



CITY COUNCIL WORK SESSION MEETING AGENDA

**Wednesday, April 4, 2018
At 5:00 p.m.**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA – April 4, 2018 Council Work Session**
- 4. CITY COUNCIL BUSINESS**
 - A. Planning for a Rediscover Afton/Downtown Village Improvement Project Completion Event
 - B. Pennington Avenue sewer connection options
 - C. Downtown Village Improvement Project Financial Update
 - D. 3M Settlement Update - Proposed process for determining the use of the 3M Settlement funds
 - E. Industrial zone ordinance amendment
 - F. Goal setting for 2018
- 5. ADJOURN**

A quorum of the City Council or Other Commissions may be present to receive information at this meeting

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 4, 2018

Council Memo

To: Mayor Bend and Members of the City Council
From: Ron Moose, City Administrator
Date: March 28, 2018
Re: Planning for a Rediscover Afton/Downtown Village Project Completion Event

The AABA is planning a Rediscover Afton event to celebrate the completion of the Downtown Village Improvement Project and to look forward to a summer without construction. Dave Jarvis and Martin Stern, of the AABA, will attend the meeting to provide an update on the plans for the event.

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Meeting Date April 4, 2018

Council Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: March 28, 2018
Re: Pennington Avenue Sewer Connection Options

Several properties on the east side of Pennington Avenue have septic systems located at the top of the bluff, while the new sanitary sewer lines are located at the bottom of the bluff. Due to the steep slope, and bedrock near the surface, the cost of the private connections to the sewer line is high. In addition, a significant number of properties on the west side of Pennington, that were not included in the sanitary sewer project, have small lots and will need to be connected to the sanitary sewer system at some point in the future.

At the February 28 Council work session, the City Engineer presented several options for making the private connections to the properties on Pennington Avenue, including running a sewer line along Pennington Avenue. The Council agreed that the costs of the options that included running a sewer line along Pennington were too high, and that the option of running the lines up the platted right-of-way lanes from Perrot was preferred. The information provided by the City Engineer regarding this option is attached. This option addresses the properties on the east side of Pennington at a feasible cost, but does not address the future connection of the small parcels on the west side of Pennington.

For the April 4 work session, the City Engineer will provide options and costs related to extending the lines from the platted right-of-way lanes to serve the parcels on the west side of Pennington. It appears that there are PFA grant funds remaining that could be used for a portion of these costs.



Figure 1: Existing Septic Systems at Assessed Properties
 Pennington Avenue Sewer Study
 City of Afton



Option 1: Gravity connection to existing sewer service extension points

This option includes a gravity sewer service that would connect to existing sewer service extension points, which were installed during the City's recent utilities expansion. For this option, 6" PVC pipe would be installed west from the sewer service extension points to the top of the hill. Additionally, service lines of 4" PVC pipe would be installed between the 6" PVC pipe and the parcel boundaries. **Figure 2** summarizes this piping layout. The steep slopes at which the 6" PVC pipe would be installed could require periodic maintenance by the City at the manholes at the base of the hill.

Option 1 would be least intrusive to residents on Pennington Ave, because the piping installation will occur in backyards and no street asphalt removal/re-installation would be required. This option could be installed by a small crew, and WSB's Construction Services Group estimates that completion of Option 1 could ideally require approximately 6 working days. Furthermore, this option would extend City sewer service piping to a parcel boundary point near the residents' existing septic structures. This would allow for residents to more conveniently connect to the City's wastewater service while disconnecting and removing their septic structures. **Figure 3** illustrates the convenience of Option 1 for the assessed property owners, by including both the existing septic structures that will need to be removed and the proposed gravity sewer pipe for Option 1.

Table 1 below summarizes the cost of Option 1. Since Option 1 is likely the most feasible and cost effective option, a more thorough cost estimate was conducted for Option 1 by WSB's Construction Services Group, which considers both the materials and labor cost for Option 1. The unit prices for the Option 1 cost estimate vary slightly from the cost estimates of the remaining options in this technical memorandum because the Option 1 cost estimate considers labor and installation costs, and therefore some unit costs vary accordingly.

Table 1. Preliminary cost estimate for materials and labor for Option 1

Note: Assumptions made included are five working days to complete all services, 1 day for restoration not included on labor or equipment costs, bid item costs are from base bid, labor cost from certified payroll, and equipment cost is averaged from MnDOT estimating office.

