



PLANNING COMMISSION AGENDA

September 12, 2016

7:00 pm

1. **CALL TO ORDER -**
2. **PLEDGE OF ALLEGIANCE –**
3. **ROLL CALL -**
 - Barbara Ronningen (Chair)
 - Roger Bowman
 - Sally Doherty
 - Kris Kopitzke
 - Jim Langan
 - Mark Nelson
 - Scott Patten
 - Judy Seeberger
 - Lucia Wroblewski
4. **APPROVAL OF AGENDA –**
5. **APPROVAL OF MINUTES -**
 - A. August 1, 2016 Meeting Minutes -
6. **REPORTS AND PRESENTATIONS – None**
7. **PUBLIC HEARINGS –**
 - A. Solar Energy Ordinance Amendment, SEV MN1, LLC and Janice Schwitters & Steven Moll to allow a solar farm as a conditional use or interim use in the Agricultural District to enable a solar farm at 12351 15th Street
 - B. Comprehensive Plan Amendment, Will Carlson, Rezone four parcels from Agricultural to Rural Residential, located north of 60th Street and west of Trading Post Trail with PID'#s: 33.028.20.32.0001, 33.028.20.33.0004, 33.028.20.33.0005 and 33.028.20.41.0002, to enable a subdivision creating 18 lots on 113 acres
 - C. Conditional Use Permit for a Trailer Parking Facility, Anchor Bank, FSB and Brockman Investments, located on Hudson Road with PID# 05.028.20.11.0007
 - D. Ordinance Amendment Opting Out of the Temporary Health Care Dwelling Statute
 - E. Steep Slope Exception to Restrictions Ordinance Amendment for Areas of Existing Man-Made Slopes that were Created by the Construction of Roads and Related Ditches
 - F. Ordinance to Adopt the Washington County Septic Ordinance by Reference
8. **NEW BUSINESS –**
9. **OLD BUSINESS -**
 - A. Comprehensive Plan Update Process –
 1. Land Use Classifications
 2. Commissioner review of sections and ordinances - Identify Issues for Changes
 - B. Update on City Council Actions -
10. **ADJOURN –**

-- This agenda is not exclusive. Other business may be discussed as deemed necessary. --

A quorum of the City Council or Other Commissions may be present to receive information.

CITY OF AFTON
DRAFT PLANNING COMMISSION MINUTES
August 1, 2016

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4
5 1. **CALL TO ORDER** – Chair Barbara Ronningen called the meeting to order at 7:00 p.m.

6
7 2. **PLEDGE OF ALLEGIANCE** – was recited.

8
9 3. **ROLL CALL** – Present: Langan, Kopitzke, Seeberger, Bowman, Patten, Nelson and Chair Ronningen.
10 Excused absences: Wroblewski, Doherty. **Quorum present.**

11
12 **ALSO IN ATTENDANCE** – Council Liaison Stan Ross, City Administrator Ron Moore and City Clerk Kim
13 Swanson Linner.

14
15 4. **APPROVAL OF AGENDA** – Chair Ronningen announced that the Brockman Trucking and Solar Farm
16 amendment applications had Public Notices published, however, the applications were deemed incomplete, and
17 therefore, they had to be moved to the September 12 Planning Commission agenda.

18
19 **Motion/Second: Patten/Kopitzke. To approve the August 1, 2016 Planning Commission agenda as**
20 **presented. Motion carried 7-0-0.**

21
22 5. **APPROVAL OF MINUTES** –

23 A. July 11, 2016 Planning Commission Meeting Minutes – Lines 42 and 226, corrected minor typos.

24
25 **Motion/Second: Kopitzke/Bowman. To approve the July 11, 2016 Planning Commission Meeting minutes**
26 **as amended. Motion carried 5-0-2 (Abstain: Patten and Nelson).**

27
28 6. **REPORTS AND PRESENTATIONS** – none.

29
30 7. **PUBLIC HEARINGS** –

31 A. Nelson Estates, Guy Reithmeyer and Cheryl Frenette, Preliminary Plat – Chair Ronningen opened the
32 Public Hearing at 7:05 p.m.

33 Administrator Moore called on consultant planner, Bob Kirmis, from Northwest Associated Consultants,
34 Inc., to present the Preliminary Plat report.

35 Kirmis reviewed that the Nelson Estates sketch plan was heard in September, 2014, for informal feedback,
36 at which time the Planning Commission had no comments for changes to the proposed subdivision. The subject
37 property, 1093 Indian Trail Path S, is located north of Indian Trail S between Lake Edith Lane and Lake Edith,
38 consists of 30.1 acres of land, 20.7 acres of which lies above the ordinary high water level (OHWL) of Lake
39 Edith. The only change from the sketch plan to the Preliminary Plat is that the narrow, 12,150 square foot parcel
40 of land located south of Proposed Lot 4, Block 1 and east of Lake Edith Lane cul-de-sac was officially
41 transferred to the Riethmeyer parcel at 1093 Lake Edith Lane, and is no longer part of the subdivision. The
42 subdivision proposes a dedication of a 60 foot right-of-way to the city, as there was no previous right-of-way.
43 Each of the lots consists of over 5 acres and has more than the minimum buildable acreage. Soils for septic
44 systems has been tested. All requirements for subdivision have been met. It was, however, noted that all permits
45 for individual homes must meet Valley Branch Watershed District (VBWD) requirements. Because all of the
46 parcels are in the Conservancy Overlay District, proposed home sites are also required to have an
47 Administrative Permit from the City. It was determined at the time of the sketch plan that the City's
48 Comprehensive Plan and its Parks Plan does not indicate any park land dedication in this area, therefore, a cash
49 park dedication fee will be required, subject to a minimum of \$5,000 and a maximum of \$10,000 per dwelling
50 unit.

51 There were no public comments.

52
53 **Motion/Second: Nelson/Patten. To close the Public Hearing at 7:18 p.m. Motion carried 7-0-0.**
54

55 Commission Discussion

56 Bowman inquired about the kinds of grasses that are on the ridge and wooded area. [*Brome, rye, oats*]

57 Nelson asked about the OHWL. [*There is an outlet on the southeast corner of the lake; but in recent years*
58 *the OHWL is more stable than it has been in the past.*]

59 Commissioners requested to strike Condition #4, as the VBWD permit will indicate the OHWL and required
60 elevations of floor levels, which is covered in Condition #6.

61 Kopitzke commented that he didn't see a public access to the lake and felt it was in the public interest to
62 provide such access.

63 Kirmis commented that imposing public access on landowners needs to be shown on the city maps, so that
64 landowners are aware of the possibility of access.

65 Ronningen reminded that a public access was discussed at the time of the sketch plan, but it was determined
66 that there is not good access from any part of this subdivision, because of the steep slopes down to the lake.
67 Also, residents with properties on Lake Edith have reported the problems with ice fishers leaving debris,
68 trespassing, using alcohol, causing noise and disturbances to the area.

69 [The City Attorney had determined in 2011 that there is no public access from Indian Trail to Lake Edith, so
70 any unauthorized access to the lake would be across private land and would therefore be considered trespassing.]

71 The applicant commented that since the "no public access" has been determined, it has brought tranquility
72 back to the lake, like it was 50 years ago. Ronningen explained that, after the sketch plan discussion, the Parks
73 Committee needed to provide a recommendation for public access to the Planning Commission if they wanted it
74 to be considered.

75 Commissioners discussed that the least sloped area was located on the north side of the subdivision, which
76 would be the only viable site for public access. Commissioners discussed limitations on the landowner's private
77 lake access and proposed that a 10 foot cleared path width be included as Condition #15.

78
79 **Motion/Second: Ronningen/Bowman. To recommend APPROVAL to the City Council for the Nelson**
80 **Estates Preliminary Plat at 1093 Indian Trail Path, subject to the following:**

81
82 Conditions

- 83 1. Both the Indian Trail Pass and Lake Edith Lane roadways shall be located within public right of-
84 way and shall be provided 15 foot setbacks from property lines (to accommodate private utilities
85 and snow storage). This issue shall be subject to further comment by the City Engineer.
- 86 2. The adequacy of the streets serving the property shall be subject to comment and
87 recommendation by the City Engineer.
- 88 3. Driveway placement for Lot 3, Block 1 shall be setback a minimum of 60 feet from the
89 intersection of Indian Trail Path and Lake Edith Lane.
- 90 4. [Deleted:] Basement floor elevation of site structures shall be at least two feet above the adjacent
91 water/wetland/stream/lowland 100-year flood level.
- 92 5. Except as otherwise allowed by the Valley Branch Watershed District for lake access, vegetation
93 clearing within the shore and bluff impact zones and on steep slopes shall be prohibited.
- 94 6. All requirements imposed by the Valley Branch Watershed District in the attached letter dated
95 June 3, 2016 shall be satisfied.
- 96 7. The City Engineer provide comment and recommendation in regard to the establishment of
97 easements upon the property.
- 98 8. Primary and secondary septic sites shall be illustrated on the preliminary plat in compliance with
99 Section 12-413 of the Zoning Ordinance (Sewage Treatment) and Section 12-1328.C.9 of the
100 Subdivision Ordinance (Preliminary Plat Data Requirements).
- 101 9. Review and approval of proposed septic designs and final septic permits by the Washington
102 County Department of Public Health shall take place prior to building permit issuance.
- 103 10. Consistent with Conservancy Overlay District requirements, permitted and accessory uses shall
104 be subject to administrative permit.

11. **Current land value information be provided to the City (by the applicants) such that an exact cash contribution amount can be calculated and potentially applied as a condition of final plat approval.**
12. **Park dedication requirements of the City (land, cash or a combination of both), as determined appropriate by City Officials, shall be satisfied (dedicated and/or paid) prior to City signing the final plat.**
13. **As part of final plat approval, the applicants shall enter into a development agreement with the City and post any financial securities required by it. This issue should be subject to further comment by the City Attorney.**
14. **All requirements of the City Engineer, as outlined in the memo from Jesse Carlson of WSB dated July 18, 2016, shall be satisfied.**
15. **The width of any cleared path from the bluff line to the lake shall not be more than 10 feet in width, or any greater width as superseded by state statute.**

Motion carried 7-0-0.

B. Interim Use Permit for an Accessory Building, Robert Demaster, 15376 Afton Boulevard – Chair Ronningen opened the Public Hearing at 7:42 p.m.

Administrator Moorse described that Robert Demaster owns the small parcel at 15376 Afton Boulevard South, as well as three adjacent parcels: the parcel at 15252 Afton Hills Drive includes his home; the large parcel to the south with PID # 15.028.20.34.0001 has a vineyard; the third is a long narrow parcel with PID# 15.028.20.43.0005 southeast of the 15376 parcel. The parcel at 15376 Afton Boulevard South had an older house and storage building. The storage building has been removed. The top story of the existing older house has been removed, as part of the plan to remodel the first floor of the house to create an accessory building/workshop. Section 12-187 of the city code requires a principal structure on a parcel in order to have an accessory building. Mr. Demaster is in the process of working on a title registration process that needs to be completed before he can re-plate the property so that the parcel at 15376 Afton Boulevard South, on which the accessory building is located, is combined with the adjacent parcels, including the parcel on which the house is located. Mr. Demaster would like to use the accessory building in the interim as a workshop and for winemaking. The City Attorney suggested that an interim use permit, per state statute, would be a good fit for this situation, because only an interim solution is needed. The interim use permit would allow the accessory building without a principal structure on a temporary basis until the title work and the re-platting process are complete.

There were no public comments.

Motion/Second: Patten/Nelson. To close the Public Hearing at 7:47 p.m. Motion carried 7-0-0.

Commission Discussion

Commissioners asked if Afton allows Interim Use Permits in the city code.

Moorse explained that while the Use Table 12-134 lists an Interim Use Permit as allowable, there is no definition, nor language about what specifically that means in Afton.

Commissioners questioned where the old house was located in relation to the parcels.

Staff noted that the building appears to be located over the south property boundary on 15376 Afton Boulevard S, so combining the parcels would be required for the building to meet setback requirements.

Motion/Second: Kopitzke/Seeberger. To recommend approval of the Robert Demaster application for an Interim Use Permit to allow the lower floor of an existing house to be used as an accessory building at 15376 Afton Hills Drive, with the following:

Conditions

1. **The Interim Use Permit would be allowed for a period of 12 months, to allow time for the owner to complete title registration and re-platting to combine the three subject parcels.**

- 157 **2. The Interim Use Permit would have the option to extend for up to 12 months, with Administrative**
158 **review and approval.**

159
160 **Motion carried 5-2-0 (Nay: Patten and Ronningen).**

161
162 **8. NEW BUSINESS – none.**

163
164 **9. OLD BUSINESS -**

165 **A. Comprehensive Plan Update Process –**

- 166 1. Land Use Classification - Administrator Moorse explained that the Supplemental Packet contained
167 definitions from municipalities for Commercial uses, which is something the Planning Commission
168 had agreed to work on: Melrose, Cannon Falls, Taylors Falls and Hawley.
169 The commission briefly discussed their initial responses to definitions.
170 Chair Ronningen suggested that commissioners review the definitions and come to the next meeting
171 with suggestions of what may work for Afton.
172 2. Identification of Issues for Review – Chair Ronningen suggested that each commission member be
173 assigned to review a section of the Comprehensive Plan and look at the city ordinances to bring to
174 the September 12, 2016 meeting issues that may need tweaking in both the Comprehensive Plan and
175 the ordinances. Assignment of sections was as follows:
176 a. Langan – Environmental Resources Plan
177 b. Nelson – Energy and Groundwater
178 c. Seeberger - Housing
179 d. Kopitzke - Transportation
180 e. Bowman - Parks and Open Space
181 f. Patten - City Governance
182 g. Ronningen - Solid Waste

183
184 **B. Draft City Council Minutes – Highlights of the July 19 meeting were provided in the packet.**

185
186 **C. Update on City Council Actions – Council Liaison Ross reported that the Chaim Teitelbaum minor**
187 subdivision was approved without the provision for a shared driveway. It was found that shared driveways are in
188 the city code under “private streets” and are not allowed. The application for Brown Trout LLC for a minor
189 subdivision of properties on Putnam Boulevard and Stagecoach Trail was denied due to the increasing non-
190 conformities created by the proposed subdivision and that the Putnam property would not have road access. The
191 variance from setbacks for Roger Meisner to construct a handicapped accessible bathroom addition was
192 approved. The application for Localized LLC for an ordinance amendment was denied, as Afton’s ordinances
193 allow such uses under “nature center,” which is allowed under current city code. Ross reported that the Council
194 also decided to look at the requirements for existing contiguous lots under the same ownership to combine, per
195 city ordinance.

196
197 **10. ADJOURN –**

198
199 **Motion/Second: Patten/Bowman. To adjourn the meeting at 8:34 p.m. Motion carried 7-0-0.**

200
201 Respectfully submitted by:

202
203
204
205 _____
206 Kim Swanson Linner, City Clerk

207 **To be approved on September 12, 2016 as (check one): Presented: _____ or Amended: _____**

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

Planning Commission Memo

Meeting: September 12, 2016

To: Chair Ronningen and members of the Planning Commission

From: Ron Moorese, City Administrator

Date: September 6, 2016

Re: SEV MN1, LLC and Janice Schwitters and Steven Moll application to amend relevant sections of the Zoning Code to allow “solar farm” as a conditional use or interim use in the Agricultural District, including a specific proposal for the property at 12351 15th Street.

Background

SEV MN1, LLC and Janice Switters and Steven Moll have made an application to amend relevant sections of the Zoning Code to allow “solar farm” as a conditional use or interim use in the Agricultural District, including a specific proposal for the property at 12351 15th Street. Attached are proposed ordinance amendment language and materials related to the application.

Solar Farm

The current definition of a solar farm in the City’s solar energy ordinance is as follows:

Solar Farm - A commercial facility that converts sunlight into electricity, whether by photovoltaics (PV), concentrating solar thermal devices (CST), or other conversion technology, for the primary purpose of wholesale sales of generated electricity. A solar farm is the principal land use for the parcel on which it is located.

The ordinance prohibits solar farms from the Agricultural and Rural Residential zoning districts due to concerns regarding the impact of large areas of solar arrays on the rural character of the City. Solar farms are allowed in the Industrial Districts.

Proposal at 12351 15th Street

The proposed solar farm at 12351 15th Street is proposed to have a 5-megawatt array of photovoltaic panels. This requires approximately 40 acres of photovoltaic panels. The attached materials include a site plan showing the location of the proposed photovoltaic array and existing and proposed vegetative screening, as well as photos showing the appearance of typical solar panel arrays in a field.

Solar Energy Ordinance Background

In 2015, the Planning Commission worked with a solar energy consultant to prepare and recommend to the Council a solar energy ordinance, and the Council adopted the ordinance. The ordinance

allows solar arrays of substantial size in the Agricultural and Rural Residential Zones, to a maximum of 2,000 square feet when they are fully screened. As indicate above, the ordinance prohibits solar farms from the Agricultural and Rural Residential zoning districts due to concerns regarding the impact of large areas of solar arrays on the rural character of the City. Solar farms are allowed in the Industrial Districts.

Land Use Plan.

The Housing and Land Use Plan section of the Comprehensive Plan indicates the following regarding the preservation of agricultural land and uses:

“The residents of the City of Afton value the agricultural economy and rural character that an agricultural environment provides. This Plan intends to preserve agricultural land for permanent agricultural use, and does not accept the belief held by some that agricultural use is merely a temporary use or that agricultural lands are merely a holding area for future residential or other development. Moreover, the community values agricultural land as open space in an increasingly urban environment, a sanctuary for a rural lifestyle that Afton residents have consistently desired to maintain.”

Impact on Rural Character. The installation of large expanses of solar arrays in the agricultural zone would change the natural, open, rural countryside views that currently are characteristic of the Agricultural zone and the rural area of the City. This is the character that has drawn people to Afton, and that is the foundation of the City’s Comprehensive Plan. Even if the solar farm use was to be allowed only as an interim use for the 25 year term of a lease on the property, the negative effect of solar farms on the City’s rural character could make it substantially more difficult to preserve the rural character.

Potential Land Use Issues

The proposed ordinance amendment would allow solar farms to be installed on properties in the Agricultural zone. The proposed ordinance amendment does not require setbacks beyond those currently required for all structures. The proposed ordinance includes an exemption from maximum impervious surface requirements, which substantially affects open space and also affects stormwater management.

Neighboring Property Impacts. One of the most common issues addressed by land use regulations are potential impacts upon neighboring land uses. The ground-mounted solar panels are proposed to be designed to rotate for sun angle and are proposed to be approximately 12 feet in height. These arrays would be visible to adjoining property. While the proposed ordinance requires the solar array to be screened from adjacent houses and public roads, it does not require screening along the full perimeter of the property to provide screening from existing and future agricultural or residential uses. As part of the relatively recent public meeting regarding Manning Avenue development planning, those who lived and/or farmed in the Agricultural zone did not want to see the open, rural views changed due to land use changes.

Also of potential concern with a solar farm use may be visual glare reflecting from the solar panels, particularly in a large array. It is understood that technology exists to address such concerns with an

anti-reflective coating on the panels that minimize reflective glare. This would need to be addressed as part of a Conditional Use Permit or Interim Use Permit process, if utilized.

Planning Commission Direction Requested:

Motion regarding a recommendation concerning the SEV MN1, LLC and Janice Schwitters and Steven Moll application to amend relevant sections of the Zoning Code to allow “solar farm” as a conditional use or interim use in the Agricultural District.

Z16-25

RECEIVED
AUG 04 2016

CITY OF AFTON

CITY OF AFTON ZONING PERMIT APPLICATION

REZONING APPLICATION

Applicant	Address	City	State	Zip	Phone
SEV MN1, LLC	601 Carlson Parkway	Minnetonka	MN	55305	612-293-9900
Applicant	Address	City	State	Zip	
SEV MN1, LLC	601 Carlson Parkway	Minnetonka	MN	55305	612-293-9900
Project Address	OWNER: REUBEN F. MOLL	AFTON	MN	55001	
12351 15TH ST S					
Zoning Classification	Existing Use of Property	PID# or Legal Description			
Agriculture	Agriculture	07.028.20.31.0002			
Description of Request					
Amend the City's zoning regulations to allow "solar farms" in the Agriculture zoning district.					
By signing this application, the applicant agrees to pay all expenses incurred by the City of Afton. In connection with this request, your signature constitutes permission for a representative of the City of Afton to enter your property, during business hours, to evaluate this request. This may involve minor excavating or soil borings. If you would like to be present during this evaluation, please contact the City.					
<i>Janice J. Schuitters</i> Signature of Owner/Applicant			<i>Steven W. Moll 7-21-16</i> Date		
FEES:		DEPOSITS:			
REZONING	\$350.00	Driveway	_____	TOTAL:	\$1850.00
Driveway (B. Insp)	_____	SUP/Variance	_____	DATE PAID:	7-11-16
City Engineer	_____	Rezoning	\$1500.00	CHECK #:	1029
Subdivision	_____	Other	_____	RECVD. BY:	Ron Moors e
Make checks payable to City of Afton:				(front counter)	
ATTACH COPY OF DEED OR PROOF OF OWNERSHIP TO APPLICATION					

Application to
Amend the
City of Afton
Zoning
Ordinance



601 Carlson Parkway, Suite 1050,
Minnetonka, Minnesota 55305



July 11, 2016

Mr. Ronald J. Moore, City Administrator
City of Afton
3033 St. Croix Trail, P.O. Box 219
Afton, Minnesota 55001

Re: Application to Amend the Zoning Ordinance

Dear Mr. Moore and Members of the Afton City Council:

We request that the City amend the text of its zoning regulations to allow "solar farms" as either an Interim or a Conditional Use in the City's Agriculture zoning district. Presently, commercial-scale solar energy conversion facilities are allowed only in your Industrial zoning district.

This document provides a supplementary description of what we propose to build if the zoning regulations are so amended, the steps we would take to help the facility conform to your planning objectives and a rationale for this change.

Our proposed 5 megawatt array of photovoltaic panels will generate electricity that will be purchased by Xcel Energy under a 25-year contract. The solar garden will not generate any carbon or other harmful emissions, will be created from an inexhaustible source, the sun, will help Xcel Energy meet the State's mandate for use of renewable energy sources, and will align with the City's goals for sustainability. In addition, Xcel customers may subscribe to a share of the electrical output from the project, thus supporting this clean source of energy. Sunrise will own and operate the development for its lifetime.

We seek to be a good corporate citizen and work cooperatively with each community to support the City's community development objectives while creating a successful solar energy facility.

Please give our application your approval so that we can all benefit from this wise new source of electricity for our homes and businesses.

Sincerely,

A handwritten signature in black ink, appearing to read "DL", is written over a horizontal line.

Dean Leischow
Chief Executive Officer

Table of Contents

Proposed Amendments to the Zoning Regulations	1
Reasons Supporting the Proposed Amendments	2
Project Description	3
Site Location	3
Zoning on and Near the Site	4
Existing Conditions	5
On-Site and Nearby Land Use	5
Topography	7
Vegetation	7
Site Plan	8
Site Access	9
Grading, Drainage and Erosion Control	9
Wetlands and Streams	9
Visual Compatibility and Screening	10
Solar Energy Conversion Panels	12
Connection to the Xcel System	13
Tree Removal	13
Perimeter Fence	13
Sign	13

Proposed Amendments to the Zoning Regulations

Sunrise Energy requests that the City of Afton amend its zoning regulations to allow “solar farms” as either an Interim or a Conditional Use in the Agriculture zoning district. These facilities are presently allowed only as a Conditional Use in the Industrial zoning district. This amendment would affect these sections of the City Code:

- **12-134, Table of Uses in the Zoning Districts**
Add “solar farms” to the table as either an Interim or a Conditional Use in the Agriculture District. Some Cities classify them as Interim Uses, others as Conditional Uses.
- **12-140, Agriculture Zoning District**
Amend, D, Conditionally Permitted Uses, to include Solar Farms, or
Add E., Interim Permitted Uses, list Solar Farms and specify a term of 26 years.
- **12-140 (E), Standards for Granting Conditional Use Permits in the Agriculture Zoning District**
Exempt “solar farms” from the provision of Section 12-139, which requires that non-farm structures “shall be sited on a separately surveyed and described parcel”.
- **12-230, Solar Energy Systems**
Change or delete sub-section F-3, G1 and G-2, which limit “solar farms” to the Industrial districts. Clarify that solar farms are also allowed in the Agriculture district.
Require a planting plan to screen the view from adjacent houses and public roads.
Change or delete those sub-sections that treat all solar energy conversion systems as if they were small, accessory uses. Those sections include:
 - E, Standards
 - F-2, c: Maximum panel square footage and minimum setback.
- **12-132, Minimum Requirements**
Establish these setbacks for a “solar farm” in the Agriculture zoning district:
 - Front: 150 feet (150 feet from the road centerline or 117 feet from the public right-of-way)
 - Side: 50 feet
 - Rear: 50 feet.Exempt “solar farms” from the requirement for maximum site coverage by any structure or impervious surface.
- **12-230-C, Definitions**
Under the definition of “solar farm,” delete the sentence that reads, “A solar farm is the principal land use for the parcel on which it is located” because there may already be a principal use on the parcel, such as a house. Yet, a solar farm would not be an accessory use because it would not be “subordinate to and serving the principal use”.

