEPT ON SITE AT ALL TIMES DURING ACTIVE CONSTRUCTION.

PROJECT INFORMATION
PROJECT NAME: ANCHOR VIEW APARTMENTS
PROJECT LOCATION: NORTH ST. PAUL, RAMSEY COUNTY, MINNESOTA
PROJECT OWNER: TRIDENT DEVELOPMENT, LLC

SWPPP APPLICABILITY
THIS SWPPP IS FOR THE APARTMENT LOT ONLY. THE CONCURRENT STREET CONSTRUCTION IS BEING COMPLETED UNDER A SEPARATE PERMIT AND SWPPP.

RESPONSIBLE PARTIES
THE OWNER MUST IDENTIFY A PERSON KNOWLEDGEABLE AND EXPERIENCED IN THE APPLICATION OF EROSION PREVENTION AND SEDIMENT CONTROL BMP'S WHO WILL OVERSEE THE IMPLEMENTATION OF THE SWPPP, AND THE INSTALLATION, INSPECTION AND MAINTENANCE OF THE EROSION PREVENTION AND SEDIMENT CONTROL BMP'S.

SITE MANAGER: _____
TRAINING DOCUMENTATION: _____
INSPECTION REPRESENTATIVE: _____
TRAINING DOCUMENTATION: _____

EXISTING SITE CONDITIONS
THE OVERALL ANCHOR COMMONS SITE IS LOCATED IN THE SOUTHEAST QUADRANT OF THE INTERSECTION OF TRUNK HIGHWAY 36 AND MCKNIGHT ROAD NORTH (CSAH 68) IN NORTH ST. PAUL, RAMSEY COUNTY, MINNESOTA. THE SITE IS BOUNDED ON THE NORTH BY TRUNK HIGHWAY 36 AND NORTH ST. PAUL DRIVE, ON THE EAST BY 3RD STREET NORTH, ON THE SOUTH BY THE GATEWAY TRAIL CORRIDOR, AND ON THE WEST BY MCKNIGHT ROAD NORTH. THE SITE WAS PREVIOUSLY USED AS A CONCRETE BLOCK PLANT BY ANCHOR BLOCK. IN OR AROUND 2011, THE ANCHOR BLOCK PLANT WAS DECOMMISSIONED AND THE SITE WAS RAZED. IN THE FALL OF 2019, THE CITY OF NORTH ST. PAUL MASS GRADED THE SITE FOR FUTURE DEVELOPMENT AND PLATTED THE SITE INTO THREE LOTS.

THE PROPOSED APARTMENT SITE CONSISTS OF LOT 1, BLOCK 2, ANCHOR BLOCK COMMONS AND CONTAINS 3.91 ACRES. THERE ARE NO EXISTING IMPERVIOUS SURFACES ONSITE.

PROPOSED SITE CONDITIONS
THE CITY OF NORTH ST. PAUL PLANS TO CONSTRUCT ANCHOR DRIVE IN THE SPRING OF 2020. ALSO, IN THE SPRING OF 2020, TRIDENT DEVELOPMENT PLANS TO CONSTRUCT A 126-UNIT APARTMENT BUILDING WITH COVER PARKING AND PAVED PARKING AND DRIVE AREAS. DURING CONSTRUCTION, APPROXIMATELY 4 ACRES WILL BE DISTURBED. AFTER CONSTRUCTION, THE SITE WILL CONTAIN APPROXIMATELY 2.94 ACRES OF IMPERVIOUS SURFACE.

STORMWATER FROM THE SITE WILL BE TREATED BY FILTRATION BASINS. ONE FILTRATION BASIN WILL BE CONSTRUCTED ON SITE BY THE APARTMENT CONTRACTOR AND ONE FILTRATION BASIN WAS CONSTRUCTED OFF SITE BY THE CITY'S CONTRACTOR IN THE FALL OF 2020. STORM SEWER WILL BE USED TO COLLECT RUNOFF FROM THE SITE AND THE STORM SEWER WILL EITHER DISCHARGE TO THE PROPOSED ONSITE FILTRATION BASIN OR CONNECTED TO A STORM SEWER STUB BEING PROVIDED BY THE CITY. ALL STORMWATER FROM THE SITE WILL ULTIMATELY DRAIN TO THE EXISTING MNDOT POND NORTH OF THE SITE.

SOIL INFORMATION
IN MAY OF 2019, WSB DRILLED 18 SOILS BORINGS TO APPROXIMATE SOIL CONDITIONS ONSITE. THE BORINGS INDICATE A SOMEWHAT VARIABLE SOIL PROFILE, BUT GENERALLY SHOW CLAYEY SAND AND SILTY SAND FILL OVERLAYING NATIVE SILTY SAND. DUE TO THE PRESENCE OF CLAY NEAR THE SURFACE IN NEARLY ALL BORINGS, THE HYDROLOGIC SOIL GROUP "C" WAS SELECTED FOR THE RUNOFF ANALYSIS.

GROUNDWATER WAS ENCOUNTERED IN ALL OF THE SOIL BORINGS AND RANGED IN ELEVATION FROM 929 TO 941. PER THE GEOTECHNICAL REPORT, THE LIKELY GROUNDWATER ELEVATION AT THE TIME OF DRILLING WAS BETWEEN 940 AND 941.

WETLAND CONSIDERATIONS
THERE ARE NO KNOWN WETLANDS ONSITE.

STORMWATER RECEIVING WATERS
ALL STORMWATER FROM THE SITE DRAINS TO THE EXISTING MNDOT POND LOCATED NORTHWEST OF THE SITE AND ULTIMATELY DRAINS TO MARKHAM POND LOCATION APPROXIMATELY 1.6 MILES NORTHWEST OF THE SITE.

SPECIAL/IMPAIRED WATER CONSIDERATIONS
THERE ARE NO SPECIAL OR IMPAIRED WATERS WITHIN ONE MILE OF THE SITE.

STORMWATER MANAGEMENT PLAN
PER RMMWD, STORMWATER RUNOFF SHALL BE RETAINED ONSITE IN THE AMOUNT EQUIVALENT TO 1.1 INCHES OF RUNOFF OVER THE NEW AND RECONSTRUCTED IMPERVIOUS SURFACE AREA OF THE SITE. THE CITY OF NORTH ST. PAUL PERMITTING A MASTER STORMWATER MANAGEMENT PLAN FOR THE SITE IN THE SUMMER OF 2019. THE MASTER STORMWATER MANAGEMENT PLAN INCLUDED THE PROPOSED APARTMENT LOT. AT THE TIME OF THIS PLAN, INFILTRATION WAS DEEMED INFEASIBLE DUE TO HIGH GROUNDWATER, COHESIVE SOILS, AND CONTAMINATED SOIL. THEREFORE, FILTRATION BASINS WERE PROPOSED TO TREAT STORMWATER FROM THE SITE.

THREE OF THE FOUR FILTRATION BASINS PROPOSED IN THE CITY'S MASTER PLAN WERE CONSTRUCTED IN THE FALL OF 2019. THE FOURTH BASIN IS TO BE CONSTRUCTED ON THE APARTMENT LOT BY THE APARTMENT CONTRACTOR. THE BASINS HAVE BEEN DESIGNED TO MEET THE REQUIREMENTS OF RMMWD AND THE MPCA CONSTRUCTION STORMWATER PERMIT. SEE STORMWATER MANAGEMENT PLAN FOR ADDITIONAL DETAILS.

PRIOR TO START OF CONSTRUCTION
THE FOLLOWING STORMWATER POLLUTION PREVENTION MEASURES SHALL BE IMPLEMENTED PRIOR TO CONSTRUCTION. REFER TO GRADING AND EROSION CONTROL PLANS FOR LOCATIONS.

- SILT FENCE**
SILT FENCE SHALL BE INSTALLED AT THE LIMIT OF GRADING ON ANY FILL SLOPE. ADDITIONAL SILT FENCE MAY BE REQUIRED IN CUT SLOPE AREAS. SILT FENCE SHALL ALSO BE INSTALLED AROUND ANY INFILTRATION/FILTRATION PRACTICE.
- ROCK CONSTRUCTION ENTRANCE**
ROCK CONSTRUCTION ENTRANCES SHALL BE INSTALLED AT THE FIELD ENTRANCES TO THE SITE.
- CATCH BASINS**
ALL CATCH BASINS SHALL BE PROTECTED WITH INLET PROTECTION DEVICES APPROVED BY THE LOCAL GOVERNING UNIT. THESE SHALL INCLUDE, BUT ARE NOT LIMITED TO, WMCO PROTECTION DEVICES, INFRASAFE PROTECTION DEVICES, FILTER FABRIC, BIO ROLLS AND STRAW BALES.
- TEMPORARY SEDIMENTATION BASIN**
WHERE TEN (10) OR MORE ACRES OF DISTURBED SOIL DRAIN TO A COMMON LOCATION, A TEMPORARY (OR PERMANENT) SEDIMENT BASIN MUST BE PROVIDED PRIOR TO RUNOFF LEAVING THE CONSTRUCTION SITE OR ENTERING SURFACE WATERS. THE TEMPORARY (OR PERMANENT) BASINS MUST BE CONSTRUCTED AND MADE OPERATIONAL CONCURRENT WITH THE START OF SOIL DISTURBANCE THAT IS UPGRADIENT OF THE AREA AND CONTRIBUTES RUNOFF TO THE BASIN. WHERE THE TEMPORARY SEDIMENT BASIN IS NOT ATTAINABLE DUE TO SITE LIMITATIONS, EQUIVALENT SEDIMENT CONTROLS SUCH AS SMALLER SEDIMENT BASINS, AND/OR SEDIMENT TRAPS, SILT FENCES, VEGETATIVE BUFFER STRIPS OR ANY APPROPRIATE COMBINATION OF MEASURES ARE REQUIRED FOR A DOWN SLOPE BOUNDARIES OF THE CONSTRUCTION AREA AND FOR THOSE SIDE SLOPE BOUNDARIES DEEMED APPROPRIATE AS DICTATED BY INDIVIDUAL SITE CONDITIONS. IN DETERMINING WHETHER INSTALLING A SEDIMENT BASIN IS ATTAINABLE, THE PERMITEE(S) MUST CONSIDER PUBLIC SAFETY AND MAY CONSIDER FACTORS SUCH AS SITE SOILS, SLOPE AND AVAILABLE AREA ON SITE. THE BASIN MUST BE DESIGNED IN ACCORDANCE WITH THE REQUIREMENTS OF PART III.C. OF THE MPCA CONSTRUCTION STORMWATER PERMIT.