Item #	Description	Unit	Unit Price	Estimated	Estimated cost
2021.501	MOBILIZATION	LS	\$5,000.00	1	\$5,000.00
2101.502	CLEARING	Tree	\$80.00	40	\$3,200.00
2101.507	GRUBBING	Tree	\$80.00	40	\$3,200.00
2503.602	CONNECT TO EXISTING SANITARY	EA	\$2,000.00	4	\$8,000.00
2503.602	6"X4" WYE	EA	\$225.00	5	\$1,125.00
2451.607	PIPE BEDDING MATERIAL	CY	\$65.00	130	\$8,450.00
2503.511	4" PVC PIPE SEWER	LF	\$42.00	562	\$23,604.00
2503.511	6" PVC PIPE SEWER	LF	\$34.00	605	\$20,570.00
2502.602	4" PVC PIPE DRAIN CLEANOUT	EA	\$300.00	7	\$2,100.00
5573.533	SEDIMENT CONTROL LOG TYPE COMPOST	LF	\$2.30	400	\$920.00
2574.525	COMMON TOPSOIL BORROW	CY	\$15.60	925	\$14,430.00
2575.501	SEEDING	Acre	\$580.00	1.2	\$696.00
2575.502	SEED MIXTURE 35-621	Pound	\$50.00	14	\$700.00
2575.532	FERTILIZER TYPE 3	Pound	\$1.00	240	\$240.00
2575.523	EROSION CONTROL BLANKET CATEGORY 3	SY	\$1.40	5500	\$7,700.00
Total Material Cost:					\$99,935.00

Crew:	Wage/Hr	10Hr Day
Foreman:	\$37.50	\$375.00
Laborer(bottom)	\$34.30	\$343.00
Laborer(general)	\$31.50	\$315.00
Operator(Excavator)	\$34.99	\$349.90
Operator(Loader/packer)	\$34.69	\$346.90
		<u>\$1,729.80</u> Crew cost per day
		\$8,649.00 Crew for five working days

Equipment:	Wage/Hr	10Hr Day
Excavator:	\$154.00	\$1,540.00
Wheel Loader:	\$108.00	\$1,080.00
Sheeps Foot Roller:	\$40.00	\$400.00
Pickup:	\$12.00	\$120.00
		<u>\$3,140.00</u> Equipment Cost per day
		\$15,700.00 Equipment for five working days

+10% Contengency
Estimated Total: \$136,712.40

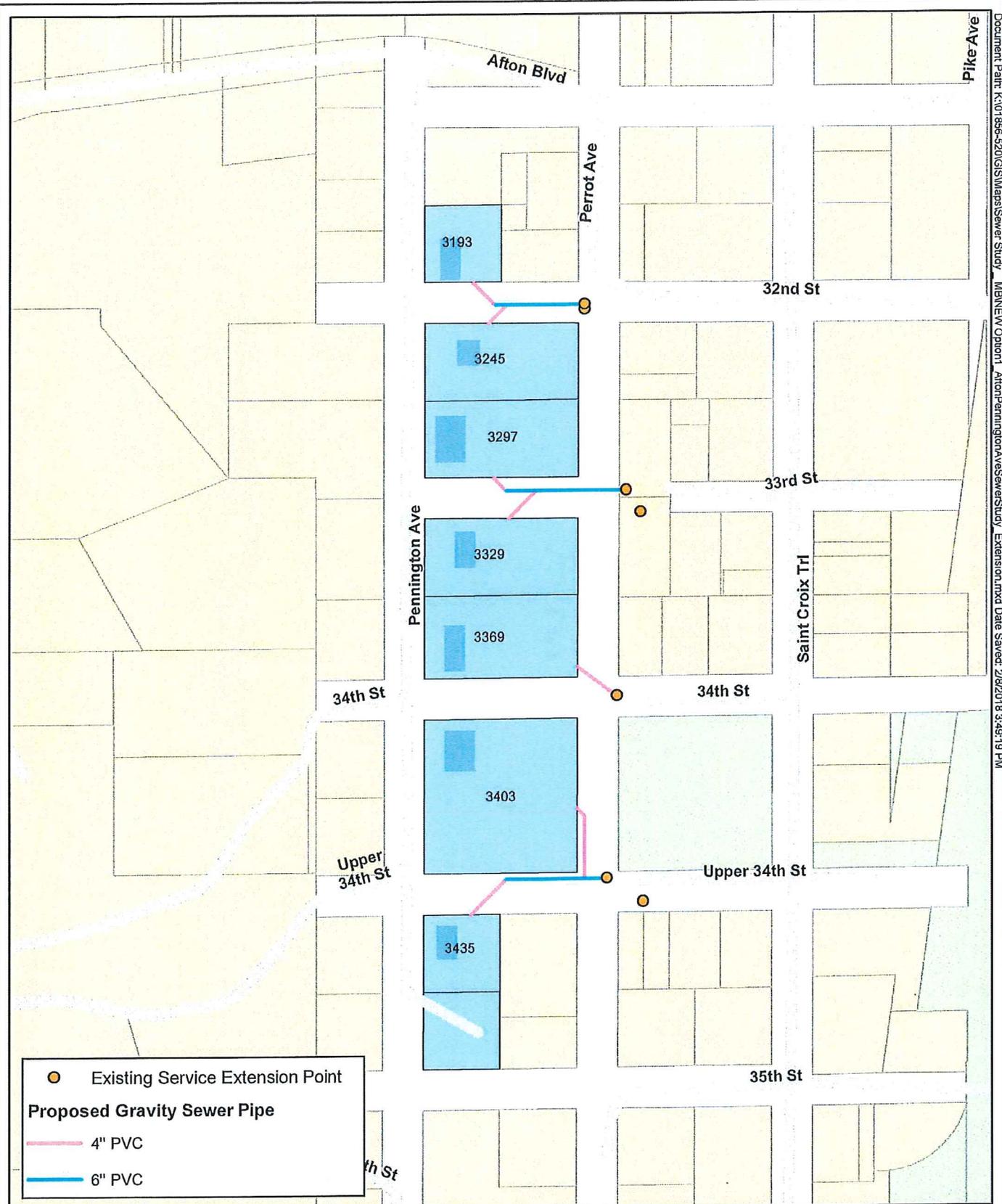


Figure 2: Gravity connection to existing sewer service extension points
Pennington Avenue Sewer Study
City of Afton