Reasons Supporting the Proposed Amendments

We offer these reasons in support of the proposed amendments to the Afton zoning regulations.

- 1. Maintain Rural Land Use:** Solar energy conversion systems will provide income to the owners of relatively small farm tracts, thus reducing the pressure to rezone, subdivide and sell land for housing development. Some owners have been known to use a solar farm as a way to preserve the property for their children.
- 2. Compatible with the Rural Landscape:** Solar collection systems can be visually compatible with the rural landscape. Their low height in combination with the right site, proper setbacks and vegetative screening help make them inconspicuous. They are a passive use of the land, comparable to a greenhouse, which also collects solar energy. Greenhouses are well received in rural areas and have a visual impact similar to that of a solar farm. Developers of semi-rural housing have sometimes included a community solar energy system to improve marketability.
- 3. No Public Services Required:** A solar energy conversion system will not require any police or fire services. There is virtually no chance that a solar energy system could catch fire. Traffic to and from a completed solar facility is negligible, only 1 or two pick-up trucks per month. The sites will be fenced for security and insurance purposes.
- 4. No Impact on Adjacent Property Values.** Studies in Washington County and other states have concluded that there is no loss of property value for residential, agricultural or open properties adjacent to existing or proposed solar farms. Copies of these studies can be provided to the City.
- 5. Interim Land Use:** Solar farms are a temporary land use. When the 25 year contract with Xcel Energy expires, the panels can be removed and the site returned to agriculture. Because there is very little disturbance to the soil, there is no loss of agricultural productivity. Moreover, after 25 years, these sites can be certified as suitable for organic farming.
- 6. Environmentally Beneficial:** Solar farms would be consistent with the environmental ethic of Afton. They improve the quality and quantity of surface water runoff compared to a cultivated field. They require no harmful chemical applications. They can be planted with pollinator-friendly and native ground covers and kept free of noxious weeds. They contain no hazardous materials and emit no noise or glare. They help reduce global warming by using the renewable power of the sun instead of carbon fuels.
- 7. Few such Systems:** There will be a very small number of solar energy conversion systems proposed in Afton because the Xcel substations that would receive the energy have limited remaining capacity. Xcel Energy will not be accepting any more applications for 5 megawatt solar systems for the foreseeable future, according to state law. Future applications, if any, will likely be 1 megawatt in size, requiring only about 7 acres each.

Project Description

If the Afton zoning ordinance were amended as proposed, Sunrise Energy would likely submit an application for a 5 megawatt “solar farm” as described below.

Site Location

The site of the proposed solar farm is east of Manning Avenue and south of 15th Street as shown by Figures 1 and 2.

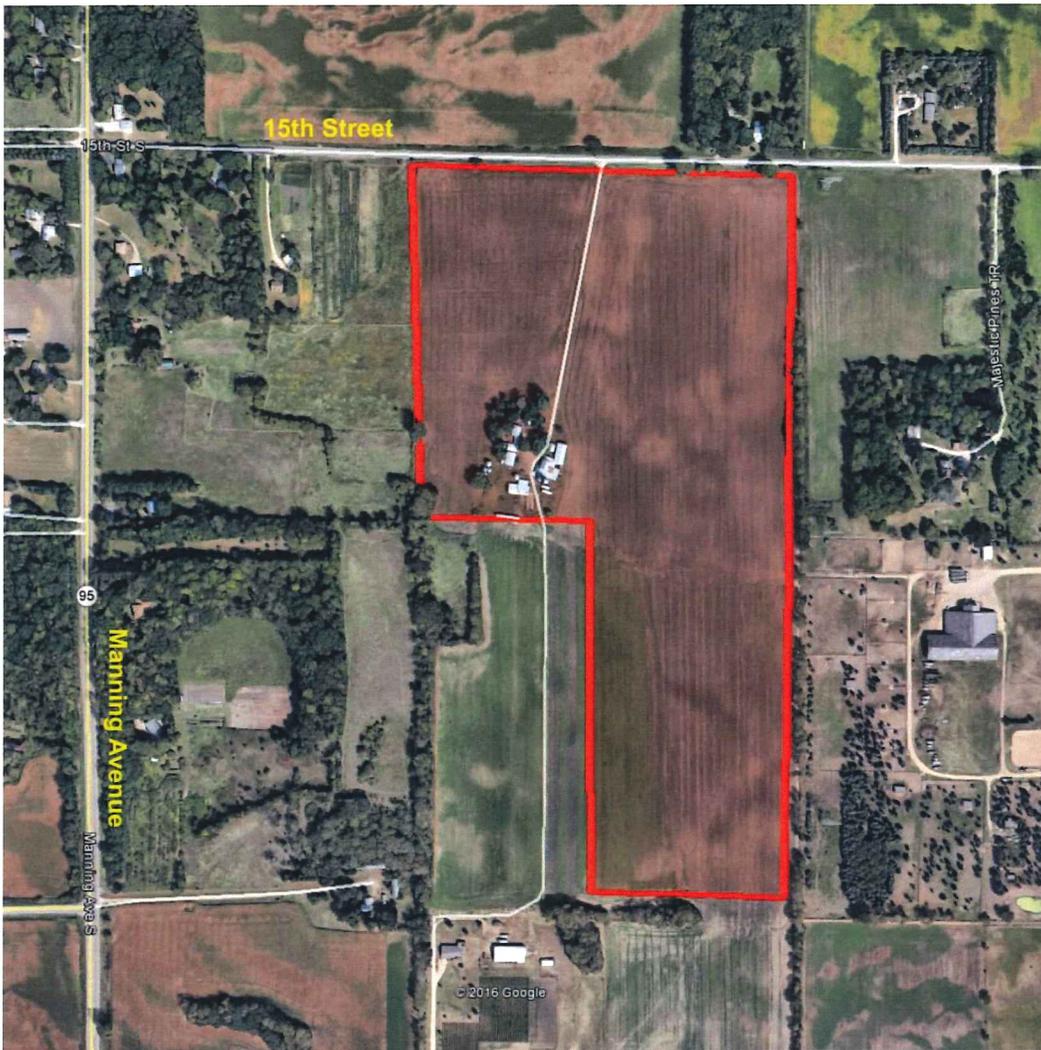


Figure 1: Site Location



Figure 2: Regional Location

Zoning on and near the Site

The site and all of the adjacent parcels are zoned Agriculture District, as shown by Figure 3. There is a Conservancy Overlay on some of the lands to the west and north. Off-site to the south, there is a Shoreland Overlay district.

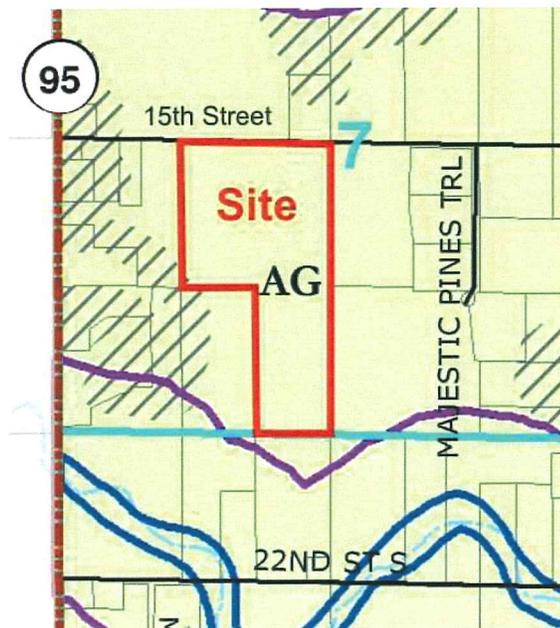


Figure 3: Zoning Map

Existing Conditions

On-Site and Nearby Land Use

The prospective site is presently farmed. The owner's house and accessory farm buildings occupy part of the site and will remain.

Land uses adjacent to the site are agricultural or open as shown by Figure 4. A high-voltage electrical transmission line runs along the eastern side of the site.

The pattern of nearby parcels is shown by Figure 5.



Figure 4: Nearby Land Use

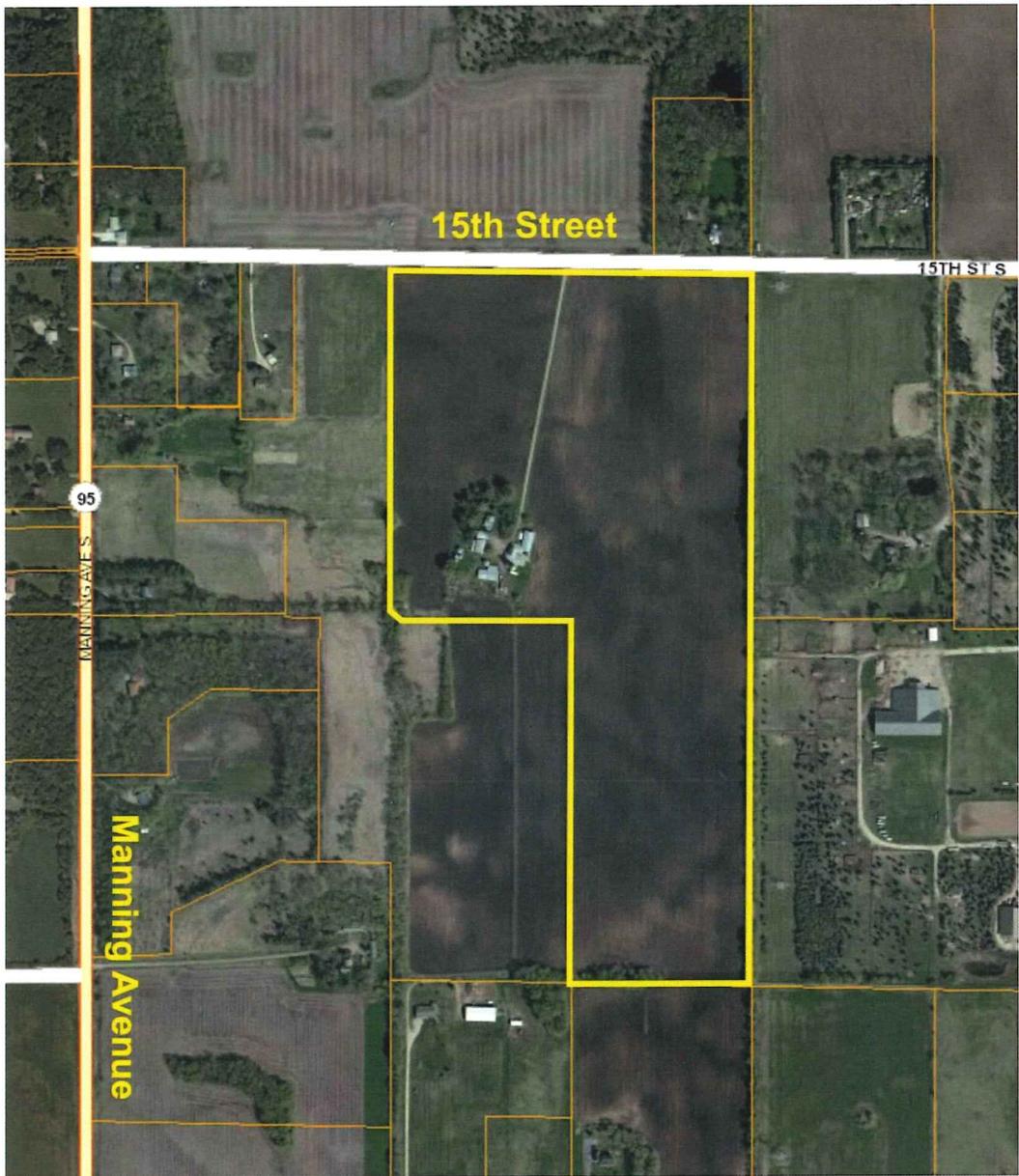


Figure 5: Nearby Land Parcels

Topography

The site is generally flat and slopes gradually up from the north to the south.

Vegetation

The site is a cultivated field with a windrow of trees on the eastern and southern edges. Off-site there are other windrows, and the nearby farmsteads and houses all have trees and shrubs around them. This pattern of trees can be seen on Figure 1, Site Location.

These photos give a sense of the conditions on the site.



Figure 6: Looking south across the site



Figure 7: Looking ESE from 15th Street



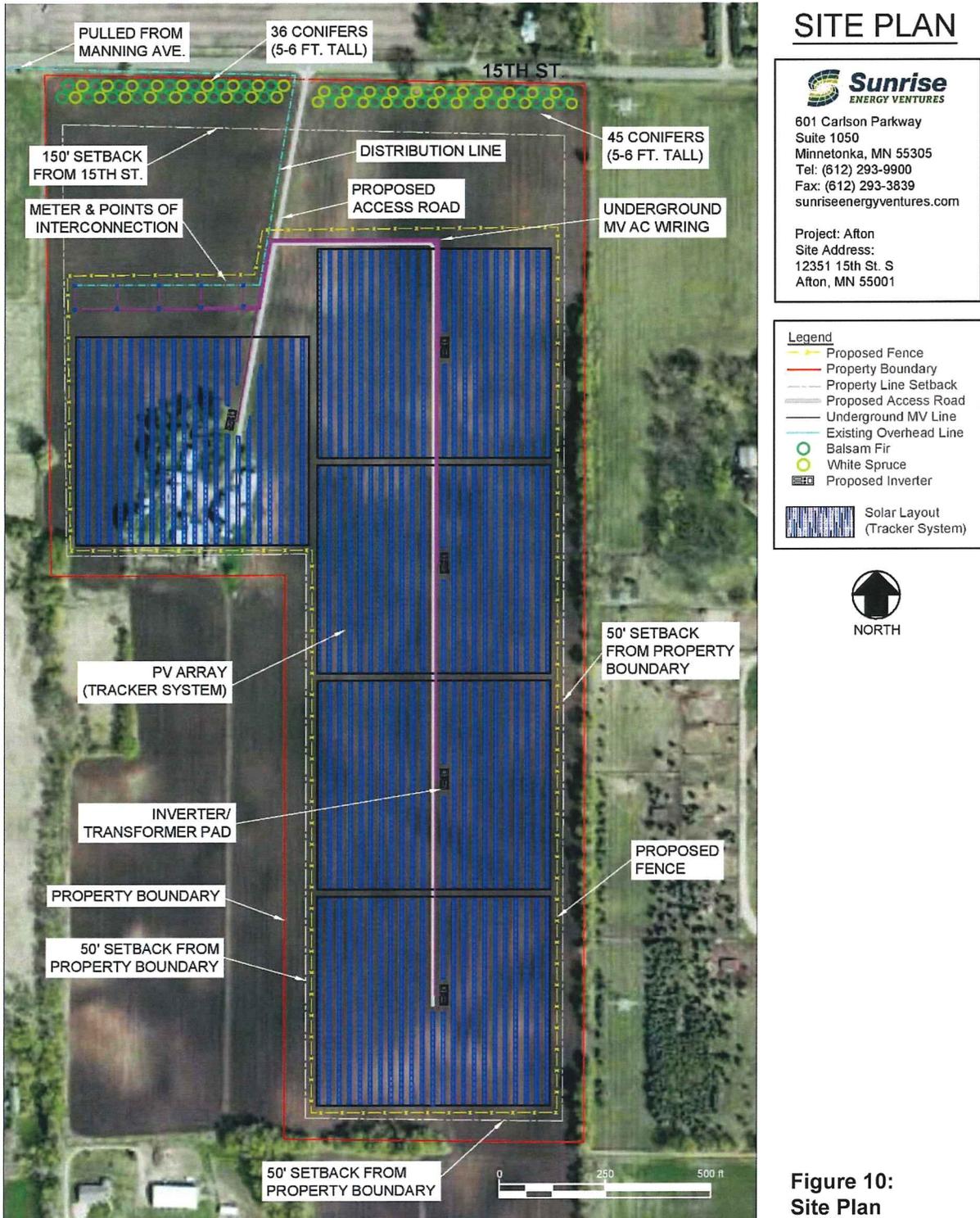
Figure 8: Looking west along 15th Street



Figure 9: Looking east along 15th Street

Site Plan

The site development plan for the solar farm is shown by Figure 10. Approximately 42 acres of the 65-acre site would be devoted to the facility.



Site Access

Access to the site of the solar farm will be from 15th Street in the same location as the existing farm driveway. The farmstead will be removed.

Grading, Drainage and Erosion Control

Grading for the solar farm will be limited to creating gravel service roads among the blocks of arrays and pads for the electrical inverters. The solar arrays can conform to the slopes and do not require that terraces be created because each solar array is installed by simply drilling posts into the ground.

Normal steps will be taken to control erosion during and after the installation process, and these can be specified as conditions of the permit. Disturbed soils will be returned closely to their original contours. The final site will be seeded with a native and pollinator-friendly seed mix and mowed as necessary to prevent woody species from establishing. Consequently, the rate, volume and quality of the surface water runoff is expected to be improved from the present values generated by a plowed field of row crops.

Our engineering consultant, Emmons and Olivier Resources, Inc., will provide to the City and the Valley Branch Watershed hydrologic modeling calculations for rate control, volume control and water quality, including proposed pond locations.

Wetlands and Streams

Public Waters Wetlands

There are no mapped public waters or wetlands on the site according to a review of information provided by the Valley Branch Watershed District.

Floodplain

There is no floodplain mapped on the site by the Federal Emergency Management Administration.

Visual Compatibility and Screening

Sunrise Energy recognizes the importance of maintaining the image of a rural landscape in Afton. Consequently, we have searched and found a site that is already visually isolated from houses, farmsteads and public roads. Sunrise would supplement the existing natural screening with additional plantings along 15th Street.

Thus, the solar farm will be visually compatible with its agricultural and rural residential neighbors by virtue of these characteristics:

- The solar arrays will be **set back** approximately 400 to 575 feet from 15th Street and 50 feet from other sides.
- The **existing vegetation** around the perimeter of the site will be retained.
- **Conifers will be planted** along 15th Street to screen the view to the distant solar collectors. The planting plan will consist of two rows of fast-growing Balsam Fir and/or White Spruce trees 5 to 6 feet in height planted 20 feet on-center for a total of 81 trees, as illustrated by Figure 12. Diseased or dying trees will be replaced by Sunrise Energy. Images of these two species are shown below.
- The sun-tracking collectors will be approximately **12 feet** in height.



BALSAM FIR | *Abies balsamea*

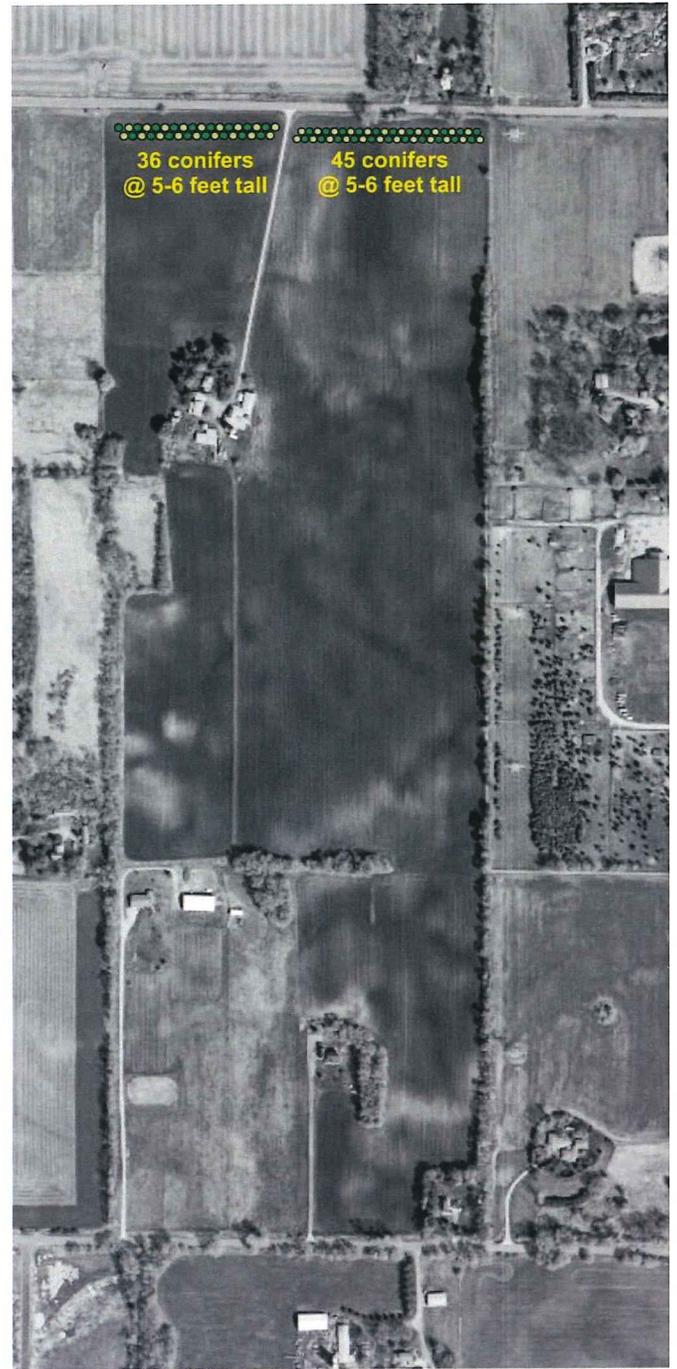


WHITE SPRUCE | *Picea glauca*

Figure 11: Photos of Proposed Perimeter Trees



Figure 12: Locations of Existing Screening



● Balsam Fir ● White Spruce
 Figure 13: Landscaping Plan

Solar Energy Conversion Panels

Solar energy conversion panels may be built with a fixed, unmovable angle or designed to track the sun through the day and, with some, the year. Fixed-angle arrays are typically 10 to 12 feet tall while tracking systems are typically 12 feet tall. Fixed-angle models are mounted in arrays as illustrated by Figures 14 through 16.



Figure 14: Typical Tracker Solar Arrays



Figure 15: Typical Fixed-Angle Solar Arrays



Figure 16: Appearance of Typical Solar Panel Arrays in a Field

Connection to the Xcel System

The on-site link to the Xcel grid, called the common coupling or the interconnection, will be located underground approximately 550 feet south of 15th Street.

Three Xcel Energy wires will run overhead from the on-site interconnection to the Xcel three-wire distribution line that exists along Highway 95.

Tree Removal

The trees around the farmstead will be removed, as will the house and farm buildings.

Ground Cover

Sunrise Energy will use native plantings as ground cover. These grasses and forbs will enhance local biodiversity, consistent with the Pollinator Protection Pledge of the local solar power industry. They will be especially helpful to pollinator species such as bees and butterflies. The ground cover will be kept mowed to a workable height, and noxious weeds will not be allowed to flourish and spread into nearby farm fields.

Perimeter Fence

A black-coated, galvanized chain-link perimeter fence will be installed for safety and security. The fence will be 6 feet tall, topped with three strands of barbed wire. The fence alignment is illustrated by Figure 11, Site Plan.

The fence will only encompass the facility and will be located toward the interior of the site relative to existing perimeter trees and shrubs in order to maintain that vegetation and obscure the view of the fence.

Sign

A small freestanding identification sign will be erected near the entrance to the site. The sign will be within the height and size limits of City Code.

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

Planning Commission Memo

Meeting: September 12, 2016

To: Chair Ronningen and members of the Planning Commission

From: Ron Moorese, City Administrator

Date: September 7, 2016

Re: Will Carlson Application for a Comprehensive Plan Amendment to enable a rezoning of the easterly portion of the property north of 60th Street and west of Trading Post Trail from Agricultural to Rural Residential to enable a subdivision of the property to create 18 lots on 113 acres. The property has the following four PID's: 33.028.20.32.0001, 33.028.20.33.0004, 33.028.20.33.0005 and 33.028.20.41.0002.

Background

Will Carlson owns approximately 200 acres of property north of 60th Street and west of Trading Post Trail. Mr. Carlson is planning to subdivide the eastern 103 acres of the property into eighteen 5-acre lots, as shown on the attached sketch plan. The majority of the 200 acres of property is currently zoned Agricultural. Mr. Carlson desires to rezone the easterly 100 acres of the property to Rural Residential to enable the subdivision. Because the Comprehensive Plan shows the property as Agricultural on the Future Land Use Map, a rezoning requires an amendment to the Comprehensive Plan. Mr. Carlson has applied for a Comprehensive Plan amendment to revise the Future Land Use Map to show the easterly 100 acres of property as Rural Residential vs. Agricultural.

The Comprehensive Plan includes a number of goals, policies and strategies related to the rezoning of property from Agricultural to Rural Residential. These are as follows:

Housing and Land Use Goals

1. Maintain the City's overall low density
2. Preserve the rural character of Afton
3. Encourage agricultural uses
4. Maintain natural open spaces

Housing and Land Use Policies

1. The overall development density of the City shall not exceed one unit per ten acres
7. Prohibit rezoning of a parcel from Agricultural to Rural residential unless, in addition to meeting other criteria, the parcel is more than 50% contiguous to a rural residential zoning district and such rezoning would not result in development which is inconsistent with the generally rural character of the surrounding area.