DURING CONSTRUCTION
THE FOLLOWING STORMWATER POLLUTION PREVENTION MEASURES SHALL BE IMPLEMENTED DURING CONSTRUCTION. REFER TO GRADING AND EROSION CONTROL PLANS FOR LOCATIONS.

- PHASED GRADING**
TO THE EXTENT POSSIBLE, GRADING SHALL BE PHASED TO MINIMIZE THE AMOUNT OF DISTURBED AREAS DURING SITE CONSTRUCTION.
- TRACKED SEDIMENT**
ANY SEDIMENT TRACKED FROM THE SITE ONTO THE STREET SHALL BE REMOVED IMMEDIATELY UPON DETECTION. THE ROCK CONSTRUCTION ENTRANCE SHALL BE INSPECTED AND REPAIRED IF INUNDATED WITH SEDIMENT.
- STOCKPILES**
STOCKPILES SHALL BE PLACED IN AN AREA THAT WILL MINIMIZE THE NEED FOR RELOCATION. IF A STOCKPILE WILL REMAIN IN PLACE FOR AN EXTENDED PERIOD OF TIME, STABILIZATION MEASURES SHALL BE IMPLEMENTED, INCLUDING BUT NOT LIMITED TO, SEEDING AND POLY COVERING. TEMPORARY STOCKPILES MUST HAVE SILT FENCE OR OTHER EFFECTIVE SEDIMENT CONTROLS AND CANNOT BE PLACED IN SURFACE WATERS, INCLUDING STORMWATER CONVEYANCES SUCH AS CURB AND GUTTER SYSTEMS, CONDUITS OR DITCHES.
- TOPSOIL**
UPON GRADING COMPLETION, A MINIMUM OF 6 INCHES OF TOPSOIL SHALL BE PLACED OVER ALL DISTURBED AREAS, EXCLUDING PROPOSED STREETS AND PARKING AREAS.
- DECOMPACTION**
SOIL SURFACES COMPACTED DURING CONSTRUCTION AND REMAINING DISTURBED PERVIOUS AREAS MUST BE DECOMPACTED THROUGH SOIL AMENDMENT AND/OR RIPPING TO A DEPTH OF 18 INCHES WHILE TAKING CARE TO AVOID UTILITIES, TREE ROOTS AND OTHER EXISTING VEGETATION PRIOR TO FINAL REVEGETATION OR OTHER STABILIZATION.
- RESTORATION**
ALL DISTURBED AREAS NOT ACTIVELY WORKED SHALL BE RESTORED WITH SEED AND MULCH, EROSION CONTROL BLANKET AND/OR SOD WITHIN 14 DAYS.
- SLOPES**
IN ORDER TO MAINTAIN SHEET FLOW AND MINIMIZE RILLS AND/OR GULLIES, THERE SHALL BE NO UNBROKEN SLOPE LENGTH OF GREATER THAN 75 FEET FOR SLOPES WITH A GRADE OF 3:1 OR STEEPER.
- DRAINAGE DITCHES**
THE NORMAL WETTED PERIMETER OF ANY TEMPORARY OR PERMANENT DRAINAGE DITCH THAT DRAINS WATER FROM THE SITE, OR DIVERTS WATER AROUND THE SITE, MUST BE STABILIZED WITHIN 200 LINEAL FEET FROM THE PROPERTY EDGE, OR FROM THE POINT OF DISCHARGE TO ANY SURFACE WATER. STABILIZATION MUST BE COMPLETED WITHIN 24 HOURS OF CONNECTING TO A SURFACE WATER.
- PIPE OUTLETS**
PIPE OUTLETS MUST BE PROVIDED WITH TEMPORARY OR PERMANENT ENERGY DISSIPATION WITHIN 24 HOURS OF CONNECTION TO A SURFACE WATER.

- CATCH BASINS**
ALL CATCH BASINS SHALL BE PROTECTED WITH INLET PROTECTION DEVICES APPROVED BY THE LOCAL GOVERNING UNIT. THESE SHALL INCLUDE, BUT ARE NOT LIMITED TO, WMCO PROTECTION DEVICES, INFRASAFE PROTECTION DEVICES, FILTER FABRIC, BIO ROLLS AND STRAW BALES.
- DUST**
CONSTRUCTION DUST SHALL BE CONTAINED TO THE EXTENT POSSIBLE. IF THE SITE BECOMES EXCESSIVELY DUSTY, APPROPRIATE MEASURES SHALL BE TAKEN TO REDUCE DUST BEING TRANSPORTED FROM THE SITE. DUST CONTROL MEASURES INCLUDE, BUT ARE NOT LIMITED TO, WATERING AND CALCIUM CHLORIDE APPLICATION.
- DEWATERING**
DEWATERING ACTIVITIES SHALL BE CONDUCTED WITH AND APPROVED BY THE LOCAL GOVERNING UNIT. IF THERE WILL BE ANY DEWATERING OR BASIN DRAINING THAT MAY HAVE TURBID OR SEDIMENT LADEN DISCHARGE, THE WATER MUST BE DISCHARGED TO A TEMPORARY OR PERMANENT SEDIMENTATION BASIN ON THE PROJECT SITE WHENEVER POSSIBLE. APPROPRIATE BMPS SHALL BE USED FOR EROSION AND SEDIMENT CONTROL AND ENERGY DISSIPATION.
- CONSTRUCTION MATERIALS AND DEBRIS**
CONSTRUCTION MATERIALS SHALL BE STORED IN AN ORDERLY MANNER AND IN AN AREA THAT WILL MINIMIZE CONFLICTS WITH OTHER CONSTRUCTION ACTIVITIES. CONSTRUCTION DEBRIS SHALL BE CONTAINED IN DUMPSTERS AND REMOVED FROM THE SITE AS NECESSARY.
- CHEMICALS**
CHEMICALS SHALL BE STORED IN A SAFE AREA IN SEALED CONTAINERS WITH THE ORIGINAL LABELING AND MATERIAL SAFETY DATA SHEETS AVAILABLE.
- SPILLS AND CONTAMINATION**
IF FUEL, OIL, OR A HAZARDOUS CHEMICAL IS SPILLED OR DETECTED DURING CONSTRUCTION ACTIVITIES, ALL APPROPRIATE AGENCIES SHALL BE IMMEDIATELY NOTIFIED, INCLUDING, BUT NOT LIMITED TO, THE MINNESOTA DUTY OFFICER AT 800-422-0798.
- CONCRETE WASHOUT AREA**
PERMITEES MUST PROVIDE EFFECTIVE CONTAINMENT FOR ALL LIQUID AND SOLID WASTES GENERATED BY WASHOUT OPERATIONS (E.G., CONCRETE, STUCCO, PAINT, FORM RELEASE OILS, CURING COMPOUNDS AND OTHER CONSTRUCTION MATERIALS) RELATED TO THE CONSTRUCTION ACTIVITY. PERMITEES MUST PREVENT LIQUID AND SOLID WASHOUT WASTES FROM CONTACTING THE GROUND AND MUST DESIGN THE CONTAINMENT SO IT DOES NOT RESULT IN RUNOFF FROM THE WASHOUT OPERATIONS OR AREAS. PERMITEES MUST PROPERLY DISPOSE LIQUID AND SOLID WASTES IN COMPLIANCE WITH MPCA RULES. PERMITEES MUST INSTALL A SIGN INDICATING THE LOCATION OF THE WASHOUT FACILITY.

POST CONSTRUCTION
WHEN THE SITE HAS BEEN COMPLETELY CONSTRUCTED, THE SITE MUST UNDERGO FINAL STABILIZATION. FINAL STABILIZATION OCCURS WHEN ALL OF THE GRADING, INFRASTRUCTURE AND BUILDING ACTIVITIES HAVE BEEN COMPLETED. TO ACHIEVE FINAL STABILIZATION, THE FOLLOWING MEASURES SHALL BE COMPLETED.

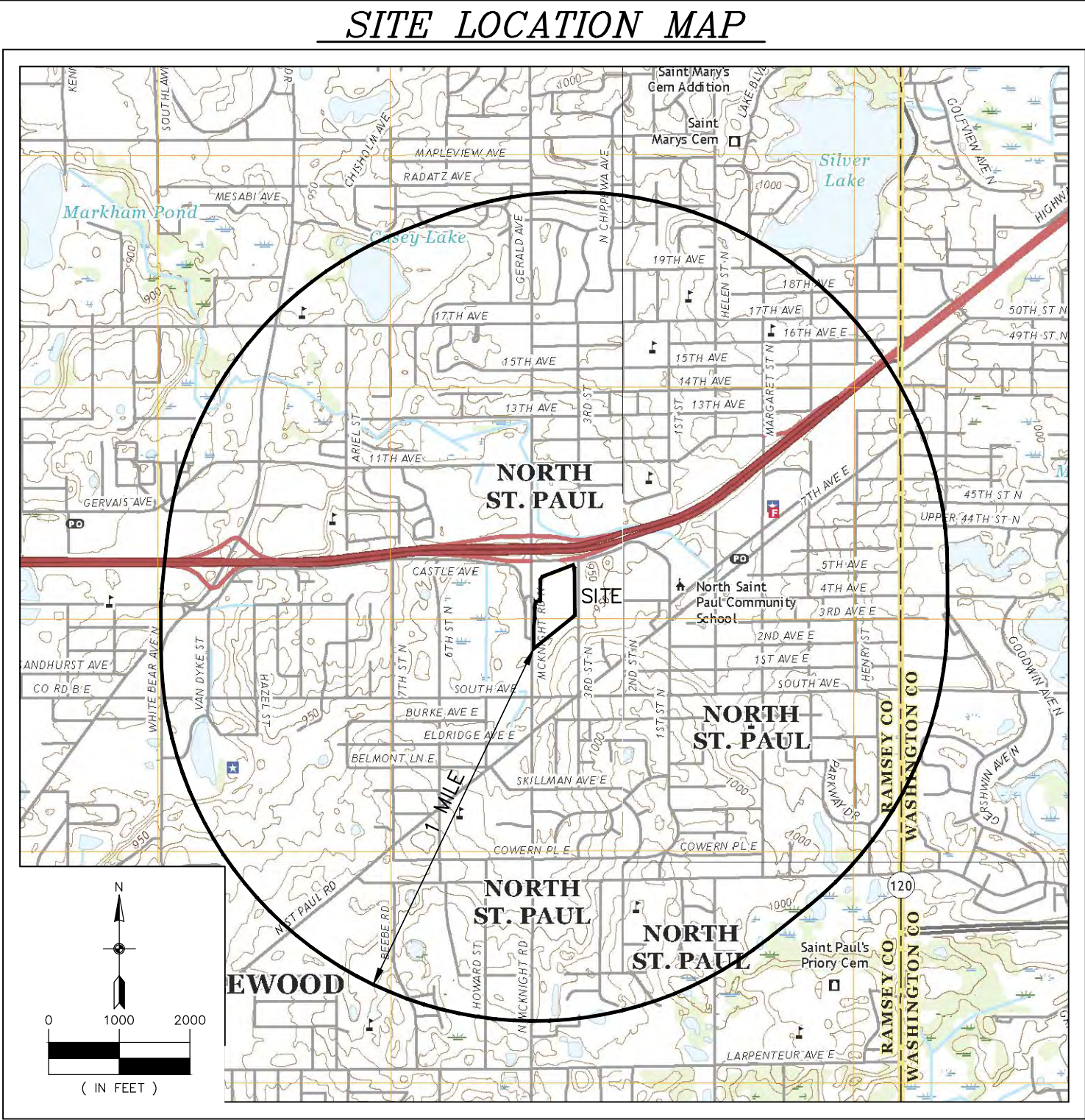
- ALL DISTURBED AREAS WITHOUT PERMANENT IMPERVIOUS SURFACES SHALL BE DECOMPACTED AND STABILIZED BY A UNIFORM PERENNIAL VEGETATIVE COVER. AREAS NOT REQUIRING SOD OR EROSION CONTROL BLANKET SHALL BE SEEDED AND MULCHED.
- SEDIMENT FROM CONVEYANCES AND TEMPORARY SEDIMENTATION BASINS THAT ARE TO BE USED AS PERMANENT WATER QUALITY MANAGEMENT BASINS SHALL BE CLEANED OUT. SEDIMENTATION BASINS SHALL BE SUFFICIENTLY CLEANED OUT TO RETURN THE BASIN TO DESIGN CAPACITY. SEDIMENT MUST BE STABILIZED TO PREVENT IT FROM BEING WASHED BACK INTO THE BASIN OR CONVEYANCES DISCHARGING OFF-SITE OR TO SURFACE WATERS.
- WHEN STABILIZED VEGETATION HAS BEEN ESTABLISHED OVER 70 PERCENT OF THE PERVIOUS SURFACE AREA, ALL SYNTHETIC TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES SHALL BE REMOVED BY THE CONTRACTOR. THIS INCLUDES, BUT IS NOT LIMITED TO, SILT FENCE, TREE FENCE AND CATCH BASIN INLET PROTECTION DEVICES.