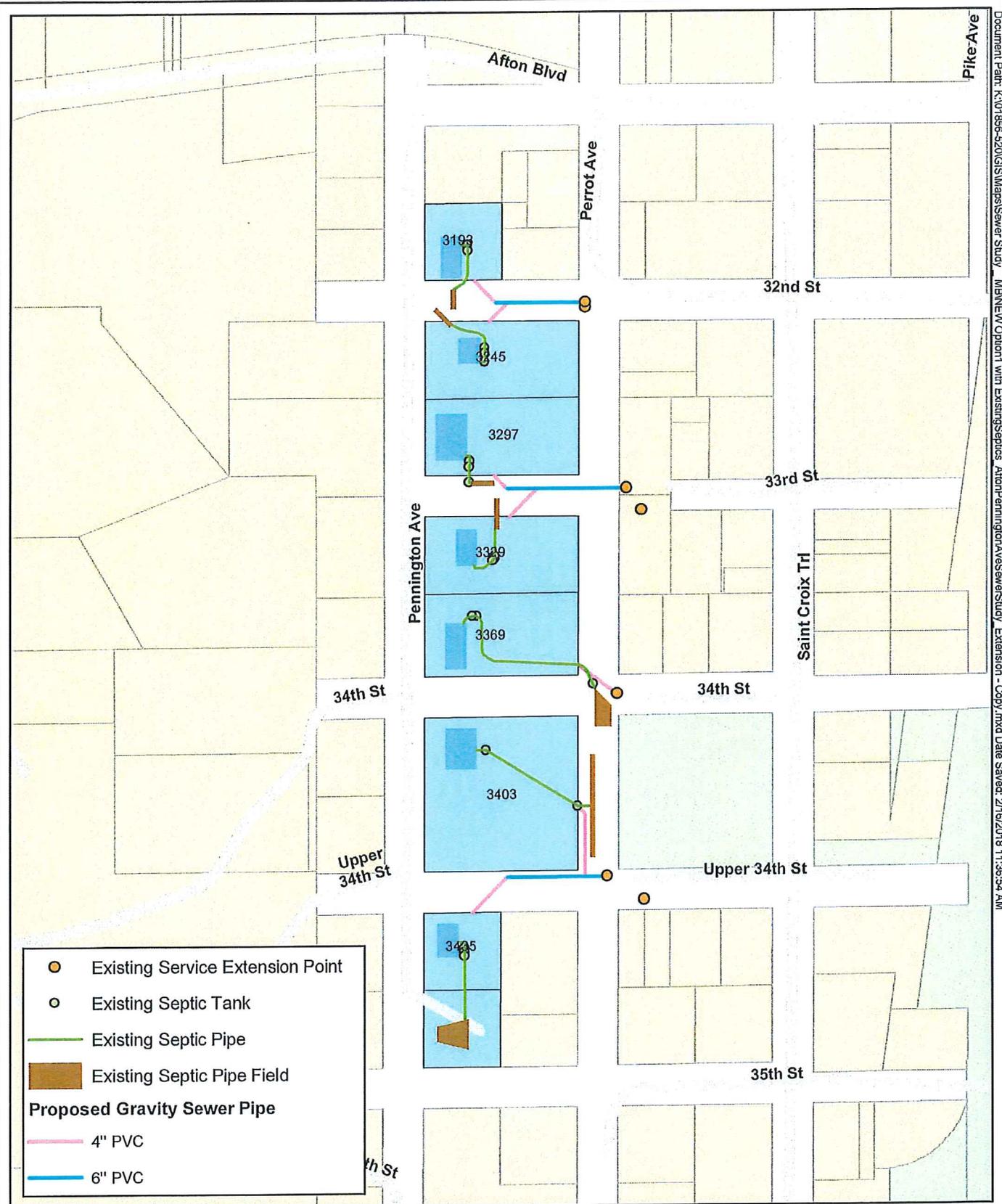


Figure 3: Existing Septic Systems at Assessed Properties and Option 1
Pennington Avenue Sewer Study



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Meeting Date April 4, 2018

Council Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: March 28, 2018
Re: Downtown Village Improvement Project Financial Update

The City Engineer will provide a financial update regarding the Downtown Village Improvement Project.

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Meeting Date April 4, 2018

Council Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: March 28, 2018
Re: 3M Settlement Update - Proposed Process for Determining the Use of the 3M Settlement Funds

The Minnesota Pollution Control Agency (MPCA) has developed a proposed process and structure for determining how the \$850 million of 3M settlement funds are to be used. Attached is the proposed process and structure, as well as a fact sheet regarding the 3M settlement. Comments regarding the proposed process and structure will be accepted by the MPCA until April 16.