8. Discourage residential development on lands suitable for agricultural use and adhere to planning practices that will allow farms to operate without external pressures

Land Use Strategies

9. Encourage the use of conservation and open space design subdivisions where the subdivision permanently preserves open space or agricultural land uses or creates transition zones with adjoining zones or jurisdictions.

Because the small parcel in the northwest quadrant of 60th Street and Trading Post Trail is zoned Rural Residential, the property proposed to be rezoned to Rural Residential is more than 50% contiguous to a rural residential zoning district, which meets a portion of Housing and Land Use Policy #7 in the Comprehensive Plan. A determination also needs to be made as to whether the proposed rezoning of the property is in harmony with the goals, policies and strategies of the Comprehensive Plan related to the overall land use of the City and the preservation of agricultural uses and the rural character of the City.

There are numerous parcels in the city that are zoned Agricultural and located adjacent to Rural Residential parcels. The Comprehensive Plan shows all of these areas as Agricultural on the Future Land Use Map. This reflects the goals, policies and strategies listed above. The Planning Commission's review of the Comprehensive Plan Amendment should consider both the specific parcel in the application and the broader implications for other Agricultural parcels adjacent to Rural Residential property and the effects on Agricultural property in general.

Land Use Strategy #9 in the Comprehensive Plan encourages the use of conservation design and open space subdivisions where the subdivision permanently preserves open space or agricultural uses. A subdivision similar to the one reflected in the attached concept plan could be accomplished through a Preservation and Land Conservation Development that would preserve the western 100 acres of the Carlson property and would not require a rezoning.

Metropolitan Council 2040 Plan

In the Metropolitan Council's 2040 development plan, Afton is designated as "Diversified Rural". This designation supports Afton's goals of preserving agricultural land and uses and preserving its rural character. The City's role in relation to the Diversified Rural designation is as follows:

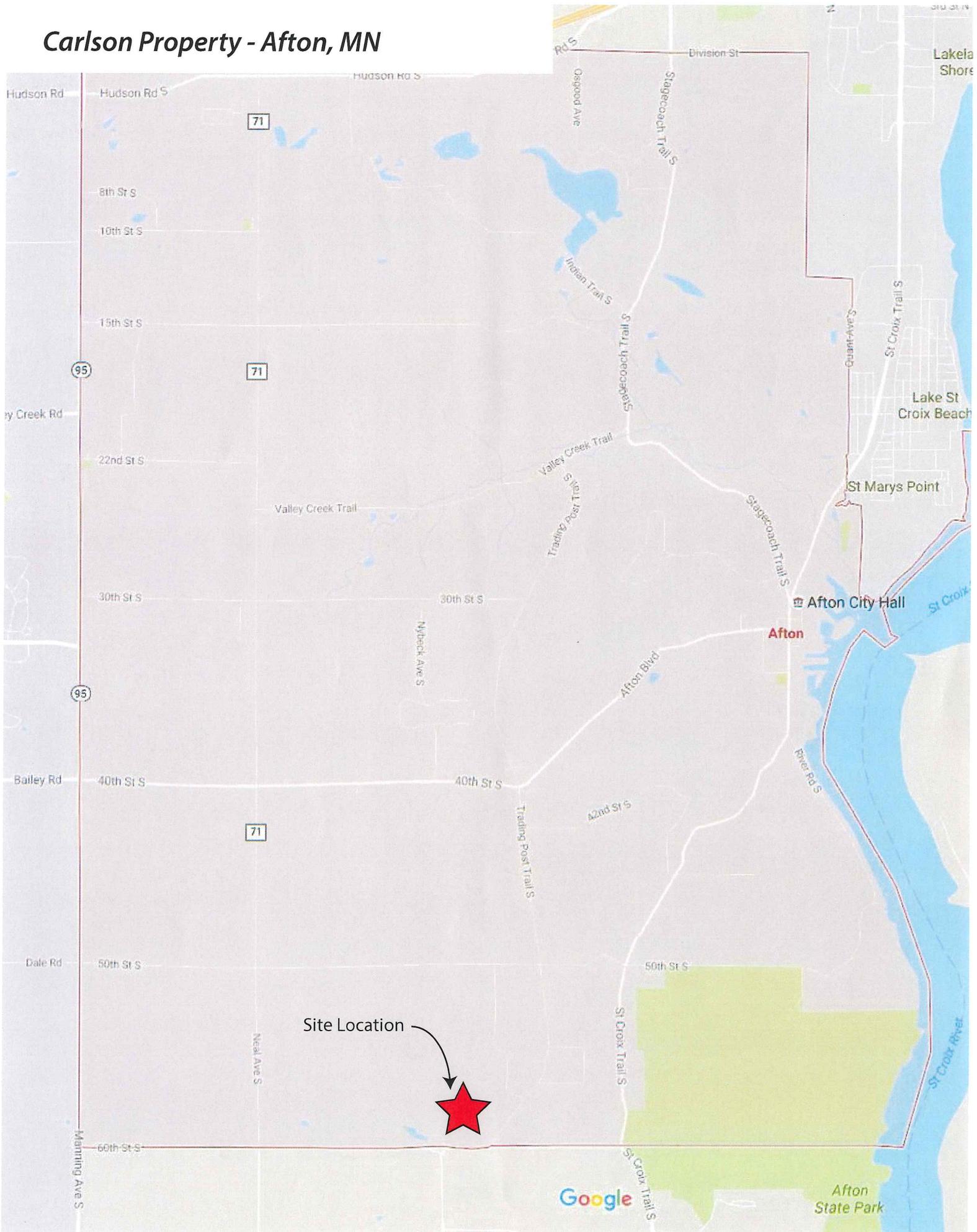
- Plan for growth not to exceed forecasts and in patterns that do not exceed 4 units per 40 acres.
- Identify and protect locally important agricultural areas, in addition to prime agricultural lands, to provide a range of economic opportunities.
- Support existing agricultural uses as primary long-term land uses and consider allowing agricultural-supportive land uses in local comprehensive plans.
- Plan development patterns that incorporate the protection of natural resources. Consider implementing conservation subdivision ordinances, cluster development ordinances, or environmental protection provisions in local land use ordinances.

Planning Commission Direction Requested:

Motion regarding a recommendation concerning the Will Carlson application for a Comprehensive Plan

Amendment to enable a rezoning of the easterly portion of the property north of 60th Street and west of Trading Post Trail with the following four PID's: 33.028.20.32.0001, 33.028.20.33.0004, 33.028.20.33.0005 and 33.028.20.41.0002, from Agricultural to Rural Residential to enable a subdivision of the property to create 18 lots on 113 acres.

Carlson Property - Afton, MN



CITY OF AFTON ZONING PERMIT APPLICATION

REZONING APPLICATION

Owner	Address	City	State	Zip	Phone
Will Carlson	2534 Stagecoach Trail	Afton	MN	55001	651-247-5702
Applicant (if different than owner)	Address	City	State	Zip	Phone
Will Carlson	2534 Stagecoach Trail	Afton	MN	55001	651-247-5702
Project Address					
14220 60th Street South		AFTON	MN	55001	
Zoning Classification	Existing Use of Property	PID# or Legal Description			
Ag and RR	Agriculture and Residential	See attached legals			
Description of Request					
Request for a omprehensive plan amendment, rezoning from Ag to Rural Residential, and Sketch Plan review on 113 acres for a subdivision of 18 lots, public streets, and parkland.					
Request for a omprehensive plan amendment, rezoning from Ag to Rural Residential, and Sketch Plan review on 113 acres for a subdivision of 18 lots, public streets, and parkland.					
Request for a omprehensive plan amendment, rezoning from Ag to Rural Residential, and Sketch Plan review on 113 acres for a subdivision of 18 lots, public streets, and parkland.					
By signing this application, the applicant agrees to pay all expenses incurred by the City of Afton. In connection with this request, your signature constitutes permission for a representative of the City of Afton to enter your property, during business hours, to evaluate this request. This may involve minor excavating or soil borings. If you would like to be present during this evaluation, please contact the City.					
Signature of Owner/Applicant					Date
<u>FEES:</u>		<u>DEPOSITS:</u>			
REZONING	\$350.00	Driveway	_____	TOTAL:	\$1850.00
Driveway (B. Insp)	_____	SUP/Variance	_____	DATE PAID:	_____
City Engineer	_____	Rezoning	\$1500.00	CHECK #:	_____
Subdivision	_____	Other	_____	RECVD. BY:	_____
Make checks payable to City of Afton:					
ATTACH COPY OF DEED OR PROOF OF OWNERSHIP TO APPLICATION					

I understand and hereby agree that the work for which the permit is issued shall be performed according to the following: (1) the conditions of the permit, (2) the approved plans and specifications, (3) the applicable city approvals, ordinances and codes, and (4) the state building code.

I understand that the permit will expire if work is not started within 180 days, or if work is suspended or abandoned for a period of 180 anytime after work has commenced; and that I am responsible for ensuring that all required inspections are requested in conformance with the state building code.

Carlson – Afton

Overall Project Legal Description: (from County information, not from official deeds)

The East 60 acres of the Southeast Quarter of Section 32, Township 28, Range 20, Washington County, Minnesota, EXCEPTING therefrom the South Half of aforementioned 60 acres.

AND

The Northwest Quarter of the Southwest Quarter of Section 33, Township 28, Range 20, Washington County, Minnesota.

AND

The North 329.49 feet lying east of the West 103.00 feet of the Southwest Quarter of the Southwest Quarter of Section 33, Township 28, Range 20, Washington County, Minnesota.

AND

The Southwest Quarter of the Southwest Quarter of Section 33, Township 28, Range 20, Washington County, Minnesota, EXCEPT the South 484.00 feet of the East 450.00 feet; also EXCEPT the West 103.00 feet thereof; also EXCEPT the North 329.49 feet lying East of the West 103.00 feet thereof.

AND

The South 484.00 feet of the East 450.00 feet of the Southwest Quarter of the Southwest Quarter of Section 33, Township 28, Range 20, Washington County, Minnesota.

AND

The North 1 Rod of the Southeast Quarter of the Southwest Quarter of Section 33, Township 28, Range 20, Washington County, Minnesota, lying west of the road.

AND

Lot 1, Block 2, ST. CROIX VALLEY ESTATES, according to the recorded plat thereof, Washington County, Minnesota.

Carlson – Afton Comp Plan Amendment

~~Rezoning~~ **Legal Description:** (from County information, not from official deeds)

The East 60 acres of the Southeast Quarter of Section 32, Township 28, Range 20, Washington County, Minnesota, EXCEPTING therefrom the South Half of aforementioned 60 acres.

AND

The Northwest Quarter of the Southwest Quarter of Section 33, Township 28, Range 20, Washington County, Minnesota.

AND

The North 329.49 feet lying east of the West 103.00 feet of the Southwest Quarter of the Southwest Quarter of Section 33, Township 28, Range 20, Washington County, Minnesota.

AND

The Southwest Quarter of the Southwest Quarter of Section 33, Township 28, Range 20, Washington County, Minnesota, EXCEPT the South 484.00 feet of the East 450.00 feet; also EXCEPT the West 103.00 feet thereof; also EXCEPT the North 329.49 feet lying East of the West 103.00 feet thereof.

FORREST M. ANDERSON

Attorney at Law

US BANK COTTAGE GROVE
7200 - 80th STREET SOUTH
COTTAGE GROVE, MN 55016
TELEPHONE (651) 459-0955
FAX (651) 459-7521

October 10, 2014

Albert Carlson
488 Atwater Circle
St. Paul, MN 55103

RE: Schuster Contract for Deed

Dear Mr. Carlson:

Enclosed herewith please find the Warranty Deed transferring title to the property which you purchased from the Schusters quite some time ago. It is my understanding the contract was paid off this spring and a deed had not been previously provided. In accordance with the contract for deed, the enclosed warranty deed is tendered at this time.

If you have any questions, do not hesitate to contact me.

Sincerely,


FORREST M. ANDERSON

FMA/gh
enc.

EXHIBIT "A"

The Southeast Quarter of Section 32, Township 28, Range 20, Washington County, Minnesota, EXCEPTING THEREFROM the East One-half of the Southeast Quarter of the Southeast Quarter of said Section 32 and ALSO EXCEPTING the South 674.45 feet of the West One-half of the Southeast Quarter of the Southeast Quarter of said Section 32 and ALSO EXCEPT the South 674.45 feet of the East One-half of the Southwest Quarter of the Southeast Quarter of said Section 32.

TOGETHER WITH:

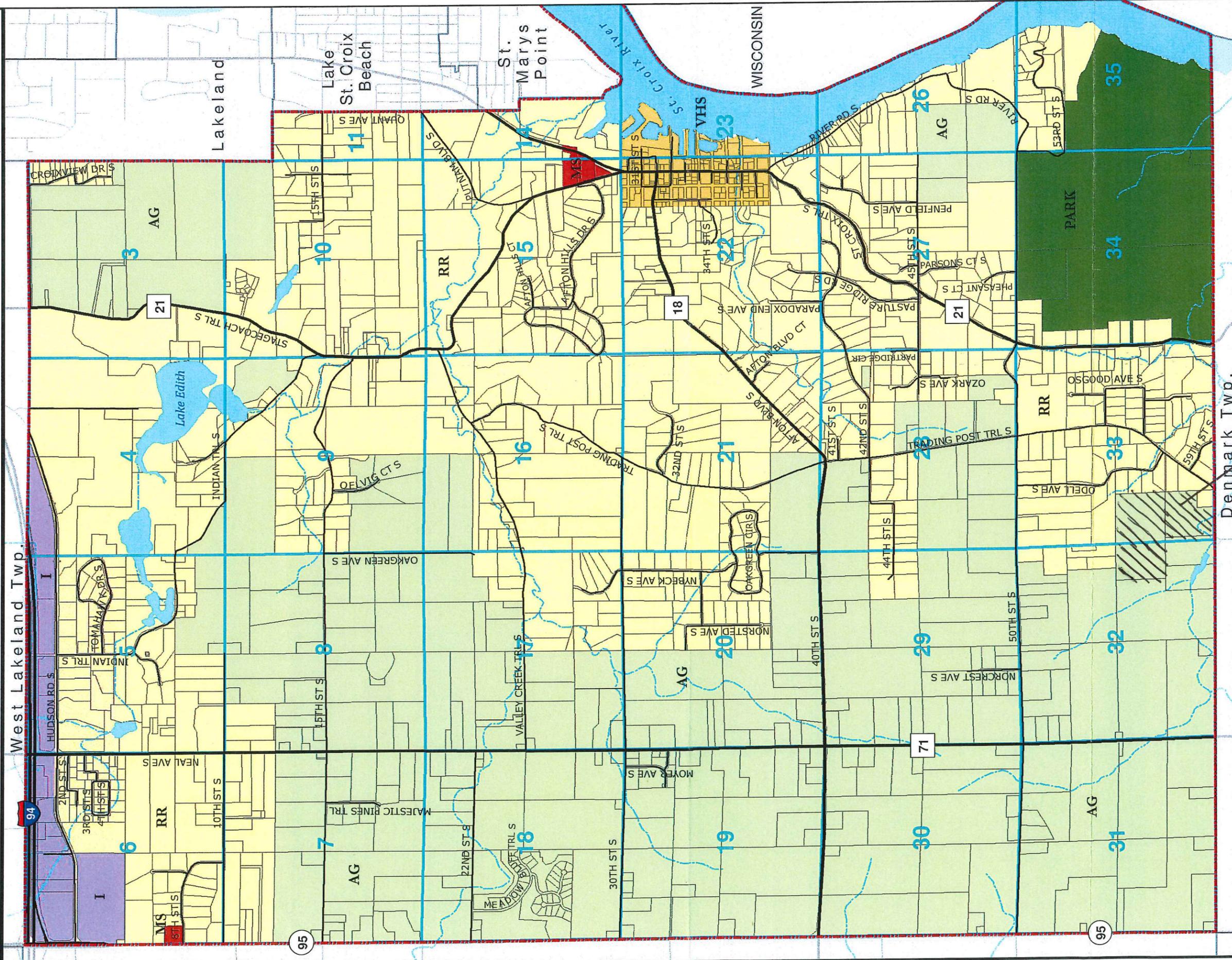
The Northwest Quarter of the Southwest Quarter of Section 33, Township 28, Range 20, Washington County, Minnesota.

The North 1 rod (16.5 feet) of the Southeast Quarter of the Southwest Quarter of Section 33, Township 28, Range 20, Washington County, Minnesota lying westerly of the road. 34.005

The North 329.49 feet lying east of the West 103.00 feet of the Southwest Quarter of the Southwest Quarter of Section 33, Township 28, Range 20, Washington County, Minnesota.

Future Land Use

MAP 9



Future Land Use

- Agriculture (Green)
- Industrial (Purple)
- Village Historic Site (Yellow)
- Rural Residential (Light Green)
- State Park (Dark Green)
- Marina Services (Red)
- City of Afton (Red dashed line)
- Parcel Boundaries (Thin black line)

Infrastructure

- Section Lines (Blue dashed line)
- Major Road (Thick black line)
- Local Road (Thin black line)
- Lakes & Rivers (Blue)

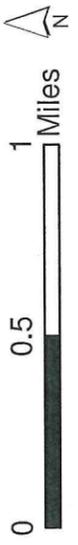
Other

- Streams (Blue wavy line)

Subject Property

Current Households	Forecasted Households	Distributed to Agriculture District	Distributed to Rural Residential
1100	1250	50	100

Map prepared October 2010 Friends of Minnesota TRC
 Data Sources: City of Afton, Metropolitan Council, MN DNR, MN DOT, & Washington County



West Lakeland Twp. | Denmark Twp.

CONCEPT SKETCH PLAN: RURAL RESIDENTIAL DEVELOPMENT



REZONING DATA:

Adjacent Zoning:	Parcel Perimeter:	Percentage:
Agriculture:	4,090 lf total	44.5%
Rural Residential	5,100 lf total	55.5%

LOT DATA

Lot #:	Gross Area:	Non-buildable Area:	Net Buildable Area:
Lot 1:	6.5 ac	1.0 ac	5.5 ac (net slivers)
Lot 2:	5.0 ac	-	5.0 ac
Lot 3:	5.1 ac	-	5.1 ac
Lot 4:	5.1 ac	-	5.1 ac
Lot 5:	5.2 ac	-	5.2 ac
Lot 6:	5.1 ac	0.7 ac	4.4 ac
Lot 7:	5.1 ac	1.2 ac	3.9 ac
Lot 8:	5.0 ac	-	5.0 ac
Lot 9:	7.0 ac	1.2 ac	5.8 ac
Lot 10:	5.9 ac	-	5.9 ac
Lot 11:	5.8 ac	-	5.8 ac
Lot 12:	5.2 ac	-	5.2 ac
Lot 13:	5.5 ac	-	5.5 ac
Lot 14:	5.1 ac	-	5.1 ac
Lot 15:	5.9 ac	-	5.9 ac
Lot 16:	5.1 ac	-	5.1 ac
Lot 17:	5.0 ac	1.2 ac	3.8 ac
Lot 18:	5.0 ac	0.6 ac	4.4 ac
Park:	6.8 ac	4.1 ac	2.7 ac
R/W:	8.9 ac	-	8.9 ac
Total:	113.3 ac	10.0 ac	103.3 ac

Non-Buildable Areas = Slopes 18% or greater and Wetlands

NOTE: Homes & driveways shown are artist's concepts only, and are subject to change based on final plans and actual building plans.

CONCEPT DATA

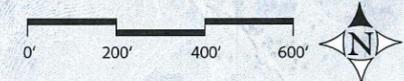
Existing Zoning:	Ag. & RR
102.9 acres zoned Ag; 10.4 acres zoned RR	
Proposed Rezoning:	RR
(>50% of adjacent property zoned RR)	
Gross Site Area:	113.3 ac
Allowable Density:	22 Lots
Minimum 5 acre Lots; 113.3 / 5.0	
Minimum Lot Area:	5.0 ac
Minimum Buildable Area:	2.5 ac
(net slopes 18% or greater, wetlands)	
Minimum Lot Frontage:	300 ft.
(on public street); For culdesac Lots = min. lot width @ setback	
Minimum Lot Depth:	300 ft.
Setback Standards:	
Front Setback:	105' to Road CL
	150' to 60th Street
Side Setbacks:	50'
Rear Setbacks:	50'
Trout Creek Setback:	200' to OHWL for buildings
	150' to OHWL for septic
Steep Slope Setbacks:	40' to crest of 18%+ slopes
Proposed Single Fam Lots:	18 lots
Proposed Parkland:	6.8 ac.

Westwood

Phone (952) 937-5150 7099 Anagram Drive
 Fax (952) 937-5822 Eden Prairie, MN 55344
 Toll Free (888) 937-5150 westwoodps.com

08-08-2016
 0009660

CARLSON PROPERTY
 AFTON, MN



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

Planning Commission Memo

Meeting: September 12, 2016

To: Chair Ronningen and members of the Planning Commission

From: Ron Moorse, City Administrator

Date: September 7, 2016

Re: Anchor Bank, FSB and Brockman Investments application for a conditional use permit for a trailer parking facility on the property on Hudson Road with PID# 05.028.20.11.0007, (located east of the Chandler, Inc. property at 13526 Hudson Road).

Background

Anchor Bank and Brockman Investments have applied for a Conditional Use Permit for a trailer parking lot on the property on Hudson Road with PID# 05.028.20.11.0007, (located east of the Chandler, Inc. property at 13526 Hudson Road). This is similar to two other trailer parking lots Brockman Trucking currently has along Hudson Road. The trailer parking lot falls within the “storage enclosed or screened” use, which requires a conditional use permit.

Engineer Review

Attached is the review memo from the City Engineer. The City Engineer has reviewed the grading and drainage plan with the applicant, and revisions were made to address the City Engineer’s initial review comments. The City Engineer has indicated the Preliminary Plans and Stormwater Management Plan meet the stormwater and grading requirements, and overall he recommends approval of the proposed project subject to the items in his September 7 memo being addressed prior to final permit issuance by the City.

Driveway Grading

The proposed driveway to serve the parking area meets the grading requirements for driveways, but does involve disturbance of a small area of slope 18% or greater adjacent to Hudson Road. This area was not shown on the survey. Staff has requested this area be added to the survey.

Valley Branch Watershed District (VBWD) Review

The grading and drainage plan was provided to the Valley Branch Watershed District (VBWD) for review and permitting. The VBWD permit review report is attached. The report indicates the plan meets the rate, volume and water quality requirements of the VBWD.

Findings of Fact

The Planning Commission’s recommendation needs to be based on a set of findings of fact. The findings of fact that are used as the basis of the Commission’s recommendation should be listed.

Staff Findings: The following general findings are offered by staff for review and consideration by the Planning Commission:

1. The applicant has submitted all necessary documents needed for a Conditional Use Permit.
2. The applicant is proposing a 4.51 acre gravel-surfaced trailer parking facility with 209 parking stalls.
3. The applicant has submitted a landscape plan, illustrating 50 coniferous trees, including two rows of trees along the south boundary of the parking area. A similar landscaping plan did not provide sufficient screening for a similar facility at Neal and Hudson Road.
4. The proposal does not include any lighting.
5. Access into the site is proposed at one location off Hudson Road via a driveway which accesses the parking lot.
6. The proposed parking area meets setback requirements.
7. The proposal meets impervious coverage requirements
8. The proposal meets the Valley Branch Watershed District's stormwater management requirements
9. The proposal includes grading of a small area of steep slopes adjacent to Hudson Road for the driveway access to the property.

Planning Commission Direction: The Planning Commission should consider the findings presented within this report and act on the application in one of the three following ways:

1. If the Commission determines that the findings support the approval of the application, the Commission should approve a motion to recommend approval of the application for a Conditional Use Permit based upon the findings provided within this report or with revision thereof. Approval of the application should be made only with conditions which mitigate potential impacts of the proposal on the community.
2. If the Commission determines that additional information is needed to proceed with the approval or denial of the application, the Commission may approve a motion to table the application to a later meeting date. If the Commission tables the application, the Commission must identify the specific materials or information required by the Commission to act on the application.
3. If the Commission determines that the findings do not support the approval of the application, or directly support the denial of the application, the Commission should approve a motion to recommend denial of the application. If the Commission approves a motion recommending denial of the application, the Commission must cite specific findings supporting the denial of the application.

Staff Recommendation:

If the Planning Commission determines that the findings support the approval of the Conditional Use Permit application for the proposed trailer parking facility, staff recommends the Planning Commission consider placing the following conditions on the approval recommendation. In

addition, staff recommends the Planning Commission identify any other reasonable conditions they determine to be necessary to address any concerns regarding the impacts of the proposed use.

Conditions to be placed on the CUP

Screening. The proposed use must be enclosed or fully screened. The intent of this requirement is that this use would not be visible to the public. The trailer parking lot constructed by Brockman in 2014 was to be fully screened by vegetation. While the vegetation to screen the trailers was installed according to the approved landscape plan, the vegetation does not provide sufficient screening, either from Hudson Road or from I-94. For the current application, because the land slopes down substantially from Hudson Road, and a portion of the slope is in the Hudson Road right-of-way, the trees need to be planted at the bottom of the slope. This may not enable the trailers to be screened from view by traffic on Hudson Road.