NOTICE OF TERMINATION
THE PERMITEE(S) MUST SUBMIT A NOTICE OF TERMINATION (NOT) TO THE MPCA WITHIN 30 DAYS AFTER FINAL STABILIZATION IS COMPLETE, OR ANOTHER OWNER/OPERATOR (PERMITEE) HAS ASSUMED CONTROL OVER ALL AREAS OF THE SITE THAT HAVE NOT UNDERGONE FINAL STABILIZATION.

INSPECTIONS & RECORD KEEPING
THE PERMITEE MUST, AT A MINIMUM, INSPECT, MAINTAIN AND REPAIR ALL DISTURBED SURFACES AND ALL EROSION AND SEDIMENT CONTROL FACILITIES AND SOIL STABILIZATION MEASURES EVERY DAY WORK IS PERFORMED ON THE SITE AND AT LEAST WEEKLY UNTIL LAND-DISTURBING ACTIVITY HAS CEASED. THEREAFTER, THE PERMITEE MUST PERFORM THESE RESPONSIBILITIES AT LEAST WEEKLY UNTIL VEGETATION COVER IS ESTABLISHED. THE PERMITEE SHALL MAINTAIN A LOG OF THESE ACTIVITIES, WHICH MUST BE AVAILABLE FOR INSPECTION UPON REQUEST.

DURING THE COURSE OF CONSTRUCTION, IT MAY BE DETERMINED THAT ADDITIONAL STORMWATER POLLUTION PREVENTION MEASURES MAY BE NEEDED, OR CERTAIN MEASURES ARE NOT PRACTICAL TO INSTALL. IN THESE CASES, AN AMENDMENT TO THE SWPPP SHALL BE MADE, AND SUPPORTING REASONS SHALL BE DOCUMENTED IN THE SWPPP.

- RECORD NAME OF INSPECTOR AND DATE AND TIME OF INSPECTION.
- RECORD RAINFALL AMOUNT SINCE MOST RECENT INSPECTION.
- INSPECT ROCK CONSTRUCTION ENTRANCES FOR SEDIMENTATION. INSPECT ADJACENT STREETS FOR SEDIMENT TRACKING.



- INSPECT SITE FOR EXCESSIVE EROSION AND SEDIMENT ACCUMULATION.
- INSPECT SILT FENCE AND OTHER TEMPORARY EROSION AND SEDIMENT CONTROL DEVICES
- INSPECT FLARED END SECTIONS FOR EROSION AND SEDIMENTATION
- INSPECT PONDS, INFILTRATION BASINS, TEMPORARY SEDIMENTATION BASINS AND ALL OTHER BMP'S FOR EROSION AND SEDIMENTATION.
- INSPECT SURFACE WATERS, INCLUDING DRAINAGE DITCHES AND CONVEYANCE SYSTEMS FOR EVIDENCE OF SEDIMENT BEING DEPOSITED BY EROSION.
- INSPECT SITE AND ADJACENT PROPERTIES FOR CONSTRUCTION DEBRIS, TRASH AND SPILLS.
- INSPECT STABILIZED AREAS FOR EROSION.
- RECORD RECOMMENDED REPAIRS, MAINTENANCE AND/OR REPLACEMENTS REQUIRED TO ENSURE EROSION AND SEDIMENTATION CONTROL MEASURES ARE SUFFICIENT.
- RECORD RECOMMENDED AMENDMENTS TO THE SWPPP.
- RECORD REPAIRS, MAINTENANCE AND/OR REPLACEMENTS THAT WERE COMPLETED SINCE THE LAST INSPECTION.

MAINTENANCE
THE OWNER/CONTRACTOR IS RESPONSIBLE FOR THE OPERATION, INSPECTION AND MAINTENANCE OF ALL STORMWATER POLLUTION PREVENTION MEASURES FOR THE DURATION OF THE PROJECT. THE FOLLOWING GUIDELINES SHALL BE USED TO DETERMINE NECESSARY REPAIRS, MAINTENANCE AND/OR REPLACEMENT OF THE EROSION AND SEDIMENTATION CONTROL MEASURES.

- ROCK CONSTRUCTION ENTRANCES SHALL BE REPAIRED OR REPLACED IF THE ROCK BECOMES INUNDATED WITH SEDIMENT AND/OR EXCESSIVE SEDIMENT IS BEING TRACKED FROM THE SITE. SEDIMENT TRACKED ONTO ADJACENT STREETS SHALL BE REMOVED. MEASURES SHALL BE TAKEN IMMEDIATELY UPON DISCOVERY.
- SILT FENCE SHALL BE REPAIRED OR REPLACED WHEN SEDIMENT REACHES 1/3 THE HEIGHT OF THE SILT FENCE, THE SILT FENCE IS DAMAGED AND/OR THE SILT FENCE BECOMES NONFUNCTIONAL. MEASURES SHALL BE TAKEN WITHIN 24 HOURS OF DISCOVERY.
- CATCH BASIN INLET PROTECTION DEVICES SHALL BE CLEANED WHEN SEDIMENT REACHES 1/2 THE HEIGHT OF THE SEDIMENT TRAP AND/OR REPAIRED OR REPLACED IF THE DEVICE BECOMES NONFUNCTIONAL. MEASURES SHALL BE TAKEN WITHIN 72 HOURS OF DISCOVERY.
- FLARED END SECTIONS SHALL BE CLEANED IF DEBRIS IS RESTRICTING FLOW OR IF SEDIMENT HAS ACCUMULATED AT THE OUTLET. IF A FLARED END SECTION BECOMES NONFUNCTIONAL OR DAMAGED, IT SHALL BE REPAIRED OR REPLACED. MEASURES SHALL BE TAKEN WITHIN 72 HOURS OF DISCOVERY.
- IF SEDIMENT IS OBSERVED OFF-SITE OR NEAR SURFACE WATERS, THE SOURCE OF SEDIMENT SHALL BE DETECTED AND ADDITIONAL MEASURES SHALL BE IMPLEMENTED. THE PERMITEE(S) SHALL COORDINATE SEDIMENT RETRIEVAL FROM SURFACE WATERS WITH ALL APPROPRIATE AGENCIES. MEASURES SHALL BE TAKEN WITHIN 7 DAYS OF DISCOVERY.
- PONDS, INFILTRATION BASINS, TEMPORARY SEDIMENTATION BASINS AND ALL OTHER BMP'S SHALL BE CLEANED IF DEBRIS IS PRESENT AND/OR EXCESSIVE SEDIMENTATION HAS OCCURRED. TEMPORARY AND PERMANENT SEDIMENTATION BASINS MUST BE DRAINED AND THE SEDIMENT REMOVED WHEN SEDIMENT HAS FILLED THE BASIN TO 1/2 THE STORAGE VOLUME. NO SEDIMENT SHALL BE ALLOWED TO ACCUMULATE IN INFILTRATION BASINS. MEASURES SHALL BE TAKEN WITHIN 72 HOURS OF DISCOVERY.

QUANTITIES
THE FOLLOWING TABLE PROVIDES ESTIMATED QUANTITIES FOR STORMWATER POLLUTION PREVENTION THROUGHOUT THE PROJECT.

ITEM	UNIT	ESTIMATED QUANTITY
ROCK ENTRANCE	EA.	1
SILT FENCE/BIO-ROLLS	L.F.	1,800
INLET PROTECTION	EA.	25
EROSION CONTROL BLANKET	S.Y.	AS NEEDED
RIPRAP CL3	C.Y.	5
TURF ESTABLISHMENT	AC.	2

ENVIRONMENTAL · ENGINEERING · SURVEYING
3890 Pheasant Ridge Dr. NE #100, Blaine, MN
Phone: 763-489-7900 Fax: 763-489-7959

STORMWATER POLLUTION PREVENTION PLAN

ANCHOR VIEW APARTMENTS
North St. Paul, Minnesota

TRIDENT DEVELOPMENT, LLC
3601 18th Street South, Suite 103
St. Cloud, MN 56301

REVISIONS

1.	