Beyond commenting on the proposed process and structure for determining the uses of the settlement funds, the City needs to determine its short term and long term needs and goals in relation to safe drinking water and how those translate into priorities for the use of the funds, so that these priorities can be pursued during the proposed process. Based on the information presented by the MPCA and the Minnesota Department of Health (MDH) at the March 28 public information meeting, one priority that has already been determined by the MPCA/MDH is to confirm whether the stormwater project that was constructed in Lake Elmo years ago is the channel for moving PFC's into Afton, and whether it is feasible to make changes to that system to prevent further contamination in Afton. Also, because Afton is one of a small number of communities that does not have a municipal water system, but relies on private wells for drinking water, a key need is to protect the private wells from levels of PFC's above the established threshold and to provide filtration systems for those that do have levels of PFC's above the threshold.

3M settlement: key facts

The State of Minnesota and the 3M Company announced an agreement to settle the state's Natural Resource Damage lawsuit on February 20, 2018. Under the terms of the agreement, 3M will make an \$850 million grant to the state to be used for clean drinking water and natural resource projects, and the state's lawsuit expenses. After legal and other expenses are paid, about \$720 million will be invested in drinking water and natural resource projects in the Twin Cities east metropolitan region.

Grant trustees

The grant trustees are the Minnesota Pollution Control Agency (MPCA) and Minnesota Department of Natural Resources (DNR).

Priority one — ensure safe drinking water

The top priority for investing the grant money is to improve the quality and quantity of drinking water in the east metropolitan area. This area includes, but is not limited to, the cities of Afton, Cottage Grove, Lake Elmo, Newport, Oakdale, St. Paul Park, Woodbury and the townships of Grey Cloud Island and West Lakeland.

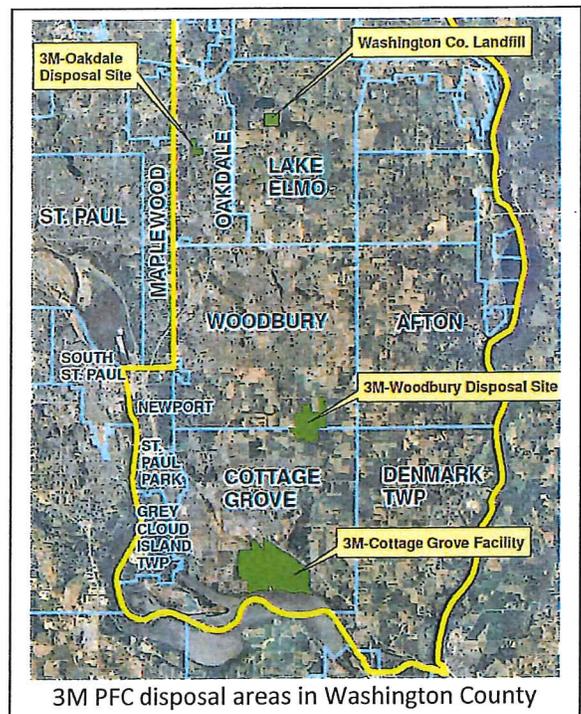
Funded projects will help provide the region's 157,000 residents and businesses with clean drinking water to meet current and future needs. Such efforts could include alternative sources of drinking water for cities or private well owners, treating existing contaminated drinking water wells, or connecting homes served by private wells to municipal drinking water systems.

Grant funds could also support the sustainability of drinking water sources with projects such as promoting water conservation or preserving open spaces to help recharge drinking water sources and enhance water quality.

Priority two — enhance natural resources

The second priority for grant spending is to enhance water resources, wildlife habitat, and outdoor recreational opportunities in the east metropolitan area, or downstream of the area on the Mississippi and St. Croix Rivers. Such projects might include restoring and protecting fish and wildlife habitat, building boat ramps and fishing piers to provide access to fish unaffected by PFC contamination, or cleaning up contaminated river sediments.

The MPCA and DNR will have immediate access to \$20 million in grant funds for projects in this priority category. After the safe drinking water goals of the first priority are reasonably achieved, more grant money can be used for natural resource projects.



Remaining grant funds

If there are funds remaining after the first two priority goals have been met, the grant can be used for statewide environmental improvement projects. Only projects in categories such as statewide water resources, habitat restoration, open space preservation, recreation improvements, or other sustainability projects would be considered.

Recent settlement agreement and 2007 Consent Order

A 2007 Consent Order between the MPCA and 3M spelled out what activities 3M is required to pay for related to PFC contamination. The 2007 Consent Order remains in place, and the recent settlement agreement outlines how the grant will work in conjunction with the 2007 Consent Order.

For the next five years, 3M will pay up to \$40 million for the short-term drinking water needs — out of its own funds on a reimbursable basis — under the terms of the 2007 Consent Order. This includes expenses such as providing bottled water and installing temporary in-home water filtering systems to residents with PFC-contaminated wells. The company will also pay for the operation and maintenance of temporary municipal drinking water treatment systems, such as those recently installed to treat wells in Cottage Grove. These dollars are intended to be used as a bridge to the long-term solutions funded under priority one.