In the IIC Zone, there are architectural standards regarding landscaping that require screening that provides 95% opacity year round. The standards also require a landscape guarantee, which is an agreement 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 the owner 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. The landscape guarantee agreement includes a performance bond. If after two growing seasons all the commitments are met, then the bond and contract agreement are released to the applicant or property owner.

Timing of Construction. The applicant has indicated this use is planned to be a replacement for the existing trailer parking area at the corner of Manning and Hudson Road at the time that site is developed for a higher value use. Although they do not need the currently proposed parking lot at this time, they have made this CUP application and plan to construct the parking area so that it is available when needed in the future. While the approval of the trailer parking CUP in 2014 included a condition that construction would begin within one year of the date of issuance of the permit or the permit would become null and void, this is not a requirement in the zoning code. There is flexibility in the length of time allowed for construction to begin.

In its consideration of whether to recommend approval of the CUP, the Planning Commission may want to consider placing a condition that the CUP will expire if construction has not begun within one year of the trailer parking area on Manning being redeveloped to a higher value use, or within a period of 5 years. This would allow the property owner to delay the construction of the parking lot until it is needed. The Commission may also want to consider a related condition providing that the trailer parking area will not be constructed until the trailer parking area on Manning is in the process of being redeveloped to a higher value use.

Conditions of the 2014 trailer parking area CUP. The following is the list of conditions that were placed on the trailer parking CUP in 2014.

1. All appropriate provisions of the Afton Code of Ordinances shall be complied with for the duration of the permit.

2. Valley Branch Watershed District provisions and recommendations shall be met for the duration of the permit.
3. City Engineer specifications and recommendations for all work including the driveway shall be met for the duration of the permit.
4. Mn/DOT requirements and recommendations regarding site access shall be met.
5. The grading and drainage plan, including ponding areas and the infiltration area, shall be constructed according to plans approved by the VBWD and the City Engineer and in conformity with Valley Branch Watershed District requirements, and two rows of trees shall be planted south of the parking area and at the southwest corner of the parking area as indicated on an approved landscaping plan and maintained for screening. The developer shall post an irrevocable letter of credit in the amount of 125% of the estimated cost of construction of the stormwater facilities and the plantings; such letter of credit shall extend for three years beyond the date of approval of this permit by the City Council, and shall be used as a guarantee that the grading will be completed, the drainage facilities will be built and the vegetation planted will survive.
6. There shall be no fueling of vehicles on site.
7. There shall be no maintenance of vehicles on site.
8. Design and location of trailer parking shall conform to the approved site and construction plans.
9. Storage of anything other than the trailers used by the applicant shall not be allowed, nor shall the applicant use the site for storage of personal property or other vehicles, campers, boats, automobiles, etc.
10. Parking areas shall have a durable and dustless surface, as approved by the City Engineer
11. The proposal does not include lighting. If any lighting is added, it shall require an administrative permit. Any lighting shall be designed so that light is directed from the perimeter of the facility towards the center. Lights shall not be directed towards the residential area to the south of the facility, nor shall they adversely affect other property in the area.
12. Design, location, and specifications of all signs shall conform to the Afton Sign Ordinance. All signs shall require a permit to be issued by the Zoning Administrator.
13. Silt fences or other types of erosion control shall be properly installed prior to construction; and, shall maintained in good condition until the construction is complete.
14. No trucks or trailers shall be parked in areas other than those indicated on the plan.
15. Primary hours of operation shall be between the hours of 6:00 a.m. and 8:00 p.m. No more than an average of 10 trucks per day shall be operated in or out of the property between the hours of 6:00 a.m. and 8:00 p.m. The average shall be calculated on a monthly basis.
16. All trucks shall use the Manning Avenue exit/entry on Interstate Highway 94 for the purpose of entering and exiting the site.
17. The used of guard dogs on the premises is prohibited.
18. No hazardous substances, pollutants, (including petroleum and petroleum products) contaminants or harmful substances shall be located or handled or stored on site
19. Non-compliance with the conditions of this permit shall be considered a violation; and, may result in revocation of this permit.
20. Compliance with conditions of this permit shall be monitored on a periodic basis. The conditions of this permit shall apply to the property described and shall not in any way, except as herein noted, be affected by any subsequent sale, lease, or other change in ownership.

21. Construction shall begin within one year of the date of issuance of this permit or the permit shall become null and void.
22. An amended conditional use permit shall be required for any future expansions or alterations.

Planning Commission Direction Requested:

Motion regarding a recommendation concerning the Anchor Bank, FSB and Brockman Investments application for a conditional use permit for a trailer parking facility on the property on Hudson Road with PID# 05.028.20.11., including conditions if needed.



Memorandum

To: Ron Moore, City of Afton
From: Jesse Carlson, WSB
Date: September 7, 2016
Re: Brockman Truck Parking Plan Resubmittal Review
WSB Project No. 1856-500

A proposed plan was submitted for a grading project to create a large gravel parking area to park truck trailers. The plans were resubmitted on 8/17/2016. WSB staff has reviewed the revisions according to the comments in the Review Memo from 7/19/2016. The following were reviewed:

- Plans, dated 8/12/2016
- Stormwater Management Plan, dated 8/12/2016

The following comments must be addressed prior to obtaining a final permit from the City of Afton:

Procedural

1. Prior to the start of any construction provide documentation that an NPDES permit has been obtained.

Stormwater Management

2. The pond configuration on Sheet 3 indicates that once the water elevation in the biofiltration basin reaches 864, the pipe between the pretreatment basin and the biofiltration basin will allow the elevations to equalize. Equalizing the basin elevations will produce new discharge rates and basin HWLs.

The HydroCAD model should be modified to account for equalization between the biofiltration and pre-treatment basins. This may be accomplished by:

- Using the Sim-Route Reach Routing Method
- Combining the storage volumes of the biofiltration and pre-treatment basins.

Erosion and Sediment Control

3. The erosion and sediment control plan shall be modified to include the stabilization of the pretreatment basin and infiltration basin pond side slopes with erosion control blanket. This appears as a note in the plan, but it is not exclusively called out or shown to be used around the pretreatment basin.
4. The plan shall include a detail and show the location for the installation of a rock construction entrance.

The Preliminary Plans and Stormwater Management Plan were adequately revised to meet the stormwater and grading requirements and overall we recommend approval of the proposed project with the above noted items being addressed prior to a final permit issuance by the City of Afton.



Valley Branch Watershed District Permit Review Memorandum

Subject: Brockman Truck Parking, Permit 2016-22
Applicant and Owner: Jim Brockman
Owner: Anchor Bank
Applicant's Agent: Dave Poggi, Civil Methods, Inc.
Date: September 1, 2016
Barr Project No.: 23/82-0020.00 2200 365

Location: 13900 Hudson Road, Afton
Section/Township/Range: Part of the northeast quarter of Section 5, Township 28 North, Range 20 West
Project Purpose: Construct a 6.26-acre gravel parking lot, a wet pond, and a bioinfiltration basin on a 13.2-acre site

Conformance Summary:

Issue		Conforms to VBWD & WCA Rules?	Comments
Stormwater Management	Rate	Yes	
	Volume	Yes	
	Quality	Yes	
	Maintenance Agreement	No	See Suggested Site-Specific Condition 1
	Easement	Yes	See Standard Conditions 9 and 10
Erosion Control Plan		See comment	See Standard Conditions 4-8
Wetland Management & Buffers	Delineation	NA	
	MNRAM Evaluation	NA	
	Classification	NA	
	Filling/Sequencing	NA	
	Excavating	NA	
	Buffers	NA	
	Hydrology	NA	
	Replacement Plan	NA	
Floodplain Management	Banking Plan	NA	
	100-Year Flood Level	Yes	
	Minimum Floor Elevations	NA	
	Filling within Floodplain	NA	
Easement		No	See Standard Conditions 9 and 10
Permit Fee		Yes	Barr received a check for \$4,448.62, which is enclosed in Treasurer Marchan's packet.
Surety		No	See Suggested Site-Specific Condition 2

Suggested Site-Specific Conditions:

1. This permit is not valid until a maintenance agreement in the general format of Appendix B of the VBWD Rules is submitted to and approved by the VBWD Attorney.
2. The required surety shall be submitted prior to construction.

To: VBWD Managers
From: John Hanson
Subject: Brockman Truck Parking, Permit 2016-22
Date: September 1, 2016
Page: 2
Project: 23/82-0020.00 2200 365
c: Susannah Torseth, Ray Roemmich, Melissa Imse

Applicable Standard Conditions:

1. This permit is not transferable.
2. This permit is subject to obtaining all other permits required by governmental agencies having jurisdiction (including, but not limited to, an NPDES permit).
3. The VBWD Engineer and Inspector shall be notified at least 3 days prior to commencement of work.
4. Erosion controls shall be installed prior to the commencement of grading operations and must be maintained throughout the construction period until turf is established. Additional erosion controls may be required, as directed by the VBWD Inspector or VBWD Engineer.
5. The following additional erosion controls shall be implemented on the site:
 - a. All proposed slopes 3 feet horizontal to 1 foot vertical (3H:1V) should be covered with erosion-control blanket.
 - b. Silt fence should follow existing contours as closely as feasible to limit the potential for gully erosion along the edges.
 - c. Any sediment that collects in storm sewers, ponds, or other water-management features shall be removed.
 - d. Street sweeping shall be performed if sediment collects on streets.
 - e. If erosion occurs at the outlets of the storm sewer pipes, the applicant will be responsible for correcting the problem to the satisfaction of the VBWD.
6. To prevent soil compaction, the proposed infiltration area shall be staked off and marked during construction to prevent heavy equipment and traffic from traveling over it. If the infiltration facility is in place during construction activities, sediment and runoff shall be kept away from the facility using practices such as diversion berms and vegetation around the facility's perimeter. The infiltration facility shall not be excavated to final grade until the contributing drainage area has been constructed and fully stabilized. The final phase of excavation shall remove all accumulated sediment and be done by light, tracked equipment to avoid compaction of the basin floor. To provide a well-aerated, highly porous surface, the soils of the basin floor shall be loosened to a depth of at least 24 inches to a maximum compaction of 85% standard proctor density prior to planting.
7. All disturbed areas shall be vegetated within 14 days of final grading.
8. The applicant is responsible for removal of all temporary erosion-control measures, including silt fence, upon establishment of permanent vegetation at the project site as determined by the VBWD Engineer and/or Inspector.
9. Valley Branch Watershed District shall be granted drainage easements which cover (a) land adjacent to stormwater management facilities and lowlands up to their 100-year flood elevations and (b) all ditches, storm sewers, and maintenance accesses to the stormwater management facilities.
10. The required drainage easement shall be recorded with the Washington County Recorder's Office.
11. Return or allowed expiration of any remaining surety and permit closeout is dependent on the permit holder providing proof that all required documents have been recorded (including but not limited to

To: VBWD Managers
From: John Hanson
Subject: Brockman Truck Parking, Permit 2016-22
Date: September 1, 2016
Page: 3
Project: 23/82-0020.00 2200 365
c: Susannah Torseth, Ray Roemmich, Melissa Imse

easements) and providing as-built drawings that show that the project was constructed as approved by the Managers and in conformance with the VBWD rules and regulations.

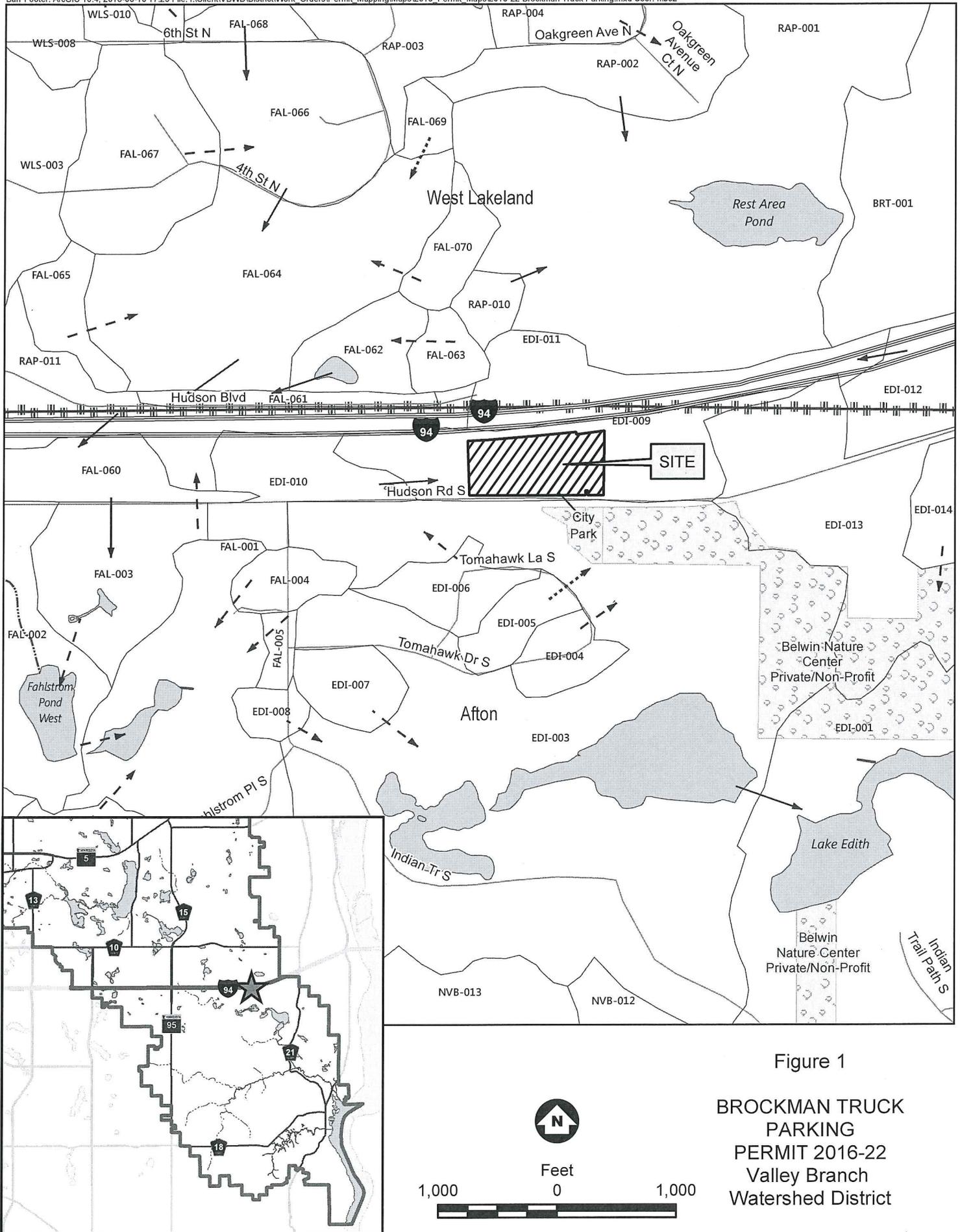
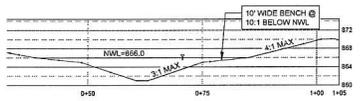


Figure 1
BROCKMAN TRUCK
PARKING
PERMIT 2016-22
Valley Branch
Watershed District

WET POND TYPICAL SECTION:



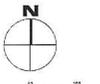
EARTHWORK SUMMARY:

CUT		FILL	
TOPSOIL STRIP (EV)=	8,430 CY	SHRINKAGE =	2,993 CY
RAW CUT (EV)=	17,703 CY	MATERIAL AVAIL. (CV)=	23,140 CY
SECTION CUT (EV)=	0 CY	MODEL FILL (CV)=	22,789 CY
TOTAL CUT=	26,133 CY	SITE BALANCE (CV)=	351 CY (EXCESS)

- EARTHWORK NOTES:**
- All earthwork data is approximate. Contractor is responsible for making earthwork determination.
 - Excavated Volume (EV) is volume of material as present in existing condition. Compacted Volume (CV) is volume of material placed and compacted.
 - Topsoil stripping depth and drainage basins are estimates (assumed 25% topsoil shrink and 5% suitable shrink). Topsoil stripping estimate includes 8" over proposed grading area.
 - Section not included in raw cut.
 - Contractor to locate site, adjust aggregate parking area up or down uniformly as necessary.

LEGEND:

- PROPOSED EDGE AGGREGATE
- PROPOSED D & U EASEMENT
- - - EXISTING STORM / CULVERT
- - - PROPOSED STORM / CULVERT
- CONSTRUCTION LIMITS
- - - EXISTING CONTOUR
- PROPOSED CONTOUR
- DRAINAGE DIRECTION / GRADE
- EXISTING TREE LINE
- ▨ PROPOSED AGGREGATE SURFACE
- ▨ PROPOSED POND-PRETREATMENT
- ▨ PROPOSED INFILTRATION BASIN
- ⊗ REMOVE TREE
- ⊙ SOIL BORING LOCATION
- DETAIL NO. / SHEET NO.



GENERAL NOTES:

- The subsurface utility location information in this plan is utility quality level D. This utility quality level was determined according to the guidelines of CEA/ACE 38-02, titled "Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data." Engineer does not guarantee the accuracy of utility locations or that all existing utilities are shown. Certificate of Survey completed by Fox, Freeman, Erickson, Inc.
- Contractor is responsible for locating utilities prior to digging.
- Contractor shall comply with all applicable governing codes.
- Contractor is responsible for obtaining all necessary permits not previously obtained by owner.
- Contractor is solely responsible for private conditions, including safety of all persons and property throughout the duration of the project (not limited to working hours).
- Protect light poles and other existing utilities, signs, trees, etc. Relocation of any private utilities not directed on these plans shall be coordinated with the utility owner.
- Damaged items or property not identified for removal shall be repaired or replaced at Contractor's expense; no extra compensation will be allowed for repair or replacement not indicated on plans or agreed upon with previously written authorization.
- Contractor shall not encroach on private property.
- See geotechnical report and test pit data for additional soil information.

GRADING NOTES:

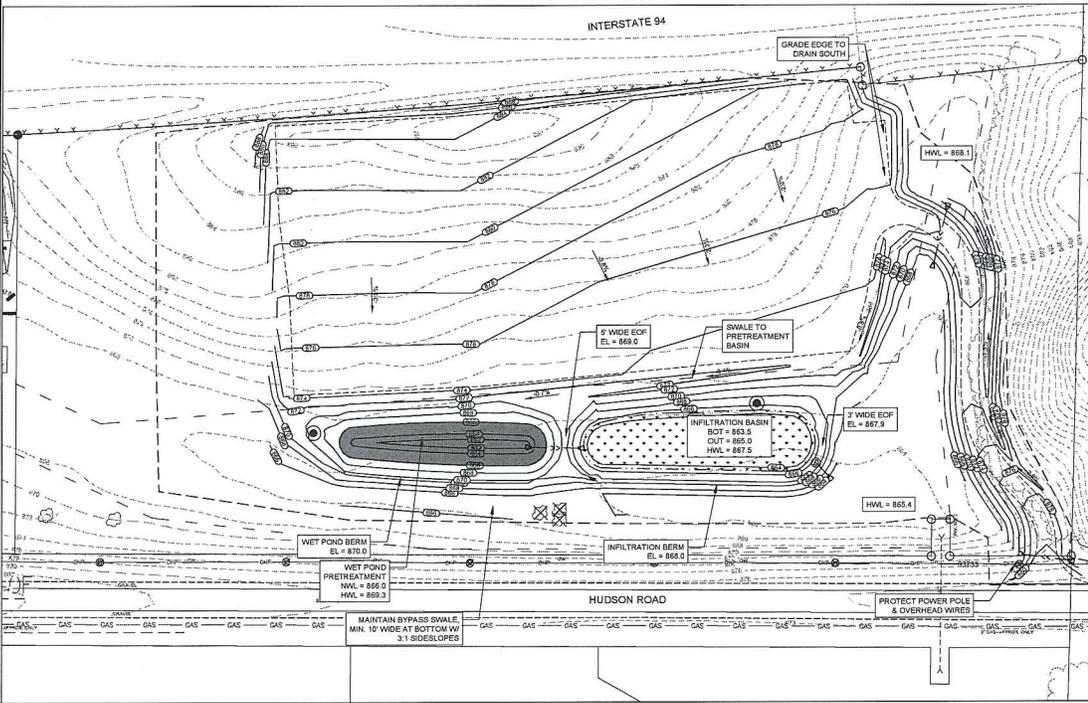
- Topsoil from grading areas shall be stripped, salvaged and stockpiled for respreading to a minimum depth of 6" over the site. Subsoil below final grade in fill areas; all organic material / topsoil shall be removed prior to fill.
- Unless noted otherwise, all proposed contours indicate finished grades.
- Swales to be formed and compacted per MnDOT 2105. Spread and compact in layers less than 8" thick with suitable compaction equipment.
- Berms shall have a maximum setback of 3:1 (H:V) in fill areas and 2:1 in cut areas; all slopes to be maintained / moved shall be 3:1 minimum slope.
- Subgrade preparation is incidental to items bid, and shall be approved by Engineer prior to placement of aggregate. Additional subsurface material may be mined from disturbed areas.
- Compact all fill placed in gravel areas to 95% of Standard Proctor within 3 feet of the subgrade elevation, and 90% from 3 feet below the subgrade elevation to the bottom of the excavation. A suitable compacted subgrade is required in all areas of aggregate placement (incidental).
- Contact Owner or Engineer if hazardous material is discovered.

AGGREGATE DRIVE & PARKING AREA NOTES:

- MnDOT specification 2211 shall apply to the Class SC aggregate drive and pad construction.
- The depth and class of aggregate to be constructed shall be as shown on the plans. Aggregate construction shall take place only after the subgrade condition and grade has been examined by the Chief Engineer.
- Aggregate shall be placed in lifts no greater than 4". Each layer course shall be wetted and rolled to achieve maximum compaction of 100% Standard Proctor per MnDOT 2211. Verification of compaction density is the responsibility of Contractor (incidental).
- Gravel entrance drive shall include a minimum 2.0% - 3.0% cross slope.
- Established final grades of aggregate surface areas shall be verified by Contractor with shots taken at no more than 50 ft intervals.

INFILTRATION BASIN & POND NOTES:

- The infiltration areas shall be staked / fenced prior to construction to prevent excessive compaction throughout construction. Minimize traffic in this area.
- Excavate infiltration basin to final grade with light-weight equipment or from outside the basin footprint to minimize compaction to extent practical.
- After final grade is reached, add 2" Grade 2 compost (MnDOT 3890.03), till 8"-12" deep.
- Plant native seed and blanket bottom and sideslopes of infiltration basin (Sheet 6).
- Ensure sediment control log is in place around perimeter of infiltration basin plantings / seed (to remain in place until site is completely vegetated).
- Wet pond area to be lined with impermeable 30 MIL EPDM liner up to the normal water elevation. Liner seams to be overlapped and sealed per manufacturer installation instructions to provide a watertight barrier and prevent pond seepage. Cover liner with minimum of 6" topsoil to bring to grade. Topsoil shall be clear of sticks, rocks or anything else that may puncture liner. Compacted silviculture liner may be substituted, but BVED requirements must be verified and met (Contractor responsibility).