DRAWN BY: JTR
DESIGNED BY: JTR
ISSUE DATE: 02/03/20

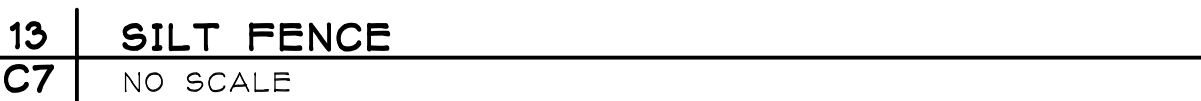
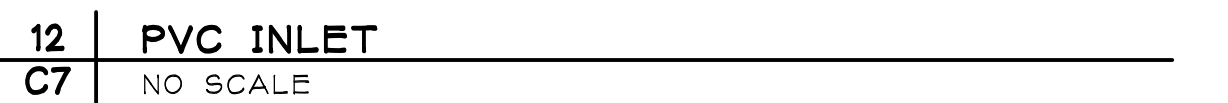
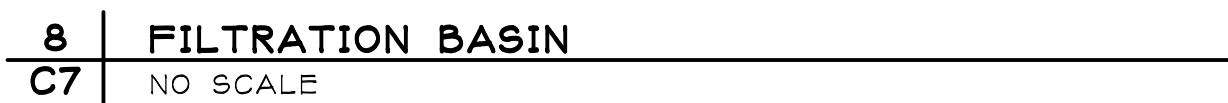
I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the State of Minnesota

Name: Joseph T. Radach, P.E.
Signature:
Date: 02/03/20 License #: 45889

6 of 8



- | | |
|----|-----------------------|
| 7 | SPECIAL GRADING NOTES |
| C7 | NO SCALE |

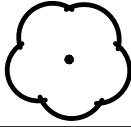
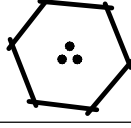
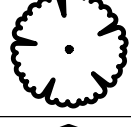
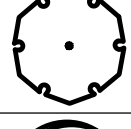
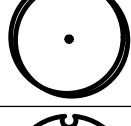
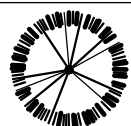
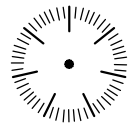
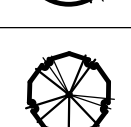
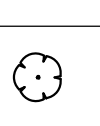
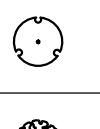
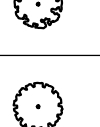
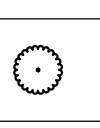
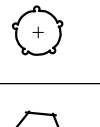
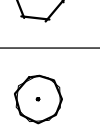
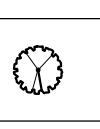
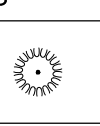
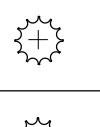
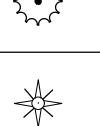
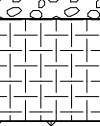
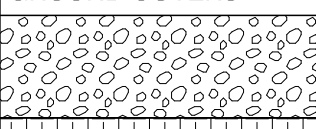
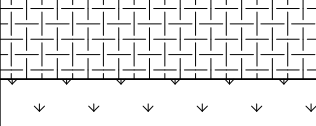
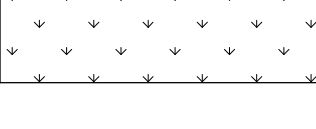


LANDSCAPE SPECIFICATIONS

1. **TREE PROTECTION.** ALL TREES NOT SPECIFICALLY NOTED OR MARKED ON SITE FOR REMOVAL SHALL REMAIN PROTECTED AND UNDISTURBED DURING CONSTRUCTION. TREE PROTECTION SHALL EXTEND TO THE DRIP LINE, WITHIN WHICH NO CONSTRUCTION ACTIVITY, MATERIAL STORAGE, OR VEHICLE PARKING SHALL BE PERMITTED. TREE PROTECTION FENCING SHALL BE ERECTED PRIOR TO CONSTRUCTION START PER PLANS OR AS DIRECTED BY OWNER/LANDSCAPE ARCHITECT AND SHALL CONSIST OF 4' TALL HEAVY DUTY ORANGE CONSTRUCTION FENCING WITH 6" STEEL FENCE POSTS SPACED 6' O.C. MAX.
2. **EROSION CONTROL.** REFER TO CIVIL PLAN SHEETS FOR STORMWATER POLLUTION PREVENTION PLAN (SWPPP), AND TEMPORARY AND PERMANENT STORMWATER BMPs, INCLUDING SILT FENCE, BIO-ROLLS, INLET PROTECTION, EROSION CONTROL BLANKETING, DUST CONTROL, SWEEPING AND ROCK CONSTRUCTION ENTRANCE. ALL DISTURBED AREAS SHALL RECEIVE PERMANENT STABILIZATION IN ACCORDANCE WITH THE LANDSCAPE PLAN WITHIN 7 DAYS AFTER CONSTRUCTION ACTIVITY IN THE DISTURBED AREA HAS CEASED. IN THE EVENT PERMANENT STABILIZATION CANNOT BE IMPLEMENTED WITHIN 7 DAYS, TEMPORARY STABILIZATION BMPs MUST BE IMPLEMENTED WITHIN 7 DAYS USING.
3. **CLEARING AND GRUBBING.** CONTRACTOR SHALL BE RESPONSIBLE FOR CLEARING AND GRUBBING ALL AREAS INDICATED AS BEING DISTURBED OR OTHERWISE SHOWN ON PLANS. CLEARING AND GRUBBING SHALL INCLUDE REMOVAL AND DISPOSAL OF ALL TREES, STUMPS, BRUSH, GRASS, ROOTS AND OTHER ORGANIC MATERIAL AT AN APPROVED OFF-SITE DISPOSAL LOCATION.
4. **SOIL PREPARATION.** REFER TO GEOTECHNICAL REPORT FOR ANY REQUIRED SOIL CORRECTIONS, AMENDMENTS OR ADDITIONAL INFORMATION (IF APPLICABLE). EXISTING TOPSOIL SHALL BE STRIPPED FROM ALL DISTURBED AREAS AND STOCKPILED IN AN APPROVED LOCATION FOR RE-SPREAD. ALL AREAS WHERE SOIL HAS BEEN COMPACTED BY CONSTRUCTION ACTIVITY AND THAT ARE INDICATED TO BE SODDED, SEEDED OR PLANTING BED SHALL BE DE-COMPACTED TO A MINIMUM DEPTH OF 12 INCHES BY SOIL RIPPING, TILLING OR OTHER APPROVED SOIL LOOSENING METHOD.
5. **TOPSOIL MATERIAL.** ALL EXISTING, AMENDED OR IMPORTED TOPSOIL SHALL MEET THE REQUIREMENTS OF WDOT TOPSOIL TYPE A. A MINIMUM 4 INCH DEPTH OF TOPSOIL SHALL BE PLACED ON ALL AREAS TO BE SODDED OR SEEDDED. A MINIMUM 12 INCH DEPTH OF TOPSOIL SHALL BE PLACED WITHIN ALL PLANTING BED AREAS. ALL TOPSOIL SHALL BE FINE GRADED, RAKED AND DRAGGED TO PROVIDE A SMOOTH, UNIFORM SURFACE. TOPSOIL GRADES SHALL BE WITHIN .1 FEET OF INDICATED FINISHED GRADE AND SHALL BE TRUE TO GRADIENTS SHOWN ON PLANS. REFER TO CIVIL PLAN SHEETS FOR FILTRATION BASIN SOIL REQUIREMENTS.
6. **SEEDING AND TURF ESTABLISHMENT.** CONTRACTOR SHALL OBTAIN OWNER/LANDSCAPE ARCHITECT'S APPROVAL OF FINAL GRADES AND TOPSOIL PREP PRIOR TO SEEDING. APPLY 12-12-12 GRANULAR STARTER FERTILIZER AT A RATE OF 250 LBS PER ACRE PRIOR TO SEEDING.. SEEDS SHALL BE SOWN IN 2 PERPENDICULAR PASSES, EACH PASS AT ONE-HALF THE INDICATED RATE, VIA BROADCAST SPREADER, DROP SEEDER OR DRILL SEEDER. FOLLOWING SEED APPLICATION, INSTALL TYPE 3N EROSION CONTROL BLANKET ON ALL SLOPES GREATER THAN 4:1. IN ALL OTHER AREAS, APPLY HYDROMULCH COVER (MUST BE A SEPARATE OPERATION FROM SEEDING) AT A TARGETED DRY WEIGHT RATE OF 3500 LBS PER ACRE. SOIL SHALL BE KEPT MOIST DURING ESTABLISHMENT WITH ADDITIONAL RE-SEEDING AS NECESSARY TO ACHIEVE A HEALTHY, UNIFORM STAND OF GRASS, FREE OF WEEDS AND WITH COVERAGE EXCEEDING 75% IN ANY 10'x10' AREA PRIOR TO FINAL ACCEPTANCE.
7. **SODDING.** CONTRACTOR SHALL OBTAIN OWNER/LANDSCAPE ARCHITECT'S APPROVAL OF FINAL GRADES AND TOPSOIL PREP PRIOR TO SODDING. APPLY 12-12-12 GRANULAR STARTER FERTILIZER AT A RATE OF 250 LBS PER ACRE PRIOR TO SODDING AND ROLL TOPSOIL TO CREATE A UNIFORM SURFACE FOR LAYING SOD. SOD SHALL NOT BE CUT MORE THAN 24-HOURS IN ADVANCE OF INSTALLATION. CONTRACTOR SHALL KEEP SOD MOIST FOR A MINIMUM OF 30 DAYS AND SHALL BE RESPONSIBLE FOR MAINTAINING THE SOD UNTIL FINAL ACCEPTANCE.
8. **PLANT MATERIAL.** ALL PLANTING STOCK SHALL CONFORM TO THE "AMERICAN STANDARD FOR NURSERY STOCK," ANSI-Z60, LATEST EDITION, OF THE AMERICAN ASSOCIATION OF NURSERYMEN, INC. AND SHALL CONSTITUTE MINIMUM QUALITY REQUIREMENTS FOR PLANT MATERIALS. OWNER/LANDSCAPE ARCHITECT RESERVE THE RIGHT TO REJECT ANY PLANTS WHICH ARE DEEMED UNSATISFACTORY BEFORE, DURING, OR AFTER INSTALLATION. NO SUBSTITUTION OF PLANT MATERIAL SHALL BE ACCEPTED UNLESS APPROVED IN WRITING BY THE OWNER/LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.