Once the five years are over or \$40 million is spent, any remaining short-term drinking water expenses will be covered by the grant, if grant funds remain available. After the grant funds are gone, 3M under the 2007 Consent Order continues to be required to cover all drinking water expenses due to the contamination.

3M will also continue to pay remediation costs under the 2007 Consent Order at the three Washington County disposal sites for which the company has assumed responsibility:

- 3M Cottage Grove facility
- 3M Oakdale disposal site
- 3M Woodbury disposal site

Next steps

- Continue to ensure all interim safe drinking water needs are met.
- Identify potential water quality and natural resource projects through a series of public open houses and working groups. The first steps in this process include:
 - Spring 2018 — Host open houses/listening sessions in the east metro area
 - Spring/Summer 2018 — Establish one or more working groups to help identify possible projects and prioritize funding. Groups will include representatives of east metro communities, 3M, and the state of Minnesota
- Determine a schedule for reporting progress on investing funds in clean water and natural resource projects (MPCA, DNR).

Contacts

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Draft 3M Settlement Working Groups proposal

The Minnesota Pollution Control Agency (MPCA) and Department of Natural Resources (DNR) have proposed a set of workgroups consisting of stakeholders and technical staff that will provide recommendations on priorities and projects to be funded with money from the state's recent settlement with the 3M Company.

Comments on this draft proposal can be emailed to pfcinfo.pca@state.mn.us. Comments must be received by April 16, 2018.

Working Group

The Working Group will review work products of the Subgroups and provide recommendations on projects and priorities to the DNR and the MPCA.

Structure

This group will be composed of one representative each from DNR, MPCA, Minnesota Department of Health (MDH), 3M Company, Metropolitan Council and Washington County. The cities of Afton, Cottage Grove, Lake Elmo, Maplewood, Newport, Oakdale, St. Paul Park, Woodbury, and the townships of Denmark, Grey Cloud Island and West Lakeland will also have one representative each. Ten at-large citizens, businesses, and non-governmental representatives self-nominated and selected by DNR and MPCA will also sit on the Working Group.

- This group will meet once a quarter and be briefed on all the work in progress and seek input on topics to explore.
- Consultants selected by MPCA and DNR will assist and support the group.
- The meetings will be open to the public, and time will be reserved at the end of each meeting for public questions or comments.

Subgroup 1: Drinking Water Replacement

This Subgroup will analyze options and deliver recommendations to the Working Group for long-term options for alternative drinking water sources and treatment of existing water supplies that will improve the quality and quantity of drinking water for communities and individuals in the East Metropolitan Area.

Structure

The group will be composed of technical experts from DNR, MPCA, MDH, 3M, Metropolitan Council, and Washington County. The cities of Afton, Cottage Grove, Lake Elmo, Maplewood, Newport, Oakdale, St. Paul Park, Woodbury, and the townships of Denmark, Grey Cloud Island and West Lakeland will each have one representative on the Subgroup.

- The Subgroup will meet monthly. While all members will be invited to every meeting, actual participation at a given meeting may be driven by the agenda for that meeting. It is understood that those who are interested in specific projects and approaches will be most likely to attend a particular meeting.

- The meetings will be open to the public, and time will be reserved at the end of each meeting for public questions or comments.

Project selection approach

Potential projects include private well use alternatives, multi-municipal drinking water supply concepts, individual municipal drinking water supply systems, neighborhood connections to municipal systems, groundwater studies, and monitoring/modeling needs.

- Proposed project options will be developed by the Subgroup. Municipalities will provide information on needs, and feedback on emerging recommendations. Involvement by particular communities will vary and evolve over time.
- Under Operating Group and Subgroup direction, technical subgroups will likely evolve to address specific project approaches, and the technical subgroups will work with individual communities depending on project proposals.
- Consultants will assist and support the group as needed on issues including natural resource damage restoration, facilitation, and contamination remediation.

Subgroup 2: Groundwater Protection, Sustainability, Conservation and Recharge

This Subgroup will analyze options and deliver recommendations to the Working Group for long-term solutions for groundwater protection, recharge, conservation, sustainability, and for groundwater studies and modeling needs in the East Metropolitan Area.

Structure

The group will be composed of technical experts from DNR, MPCA, MDH, 3M, Metropolitan Council, Washington County, Washington Conservation District, South Washington Watershed District, and the Valley Branch Watershed District. One technical representative each from the cities of Afton, Cottage Grove, Lake Elmo, Maplewood, Newport, Oakdale, St. Paul Park, Woodbury, and the townships of Denmark, Grey Cloud Island and West Lakeland will also be a part of this group.

- The Subgroup will meet monthly. While all members will be invited to each meeting, actual participation at a given meeting may be driven by the agenda set by the Operating Group for that meeting. It is understood that those who are interested in specific projects and approaches will be most likely to attend a particular meeting.
- The meetings will be open to the public, and time will be reserved at the end of each meeting for public questions or comments.