PRELIMINARY

CIVIL METHODS, INC.
 1551 Livingston Avenue, Suite 104
 West St. Paul, MN 55118
 o:763.210.5713 | www.civilmethods.com

Folz, Freeman, Erickson, Inc.
 LAND PLANNING • SURVEYING • ENGINEERING
 12445 35TH STREET NORTH
 LAKE ELMO, MINNESOTA 55042
 Phone: (612) 438-8313 | www.friez.com

DATE: 08-15-2016
 DRAWN BY: DAVID W. FOLZ
 CHECKED BY: [Signature]
 PROJECT NO: 44372

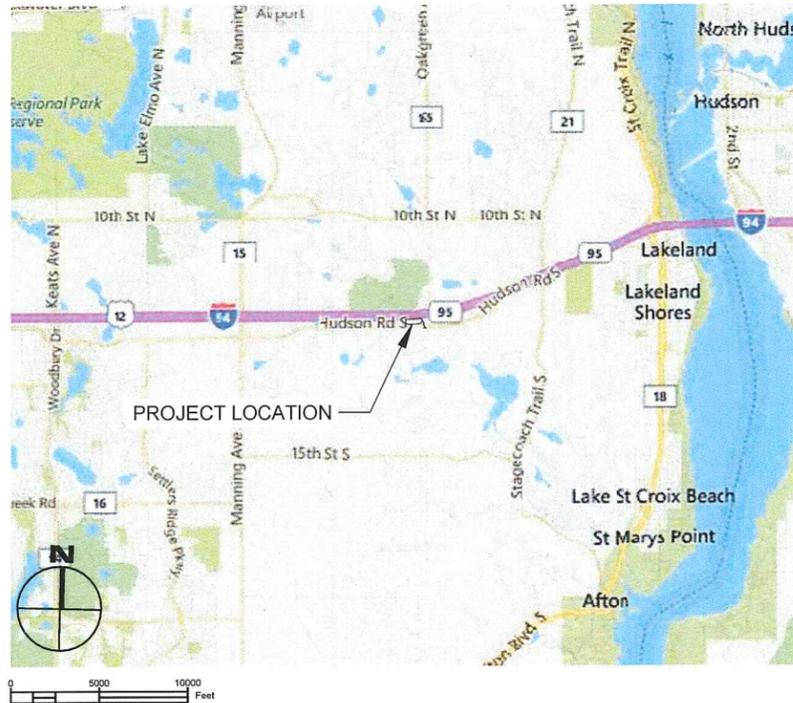
BROCKMAN TRUCKING, INC.
 13380 HUDSON ROAD SOUTH
 AFTON, MN 55001

GRADING & DRAINAGE
 BROCKMAN TRUCK PARKING
 AFTON, MN

04
 09

CONDITIONAL USE SUBMITTAL

PRELIMINARY PLANS FOR
BROCKMAN TRUCK PARKING
 AFTON, MN
 AUGUST, 2016



VICINITY MAP

PROJECT TITLE

CONTACTS

INDEX

CERTIFICATION

OWNER:

Jim Brockman
 Brockman Trucking, Inc.
 13380 Hudson Rd S
 Afton, MN 55001
 Ph: 651.436.6519

CITY:

City of Afton
 3033 St Croix Trail S
 Afton, MN 55001
 Ph: 651.436.5090

SURVEY:

Folz, Freeman, Erickson, Inc.
 12445 55th St N
 Lake Elmo, MN 55042
 Attn: Tim Freeman, PLS
 Ph: 763.238.6278

CITY ENGINEER:

WSB & Associates, Inc.
 477 Temperance St N
 St Paul, MN 55416
 Attn: Diane Hankee, PE
 Ph: 651.286.8479

CIVIL:

Civil Methods, Inc.
 1551 Livingston Avenue, Ste. 104
 West St. Paul, MN 55118
 Attn: Dave Poggi, PE
 Ph: 763.210.5713

WATERSHED DISTRICT:

Valley Branch Watershed District
 Attn: John Hanson (BARR Eng.)
 Ph: 952.832.2622

SHEET INDEX

- 01 TITLE SHEET
- 02 CERTIFICATE OF SURVEY
- 03 LAYOUT & UTILITIES
- 04 GRADING AND DRAINAGE
- 05 ENTRANCE PLAN & PROFILE
- 06 EROSION & SEDIMENT CONTROL
- 07 SWPPP
- 08 LANDSCAPING
- 09 - DETAILS

THE EXISTING UTILITY INFORMATION SHOWN IN THIS PLAN HAS BEEN SURVEYED BY OTHERS; THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY 811 OR GOPHER STATE ONE CALL (1.800.252.1166).

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

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.

David M. Poggi
 DAVID M POGGI
 LICENSE: 44573 DATE: 08-12-2016

PLAN REFERENCES:

1. MINNESOTA DEPT. OF TRANSPORTATION - STANDARD SPECIFICATIONS FOR CONSTRUCTION, 2016 (XXXX) OR Mn/DOT XXXX.
2. CITY ENGINEERS ASSOCIATION OF MINNESOTA STANDARD SPECIFICATIONS 2013 EDITION.

PRELIMINARY

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CIVIL METHODS, INC.
 1551 Livingston Avenue, Suite 104
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 o: 763.210.5713 | www.civilmethods.com

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 LAND PLANNING ♦ SURVEYING ♦ ENGINEERING
 12445 55TH STREET NORTH
 LAKE ELMO, MINNESOTA 55042
 Phone (651) 439-8833 www.ffe-inc.com

DATE / REVISION:

BROCKMAN TRUCKING, INC.
 13380 HUDSON ROAD SOUTH
 AFTON, MN

TITLE
 BROCKMAN TRUCK PARKING
 AFTON, MN

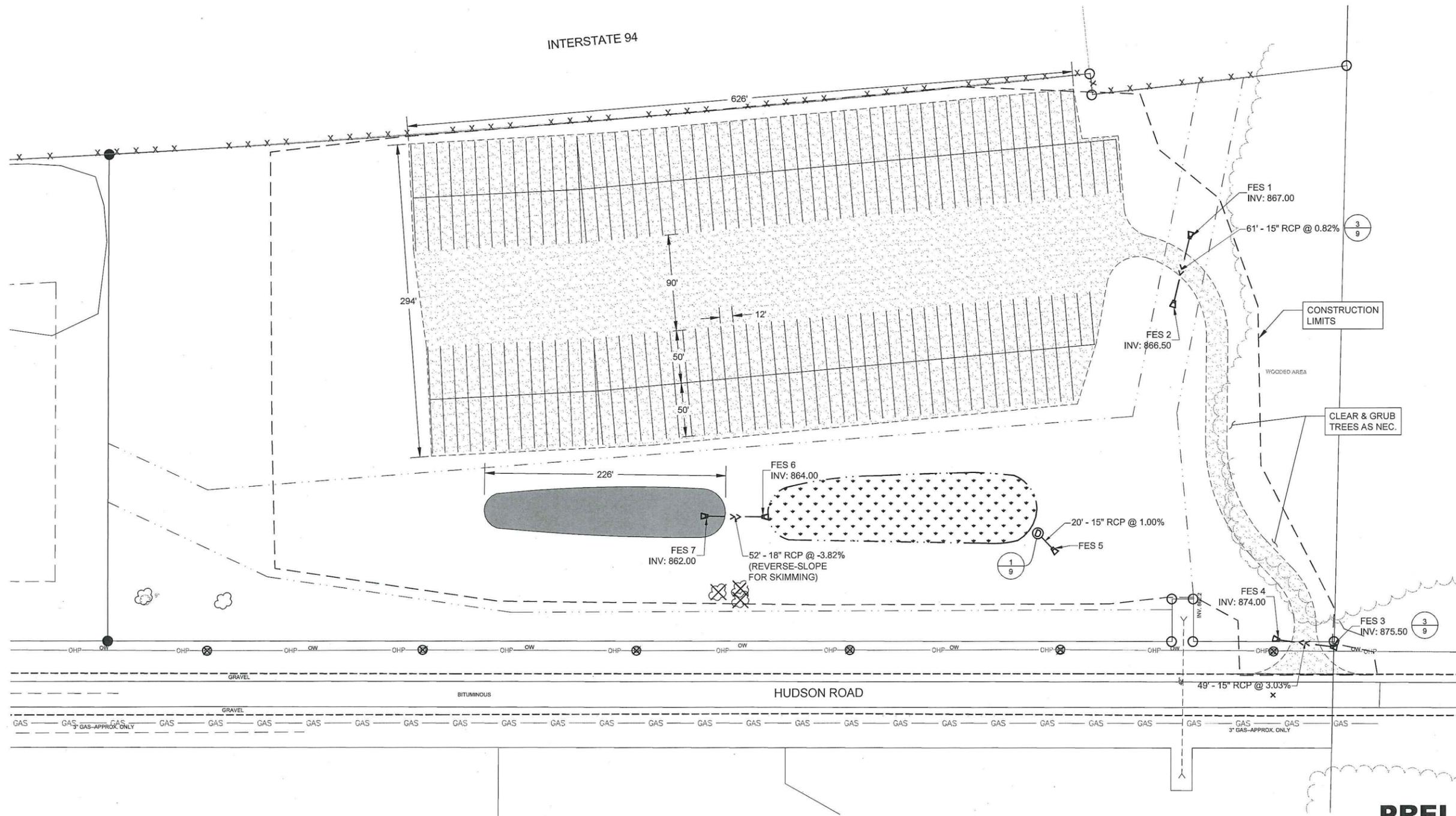
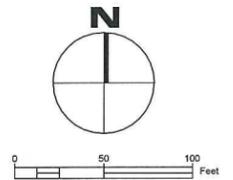
01
 09

SITE SUMMARY:

PROPERTY SIZE: 13.22 ACRE
 EXISTING IMPERVIOUS AREA: 0.00 ACRE
 PROPOSED IMPERVIOUS AREA: 4.61 ACRE (8" CLASS 5 AGGREGATE)
 PROPOSED PARKING STALLS: 209
 PROPOSED IMPERVIOUS COVER: 34.9%

LEGEND:

- PROPOSED EDGE AGGREGATE
- - - PROPOSED D & U EASEMENT
- - - EXISTING STORM / CULVERT
- >> PROPOSED STORM / CULVERT
- - - CONSTRUCTION LIMITS
- ~~~~~ EXISTING TREE LINE
- [Stippled Box] PROPOSED AGGREGATE SURFACE
- [Dark Grey Box] PROPOSED POND PRETREATMENT
- [Cross-hatched Box] PROPOSED INFILTRATION BASIN
- [X in Circle] REMOVE TREE
- [X in Circle] DETAIL NO. / SHEET NO.



PRELIMINARY

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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.

 DAVID M. POGGI
 DATE: 08-12-2016
 LIC. NO.: 44573

DATE / REVISION:

BROCKMAN TRUCKING, INC.
 13380 HUDSON ROAD SOUTH
 AFTON, MN 55001

LAYOUT & UTILITIES
 BROCKMAN TRUCK PARKING
 AFTON, MN

03 / 09

EARTHWORK SUMMARY:

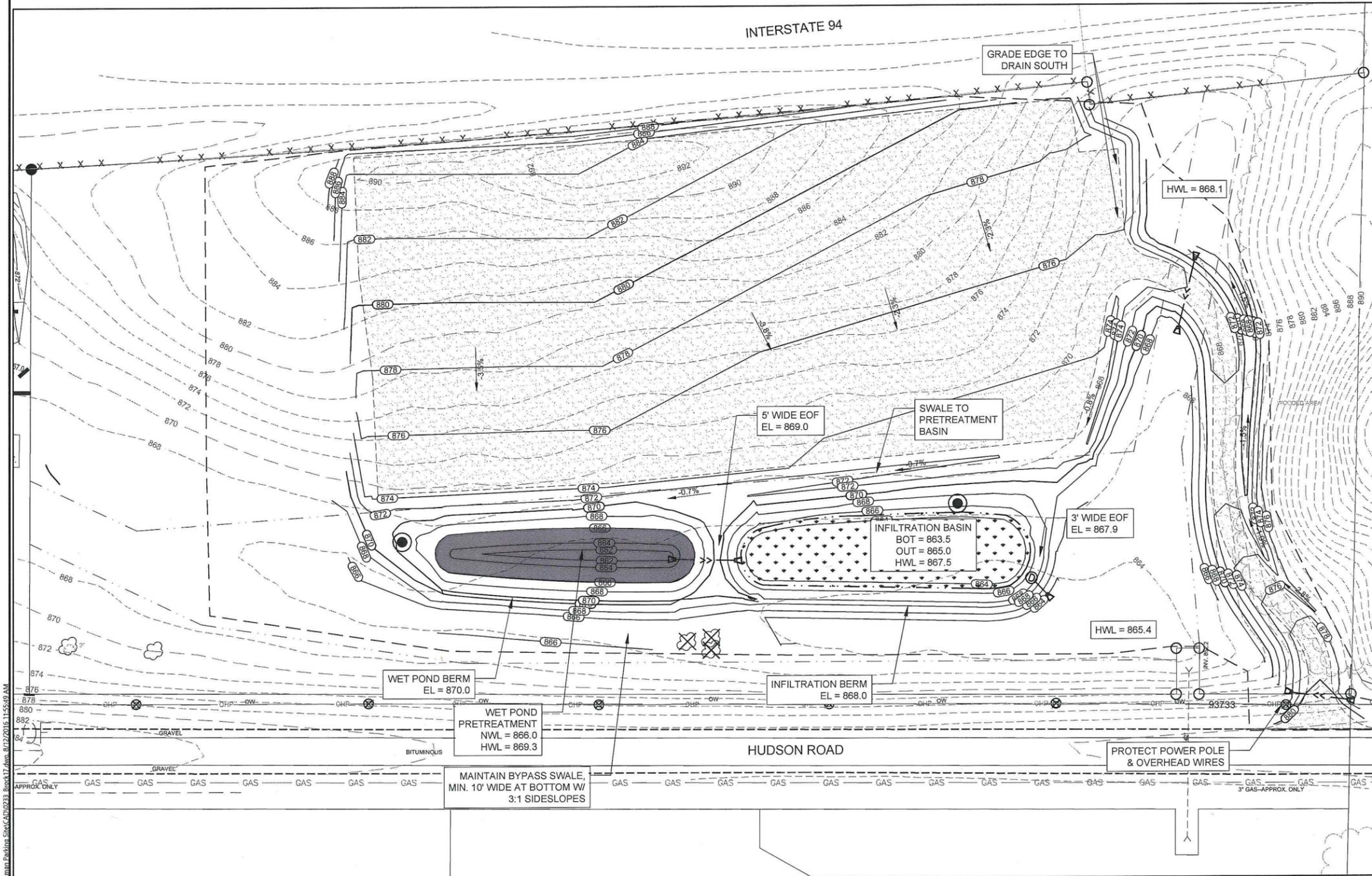
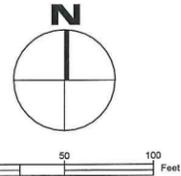
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- Section cut included in raw cut.
- Contractor to balance site; adjust aggregate parking area up or down uniformly as necessary.

LEGEND:

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- - - EXISTING STORM / CULVERT
- >> PROPOSED STORM / CULVERT
- - - CONSTRUCTION LIMITS
- - - EXISTING CONTOUR
- - - PROPOSED CONTOUR
- X X% DRAINAGE DIRECTION / GRADE
- EXISTING TREE LINE
- [Pattern] PROPOSED AGGREGATE SURFACE
- [Pattern] PROPOSED POND PRETREATMENT
- [Pattern] PROPOSED INFILTRATION BASIN
- [Symbol] REMOVE TREE
- [Symbol] SOIL BORING LOCATION
- [Symbol] DETAIL NO. / SHEET NO.



GENERAL NOTES:

- The subsurface utility location information in this plan is utility quality level D. This utility quality level was determined according to the guidelines of CI/ASCE 38-02, titled "Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data." Engineer does not guarantee the accuracy of utility locations or that all existing utilities are shown.
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- Topsoil from grading areas shall be stripped, salvaged and stockpiled for respreading to a minimum depth of 6" over the site. Subcut below final grade in fill areas; all organic material / topsoil shall be removed prior to fill.
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- Contact Owner or Engineer if hazardous material is discovered.

AGGREGATE DRIVE & PARKING AREA NOTES:

- Mn/DOT specification 2211 shall apply to the Class 5Q aggregate drive and pad construction.
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- Plant native seed and blanket bottom and sideslopes of infiltration basin (Sheet 6).
- Ensure sediment control log is in place around perimeter of infiltration basin plantings / seed to remain in place until site is completely vegetated.

PRELIMINARY

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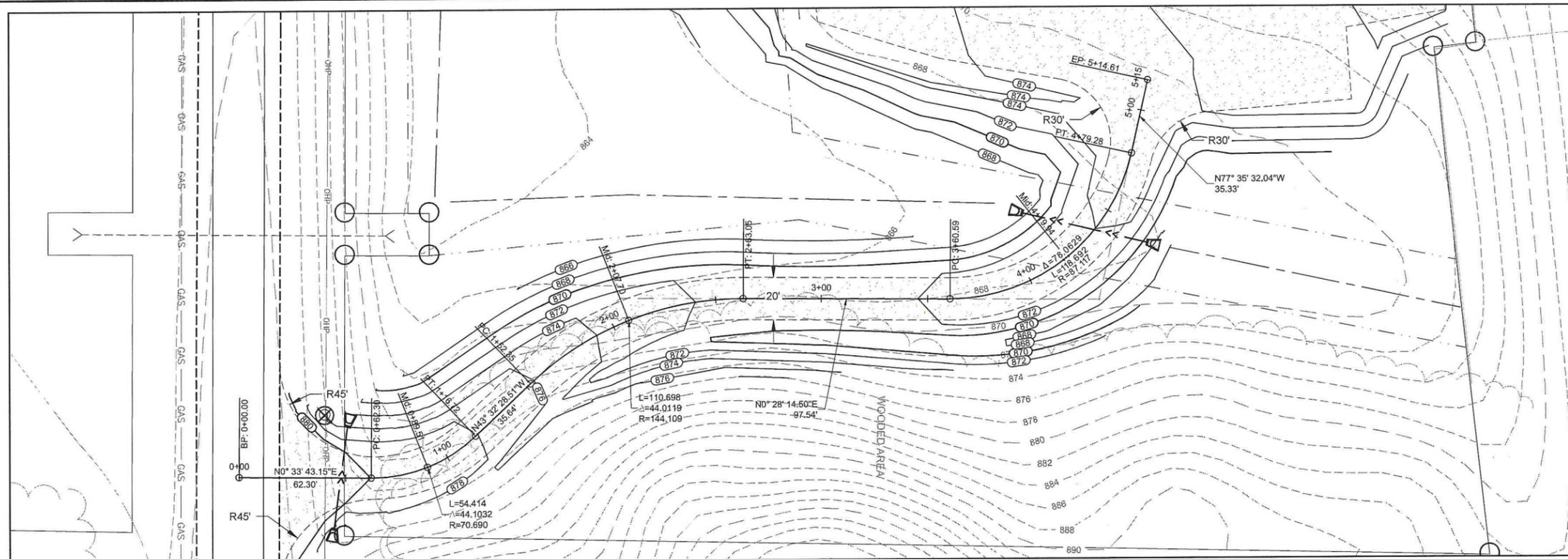
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DAVID M POGGI
DATE: 08-12-2016
LIC. NO.: 44573

DATE / REVISION:

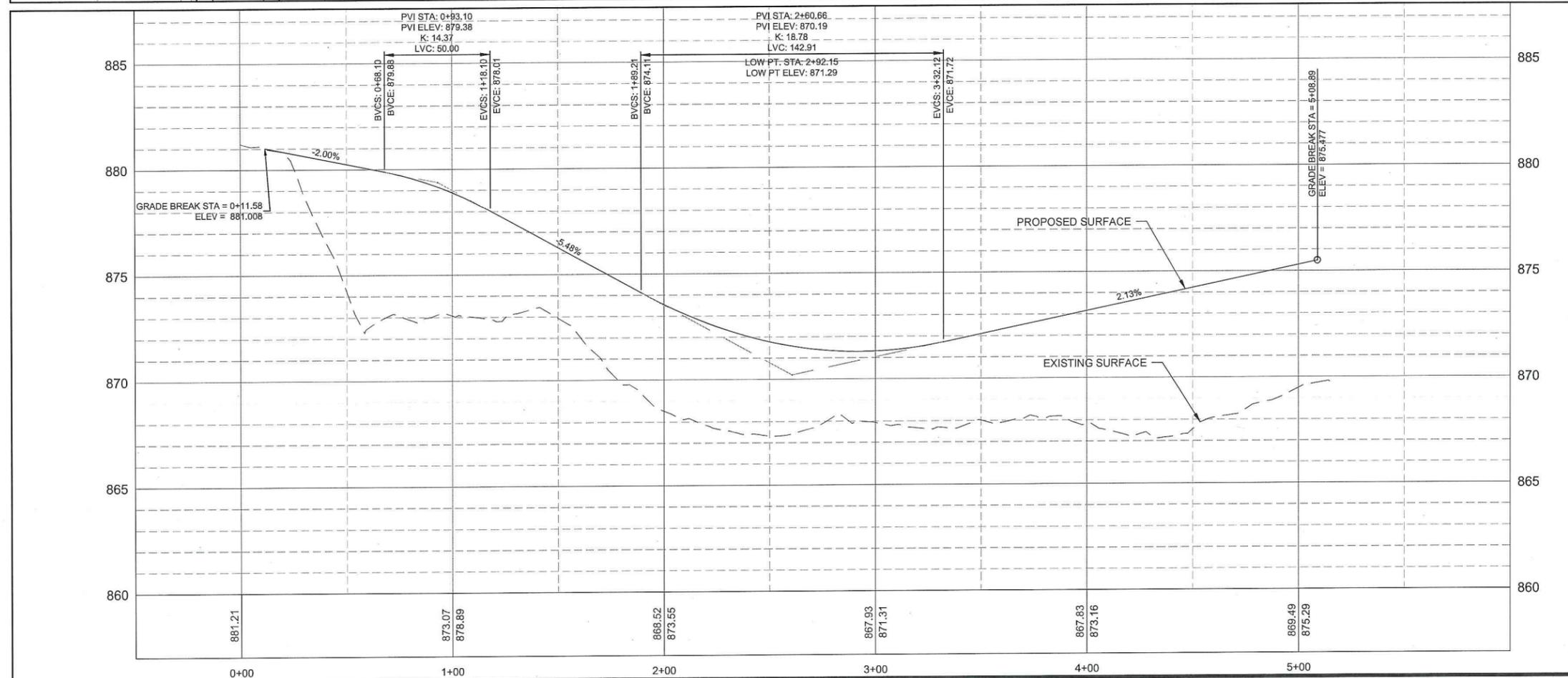
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GRADING & DRAINAGE
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04 / 09



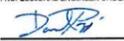
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- PROPOSED EDGE AGGREGATE
 - - - PROPOSED D & U EASEMENT
 - - - EXISTING STORM / CULVERT
 - >> - PROPOSED STORM / CULVERT
 - - - EXISTING CONTOUR
 - PROPOSED CONTOUR
 - ~ EXISTING TREE LINE
 - ▨ PROPOSED AGGREGATE SURFACE



PRELIMINARY

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 LAND PLANNING ♦ SURVEYING ♦ ENGINEERING
 12445 55TH STREET NORTH
 LAKE ELMO, MINNESOTA 55042
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 DAVID M. POGGI
 DATE: 08-12-2016
 LIC. NO.: 44573

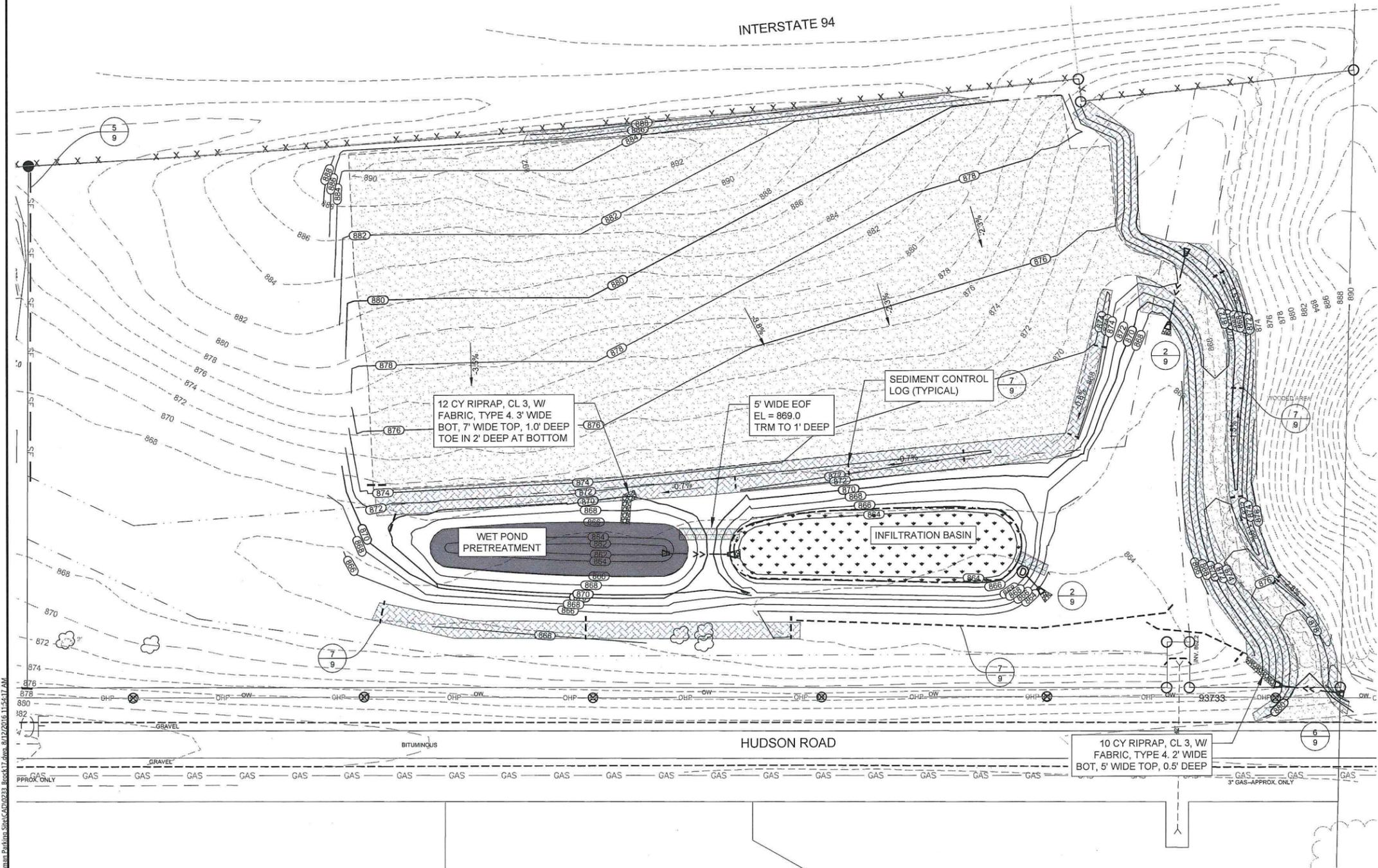
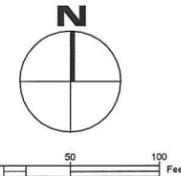
DATE / REVISION:

BROCKMAN TRUCKING, INC.
 13380 HUDSON ROAD SOUTH
 AFTON, MN 55001

ENTRANCE PLAN & PROFILE
 BROCKMAN TRUCK PARKING
 AFTON, MN

05 / 09

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LEGEND:

---	PROPOSED EDGE AGGREGATE		PROPOSED AGGREGATE SURFACE
- - -	PROPOSED D & U EASEMENT		PROPOSED POND PRETREATMENT
- - -	EXISTING STORM / CULVERT		PROPOSED INFILTRATION BASIN
- - -	PROPOSED STORM / CULVERT		RIPRAP W/ FABRIC
- - -	EXISTING CONTOUR		EROSION CONTROL BLANKET, CAT.3
- - -	PROPOSED CONTOUR		TURN REINFORCEMENT MAT, CAT.1
X.X%	DRAINAGE DIRECTION / GRADE		DETAIL NO. / SHEET NO.
SF	SILT FENCE, MS		
- - -	SEDIMENT CONTROL LOG		

- EROSION CONTROL NOTES:**
1. See SWPPP sheet for additional information.
 2. Install construction entrance and perimeter controls prior to beginning grading operations.
 3. Topsoil shall be re-spread to a minimum thickness of 6" in all restored green space.
 4. Infiltration basin shall include seed, Type 33-261, and erosion control blanket, Type 0 (3885).
 5. Seed areas to be mowed / maintained with Mn/DOT Mix 25-131.
 6. Seed all other areas with Mn/DOT Mix 25-141.
 7. Erosion control blanket, Mn/DOT Type 3, Wood Fiber 2S, shall be installed in ditch bottoms and up sideslopes minimum of 1.0 vertical feet, and on all slopes 3:1 (H:V) and steeper.
 8. All other disturbed areas shall be mulched with Mn/DOT Type 1 mulch applied at a rate of 200 lb/ac, or blanketed.
 9. Sediment control logs shall be minimum 6" diameter and installed up sideslope to ensure overflow and prevent flow around edge of log during high flows.
 10. Basin EOFs to include turf reinforcement mat, Cat.1, (3885) as indicated.
 11. Riprap quantity and type as indicated, and shall include fabric.

PRELIMINARY

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 DATE: 08-12-2016
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DATE / REVISION:

BROCKMAN TRUCKING, INC.
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EROSION & SEDIMENT CONTROL
 BROCKMAN TRUCK PARKING
 AFTON, MN

06 / 09

ALL CONSTRUCTION ACTIVITIES MUST MEET THE REQUIREMENTS OF THE MPCA'S GENERAL PERMIT AUTHORIZATION TO DISCHARGE STORMWATER ASSOCIATED WITH CONSTRUCTION ACTIVITY UNDER THE NPDES/SDS PROGRAM (MNR100001). All sheets of this planset, as well as the related Project SWMP, are hereby referenced as part of this SWPPP; any related pages shall be revised as appropriate for differing site conditions.

RESPONSIBLE PARTIES:

OWNER: Jim Brockman
 Contact: _____ Phone: _____

SWPPP PREPARER: Civil Methods, Inc.
 Contact: Dave Poggi, PE Phone: 763.210.5713

CONTRACTOR: _____

Main Contact: _____ Phone: _____

Responsible Inspector: _____ Phone: _____

CONSTRUCTION DESCRIPTION:

This project includes site grading for a truck parking lot in the City of Afton, Washington County, MN (Lat: 44.947750, Long: -92.825053). The site work will include disturbance of 11.0 of the 13.2 acre property for the construction of a 20' wide aggregate drive and 209 stall truck parking lot, as well as associated grading and utility work. Approximately 26,000 CY of material will be excavated and moved on-site, and all areas will be stabilized and restored as indicated in the plans. Riprap will be installed at all culvert pipe outlets, as well as discharge areas where erosion is a concern. The contractor shall sign the MPCA NPDES Construction Stormwater Permit application as "Operator" and be solely responsible for meeting the erosion and sediment control requirements of the permit.

Disturbed Area: 9.0 acres
 Pre-Construction Impervious Area: 0.00 acres
 Post-Construction Impervious Area: 4.61 acres
 Newly Created Impervious Area: 4.61 acres
 Permanent Stormwater Treatment Required (if >1.0 acre): YES

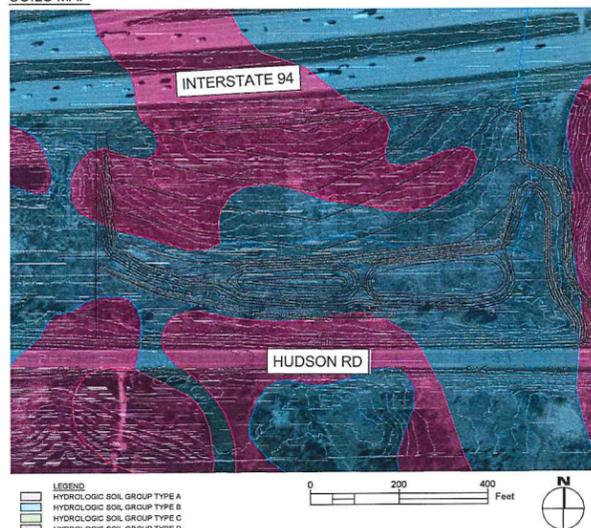
STORMWATER MANAGEMENT:

Permanent stormwater management is required by the MPCA, Valley Branch Watershed District, and City of Afton, and is described in detail in the project Stormwater Management Plan (SWMP) document. In summary, the site has been designed to infiltrate a WQV of 1.1" from the site impervious area, which will be pretreated in a wet-pool basin. Discharge rates from the site have been maintained for the design rainfall events, as required.

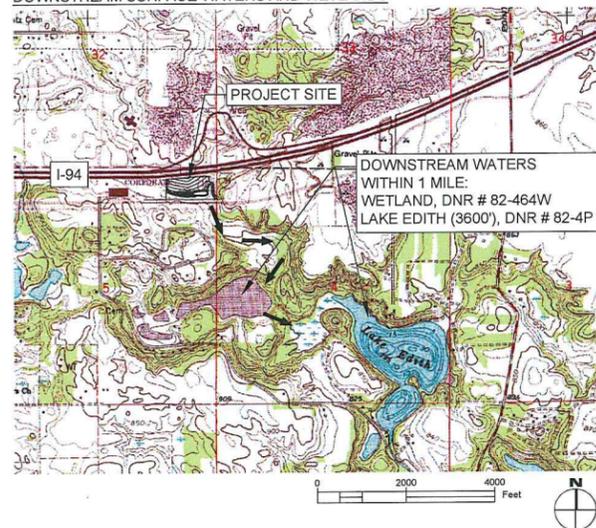
The entire site drains to a 42" CMP culvert under Hudson Rd near the southeast corner of the property, which also receives offsite runoff from the east (Chandler) and north (Mn/DOT ROW). The receiving waters within 1 mile of the site include a wetland and Lake Edith (see figure below), neither of which appear on the MPCA's Impaired Waters List.

Soils at the site are primarily silty-sand loams, with more silts in the low areas of the site. The underlying soils is sand, with weathered limestone bedrock below. The soils range in hydrologic condition, from highly permeable HSG Type A soils to moderately permeable Type B. Borings in the area of the proposed infiltration basin indicate it is suitable for infiltration practices.

SOILS MAP



DOWNSTREAM SURFACE WATERS AND WETLANDS



EROSION & SEDIMENT CONTROL QUANTITIES

EROSION & SEDIMENT CONTROL

- 1) The contractor shall use phased construction whenever practical to minimize disturbed area at any one time.
- 2) All exposed soil areas must be stabilized as soon as possible to limit soil erosion but in no case later than **14 days** after the construction activity in that portion of the site has temporarily or permanently ceased.
- 3) The following shall be installed within **24 hours** of connection to surface water or property edge:
 - a. Energy dissipation (riprap) at all outlet aprons
 - b. Stabilization of temporary or permanent drainage swales within 200' of property boundary or connection to surface water (e.g., storm sewer inlet, drainage swale, etc.)
- 4) A vehicle tracking BMP must be installed at the site entrance where haul vehicles are entering and exiting the site, including: rock pad, slash mulch, wash rack, etc. Streets must be swept within 24 hours of discovery of offsite tracking.
- 5) Temporary stockpiles must have silt fence or other applicable sediment control device around the base of the pile.
- 6) The Contractor shall be responsible to control sediment-laden surface water from leaving site. All mobilized sediment that has left the construction zone shall be collected by the contractor and properly disposed of at no additional cost to the owner.
- 7) **Any fines levied due to inadequate erosion or sediment control practices, sediment discharging from the site, etc., shall be the responsibility of the Contractor.**
- 8) Inlets shall be protected from sediment at all times, with appropriate protection installed for each phase of development.
- 9) Adjacent roads must be inspected and kept clear of sediment; roads to be swept within 24 hours of tracked sediment discovery.
- 10) Additional temporary BMPs may be required to reduce the potential for sediment transport during construction. If deemed necessary by onsite personnel, Engineer or Owner shall be contacted immediately for approval or guidance, if available. Otherwise best judgment shall be used to provide rapid stabilization or sediment controls as necessary to minimize potential pollutant discharge.

CONSTRUCTION IMPLEMENTATION SCHEDULE & PHASING

1. Install perimeter silt fence and construction entrance as shown prior to site disturbance.
2. Complete topsoil stripping and rough grading of site (do not cut infiltration area to final grade initially).
3. Stake / fence off infiltration basin area and avoid excessive compaction by minimizing traffic to the area.
4. Wet pond area (not infiltration area) may be used for construction treatment, but must be restored to design elevation.
5. Install culverts and complete grading.
6. Construction infiltration cell; protect from sediment until site is stabilized.
7. Complete site restoration.
8. Ensure final stabilization measures are complete (remove temporary controls after vegetation is established).
9. Submit Notice of Termination (NOT) to MPCA within 30 days.

DEWATERING & BASIN DRAINING

- 1) Dewatering water, if necessary, must be discharged to a temporary or permanent sediment basin when feasible; if not feasible, appropriate BMPs must be used to prevent sediment-laden water from discharging downstream.
- 2) Use appropriate energy dissipation measures on all discharges to prevent erosion at discharge outlet. Discharge must not cause nuisance or erosive conditions to downstream properties or receiving channels. Excessive inundation of downstream wetlands is not permitted (if applicable).
- 3) If filters with backwash water are used, all backwash water must be hauled offsite for disposal, returned to the beginning of the treatment process, or incorporated into the site in a manner not causing erosion.

INSPECTIONS & MAINTENANCE

- 1) The contractor must routinely inspect the construction site once every 7 days during construction, and within 24 hrs of receiving more than 1/2" of rain in 24 hrs. **Rainfall amounts must be measured by a properly installed rain gage onsite**, or from a weather station within 1 mile of the project.
- 2) All inspections must be recorded and retained onsite with the SWPPP. Inspections shall include: date/time, name of individual, date & amount of rainfall, findings, corrective actions, observed discharge/location/description, any proposed SWPPP amendments.
- 3) Inspections may be suspended when work is stopped due to frozen conditions. The Contractor's inspector must resume inspections within 24 hours after runoff occurs at the site or prior to resuming construction, whichever comes first.
- 4) Silt fence (or related perimeter control device) must be maintained when accumulated sediment reaches 1/2 of the device height, or if device becomes ineffective (by the end of the next business day following discovery).
- 5) Permanent and temporary sediment basins, if applicable, shall be drained and cleaned when sediment depth reaches 1/2 of original storage volume; complete within 72 hrs of discovery. Must be cleaned prior to project completion.
- 6) Non-functional BMPs must be repaired or replaced by the end of the next business day following discovery.
- 7) Inspect downstream ditch / drainage system for signs of erosion or sediment buildup during each inspection; stabilize within 7 days.

POLLUTION PREVENTION

- 1) All solid waste generated at the site must be disposed of in accordance with all applicable federal and state regulations.
- 2) All hazardous materials must be properly stored/contained to prevent spills or leaks; materials must be properly disposed of per applicable regulations, including Minn. Rule Ch. 7045. Restricted access storage areas must be provided to prevent vandalism.
- 3) Vehicle or equipment washing must be confined to a defined area (minimum of 100' from pond or drainage ditch); runoff containing any hazardous materials must be collected and properly disposed of. Defined area must be delineated with heavy-duty silt fence (incidental); no engine degreasing is allowed on-site.
- 4) Pesticides, herbicides, insecticides, fertilizers, treatment chemicals, and landscape materials must be under cover to prevent pollutant discharge, or protected by similar means to minimize potential contact with stormwater.
- 5) Concrete and other washout waste must be effectively contained - solid and liquid washout waste must not contact ground and be disposed of properly in compliance with MPCA rules. A sign must be installed at washout area requiring personnel to utilize the proper facilities for disposal of concrete and other wastes.
- 6) The contractor is solely responsible for monitoring air pollution and ensuring that it does not exceed levels set by any agency or LGU. This includes dust created by work performed at the site; air pollution and dust control measures are incidental to the contract. The engineer may require additional dust control measures to be implemented, as necessary.
- 7) Adequate temporary restroom facilities shall be present onsite during construction operations, and shall be maintained in an adequate functioning condition.

FINAL STABILIZATION

- 1) The contractor must ensure final site stabilization meets the permit requirements, and submit the NOT within 30 days.
- 2) Final stabilization includes uniform perennial vegetative cover of at least 70% of the expected final growth density over the entire pervious surface area, or other equivalent cover to prevent soil erosion.
- 3) All temporary synthetic and structural BMPs must be removed as part of final stabilization.

TRAINING REQUIREMENTS

The permittees must comply with the training requirements as outlined in Part III.F of the Permit. The Contractor shall have a trained individual performing BMP inspections, as required.

RECORD RETENTION

- 1) The SWPPP, all revisions to it, and inspection & maintenance records are the responsibility of the Contractor and must remain at the site during construction.
- 2) Training documentation shall be provided by Contractor as required by Permit Section III.A.3.
- 3) The SWPPP, project permits, inspection/maintenance logs, stormwater maintenance agreements, and stormwater management design calculations must be retained for 3 years after submittal of permit NOT. Contractor shall provide Engineer copies of inspection and maintenance logs prior to final payment.

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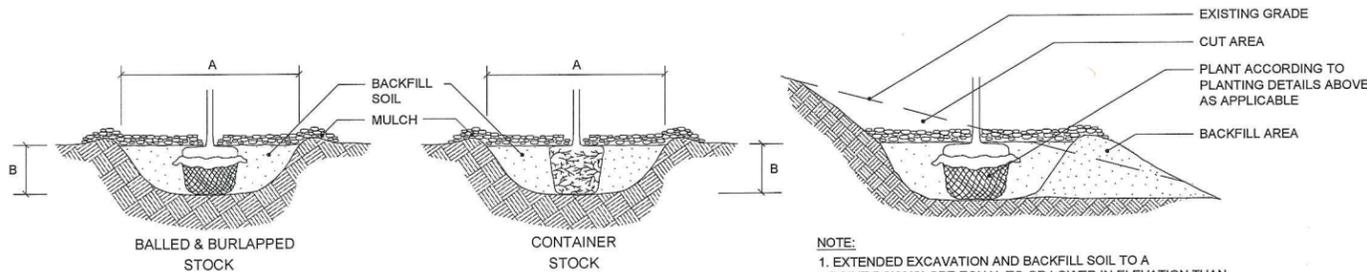
 DAVID M POGGI
 DATE: 08-12-2016
 LIC. NO.: 44573

DATE / REVISION:

BROCKMAN TRUCKING, INC.
 13380 HUDSON ROAD SOUTH
 AFTON, MN 55001

SWPPP
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 AFTON, MN

07
 09



NOTE:
 1. EXTENDED EXCAVATION AND BACKFILL SOIL TO A POINT DOWNSLOPE EQUAL TO OR LOWER IN ELEVATION THAN THE BOTTOM OF THE HOLE DIRECTLY BENEATH THE PLANT TO INSURE ADEQUATE DRAINAGE IN HEAVY SOILS. GRANULAR SOIL MUST BE ADDED AS BACKFILL IN AREAS OF POOR DRAINAGE.

PLANTING DETAIL FOR STEEP SLOPES

PLANT TYPE	PLANT SIZE (UP TO AND INCLUDING)	MINIMUM APPROXIMATE HOLE WIDTH HOLE DEPTH (INCHES)	
		A	B
CONIFEROUS TREES	3' B.B.	42	11
	4' B.B.	51	13
	5' B.B.	60	13
	6' B.B.	66	15
	7' B.B.	72	16
	8' B.B.	81	18
9' B.B.	90	20	
10' B.B.	102	21	
CONTAINER GROWN PLANTS	#1 cont.	18	6
	#2 cont.	23	7.5
	#3 cont.	29	8.5
	#5 cont.	30	11
	#7 cont.	37	11
	#10 cont.	44	14
#15 cont.	45	15	
#20 cont.	60	17	
#25 cont.	72	16	

- NOTES:**
1. THE PLANTING DETAILS REPRESENT ADEQUATELY DRAINED SOIL CONDITIONS. THE CONTRACTOR SHOULD EXERCISE DISCRETION IN SETTING PLANTS 1"-3" HIGHER IN POORLY DRAINED SOILS.
 2. ON 2:1 SLOPES OR GREATER, DO NOT CONSTRUCT THE UPHILL HALF OF THE WATERING BASIN.
 3. ON WET, POORLY DRAINED SOILS, DO NOT CONSTRUCT WATERING BASIN.
 4. THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING ADEQUATE DRAINAGE IN HEAVY POORLY DRAINED OR IMPERVIOUS SOILS.
 5. PLANTS SHOULD BE SET AT THE PROPER DEPTH WHEREBY THE BEGINNING TAPER OF THE ROOT FLARE IS AT THE SAME ELEVATION AS THE FINISHED SOIL GRADE. THIS SHOULD BE THE SAME DEPTH AS THE PLANTS WERE GROWN AT IN THE NURSERY. NOTE THAT THE ROOTS OF BALLED AND BURLAPPED PLANTS ARE UNACCEPTABLE WHEN THEY ARE COVERED BY MORE THAN 4" OF SOIL IN THE TOP OF THE BALL.
 6. DELAY MULCH PLACEMENT IF NECESSARY TO ALLOW MORE TIME FOR EXCESS SOIL MOISTURE TO EVAPORATE FROM PLANTING AREAS BEFORE PLACING MULCH.

BALLED & BURLAPPED STOCK

1. SCARIFY SIDES AND BOTTOM OF HOLE.
2. PROCEED WITH CORRECTIVE PRUNING AS DIRECTED BY ENGINEER.
3. SET PLANT ON UNDISTURBED NATIVE SOIL, OR THOROUGHLY COMPACTED BACKFILL SOIL AT THE SAME DEPTH (IF PROPER) AS IT WAS GROWN IN THE NURSERY.
4. PLANT SHALL BE PLACED IN PLANTING HOLE WITH BURLAP AND WIRE BASKET, IF USED, INTACT. ONCE IN PLACE, THE PLANT SHALL BE BACKFILLED TO WITHIN 12" OF THE TOP OF THE ROOTBALL AND WATERED. THE TOP LOOPS OF THE WIRE BASKETS SHALL BE REMOVED AND THE BURLAP SHALL BE FOLDED OR CUT BACK.
5. PLUMB AND BACKFILL WITH THE BACKFILL SOIL SPECIFIED.
6. APPLY WATER TO SETTLE PLANTS AND FILL VOIDS THEN CONSTRUCT 3" DEPTH WATERING BASIN.
7. WATER THOROUGHLY WITHIN 2 HOURS.
8. PLACE MULCH WITHIN 48 HOURS OF THE SECOND WATERING UNLESS SOIL MOISTURE IS EXCESSIVE.
9. BIODEGRADABLE TWINE MAY BE LEFT ON AS SUPPORT BETWEEN THE ROOT BALL AND ROOT COLLAR UNTIL THE END OF THE PLANT ESTABLISHMENT PERIOD AT WHICH TIME IT MUST BE CUT AND TOTALLY REMOVED FROM THE ROOT COLLAR, THE TWINE MUST BE TIED OR RETIED TO MID-LEVEL LOOPS OR POINTS ON THE BASKET. USE OF NONBIODEGRADABLE TWINE SHALL NOT BE PERMITTED.

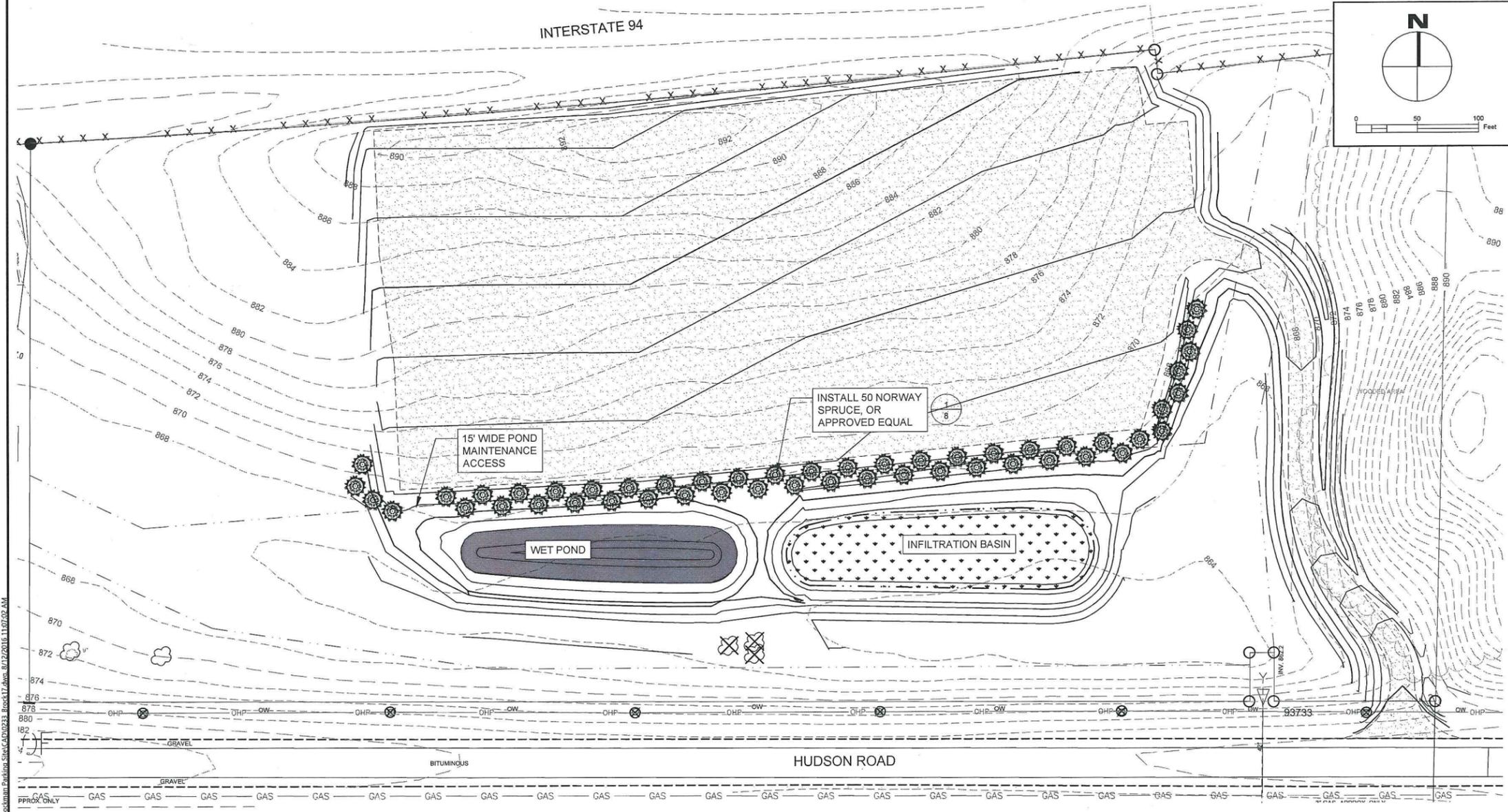
CONTAINER STOCK

1. SCARIFY SIDES AND BOTTOM OF HOLE.
2. PROCEED WITH CORRECTIVE PRUNING AS DIRECTED BY ENGINEER.
3. REMOVE CONTAINER AND SCORE OR PRUNE OUTSIDE OF SOIL MASS TO REDIRECT CIRCLING FIBROUS ROOTS AS NECESSARY.
4. SET PLANT ON UNDISTURBED NATIVE SOIL, OR THOROUGHLY COMPACTED BACKFILL SOIL AT THE SAME DEPTH (IF PROPER) AS IT WAS GROWN IN THE NURSERY.
5. APPLY WATER TO SETTLE PLANTS AND FILL VOIDS THEN CONSTRUCT 3" DEPTH WATERING BASIN.
6. WATER THOROUGHLY WITHIN 2 HOURS.
7. PLACE MULCH WITHIN 48 HOURS OF THE SECOND WATERING UNLESS SOIL MOISTURE IS EXCESSIVE.

LEGEND:

- PROPOSED EDGE AGGREGATE
- PROPOSED D & U EASEMENT
- - - EXISTING CONTOUR
- PROPOSED CONTOUR
- ☼ PROPOSED TREE - CONIFER
- ▨ PROPOSED AGGREGATE SURFACE
- PROPOSED POND PRETREATMENT
- ▤ PROPOSED INFILTRATION BASIN
- ⊗ DETAIL NO. / SHEET NO.

1 TREE PLANTING



PRELIMINARY

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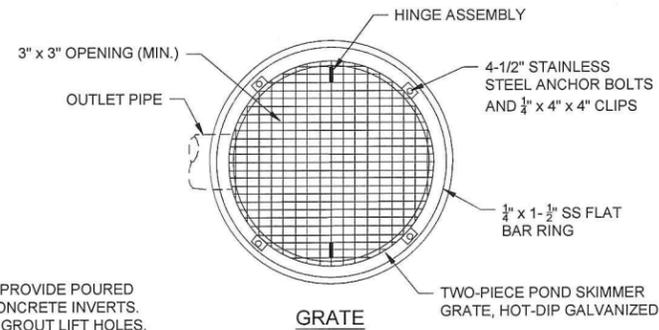
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BROCKMAN TRUCKING, INC.
 13380 HUDSON ROAD SOUTH
 AFTON, MN 55001

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08 / 09



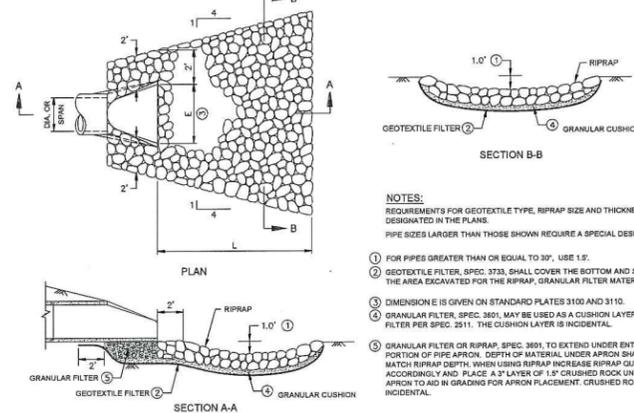
- NOTES: 1. PROVIDE POURED CONCRETE INVERTS.
2. GROUT LIFT HOLES.

TABLE OF QUANTITIES
RIPRAP AT RCP OUTLETS

DIA. OF ROUND PIPE (IN.)	L (FT.)	CLASS II d ₅₀ = 8"			CLASS III d ₅₀ = 9"			CLASS IV d ₅₀ = 12"		
		GEO-TEXTILE FILTER APRON (SQ. YD.)	12" RIPRAP DEPTH (CU. YD.)	18" RIPRAP DEPTH (CU. YD.)	GEO-TEXTILE FILTER APRON (SQ. YD.)	12" RIPRAP DEPTH (CU. YD.)	18" RIPRAP DEPTH (CU. YD.)	GEO-TEXTILE FILTER APRON (SQ. YD.)	12" RIPRAP DEPTH (CU. YD.)	18" RIPRAP DEPTH (CU. YD.)
12	8	18.9	0.2	3.0	18.9	0.3	4.4	22.8	0.3	8.9
15	8	18.0	0.2	3.2	20.8	0.3	4.8	23.9	0.4	8.4
18	10	22.4	0.3	4.3	25.6	0.4	6.4	29.0	0.5	8.5
21	10	24.1	0.4	4.7	27.4	0.6	7.1	30.9	0.7	8.4
24	12	28.7	0.5	6.2	33.4	0.8	8.2	37.3	1.0	12.3
27	12	31.4	0.6	6.6	32.2	0.9	8.9	38.2	1.2	13.2
30	14	37.4	0.8	8.2	41.8	1.1	12.3	48.0	1.5	16.4
36	16	45.9	1.1	10.8	50.5	1.6	15.8	55.4	2.1	21.1
42	18	62.8	1.2	12.5	57.8	1.7	16.7	63.0	2.3	24.9
48	20	81.1	1.5	14.8	66.5	2.2	22.2	72.0	2.9	28.8

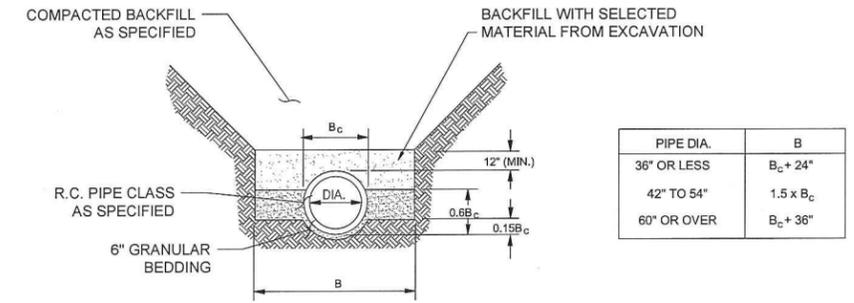
TABLE OF QUANTITIES
RIPRAP AT RCP-A OUTLETS

SPAN OF PIPE ARCH (IN.)	L (FT.)	CLASS II d ₅₀ = 8"			CLASS III d ₅₀ = 9"			CLASS IV d ₅₀ = 12"		
		GEO-TEXTILE FILTER APRON (SQ. YD.)	12" RIPRAP DEPTH (CU. YD.)	18" RIPRAP DEPTH (CU. YD.)	GEO-TEXTILE FILTER APRON (SQ. YD.)	12" RIPRAP DEPTH (CU. YD.)	18" RIPRAP DEPTH (CU. YD.)	GEO-TEXTILE FILTER APRON (SQ. YD.)	12" RIPRAP DEPTH (CU. YD.)	18" RIPRAP DEPTH (CU. YD.)