9. **PLANT MATERIAL SUBSTITUTIONS.** ALL REQUESTS FOR PLANT SUBSTITUTIONS SHALL BE MADE IN WRITING TO THE OWNER/LANDSCAPE ARCHITECT AND MUST BE APPROVED BY THE CITY.
10. **PLANT INSTALLATION AND ESTABLISHMENT.** REFER TO STANDARD PLANTING DETAILS. CONTRACTOR SHALL STAKE TREE LOCATIONS FOR APPROVAL BY OWNER/LANDSCAPE ARCHITECT PRIOR TO PLANTING. ANY PLANT MATERIAL WHICH DIES, TURNS BROWN, OR DEFOLIATES (PRIOR TO TOTAL ACCEPTANCE OF THE WORK) SHALL BE PROMPTLY REMOVED FROM THE SITE AND REPLACED WITH MATERIAL OF THE SAME SPECIES, QUANTITY, AND SIZE.
11. **MULCH MATERIAL.** DOUBLE SHREDDED HARDWOOD MULCH OR ROCK MULCH AS INDICATED ON PLANS. ALL MULCH SHALL BE CLEAN AND FREE OF NOXIOUS WEEDS, SOIL, OR OTHER DELETERIOUS MATERIAL, AND SHALL BE INSTALLED OVER A NON-WOVEN GEOTEXTILE FABRIC (INCIDENTAL) OR OTHER APPROVED WEED BARRIER TO A MINIMUM SETTLED DEPTH OF 4". MULCH SHALL BE HELD BACK FROM PLANT STEMS/TRUNKS A MINIMUM OF 3". WOOD MULCH SHALL BE PLACED AROUND INDIVIDUAL TREES TO A 4' MINIMUM DIAMETER. MULCH SHALL BE INSTALLED WITHIN 48-HOURS OF PLANT INSTALLATION.
12. **LANDSCAPE EDGING.** INSTALL LANDSCAPE EDGING BETWEEN ALL MULCH AREAS AND TURF. EDGING SHALL BE COMMERCIAL GRADE BLACK POLYETHYLENE OR VINYL EDGING, 0.1 INCH THICK BY 5 INCHES DEEP, V-LIPPED BOTTOM, HORIZONTALLY GROOVED, 1-INCH ROUND TOP, EXTRUDED IN STANDARD LENGTHS, WITH 9-INCH STEEL ANGLE STAKES.
13. **IRRIGATION.** DESIGN, FURNISH AND INSTALL A COMPLETE UNDERGROUND IRRIGATION SYSTEM FROM APPROVED POINT(S)-OF-CONNECTION WITHIN THE SITE COVERING ALL TURF AND PLANTING AREAS AS SHOWN ON THE LANDSCAPE PLAN. INCLUDES FLOW/PRESSURE TESTING, PLANS WITH DESIGN CALCULATIONS, AS-BUILT DRAWINGS, LABOR, MATERIALS, EQUIPMENT, AND SERVICES FOR THE TESTING, ADJUSTING, RETESTING AND READJUSTING AS REQUIRED TO PLACE THE SYSTEM IN AN APPROVED OPERATING CONDITION. THE IRRIGATION SYSTEM SHALL INCLUDE THE DESIGN AND INSTALLATION OF THE FOLLOWING: PIPING, METER AND BACKFLOW ASSEMBLIES, SPRINKLER HEADS, CABINETS, VALVES AND VALVE BOXES, CONTROLLERS, CONTROL WIRING, FITTINGS, ELECTRICAL CONNECTIONS, QUICK-COUPERS, ALL OTHER NECESSARY ACCESSORIES, SYSTEM MANUALS, 1-YEAR MAINTENANCE PERIOD INCLUDING 1 FALL WINTERIZATION AND 1 SPRING START-UP. IRRIGATION PLANS TO BE PREPARED BY A QUALIFIED IRRIGATION DESIGNER AND SUBMITTED TO OWNER/LANDSCAPE ARCHITECT FOR APPROVAL.
14. **MAINTENANCE.** MAINTENANCE SHALL BEGIN IMMEDIATELY AFTER EACH PORTION OF THE WORK IS IN PLACE. PLANT MATERIAL SHALL BE PROTECTED AND MAINTAINED UNTIL THE INSTALLATION OF THE PLANTS IS COMPLETE, INSPECTION HAS BEEN MADE, AND PLANTINGS ARE ACCEPTED EXCLUSIVE OF THE GUARANTEE. MAINTENANCE SHALL INCLUDE MOWING, TRIMMING, WATERING, FERTILIZING, WEED AND PESTICIDE CONTROL, MULCHING, REMOVAL OF DEAD MATERIALS, RE-SETTING PLANTS TO PROPER GRADE AND KEEPING PLANTS IN A PLUMB POSITION. AFTER ACCEPTANCE, THE OWNER SHALL ASSUME MAINTENANCE RESPONSIBILITIES. HOWEVER, THE CONTRACTOR SHALL RETAIN RESPONSIBILITY FOR ALL PLANT MATERIAL THROUGH THE COMPLETION OF THE WARRANTY PERIOD.
15. **WATERING.** UPON ESTABLISHMENT OF SEED AND INSTALLATION OF PLANTS, CONTRACTOR SHALL MAINTAIN A WATERING SCHEDULE WHICH WILL THOROUGHLY WATER ALL PLANTS AND TURF AREAS A MINIMUM OF ONCE A WEEK. MORE FREQUENT WATERING MAY BE REQUIRED DURING PERIODS OF HOT, DRY WEATHER. CONTRACTOR SHALL MAKE THE NECESSARY ARRANGEMENTS FOR WATER. IN THE ABSENCE OF PERMANENT IRRIGATION, TEMPORARY IRRIGATION, TREE WATERING BAGS, OR HAND-WATERING ARE ACCEPTABLE.
16. **FINAL ACCEPTANCE.** UPON SUBSTANTIAL COMPLETION OF THE WORK, CONTRACTOR SHALL REQUEST FINAL ACCEPTANCE OF THE WORK IN WRITING BY THE OWNER/LANDSCAPE ARCHITECT. IF ANY WORK IS FOUND TO BE INCOMPLETE OR UNSATISFACTORY IN THE OPINION OF THE OWNER/LANDSCAPE ARCHITECT, A WRITTEN PUNCH LIST WILL BE PREPARED LISTING ALL ITEMS THAT REQUIRE COMPLETING OR CORRECTING BEFORE FINAL ACCEPTANCE.
17. **WARRANTY.** ALL PLANTS, MATERIALS AND WORKMANSHIP SHALL BE GUARANTEED FOR ONE YEAR FROM THE DATE OF FINAL ACCEPTANCE, UNLESS OTHERWISE SPECIFIED. THE GUARANTEE SHALL COVER THE FULL COST OF REPLACEMENT INCLUDING LABOR AND MATERIAL.

PLANT SCHEDULE

TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	RM	7	Acer rubrum `Northwood`	Northwood Red Maple	2.5" Cal.	B&B
	RB	3	Betula nigra Clump Form, 2.5" Cal Equivalent	River Birch Multi-Trunk	10" Ht.	B&B
	HL	4	Gleditsia triacanthos inermis `Harve`	Northern Acclaim Thornless Honey Locust	2.5" Cal.	B&B
	WO	6	Quercus bicolor	Swamp White Oak	2.5" Cal.	B&B
	BL	9	Tilia americana `Boulevard`	Boulevard Linden	3.5" Cal.	B&B
	AE	7	Ulmus americana `Princeton`	American Elm	2.5" Cal.	B&B
CONIFEROUS TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	BF	6	Abies balsamea	Balsam Fir	6" Ht.	B&B
	BH	4	Picea glauca densata	Black Hills Spruce	8" Ht.	B&B
ORNAMENTAL TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	SB	9	Amelanchier x grandiflora `Autumn Brilliance` Clump Form, 2" Cal Equivalent	Autumn Brilliance Serviceberry	8" Ht.	B&B
	JL	4	Syringa reticulata `Ivory Silk` White Flowers	Ivory Silk Japanese Tree Lilac	2" Cal.	B&B
SHRUBS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	BCB	14	Aronia melanocarpa `Autumn Magic`	Autumn Magic Black Chokeberry	#5 Cont.	
	SSC	9	Clethra alnifolia `Hummingbird`	Summersweet	#5 Cont.	
	RTD	13	Cornus sericea `Alleman`'s Compact`	Dwarf Red Twig Dogwood	#5 Cont.	
	DBH	11	Diervilla lonicera	Dwarf Bush Honeysuckle	#5 Cont.	
	CBB	16	Euonymus alatus `Compactus`	Compact Burning Bush	#5 Cont.	
	NBS	11	Physocarpus opulifolius `Seward` TM	Summer Wine Seward Ninebark	#5 Cont.	
	SPG	8	Spiraea x bumalda `Goldflame` Gold Foliage, Red Flowers	Goldflame Spirea	#5 Cont.	
	MKL	29	Syringa patula `Miss Kim`	Miss Kim Lilac	#5 Cont.	
	VBC	19	Viburnum trilobum `Bailey Compact` Red Fall Color	Bailey`s Compact American Cranberry Bush	#5 Cont.	
EVERGREEN SHRUBS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	JSG	35	Juniperus chinensis `Sea Green`	Sea Green Juniper	#5 Cont.	
	YEW	21	Taxus x media `Tauntonii`	Tauton Yew	#5 Cont.	
GRASSES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	KFG	48	Calamagrostis x acutiflora `Karl Foerster`	Feather Reed Grass	#5 Cont.	
	PDS	28	Sporobolus heterolepis	Prairie Dropseed	#5 Cont.	
PERENNIALS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	DLB	70	Hemerocallis x `Baja` Red Flowers	Daylily	#1 Cont.	
	DLS	71	Hemerocallis x `Stella De Oro` Yellow / Gold Flowers	Stella De Oro Daylily	#1 Cont.	
	SGF	52	Liatris spicata `Kobold` Purple Flowers	Spike Gayfeather	#1 Cont.	
GROUND COVERS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	ROCK	9,171 sf	Rock Mulch Non-Woven Geotextile Incidental	1.5" Trap Rock Mulch	4" Depth	
	SOD	68,278 sf	Turf Sod Bluegrass	Kentucky Bluegrass	sod	
	TII	11,745 sf	Type II - Stormwater Seed Mix Refer to notes for acceptable seeding methods Seeding Rate 52.0 lb/ac	MnDOT Seed Mix 33-261	seed	

PRELIMINARY LANDSCAPE PLAN

ANCHOR VIEW APARTMENTS

North St. Paul, Minnesota

TRIDENT DEVELOPMENT, LLC
3601 18th Street South, Suite 103
St. Cloud, MN 56301

REVISIONS

1.	
DRAWN BY:	RJR
DESIGNED BY:	RJR
ISSUE DATE:	02/03/20

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 Landscape Architect under the laws of the State of Minnesota.