Project selection approach

Potential projects include water conservation and efficiency, open space acquisition, and groundwater recharge.

- The project options could be a mix of grants, where the grantee would develop the projects, and group-developed projects similar to Subgroup 1. Municipalities, counties and local non-governmental organizations (NGOs) will provide needs and feedback on emerging recommendations. Involvement by particular entities will vary and evolve over time.
- Under Operating and Subgroups' direction, technical subgroups will likely evolve to address specific project approaches, and the technical subgroups will work with individual communities depending on project proposals.
- Consultants will assist and support the group as needed on issues including natural resource damage restoration, facilitation, and contamination remediation.

Operating group

The Operating Group will support and coordinate the work of the Working Group and the Subgroups.

Structure

This group will be composed of staff from DNR, MPCA and consultants. This group would:

- Coordinate meetings, direct state contractors, and report to the Working Group regarding tasked items.
- Develop the Subgroups' draft charters, project goals and objectives, and evaluation criteria.
- Prepare agendas for the Working Group and the Subgroups.
- Coordinate preparation of reports on settlement implementation.
- Coordinate technical groups of the Subgroups as needed.
- Track project proposals and review ideas for the potential of dual or multiple restoration goal benefits.

Additional Subgroups will be established at a later date to address other provisions of the 3M Settlement (e.g. Natural Resources Restoration and Enhancement).

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Meeting Date April 4, 2018

Council Memo

To: Mayor Bend and Members of the City Council
 From: Ron Moorse, City Administrator
 Date: March 28, 2018
 Re: Industrial Zone Ordinance Revisions

In July of 2017, the Council established a moratorium on the consideration of new zoning applications, the issuance of new permits for use or any expanded new use of land currently identified as being industrially zoned within the City in which exterior storage of any sort is to be used or proposed. The purpose of the moratorium was to provide an opportunity for the City to conduct further study for the purpose of consideration of possible revision and amendments to the City's official controls to address issues related to its use classifications as identified in Section 12-134, most specifically to those matters related to exterior storage in industrially zoned areas within the City. The purpose of such revisions and amendments is to create a clearer and more updated regulatory framework. The moratorium expires on June 15, 2018.

After the moratorium was put in place, the Council authorized Mayor Bend, Council member Nelson and Administrator Moorse to review the industrial zone regulations and provide recommendations for amendments. This group has met with Chris Eng, Washington County Economic Development Director, and has reviewed lists of allowed light industrial uses from other cities, to identify desired and feasible uses in the industrial zones, as well as currently allowed uses that would hinder the ability to obtain the desired uses. The group has also discussed uses that do not fit the rural character desired in Afton. In addition, the group identified a number of currently allowed residential-related uses that would conflict with industrial uses.

The group also reviewed landscaping and design standards from other cities to update the existing Industrial district standards to better match and facilitate the types of uses desired. The following are proposed additions to the current list of allowed uses in the industrial zones, a list of currently allowed uses proposed to be deleted, and proposed revisions to the existing architectural standards and landscape requirements. These proposed revisions are being provided to the Planning Commission for review and feedback at its April 2 meeting. The Planning Commission's comments will be provided to the Council at the work session. If there is agreement regarding the proposed changes, an ordinance amendment reflecting the proposed changes will be prepared for a public hearing at the May 7 Planning Commission meeting.

Uses to be Added to the List of Permitted Uses in the Light Industrial Zones

- Data Center
- Laboratory, dental, medical
- Flex office (i.e. for engineers, architects, accountants), 5,000 square feet or less in floor area, when located in a multi-tenant building
- Office/warehouse (e-commerce - taking and fulfilling orders, 5,000 square feet or less in floor area, when located in a multi-tenant building
- Teaching and training facility without outdoor areas, equipment or storage for training and instruction. (not commercial - operated by a company for its own employees)
- Business service (IT, accounting, etc.)
- Distribution center, 30,000 square feet or less in floor area (warehousing for distribution, no motor freight trailers parked/stored)

Uses to be Added to the List of Conditional Uses in the Light Industrial Zones

- Teaching and training centers with or without outdoor areas, equipment or storage used for training and instruction (not commercial - operated by a company for its own employees)
- Laboratory, research and development.

Uses to be Deleted from the list of Allowed Uses in the Light Industrial Zones

Note: Any currently allowed use that is currently operating will become legally nonconforming and will be allowed to continue but not to expand.

- Blacktop or crushing operations for Hwy construction (temp.)
- Exterior sales and storage (wholesale only)
- Garage, storage commercial (mini storage)
- Terminal – transportation and motor freight
- Transportation School
- Residential waterfront uses
- Residential S-F detached housing
- Riding stable
- Private swimming pool
- Private tennis courts
- Recreation equipment storage – private
- Arts and Crafts studio
- Nature Center
- Schools - Public

Clarification of Exterior Storage and Screening Definitions and Requirements

- Exterior storage includes parking of motor freight trailers, school buses and equipment.
- Exterior storage-screened: Requires a wall made only of materials allowed to be used for the principal structure, requires vegetative screening of the wall, and limits the area of exterior storage to a maximum of 10% of the area of the principal structure.
- For Nursery uses: any exterior storage, including storage of plants for sale, needs to be fully screened.
- Additional screening requirement in the I1c zone
 - A 95% opaque vegetative screen is required along the entire southern and eastern boundaries of the I1c zone

Additional Industrial District Architectural Standards and Design Standards (revised language is underlined)

Sec. 12-143. Light Industrial (I-1A), Light Industrial (I-1B), and Light Industrial (I-1C).