22	10	22.4	0.3	4.1	25.6	0.4	6.1	28.0	0.5	8.1
28	12	28.8	0.5	5.7	33.2	0.7	8.5	37.1	0.9	11.3
36	14	37.3	0.8	7.5	41.5	1.1	11.2	45.8	1.5	14.9
43	16	45.9	1.1	9.2	50.5	1.6	14.3	55.3	2.1	18.0
51	18	52.5	1.2	11.3	57.5	1.7	16.9	62.7	2.3	22.5
58	20	59.8	1.3	13.2	65.2	1.9	18.8	70.7	2.5	26.4



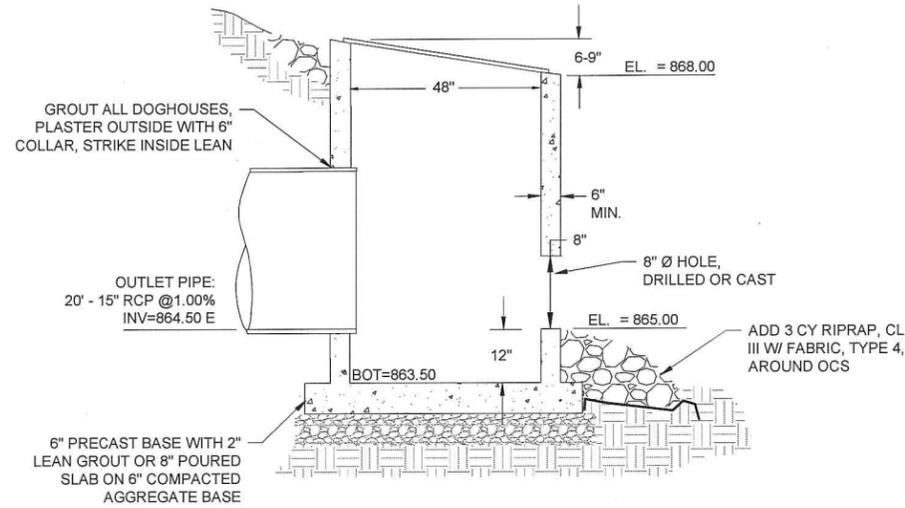
- NOTES:
REQUIREMENTS FOR GEOTEXTILE TYPE, RIPRAP SIZE AND THICKNESS WILL BE DESIGNATED IN THE PLANS.
PIPE SIZES LARGER THAN THOSE SHOWN REQUIRE A SPECIAL DESIGN.
- FOR PIPES GREATER THAN OR EQUAL TO 30", USE 1.0'.
 - GEOTEXTILE FILTER, SPEC. 3733, SHALL COVER THE BOTTOM AND SIDES OF THE AREA EXCAVATED FOR THE RIPRAP, GRANULAR FILTER MATERIALS.
 - DIMENSION E IS GIVEN ON STANDARD PLATES 3100 AND 3110.
 - GRANULAR FILTER, SPEC. 3601, MAY BE USED AS A CUSHION LAYER. PLACE FILTER PER SPEC. 2511. THE CUSHION LAYER IS INCIDENTAL.
 - GRANULAR FILTER OR RIPRAP, SPEC. 3601, TO EXTEND UNDER ENTIRE OPEN PORTION OF PIPE APRON. DEPTH OF MATERIAL UNDER APRON SHALL MATCH RIPRAP DEPTH. WHEN USING RIPRAP INCREASE RIPRAP QUANTITY ACCORDINGLY AND PLACE A 2" LAYER OF 1.5" CRUSHED ROCK UNDER THE APRON TO 40 IN GRADING FOR APRON PLACEMENT. CRUSHED ROCK IS INCIDENTAL.

- Pipe Installation Notes:
1) Granular bedding & encasement shall conform to Mn/DOT specification 3149.2F.
2) Encasement, foundation and backfill material is incidental to storm sewer pipe construction.
3) Culvert inverts shall be kept clean during construction; the contractor is responsible to clean all pipe that has been contaminated during construction.
4) Joints shall include rubber gaskets and be water-tight.
5) Contractor may, at its own discretion, wrap joints with geotextile fabric in lieu of placing mastic in the joint.
6) Bedding and encasement shall be compacted to 90% Standard Proctor using Specified Density Method, or as recommended by manufacturer, whichever is denser.
7) Backfill shall be compacted to Specified Density Method:
(a) 100% Standard Proctor from subgrade elevation down 3 feet.
(b) 95% Standard Proctor from bottom of excavation up to 3 feet below subgrade elevation.



CONCRETE PIPE TRENCH - CLASS B BEDDING

3/9

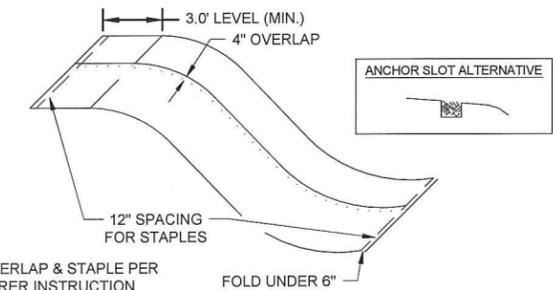


OUTLET CONTROL STRUCTURE

1/9

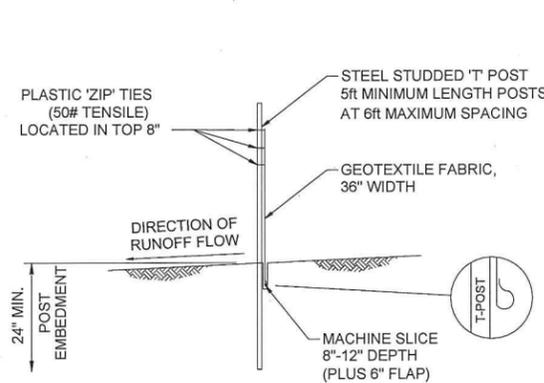
RIPRAP AT FLARED END SECTION

2/9



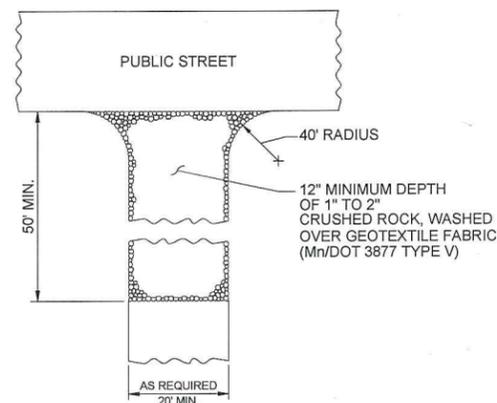
EROSION CONTROL BLANKET INSTALLATION

4/9



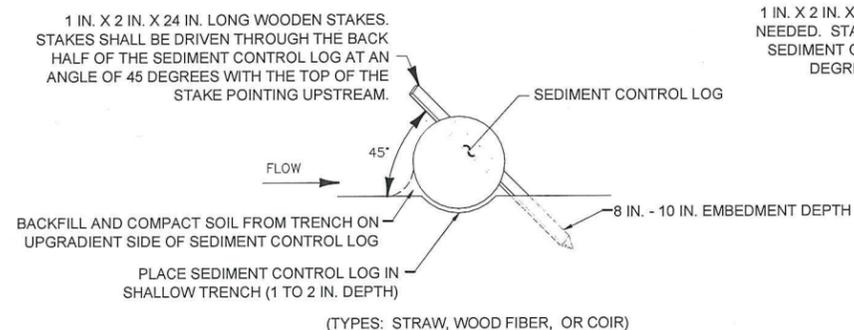
SILT FENCE - MACHINE SLICED

5/9



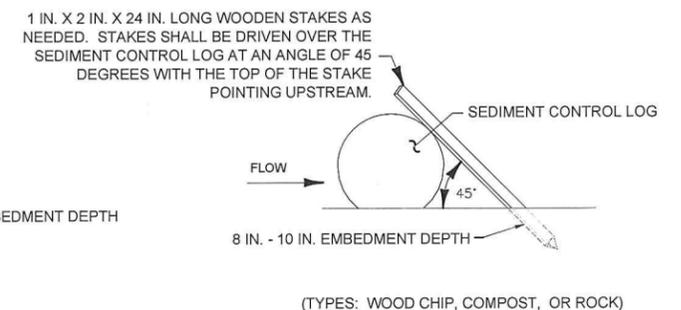
ROCK CONSTRUCTION ENTRANCE

6/9



SEDIMENT CONTROL LOGS

7/9



(TYPES: WOOD CHIP, COMPOST, OR ROCK)

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

Planning Commission Memo

Meeting: September 12, 2016

To: Chair Ronningen and members of the Planning Commission

From: Ron Moorse, City Administrator

Date: September 1, 2016

Re: Ordinance Opting Out of the Temporary Health Care Dwelling Statute

Background

In May of 2016, a new statutory requirement regarding temporary health care dwellings was signed into law. The statute includes a complex set of requirements related to allowing temporary health care dwellings on residential lots in addition to the principal dwelling. The City has the option of opting out of the statutory requirements. Attached is a report from the League of Minnesota Cities regarding the statute and the opt-out option. The City Administrator of a neighboring city surveyed 30 cities regarding whether they planned to opt out of the statutory requirements. All but one of the cities indicated they had or were preparing to opt out. Afton currently has ordinance language that allows the use of a manufactured home as a temporary dwelling unit for an infirm family member. The City also allows non-rental guest apartments within certain parameters, which could be used as a temporary healthcare dwelling unit.

Attached for the Planning Commission's consideration is an ordinance opting out of the new statutory requirements regarding temporary health care dwellings.

Planning Commission Direction Requested:

Motion regarding a recommendation concerning the ordinance opting out of the statutory requirements regarding temporary health care dwellings.

ORDINANCE XX-2016

CITY OF AFTON, MINNESOTA
WASHINGTON COUNTY, MINNESOTA

**AN ORDINANCE OPTING-OUT OF THE REQUIREMENTS OF MINNESOTA STATUTES,
SECTION 462.3593 FOR TEMPORARY FAMILY HEALTH CARE DWELLINGS**

WHEREAS, on May 12, 2016, Governor Dayton signed into law the creation and regulation of temporary family health care dwellings, codified at Minn. Stat. § 462.3593, which permit and regulate temporary family health care dwellings; and,

WHEREAS, subdivision 9 of Minn. Stat. §462.3593 allows cities to “opt out” of those regulations; and,

WHEREAS, the City of Afton allows in Section 12-213 (B) the use of a manufactured home as a temporary accessory dwelling unit to be occupied by persons meeting the conditions therein.

THEREFORE THE CITY COUNCIL OF THE CITY OF AFTON ORDAINS:

Chapter 12 of the Afton City Code, Section 12-213 is amended to OPT-OUT OF MINNESOTA STATUTES, SECTION 462.3593 by adding the following underlined language to Sec. 12-213 B:

SECTION 12-213. Manufactured homes.

B. Care facilities...

5. Pursuant to authority granted by Minnesota Statutes, Section 462.3593, subdivision 9, the City of Afton opts-out of the requirements of Minn. Stat. §462.3593, which defines and regulates Temporary Family Health Care Dwellings.

This ordinance shall take effect immediately upon passage and publication.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 20th DAY OF SEPTEMBER, 2016.

SIGNED:

Richard Bend, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:
Second by:
Palmquist:
Richter:
Ross:
Nelson:
Bend:

FROM THE LMC - Focus on New Laws: Temporary Family Health Care Dwellings

Cities and counties must issue permits for a new type of land use under this law, unless they take steps to opt out.

(Published Jun 13, 2016)

Chapter 111 creates a new permit and permitting process that local governments must follow to allow a specific type of temporary transitional housing, unless the unit of local government takes official action by passing an ordinance to opt out of that program. Gov. Dayton signed the bill into law on May 12.

While the stated motivation behind passing the new law was to provide transitional housing for seniors, the statute itself does not include an age restriction for use of the structure. Anyone certified with needing assistance with two or more “instrumental activities of daily life” for mental or physical reasons may reside in a qualified temporary dwelling on the property where the “caregiver” or a “relative” resides.

Requirements of the law

The legislation is fairly complex in its requirements for both the permit application and the permit issuance, as well as for its regulations pertaining to compliant structures and eligible uses. Section 1 specifically excludes temporary family health care dwellings from the definition of “housing with services establishment,” exempting these temporary dwellings from the regulations and requirements set forth in Chapter 144D of the Minnesota Statutes.

Section 3 creates a new section in the Minnesota Land Use Planning Act (Minnesota Statutes, chapter 462), applying this new permit process for temporary family health care dwellings to cities. Section 2 of the new law also establishes the program for counties by creating a new section under Chapter 394 of the Minnesota Statutes. Finally, Section 4 of the law establishes Sept. 1, 2016, as the effective date.

What cities need to do

If your city leaders are comfortable with this program, you need to take no action to adopt it. However, by Sept. 1, your city does need to:

- Be prepared to accept applications for permits under the new law.
- Have an ordinance in place that establishes the permit fee (if the city decides to charge a fee different than the default fee).
- Be ready to review and act on a submitted application within the specified timeline.

Specifically, under the new law, most cities have 15 days to grant or deny a submitted application. (Cities that regularly meet only once a month get 30 days to make their decision.) The law expressly waives the public hearing due to the private medical information involved and because of the immediate need for care. The law does not specify an appeal process related to permit decisions.

The permit is good for six months, with the option to renew once for an additional six months. The permit fee is set at \$100, with \$50 for a renewal; however, a city can choose to adopt, by ordinance, a different fee schedule.

If a city already has designated temporary family health care dwellings as a permitted use, this new law does not apply to that city. Likewise, if a city passes an ordinance specifically opting out of this statute, none of the provisions of the law apply to that community.

If your city wants to adopt a program that differs from the one specified in the new law, you should know that the law does not authorize partial adoption or modification of the program. Instead, your city would need to opt out of the entire law and then adopt a different ordinance that meets the city's needs.

To help cities that would like to opt out of the statute, the League has developed a sample ordinance. The League has also created a frequently asked questions (FAQs) document.

- View the sample opt-out ordinance (doc)
- Get additional guidance from the League's FAQs (pdf)

A section-by-section walk-through of the bill also will be included in the 2016 Law Summaries, which will be available on the League website by the end of June.

Details of the law

If this law applies to your city and you don't plan to opt out, it's important to know the specific details of the law, including its effect on your existing land use controls, the criteria for a qualified temporary family health care dwelling, and the permit application requirements.

Effect on land use controls

Existing local controls related to accessory uses and the parking and storage of recreational vehicles cannot regulate or prevent placement of a unit that qualifies as a temporary family health care dwelling (see section 3, subdivision 2). Other local ordinances and setbacks, as well as applicable state and federal laws, do apply.

Section 3, subdivisions 5 and 6 set forth parameters for inspection, enforcement, and permit revocation. At any time, cities can request proof that the unit remains compliant with the requirements of the law. Cities can arrange an inspection at a reasonable time that is convenient for the caregiver, to verify that the unit is compliant, is occupied, and that the resident is the one named on the permit.

Temporary family health care dwelling criteria

Section 3, subdivision 2 specifically sets the criteria for a structure to be considered a qualified temporary family health care dwelling. These structures must:

- Be primarily assembled at a location other than its site of installation.
- Be no more than 300 gross square feet.
- Not be attached to a permanent foundation.
- Be universally designed and meet state-recognized accessibility standards.
- Provide access to water and electric utilities, either by connecting to the utilities serving the principal dwelling on the lot or by other comparable means.

- Have exterior materials that are compatible in composition, appearance, and durability to the exterior materials used in standard residential construction.
- Have a minimum insulation rating of R-15.
- Be able to be installed, removed, and transported by a one-ton pickup truck, a truck, or a truck tractor as defined in Minnesota Statutes, section 168.002.
- Be built to either Minnesota Rules, chapter 1360 or 1361, and contain an Industrialized Buildings Commission seal and data plate or to American National Standards Institute Code 119.2, which is an industry definition of a recreational vehicle.
- Be equipped with a backflow check valve.

Permit application requirements

A caregiver or a relative must submit a permit application to the city signed by the primary caregiver, the owner of the property on which the unit will be placed, and the resident of the property (if the owner does not reside there). The permit application requires a very specific list of information, including:

- Applicant information. Name, address, and phone number of the property owner, the property resident (if different from the owner), and the primary caregiver for the qualified inhabitant of the unit.
- Resident name. Only one person can reside in a temporary family health care dwelling and it must be the person named in the application.
- Health care provider information. Proof of the provider network that will provide the primary care, respite care, or remote patient monitoring service.
- Verification of need. Written certification of the need for assistance with two or more instrumental daily activities from a physician, physician's assistant, or advanced practice registered nurse licensed to practice in Minnesota.
- Septic service. *An executed contract for septic service or management.*
- Neighbor notice. An affidavit that all adjacent property owners and residents have received notification of the application.
- Site map. A general site map to show the location of existing structures and the proposed placement of the new unit. The placement must comply with the same setback requirements that apply to the primary residence and must allow septic service and emergency response access in a safe and timely manner.

Additionally, the law only allows one unit per lot and that unit must house only one resident, who must be the same person named in the application.

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

Planning Commission Memo

Meeting: September 12, 2016

To: Chair Ronningen and members of the Planning Commission

From: Ron Moore, City Administrator

Date: September 7, 2016

Re: Ordinance Amendment to Provide an Exception to Steep Slope Restrictions for Areas of Man-Made Slopes Created by the Construction of Public Roads and/or Related Ditches.

Background

At its June 13, 2016 meeting, the Council directed staff to work with the Planning Commission to develop an ordinance amendment to provide that the protection of slopes 18% or greater does not include slopes that were less than 18% in their natural state, but were made 18% or greater by grading, i.e. for the construction of a roadway, and also are not environmentally sensitive or fragile.

Planning Commission Recommendation

The Planning Commission, at its July 11 meeting, recommended against a general exception for man-made steep slopes. The Commission pointed to the potential difficulty of demonstrating a slope was man-made and to the possibility that a man-made steep slope may still be environmentally fragile and/or in an environmentally sensitive area. Instead, the Commission recommended a narrower exception, for example, specifically related to a driveway crossing a ditch area that has steep slopes. The Commission also recommended that there should be a process, such as a variance process, related to making this exception, through which the property owner would demonstrate that the slope was man-made, that it was not environmentally fragile, that it would be protected from erosion, and that the inability to disturb the steep slope was causing a practical difficulty.

Council Direction

At its July 19 and August 16, 2016 meetings, the Council discussed a narrower exception related to man-made steep slopes, specifically related to steep slopes that were created by the construction of a road and/or related drainage ditches or a driveway. The specific language agreed to by the Council was that steep slopes created by the construction of a public road and/or related ditches that do not exceed 30 feet in length perpendicular to the road, should not be subject to restrictions on the disturbance of steep slopes. When these steep slopes are proposed to be disturbed, either a driveway permit or a grading permit will be required to ensure review by the City Engineer related to drainage and erosion control measures. An ordinance amendment reflecting the Council's language is attached for the Planning Commission's consideration.

Planning Commission Direction Requested:

Motion regarding a recommendation concerning the ordinance amendment to provide an exception to steep slope restrictions for areas of man-made slopes created by the construction of public roads and/or related ditches.

ORDINANCE XX-2016

**CITY OF AFTON, MINNESOTA
WASHINGTON COUNTY, MINNESOTA**

AN ORDINANCE AMENDING CHAPTER 12, LAND USE, TO PROVIDE AN EXCEPTION TO STEEP SLOPE RESTRICTIONS FOR EXISTING MAN-MADE SLOPES THAT WERE CREATED BY THE CONSTRUCTION OF PUBLIC ROADS AND RELATED DITCHES

THE CITY COUNCIL OF THE CITY OF AFTON, MINNESOTA HEREBY ORDAINS:

The following sections of the Afton Code of Ordinances shall be amended by adding the underlined language

Sec. 12-132 Minimum Requirements.

E. Setbacks

2. Setbacks from slopes. All structures, including but not limited to, driveways, decks, swimming pools, and so forth, shall be setback a minimum of 20 feet from the crest of all slopes exceeding 18 percent as determined by the Zoning Administrator, with the exception of man-made slopes that were created by the construction of roads or related ditches, and that extend perpendicular to the road for a horizontal distance of 30 feet or less. An exception to this requirement, allowing an encroachment within the 20 foot setback from an 18 percent slope, is allowed outside of the Lower St. Croix River Bluffland and Shoreland Management District via a Conditional Use Permit (CUP) CUP. As a condition of approval the applicant must submit an erosion control plan for the proposed encroachment. The erosion control plan shall be reviewed and approved by the City Engineer. In addition, the Zoning Administrator shall require a performance bond or Letter of Credit for a period of two (2) years beginning at the time of completion to ensure the applicant adheres to the erosion control, landscaping and any revegetation plan. The performance bond or letter of credit shall equal 125% of the total cost of the erosion control as recommended by the City Engineer.

Sec. 12-215 Land Reclamation and Grading.

D. Grading of Slopes

1. No slopes of 18% or greater shall be disturbed, with the exception of man-made slopes that were created by the construction of roads or related ditches, and that extend perpendicular to the road for a horizontal distance of 30 feet or less.

Sec. 12-283 Definitions.

Scenic easement, also referred to as a natural protection easement, means an easement dedicated by a developer restricting the use of lands with steep slopes, floodprone areas as well as other fragile areas. The purpose of the scenic easement is to protect environmentally sensitive lands.

- A. Scenic easements shall be required on slopes of 18 percent and greater, wetlands, drainageways, and other lands and soils judged to be fragile by the soil conservation service, with the exception of man-made slopes that were created by the construction of roads or related ditches, and that extend perpendicular to the road for a horizontal distance of 30 feet or less. Such easements shall be...

Sec. 12-407. Topographic alterations; grading and filling.

ORDINANCE XX-2016

- D. The following considerations and conditions must be adhered to during the issuance of construction permits, grading and filling permits, conditional use permits, variances and subdivision approvals:
 - 7. Fill or excavated material shall not be placed on steep slopes, with the exception of man-made slopes that were created by the construction of roads or related ditches, and that extend perpendicular to the road for a horizontal distance of 30 feet or less.
 - 12. Scenic easements on slopes greater than 18 percent shall be required as per the City subdivision ordinance, article VI of this chapter, with the exception of man-made slopes that were created by the construction of roads or related ditches, and that extend perpendicular to the road for a horizontal distance of 30 feet or less.

Sec. 12-1259. Public sites and open spaces.

- B. *Scenic easements.* Scenic easements shall be required on slopes of 18 percent and greater, wetlands, drainageways, and other lands and soils judged to be fragile by the soil conservation service, with the exception of man-made slopes that were created by the construction of roads or related ditches, and that extend perpendicular to the road for a horizontal distance of 30 feet or less.

Sec. 12-1384. Easements

- E. *Scenic easements.* Scenic easements shall be required on slopes of 18 percent and greater, wetlands, drainageways, and other lands and soils judged to be fragile by the soil conservation service, with the exception of man-made slopes that were created by the construction of roads or related ditches, and that extend perpendicular to the road for a horizontal distance of 30 feet or less. Scenic easements also shall be required on slopes greater than 12 percent...

This ordinance shall take effect upon publication of this ordinance.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 20TH DAY OF SEPTEMBER, 2016.

SIGNED:

Richard Bend, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:
Second by:
Palmquist:
Richter:
Ross:
Nelson:
Bend:

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

Planning Commission Memo

Meeting: September 12, 2016

To: Chair Ronningen and members of the Planning Commission

From: Ron Moorse, City Administrator

Date: September 6, 2016

Re: Ordinance Adopting the Washington County Septic Ordinance by Reference

Background

In April of 2015, Washington County adopted an updated Subsurface Sewage Treatment Systems Ordinance. The Planning Commission and City Council have reviewed the ordinance and the City Council directed that the ordinance be adopted by reference. Attached is an ordinance adopting the Washington County Subsurface Sewage Treatment Systems Ordinance by reference.

Planning Commission Direction Requested:

Motion regarding a recommendation concerning the adoption of the Washington County Septic Ordinance by reference.

ORDINANCE XX-2016

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

**AN ORDINANCE AMENDING CHAPTER 12, ARTICLE IX. SEWAGE, ADOPTING BY REFERENCE
THE WASHINGTON COUNTY SUBSURFACE SEWAGE TREATMENT SYSTEM (SSTS)
ORDINANCE #196 BY REFERENCE.**

THE CITY COUNCIL OF THE CITY OF AFTON, MINNESOTA HEREBY ORDAINS: The following sections shall be amended by adding the underlined language and renumbering sections as shown below.

Subdivision III. Use of Individual Sewage Treatment Systems