Name: Ryan J. Ruttgger
Signature:
Date: 02/03/20 License #: 56346



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.


TODD MOHAGEN, AIA, NCARB
REGISTRATION NUMBER: 18074

THE ARCHITECT SHALL BE DEEMED THE AUTHORS AND OWNERS OF THEIR RESPECTIVE INSTRUMENTS OF SERVICE AND SHALL RETAIN ALL COMMON LAW, STATUTORY AND OTHER RESERVED RIGHTS, INCLUDING COPYRIGHTS OF THE ATTACHED DOCUMENTS.

[illegible]

PROJECT NUMBER: 19199.0ADA

DRAWN BY: N. MISSLING

CHECKED BY: S. OLIVER

DATE: 02/04/2020

COMPUTER DIRECTORY:

K:\Jobs\Adams French Properties\North St Paul 19199

EXTERIOR BUILDING ELEVATIONS

SITE PLAN REVIEW

A300



EXTERIOR MATERIALS MATERIAL SAMPLES



IMP-1: WHITE STRIATED METAL PANEL



IMP-2: GRAY STRIATED METAL PANEL



BRK-1: RED THIN BRICK - METROBRICK MAINSTREET - FLASHING

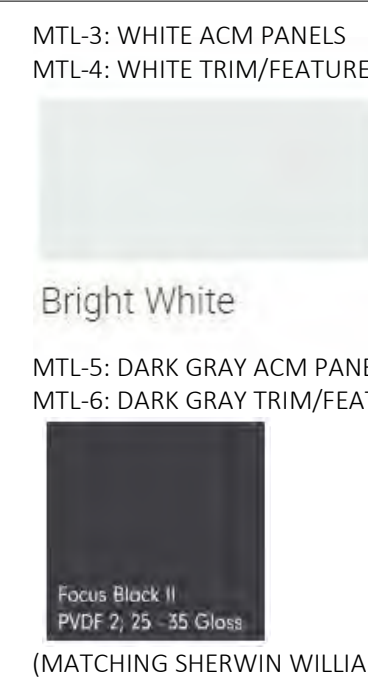


MTL-1: METAL TRIM
COLOR TO MATCH IMP-1

Stone White

MTL-2: METAL TRIM
COLOR TO MATCH IMP-2

Slate Gray



MTL-3: WHITE ACM PANELS
MTL-4: WHITE TRIM/FEATURES

Bright White

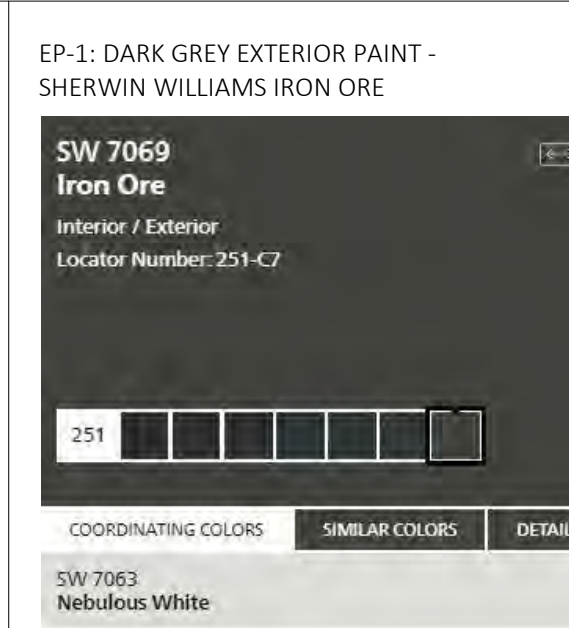
MTL-5: DARK GRAY ACM PANELS
MTL-6: DARK GRAY TRIM/FEATURES

(MATCHING SHERWIN WILLIAMS IRON ORE)



MTL-7: LIGHT GREY 7.2 PROFILE METAL PANEL

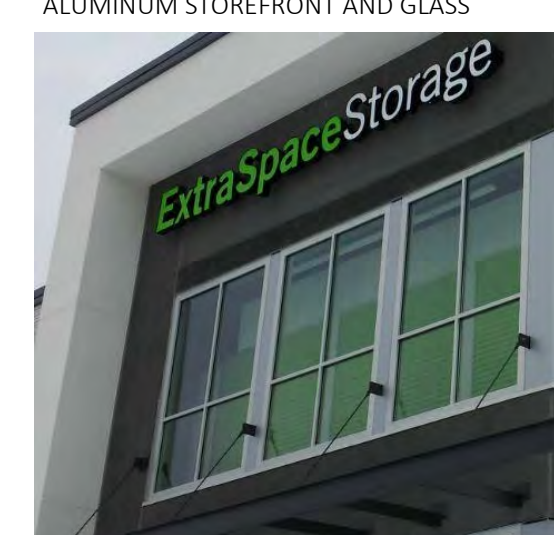
(MATCH SHERWIN WILLIAMS ARGOS)



EP-1: DARK GREY EXTERIOR PAINT -
SHERWIN WILLIAMS IRON ORE

[illegible][illegible]

100



ALUMINUM STOREFRONT AND GLASS

STOREFRONT FRAMING; CLEAR GLASS

DRAINAGE REPORT

February 3, 2020

**Anchor View Apartments
North St. Paul, Minnesota**

Re: Anchor View Apartments – Stormwater Management Plan

The purpose of this letter report is to discuss the proposed stormwater management system for the development of the apartment lot in the Anchor Block Commons master plan of development. The site consists of Lot 1, Block 2 of the Anchor Block Commons plat completed in 2019. The site was previously graded as part of the overall mass grading for the Anchor Block Commons master plan of development. See Figure 1 for site location map.

Existing Conditions

The overall Anchor Block Commons site is located in the southeast quadrant of the intersection of Trunk Highway 36 and McKnight Road North (CSAH 68) in North St. Paul, Ramsey County, Minnesota. The site is bounded on the north by Trunk Highway 36 and North St. Paul Drive, on the east by 3rd Street North, on the South by the Gateway Trail Corridor, and on the west by McKnight Road North. The site was previously used as a concrete block plant by Anchor Block. In or around 2011, the Anchor Block Plant was decommissioned and the site was razed. In the fall of 2019, the City of North St. Paul mass graded the site for future development and platted the site into three lots.

The proposed apartment site consists of Lot 1, Block 2 of the Anchor Block Commons plat and contains 3.91 acres. There are no existing impervious surfaces onsite.

Proposed Conditions

The City of North St. Paul plans to construct Anchor Drive in the Spring of 2020. Also, in the Spring of 2020, Trident Development plans to construct a 126-unit apartment building with covered parking and paved parking and drive areas. During construction, approximately 4 acres will be disturbed. After construction, the site will contain approximately **2.94 acres of impervious surface**.

Stormwater from the site will be treated by filtration basins. One filtration basin will be constructed on site by the apartment contractor and one filtration basin was constructed off site by the City's contractor in the fall of 2019. Storm sewer will be used to collect runoff from the site and the storm sewer will either discharge to the proposed onsite filtration basin or connected to a storm sewer stub being provided by the City. All stormwater from the site will ultimately drain to the existing MnDOT pond north of the site.

Anchor Block Commons Stormwater Management Plan

Carlson McCain prepared the stormwater management plan for the overall Anchor Block Commons master development plan. This plan of development proposed four filtration basins to treat stormwater from the entire site. The apartment lot was designed to drain to two of the filtration basins, one on the apartment site (Basin 30) and one on the north side of Anchor Drive (Basin 10). Because the apartment site layout was not final at the time of the City's mass grading project, Basin 30 was not constructed.

The apartment site layout assumed under the Anchor Block Commons plan of development contained approximately 2.33 acres of impervious surface and the design filtration volume of Basin 30 was 0.131 acre feet.

Anchor View Apartments Stormwater Management Plan

The proposed layout for the Anchor View Apartments contains approximately 2.94 acres of impervious surface. The new layout proposes an additional 0.61 acres of impervious surface. Based on Ramsey Washington Metro Watershed District (RWMWD) 1.1 inch volume abstraction requirement, the additional volume abstraction required is 0.056 acre feet. Per RWMWD, filtration of the water quality volume receives 55% credit. Based on the 55% credit, the additional filtration volume required is 0.102 acre feet.

Under the Anchor Block Commons stormwater management plan, there was an additional 0.041 acre feet of filtration volume available for the site. Under the Anchor View Apartments plan, Basin 30 has a proposed filtration volume of 0.198 acre feet, which is 0.067 acre feet greater than the original design. Therefore, including the excess filtration volume from Anchor Block Commons and the proposed additional filtration volume in Basin 30, the total additional filtration volume is 0.108 acre feet, which meets the site requirement.

Storm Sewer Design

Storm sewer will be used to collect stormwater from the site. The storm sewer will either outlet to a stub provided from Anchor Drive or to Filtration Basin 30. The rational method was used to determine anticipated flows to each catch basin and the pipes were sized using those flows along with Manning's equation. All onsite storm sewers were designed to accommodate a 10-year storm at a minimum. See attached Figure 2 for Storm Sewer Drainage Map and attached rational method spreadsheet for design calculations.

Summary

The proposed apartment lot will meet the overall stormwater treatment requirements from RWMWD and the MPCA Construction Stormwater Permit. Adequate volume abstraction is provided by one onsite filtration basin and one off site filtration basin. All storm sewers have been sized to accommodate a 10-year storm at a minimum. The proposed development will not have an adverse impact on the existing stormwater infrastructure originally planned for the development of the site.