A. Purpose. The purpose of these districts is to preserve land along major traffic routes to be used by industrial uses that will provide a sound tax base for the City.

B. Permitted Uses. As permitted and regulated in Section 12-134.

C. Accessory uses. As permitted and regulated in Section 12-134.

D. Architectural Standards.

1. In the industrial zone structures must be of fire resistive construction and exterior surfaces of all structures must be faced with brick, stone, architectural concrete (block), precast concrete, EIFS/stucco panels, or glass of earthtones or other tones or colors in harmony with the natural characteristics of the area in which it is constructed and approved by the Design Review Commission, acting as the architectural standards committee.

1. Architectural Review. Building design shall be reviewed and evaluated by the Design Review Commission, City Planner and/or Zoning Administrator.

2. Blank facades without windows and doors are prohibited.
3. All sides of structures shall have the same quality of architectural treatment.
4. Variety and creativity in building façade is encouraged through changes in building materials (but not in quality of materials), the height and placement of windows and doors, and roof lines. Primary facades should not present a continuous wall without architectural details that add visual interest.
5. Minimizing continuous expanses of wall through façade articulation, recession or projection is encouraged.
6. The incorporation of topographical features into the form of the structure when possible, utilizing natural grades to create unique design, is encouraged.
7. Rooftop Equipment. The view of all rooftop equipment and related piping, ducting, electrical and mechanical utilities abutting a street on buildings constructed shall be screened from the ground level view. Screening may include parapet walls, penthouses, or other architecturally integrated elements. Wood fencing or chain link with slats shall not be used for screening. The term "ground level view" shall be defined as the view of the building from the property line(s) that abuts a street. A cross sectional drawing shall be provided that illustrates the sight lines from the ground level view.
8. Rooftop solar collectors, skylights and other potentially reflective rooftop building elements shall be designed and installed in a manner that prevents reflected glare and obstruction of views from other sites and structures. Screening may be in the form of walls constructed of the same building material and that match the coloring of the principal building
9. Roofline. Roof slopes shall not exceed 1:12 for all principal buildings.
10. Overhead Garage Doors. Overhead garage doors shall not be visible from a public street and shall not exceed 10% of the perimeter of the building exterior
11. Fuel Storage Tanks Prohibited. Above ground and underground fuel storage tanks are prohibited
12. Delivery, service, storage, maintenance and trash collection areas shall be located out of view from the public right-of-way or substantially screened through landscaping or architectural features that match the primary structure. Service, storage and trash collection areas are not allowed in setback areas.
13. All permanent utilities connecting to a building shall be underground.

E. Landscaping Standards. All properties zoned Light Industrial shall be landscaped in accordance with the following:

1. Total green space shall be a minimum of 20% of the gross lot area.
2. The minimum number of major or overstory trees on any given site shall be as indicated below. These are the minimum substantial plantings, in addition to other understory trees, shrubs, flowers, and ground cover deemed appropriate for a complete quality landscape treatment of the site.
 - a. Industrial sites shall contain at a minimum the greater of one (1) tree per 500 square feet of gross building floor area, or one (1) tree per 25 lineal feet of site perimeter.
3. Minimum Size of Plantings. Required trees and shrubs shall be of the following minimum planting size:
 - a. Deciduous trees- Three (3) inches in diameter as measured 6 inches above ground.
 - b. Coniferous trees- Six (6) feet in height.
 - c. Shrubs- Shrubs used for screening shall be in #5 containers.
4. Sodding and Ground Cover. All areas not otherwise improved in accordance with approved site plans shall be planted with tough native materials where appropriate to reduce the amount of watering

required and to increase permeability of the site as approved by the Planning Commission and City Council.

5. The front or side yard from a public street shall be at least 10 feet deep, measured from the street right-of-way line. This yard shall be kept clear of all structures, storage, and off-street parking. Except for driveways, this front or side yard shall extend along the entire frontage of the lot and along both streets in the case of a corner lot.

6. Buffer Yard. Where any business or industrial use (structure, parking or storage) is adjacent to property zoned for residential use, that business or industry shall provide a landscaped buffer yard a minimum of 100 feet in width along the boundary of the residential property to provide screening. Where the use is adjacent to property zoned for industrial use, a landscaped buffer yard a minimum of 50 feet in width shall be required. The screening required in this section shall provide 95 percent opacity year round.

a. Plant Units Required. Within the landscaped buffer yard, a minimum of two hundred (200) plant units shall be required for each one hundred (100) feet of property line. Credit for plant units shall be assigned as follows:

Vegetation	Plant Unit Value
Evergreen Trees	15
Deciduous Trees	10
Evergreen/Coniferous Shrubs	5
Shrubs/Bushes	1

8. Landscape Guarantee. An agreement will be signed between the City and the owner which states that in exchange for issuance of a building permit, the owner will construct, install, and maintain all items shown on the approved plan and that he/she will replace and/or correct any deficiencies or defaults that occur in the plan for a period of two complete growing seasons subsequent to the installation of the landscaping plan. ~~A letter of credit or cash deposit landscaping performance bond~~ will be submitted along with the agreement at this time.

a. If after two growing seasons all the commitments are met, then the ~~letter of credit or cash deposit bond~~ and contract agreement are released to the applicant or property owner.

b. According to ordinance, the developer/owner is responsible for permanently maintaining the landscaping in a neat and proper fashion.