Certification

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



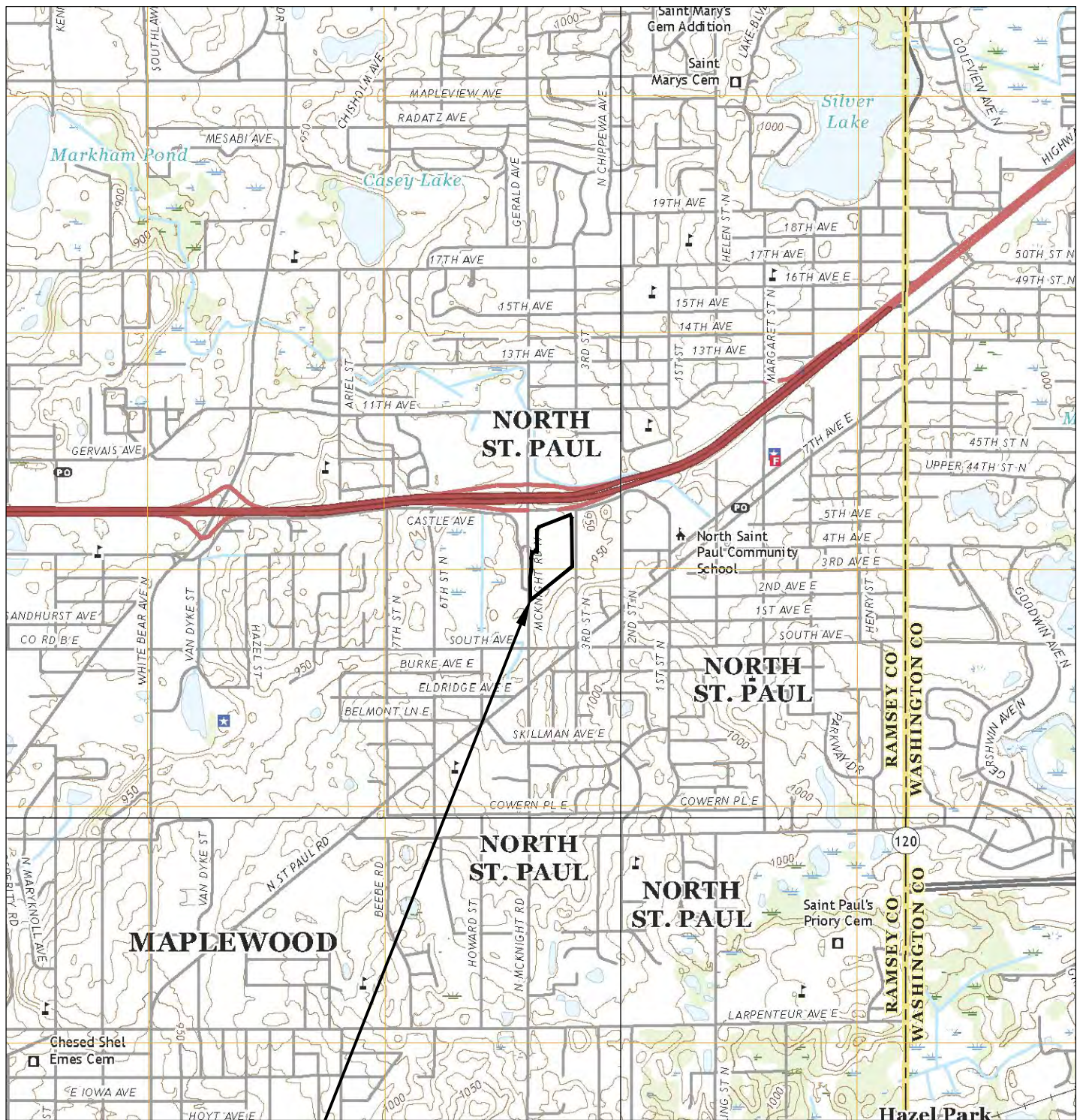
Joseph T. Radach, P.E.
License #: 45889

02/03/20

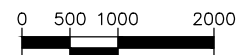
Date

Attachments

- Figure 1: Site Location Map
- Figure 2: Storm Sewer Drainage Map
- Attachment 1: Storm Sewer Design Spreadsheet



SITE LOCATION

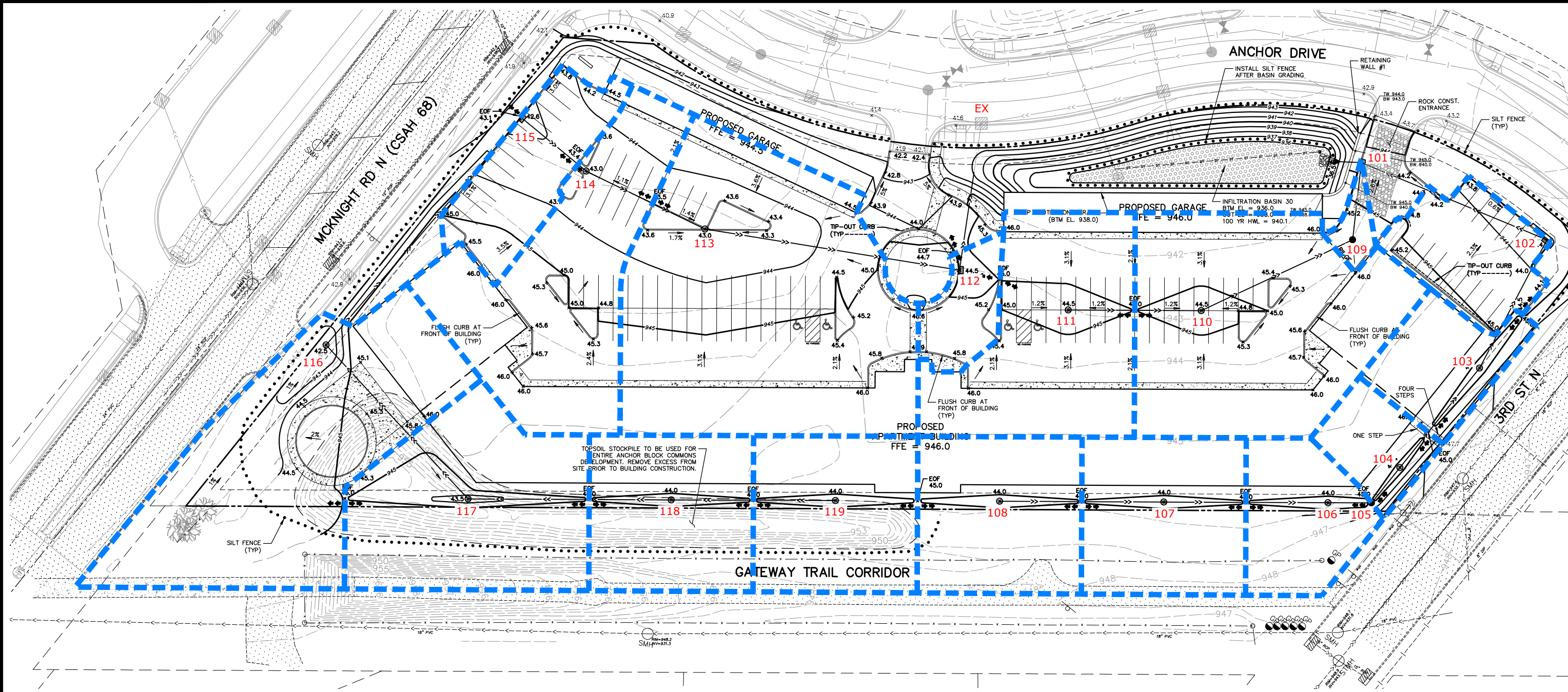


SOURCE: USGS 7.5 MIN. QUADRANGLE



**ANCHOR VIEW
APARTMENTS**
North St. Paul, Minnesota

**FIGURE 1
SITE LOCATION MAP**



LEGEND

--- CATCHMENT LINE

106 STRUCTURE

Notes:

TRIDENT DEVELOPMENT, LLC
3601 18th Street South
St. Cloud, MN 56301

ANCHOR VIEW APARTMENTS
North St. Paul, Minnesota

FIGURE 2
STORM SEWER
DRAINAGE MAP

PROJECT NAME: Anchor Pointe Apartments
 PROJECT LOCATION: North St. Paul, MN
 CARLSON PROJECT NO.: 7878-00
 DATE: 02/03/20
 BY: JTR

DESIGN CRITERIA	
Storm Frequency	10 year
Manning's "n"	0.013
"C" coefficient	varies



PROPOSED CONDITIONS STORM SEWER DESIGN

LOCATION		MH SIZE	AREA			"C" COEFFICIENT			GENERAL		DESIGN						PROFILE INFORMATION			
CBMH (from)	CBMH (to)	Diameter (in)	Impervious (sf)	Pervious (sf)	Total Area (ac)	Inc. "C"	Inc. CA	Cum. CA	T (min)	I (in/hr)	Q = CAI (cfs)	D (in)	% Grade	Q _{full} (cfs)	V _{full} (fps)	L (ft)	Invert (in)	Invert (out)	Rim El.	Build (ft)
119	118	27	3522	5997	0.22	0.46	0.10	0.10	10	5.8	0.58	12	0.50%	2.52	3.21	100	941.00	940.50	944.00	3.00
118	117	27	3417	6076	0.22	0.45	0.10	0.20	10	5.8	1.15	12	0.50%	2.52	3.21	124	940.50	939.88	944.00	3.50
117	116	48	4377	10171	0.33	0.41	0.14	0.34	10	5.8	1.95	12	0.50%	2.52	3.21	128	939.88	939.24	943.50	3.62
116	115	48	7672	13633	0.49	0.45	0.22	0.56	10	5.8	3.23	15	0.35%	3.82	3.11	183	939.24	938.60	942.50	3.26
115	114	48	6246	172	0.15	0.88	0.13	0.69	10	5.8	3.98	15	0.40%	4.08	3.33	51	938.60	938.40	942.43	3.83
114	113	48	15352	515	0.36	0.88	0.32	1.01	10	5.8	5.84	18	0.35%	6.21	3.51	80	938.40	938.12	942.90	4.51
113	112	48	26559	955	0.63	0.88	0.55	1.56	10	5.8	9.05	24	0.25%	11.30	3.60	157	938.12	937.72	942.90	4.78
112	EX	48	2687	230	0.07	0.84	0.06	1.62	10	5.8	9.37	24	0.25%	11.30	3.60	89	937.72	937.50	944.33	6.61
111	110	27	13438	0	0.31	0.90	0.28	0.28	10	5.8	1.61	12	0.50%	2.52	3.21	81	940.90	940.50	944.40	3.50
110	109	48	19067	325	0.45	0.89	0.40	0.67	10	5.8	3.90	15	0.50%	4.56	3.72	102	940.33	939.82	944.40	4.07
109	101	48	0	0	0.00	0.00	0.00	0.67	10	5.8	3.90	15	0.50%	4.56	3.72	47	939.82	939.58	945.55	5.73
108	107	27	3845	5700	0.22	0.48	0.11	0.11	10	5.8	0.61	12	0.50%	2.52	3.21	100	940.98	940.48	944.00	3.02
107	106	27	3422	6150	0.22	0.45	0.10	0.20	10	5.8	1.19	12	0.50%	2.52	3.21	100	940.48	939.98	944.00	3.52
106	105	27	1826	4314	0.14	0.41	0.06	0.26	10	5.8	1.52	12	0.50%	2.52	3.21	26	939.98	939.85	944.00	4.02
105	104	48	0	0	0.00	0.00	0.00	0.26	10	5.8	1.52	12	0.50%	2.52	3.21	28	939.85	939.71	945.00	5.15
104	103	48	2141	1243	0.08	0.64	0.05	0.31	10	5.8	1.81	12	0.50%	2.52	3.21	78	939.71	939.32	944.00	4.29
103	102	48	2935	1960	0.11	0.62	0.07	0.38	10	5.8	2.21	12	0.50%	2.52	3.21	88	939.32	938.88	944.00	4.68
102	101	48	5297	423	0.13	0.85	0.11	0.49	10	5.8	2.86	15	0.35%	3.82	3.11	122	938.72	938.29	943.23	4.51
101	FES	48	956	0	0.02	0.90	0.02	1.19	10	5.8	6.88	18	0.50%	7.42	4.20	17	936.59	936.50	944.13	7.54

Agenda Information Memorandum
North St. Paul City Council
March 17, 2020

FROM THE OFFICE OF THE CITY MANAGER

Agenda placement: City Business

Subject: Designating Seppala Boulevard from a west bound one-way back to a two-way street from Margaret Street to Helen Street.