9. It shall be the responsibility of the current property owner to see that the approved landscaping plan is maintained in an attractive and well-kept condition. Maintenance shall include replacement of dead or damaged plant material; the furnishing and installation of mulch; weeding; mowing of grass; cleaning of litter; or any other action deemed necessary by the city to ensure the requirements of this section are met. Any action that reduces canopy cover and/or landscaping below what is required in this section shall require in-kind replacement. Failure to maintain a landscape area shall be deemed a violation of this article.

10. Parking areas that contain more than four parking spaces shall be landscaped throughout the lot to the extent of at least ten percent of the hard surface area of the parking lot and driveways to the public right-of-way, as measured from the outside curb. These landscaped areas shall consist of curb islands approximately ten feet in width at the ends of each row of parking, excluding locations of handicapped spaces. Curb islands shall also be designed to break up longer rows of parking. Where feasible, linear parking lot landscaped islands, parking lot rain gardens, depressed infiltration curb islands, and demonstrated parking areas shall also be included in the parking lot design. A combination of at least one tree and shrubs or semi-annual flower species plants shall be planted in curb islands or interior parking lot open space for each ten required parking spaces. Where the city determines that the parking lot design cannot reasonably accommodate curb islands or other landscaping open space features or cannot accommodate that amount of landscaping cited herein, plant materials shall be moved to the outside perimeter of the parking lots.

All landscaping shall comply with Sections 12-191 and 12-192.

F. Lighting. The following shall apply to all Industrial properties in addition to the requirements set forth in Section 12-195.

1. Any light fixture intended to illuminate the site shall contain a cutoff which directs the light at an angle of ninety (90) degrees or less. Exposure of the light source shall not be permitted in view of adjacent property or public right-of-way.

2. The maximum height above the ground grade for light fixtures mounted on a pole is twenty-five (25 feet).

3. No light sources shall be located on the roof unless said light enhances the architectural features of the building and is approved by the Zoning Administrator and the Design Review Commission.

4. All light poles shall be black or another similarly dark color.

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 4, 2018

Council Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: March 29, 2018
Re: Goal Setting for 2018

Attached is a draft set of goals for 2018 to assist the Council in identifying goals for 2018. A suggested first step in a goal setting process is that each Council member identify their top three goals. These can be from the attached list of goals or in addition to the attached list of goals. The Council can then discuss all goals and determine the top priorities.

Goals for 2018

Downtown Improvement Projects

- Determine the optimal solution for the Pennington Avenue sewer connections
- Manage the final stage of construction of the downtown improvement projects in 2018 in a way that minimizes impacts to businesses and residents and ensures the project costs remain within the budgeted amount
- Work with the City Attorney to complete the eminent domain process for the acquisition of required easements in a way that results in acquisition costs at or near the City's final offers
- Resolve remaining assessment appeals

Groundwater Management:

- Effectively participate in the process to determine the use of the \$850 million 3M settlement funds, with the goal of ensuring Afton's drinking water is PFC-free
- Ensure effective involvement with local and regional groundwater organizations to ensure Afton's interests regarding the protection of groundwater are represented and protected.
 - Washington County Groundwater Consortium
 - Washington County Municipal Water Coalition
 - DNR
 - Met Council

Land Use Planning

Comprehensive Plan Update

- Finalize the update to the Comprehensive Plan and complete the process required for the adoption of the updated Comprehensive Plan

Planning and Zoning

- Update the Industrial zone ordinance regarding allowed uses and landscaping and architectural design standards
- Facilitate improved communication between the City Council and the Commissions/Committees
- Develop procedures to fully and clearly communicate Afton's zoning requirements to developers at the administrative level, and improve early administrative zoning review

Proactive Planning

- Proactively identify high quality natural resources, natural features and open space corridors for protection and future connections

Natural Resources Inventory

- Update the City's Natural Resources Inventory to enable it to be more practical and useful for planning activities related to land use and the protection of natural resources, including providing mapping capabilities.

High Speed Internet Access:

- Resolve the lack of service to properties along Valley Creek Trail

Administrative:

- Complete an RFP process for the annual audit and for building inspection services
- Complete the implementation of the Laserfiche system
 - Scan all property files for input into the Laserfiche system
 - Finalize the file structure for all city documents
 - Begin to scan all new documents into the Laserfiche system
- Install and implement a shared calendaring system to track tasks/projects
- Administer the 2018 General Election process