To: Honorable Mayor and City Council

Background/Facts:

In November of 2006 the City Council authorized designating Seppala Boulevard from a two-way to a one-way street, west bound, from Margaret Street to Helen Street. This was done at the time for safety reasons and in anticipation of the Gateway Trail being directed through this area of the city.

Staff has indicated that there is no longer a need to maintain this section of Seppala Boulevard as a one-way and seeks council approval to designate it back to a two-way. This change is also necessary to maintain traffic flow during the upcoming road reconstruction and redevelopment in and around this area.

Staff has presented this concept to several groups within the city and all are in strong support of making it a two-way again.

The street will be re-stripped to accommodate the two-way traffic. The traffic lanes will be established as far north on the street as possible to allow for an unloading / safety zone along the rear of the buildings that are located along the south side of the street. See the attached map.

Postal mailboxes currently located at the rear of the Post Office will be relocated into the city parking lot across the street where they were previously located.

Recommendation: It is recommended the City Council adopt a resolution designating Seppala Boulevard as a permanent two-way boulevard from Margaret Street to Helen Street.

Attachments:

Striping map
New Resolution
2006 documents

Respectfully submitted,

/s/ SD by mm

Scott Duddeck
City Manager

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2020-xxx

RESOLUTION DESIGNATING SEPPALA BOULEVARD AS A PERMANENT TWO-WAY BOULEVARD FROM MARGARET STREET TO HELEN STREET

WHEREAS, in November of 2006 the City Council authorized designating Seppala Boulevard from a two-way to a one-way street, west bound, from Margaret Street to Helen Street. This was done at the time for safety reasons and in anticipation of the Gateway Trail being directed through this area of the city; and

WHEREAS, Staff has indicated that there is no longer a need to maintain this section of Seppala Boulevard as a one-way and seeks council approval to designate it back to a two-way. This change is also necessary to maintain traffic flow during the upcoming road reconstruction and redevelopment in and around this area; and

WHEREAS, Staff has presented this concept to several groups within the city and all are in strong support of making it a two-way again; and

WHEREAS, the street will be re-stripped to accommodate the two-way traffic. The traffic lanes will be established as far north on the street as possible to allow for an unloading / safety zone along the rear of the buildings that are located along the south side of the street; and

WHEREAS, Postal mailboxes currently located at the rear of the Post Office will be relocated into the city parking lot across the street where they were previously located; and

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of North St. Paul, it hereby designates Seppala Boulevard as a permanent two-way boulevard from Margaret Street to Helen Street.

ADOPTED this 17th day of March, 2020.

Motion by Council Member xxx

Second by Council Member xxx

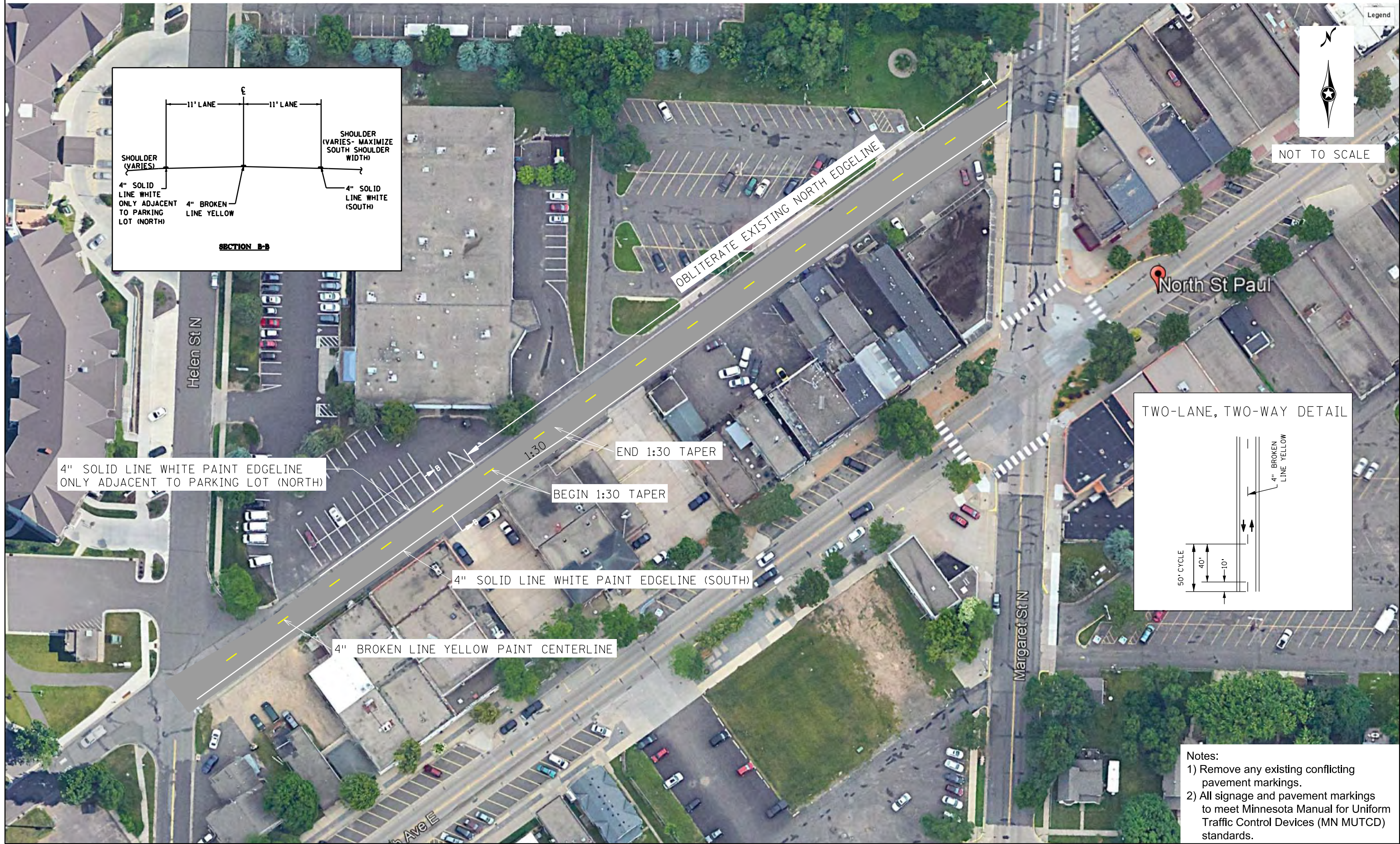
Voting:	Aye:	Council Member
		Council Member
		Council Member
		Council Member
		Mayor
	Nay:	None
	Abstain:	None
	Absent:	None

Terrence J. Furlong, Mayor

Attest:

Scott A. Duddeck, City Manager/Clerk

Seppala Blvd Striping



CITY OF NORTH ST. PAUL

RESOLUTION NO. 06-147

**RESOLUTION DESIGNATING SEPPALA BOULEVARD
A ONE-WAY BOULEVARD WESTBOUND FROM
MARGARET STREET TO HELEN STREET**

WHEREAS, in an effort to create a safer roadway for patrons of businesses whose store front faces Seppala Boulevard, it was recommended that Seppala Boulevard become a one-way traffic lane; and

WHEREAS, in addition to safety, the Downtown Design Manual requires that new businesses create a visually pleasing store front, as well as conforming to the standards recommended in the Manual; and

WHEREAS, all garbage dumpsters have been moved to a central location, opening up space for loading vehicles; and

WHEREAS, the drive-through mailboxes have been moved to the area directly behind the Post Office; and

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of North St. Paul, Seppala Boulevard is designated as a permanent one-way westbound traffic lane.

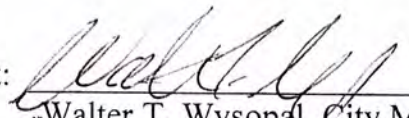
ADOPTED this 8th day of November, 2006.

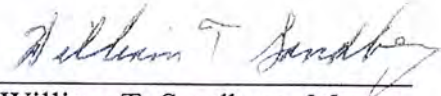
Motion by Council Member Anderson

Second by Council Member Walczak

Voting: Ayes: All

Attest:


Walter T. Wysopal, City Manager


William T. Sandberg, Mayor

M & C 06-093

November 8, 2006

FROM THE OFFICE
OF COMMUNITY SERVICES
CITY OF NORTH ST. PAUL

Subject: Seppala Boulevard One-Way

To the Honorable Mayor
and City Council:

City staff recommends that the City Council formally authorize by resolution the designation of Seppala Boulevard as a one-way, west bound, from Margaret Street to Helen Street. Public works recently made the change as more informally directed by City Council.

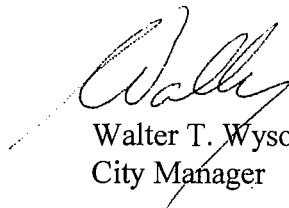
Respectfully submitted,



David L. Kotilinek, P.E.
City Engineer / Comm. Services Manager

DLK:bam

APPROVED FOR AGENDA ENCLOSURE:



Walter T. Wysopal
City Manager

misc\M&c Seppala Blvd. One-Way