Sec. 12-2006. Purpose and Intent.

The City of Afton recognizes that it is essential to the health, safety and welfare of the residents of this City to provide appropriate regulations for the location, design, installation, use and maintenance of individual subsurface sewage treatment systems that comply with Minnesota Statute 115.55, 115.56 and Minnesota Statutes Chapter 145A.

Sec. 12-2007. Adopt by Reference.

The City of Afton does hereby adopt by reference the individual subsurface sewage treatment system regulations of Washington County Chapter 4. Subsurface Sewage Treatment System (SSTS) Regulations, Ordinance #196, as adopted by Washington County, April 28, 2015, as if set out in full.

Sec. 12-2008—12-2040. Reserved.

This change shall take effect upon publication of this ordinance.

ADOPTED BY THE CITY OF AFTON CITY COUNCIL THIS 20th DAY OF SEPTEMBER, 2016.

SIGNED:

Richard Bend, Mayor

ATTEST:

Ronald J. Moore, City Administrator

Motion:
Second:
Palmquist:
Richter:
Ross:
Nelson:
Bend:

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PROCEEDINGS OF THE AFTON CITY COUNCIL
CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

DRAFT City Council Regular Meeting Minutes
August 16, 2016
Afton City Hall
3033 St. Croix Trail
Afton, MN 55001
7:00 P.M.

12 1. **THE MEETING WAS CALLED TO ORDER** at 7:00 P.M. by Mayor Bend.

13 2. **THE PLEDGE OF ALLEGIANCE** – was recited.

14 3. **ROLL CALL:** Council Members Nelson, Ross, Palmquist and Mayor Bend. Absent: Richter. **Quorum Present.**

15
16 **ALSO PRESENT:** City Attorney Fritz Knaak, City Engineers Diane Hankee and Todd Hubmer, City Administrator Ron Moose and City Clerk Kim Swanson Linner.

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19 4. **APPROVAL OF AGENDA** –

20 A. Agenda for the Regular City Council Meeting of August 16, 2016 –Item 9C 9, Randy Morgan Driveway Permit on Sand Hill Road was moved to 10H, as it is a CLOSED SESSION. The following Items were ADDED to the night's agenda: Item 9C10, Schedule a Joint City Council / Public Works Work Session; Item 9C11, Bike Rack and Garbage Can; Item 9C12, Heritage Preservation Commission Design Review Fee; Item 9C13, St. Croix Workshop-on-the-Water registration for attendance.

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29 **Motion/Second: Palmquist/Ross. To approve the agenda of the August 16, 2016 Regular City Council Meeting as amended. Motion carried 4-0-0.**

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31 5. **APPROVAL OF MINUTES** -

32 A. Minutes of the July 12, 2016 Special City Council Meeting –

33 **Motion/Second: Palmquist/Ross. To approve the minutes of the July 12, 2016 Special City Council Meeting as presented. Motion carried 3-0-1 (Abstain: Nelson, due to absence).**

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37 B. Minutes of the July 18, 2016 City Council Work Session –

38 **Motion/Second: Bend/Ross. To approve the minutes of the July 18, 2016 City Council Work Session as presented. Motion carried 3-0-1 (Abstain: Palmquist, due to absence).**

39
40
41 C. Minutes of the July 19, 2016 Regular City Council Meeting –

42 **Motion/Second: Nelson/Ross. To approve the minutes of the July 19, 2016 Regular City Council Meeting as presented. Motion carried 3-0-1 (Abstain: Palmquist, due to absence).**

43
44 6. **PUBLIC INPUT** – none.

45
46 7. **REPORTS/PRESENTATIONS** -

47 A. Sheriff's Monthly Report – no deputy in attendance.

48 B. Tom Niedzwiecki, Budget Report – not in attendance.

49 C. Lower St. Croix Fire District Report – Kevin Wall and Kevin Johnson presented the Lower St. Croix Fire District Annual Audit for Year End December 31, 2015, on file at Afton City Hall, showing a balance of \$1,504,506. The Fire District is proposing a benefit level increase of assets to liabilities to 113.38%. This level

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53 has fluctuated over the last 10 years, from a deficit, which the five cities made special contributions over a
54 number of years, to the current over-funding level.

55
56 **Staff was directed to prepare a resolution for the September City Council meeting to ratify the Fire**
57 **District 2015 Audit and the funding level, and to provide the background discussion on the funding.**

58
59 **8. CONSENT AGENDA –**

- 60 A. Just and Correct Claims
- 61 B. 4M Fund Transfer – JULY - Resolution 2016-37
- 62 C. Waive Park Reservation Fees for Afton Area Business Association for 2017 events.

63
64 **Motion/Second: Palmquist/Nelson. To approve the Consent Agenda, including Resolution 2016-37 as**
65 **presented. ROLL CALL: All Ayes. Motion carried 4-0-0.**

66
67 **9. CITY COUNCIL BUSINESS -**

68 **A. Planning Commission Report –**

69
70 1. Guy Reithmeyer, etal Preliminary Plat at 1093 Indian Trail Path– Resolution 2016-38 –
71 Administrator Moose explained that consultant planner Bob Kirmis reviewed the application for the
72 preliminary plat. Kirmis reported that the proposed subdivision was well designed; he detailed how the
73 subdivision met and were consistent with the applicable City regulations. Kirmis provided a list of
74 recommended conditions to be placed on the approval of the preliminary plat. Kirmis reported, as to the Park
75 Dedication Fee issue, that the City’s Park Plan within the Comprehensive Plan did not show any anticipated
76 park areas near this subdivision, therefore, a cash park dedication fee was recommended.

77
78 Council Discussion

79 Mayor Bend commented that the Natural Resources and Groundwater Committee should have reviewed the
80 Preliminary Plat, as it is their mission to ensure the stewardship of Afton’s natural resources is taken into
81 account.

82 Council discussed whether a cleared path should be required to Lake Edith.

83 Mayor Bend dictated language for the Condition #15 revision: “Any cleared path from the bluff line to the
84 lake shall be not more than 10 feet in width or any greater width as superseded by state statute.”

85
86 **Motion/Second: Palmquist/Bend. To approve the Guy Reithmeyer, etal Preliminary Plat at 1093 Indian**
87 **Trail Path, per Resolution 2016-38, based on the findings and subject to the conditions listed below:**

88
89 Findings:

- 90 1. The subject property is located in the Rural Residential zone, as is all property surrounding it.
- 91 2. The Rural Residential zone allows residential use with five-acre minimum lot size.
- 92 3. The preliminary plat meets all preliminary plat requirements.

93
94 Conditions

- 95 1. Both the Indian Trail Path and Lake Edith Lane roadways shall be located within public right-of-
96 way and shall be provided 15 foot setbacks from property lines (to accommodate private utilities
97 and snow storage). This issue shall be subject to further comment by the City Engineer.
- 98 2. The adequacy of the streets serving the property shall be subject to comment and
99 recommendation by the City Engineer.
- 100 3. Driveway placement for Lot 3, Block 1 shall be set back a minimum of 60 feet from the
101 intersection of Indian Trail Path and Lake Edith Lane.
- 102 4. Except as otherwise allowed by the Valley Branch Watershed District for lake access, vegetation
103 clearing within the shore and bluff impact zones and on steep slopes shall be prohibited. Scenic

104 easements shall be placed on all slopes greater than 18%. The developer shall execute a scenic
105 easement agreement and shall record the scenic easement concurrent with the final plat.

- 106 5. All requirements imposed by the Valley Branch Watershed District in the attached letter dated
107 June 3, 2016 shall be satisfied.
108
- 109 6. The City Engineer shall provide comment and recommendation in regard to the establishment of
110 easements upon the property, and easements as required by the City Engineer shall be granted.
- 111 7. Primary and secondary septic sites shall be illustrated on the preliminary plat in compliance with
112 Section 12-413 of the Zoning Ordinance (Sewage Treatment) and Section 12-1328.C.9 of the
113 Subdivision Ordinance (Preliminary Plat Data Requirements).
- 114 8. Review and approval of proposed septic designs and final septic permits by the Washington
115 County Department of Public Health shall take place prior to building permit issuance.
- 116 9. Consistent with Conservancy Overlay District requirements, permitted and accessory uses shall
117 be subject to Administrative Permit.
- 118 10. Current land value information shall be provided to the City (by the applicants) such that an
119 exact cash contribution amount can be calculated and potentially applied as a condition of final
120 plat approval.
- 121 11. Park dedication requirements of the City shall be made in cash, as determined appropriate by
122 City Officials, shall be paid prior to City signing the final plat.
- 123 12. As part of final plat approval, the applicants shall enter into a development agreement with the
124 City and post any financial securities required by it. This issue should be subject to further
125 comment by the City Attorney.
- 126 13. All requirements of the City Engineer, as outlined in the memo from Jesse Carlson of WSB dated
127 July 18, 2016, shall be satisfied.
- 128 14. All driveways shall comply with Section 12-84 of the Zoning Ordinance and be subject to review
129 and approval by the City Engineer.
- 130 15. Any cleared path from the bluff line to the lake shall be not more than 10 feet in width or any
131 greater width as superseded by state statute.
132

133 **ROLL CALL: All Ayes. Motion carried 4-0-0.**
134

135 2. Withdrawn Application - Robert Demaster- Accessory Building Interim Use Permit at 15376 Afton
136 Boulevard South – Administrator Moore explained that Robert Demaster owns the small parcel at 15376
137 Afton Boulevard South; he also owns three adjacent parcels which includes the parcel at 15252 Afton
138 Hills Drive where he has his home, the large parcel to the south with PID # 15.028.20.34.0001 has a
139 vineyard, and the long narrow parcel with PID# 15.028.20.43.0005 southeast of the 15376 parcel. Mr.
140 Demaster plans to replat these properties to create one parcel upon completion of a title registration
141 process. Mr. Demaster had applied for an Interim Use Permit as the solution to having an accessory
142 structure without a principal structure during the interim period while the title registration process was
143 completed. Mr. Demaster since learned from the County Recorder that he could combine all of the lots
144 in advance of the title registration process in a simple lot combination process, then complete the title
145 registration process and replat the property. Based on this information, Mr. Demaster has withdrawn
146 his Interim Use Permit application and will proceed with the lot combination process through the
147 County, which will result in the proposed accessory building being located on the same parcel as Mr.
148 Demaster's house, and will eliminate the current nonconforming setback of the proposed accessory
149 building. This will bring the existing building into conformance with code requirements and will
150 enable a building permit to be issued for the accessory building. Mr. Demaster has requested the
151 refunding of the fee of \$250 and the deposit of \$600 for the Interim Use Permit application, totaling
152 \$850.00. A letter from Mr. Demaster withdrawing the interim use permit application and requesting a
153 refund of the application fee and deposit was submitted to the city.

154 **Motion/Second: Palmquist/Nelson. To accept the withdrawal of the Interim Use Permit application from**
155 **Robert Demaster because the parcels listed will be combined into one parcel and an interim permit for an**
156 **accessory building is not needed; and to approve the request for a refund of the fee and deposit for the**
157 **application, totaling \$850. Motion carried 4-0-0.**
158

159 **B. Engineering Report -** City Engineers, Diane Hankee and Todd Hubmer reported on:

160 1. Awarding Bid for Downtown Improvements Project – Resolution 2016-39 – Engineer Hankee
161 reported that bids for the Downtown Village Improvement Project were opened on June 24, 2016. Based on the
162 post-bid analysis of the two (2) bids received, staff recommended the bid submitted by Geislinger and Sons, Inc.
163 to be the lowest responsible bid. She reported that Geislinger and Sons, Inc. has successfully completed similar
164 projects in magnitude and scope including several successful projects with WSB and Associates staff.
165

166 **Motion/Second: Palmquist/Ross. To accept the bid from Geislinger and Sons, Inc. authorizing work for**
167 **the Downtown Village Improvements Project in the amount of \$12,542,476.71, with the bid award subject**
168 **to agreement by the contractor that the Notice to Proceed will not be provided until the completion of the**
169 **federal Section 106 process. ROLL CALL: All Ayes. Motion carried 4-0-0.**
170

171 2. Approving a Professional Services Agreement with WSB and Associates for Construction
172 Administration and Inspection Services for the Downtown Village Improvement Project – Engineers Hankee
173 and Hubmer summarized the proposal from WSB and Associates, Inc. to perform project management,
174 construction administration, construction inspection, surveying, and materials sampling for the duration of
175 construction of the Downtown Improvements Project. They explained the proposed fee assumes a construction
176 start date of September 2016 and a construction end date of November 2018 with a 50-hour work week. In the
177 event that construction is completed before November 2018 the fees would be reduced accordingly. They
178 reported that, as the consultant engineer for design, WSB and Associates is uniquely qualified to perform these
179 services.
180

181 **Motion/Second: Palmquist/Nelson. To approve a professional services agreement with WSB and**
182 **Associates for Construction Administration, Inspection, and Testing services in the amount of \$1,596,537**
183 **for the Afton Downtown Improvements Project. Motion carried 4-0-0.**
184

185 3. Seal Coat Price Quote for Afton Hills Drive – Engineer Hankee summarized that at the June
186 council meeting the City approved Astech Corp. quote in the amount of \$29,450 to crack fill 11 miles
187 of roadway, and seal coat 32nd Street South and Pateley Bridge Avenue South. The quotes were under
188 the \$75,000 budget and council directed staff to get a quote for seal coating Afton Hills Drive. Staff
189 held a preconstruction meeting with Astech Corp. and requested a cost to seal coat Afton Hills Drive
190 under the contract prices; they estimated the seal coat cost at \$20,388, bringing the 2016 seal coat total
191 cost to be \$51,038. This is still under the \$75,000 budget line item.
192

193 **Motion/Second: Nelson/Palmquist. After considering information on the life expectancy of seat coating**
194 **vs pavement patching vs a total overlay vs a total reconstruction, the motion was made to pass on the**
195 **seal coating quote for the stretch of Afton Hills Drive between Stagecoach Trail and the Afton Hills**
196 **Drive loop at the estimated cost of \$20,388. Motion carried 4-0-0.**
197

198 **C. Administration –**
199

200 1. Solid Waste and Recycling Service Request for Proposals Process – Administrator Moore
201 explained that in 2014, with the 5 year contract with Highland Sanitation for solid waste and recycling services
202 set to expire at the end of 2014, the City decided that, rather than conduct a full Request for Proposals (RFP)
203 process, the contract would be updated and extended for a two year period, and an RFP process would be
204 conducted in 2016. Staff is working with Washington County and its solid waste service consultant to prepare an

RFP for approval by the Council at its September 20 meeting. The RFP would be advertised and proposals received by early October. It is expected that the proposals would be reviewed by a review committee made up of Washington County staff and its consultant, City staff and a Council member if desired. The committee would review the proposals and bring a recommendation regarding the preferred proposal to the Council's October 18 meeting. Moore indicated, if they would like to have a representative on the proposal review committee, the Council could appoint that representative at this time.

Council member Ross volunteered to serve on the review committee.

Motion/Second: Bend/Nelson. To appoint Council Member Ross to serve on the solid waste services proposal review committee. Motion carried 4-0-0.

2. Septic System Compliance Inspection Triggers – Administrator Moore explained that, in response to the Valley Branch Watershed District's voluntary septic inspection program for properties in the Kelles Creek watershed, the Council discussed the current triggers for mandatory compliance inspections and requested the Natural Resources and Groundwater Committee (NRGC) provide a recommendation regarding mandatory triggers. The NRGC obtained and reviewed substantial information regarding compliant vs. non-compliant septic systems and the potential effects of noncompliant systems. At its June 15 meeting, the NRGC recommended that the current septic compliance inspection trigger be strengthened to require an inspection when a property obtains a building permit with a value of \$50,000 or more. The current triggers in the septic ordinance are the sale of the property, the addition of a bedroom and an improvement that is more than 50% of the existing structure. Moore furthered that, at its July 19 meeting, the Council discussed the \$50,000 building permit trigger and whether a higher building permit value would be more appropriate. While a higher building permit value may be a better fit from an ability-to-pay standpoint, the number of building permits for higher valued home improvements is small. The information provided to the NRGC regarding septic compliance indicated that the compliance of septic systems is closely related to the year in which they were installed. The older the system, the higher probability that it is non-compliant. The following statistics were provided by Washington County's septic compliance inspection information pertaining to Afton:

- For septic systems in Afton older than 1980 that were inspected for compliance, 55% were non-conforming.
- For septic systems in Afton installed between 1980 and 1989 that were inspected for compliance, 45% were non-compliant.
- In 2014, 55% (37 of 67) of properties that were sold in Afton did not have a septic compliance inspection.

Moore indicated that the County Septic Ordinance, which needs to be officially adopted by the City, has a septic inspection requirement at the point of sale, in Section 8.10 (1)(B), if the septic system is more than 5 years old.

Motion/Second: Bend/Palmquist. To direct staff to prepare a draft ordinance amending the septic ordinance providing the city with additional triggers for septic compliance inspections to be completed when building permit applications are over \$75,000 in value and/or are greater than 40% of the assessed value, unless the owner can prove it has been inspected within the last 10 years. Motion carried 4-0-0.

3. Paperless Office - Scanning Legacy Documents into Laserfiche – Administrator Moore reviewed that at its July 19, 2016 meeting, the Council approved the purchase and installation of Laserfiche, a document and workflow management system. One of the key benefits of the Laserfiche software is that it provides a powerful ability to search electronic records. The City currently has a large volume of paper records, particularly related to property-based information. The property records are accessed regularly by staff. Having the ability to access these records through Laserfiche would substantially improve the efficiency of searching these records. It would also protect these records in the case of a disaster, such as a fire. In order to be able to access these records electronically through Laserfiche, they need to be scanned into the Laserfiche system. Because of the large volume of these paper records, the cost of scanning is substantial. Cities Digital, the vendor for Laserfiche, has the capability to scan the City's legacy documents. While the Council discussed the need to scan the legacy documents into Laserfiche, and discussed a number of options for accomplishing this, the

256 Council did not make a decision about this. Three options for scanning the legacy documents and their costs,
257 were provided. Option 1 was to scan all the legacy documents at one time; Option was to scan a portion each
258 year over a five-year period; Option 3 was to have staff scan the legacy documents as they are accessed and as
259 staff ha time permits. While Option 3 was the least expensive, staff would need to dedicate time to this task, as
260 current tasks take up more hours than are available.

261 Council discussed that the greatest benefit, both in time and in disaster recovery, would come from Option
262 1, having all legacy documents scanned into the system at once.

263
264 **Motion/Second: Palmquist/Ross. To approve Option 1, to have all of the city’s legacy documents scanned**
265 **into the Laserfiche system at one time, for the quoted cost, not to exceed \$16,175.90. Motion carried 4-0-**
266 **0.**

267
268 4. Adopt Local Designation Nominations of Historic Properties - Resolution 2016-40 – Administrator
269 Moore reviewed that the Heritage Preservation Commission obtained grant funding to complete research on 13
270 historic properties in Afton and nominate the properties for local designation. The local designation process
271 involves both the Minnesota Historical Society and the City Council recognizing the historic significance of the
272 properties and, through approval, encouraging the preservation of the properties through the City’s historic
273 preservation design guidelines. The property owners all agreed to their properties being designated as local
274 historic properties. The final two nominations of the 13 properties – The Erastus Bolles House at 1741
275 Stagecoach Trail South and the Bissell Mound at 13305 15th Street South are ready for approval.

276
277 **Motion/Second: Bend/Nelson. To approve the adoption of Resolution 2016-40 for the local designation of**
278 **The Erastus Bolles House at 1741 Stagecoach Trail South and the Bissell Mound at 13305 15th Street**
279 **South in the City of Afton. ROLL CALL: All Ayes. Motion carried 4-0-0.**

280
281 5. Afton Boulevard Cartway Erosion – Administrator Moore summarized that Council, at its July 19,
282 2016 meeting, discussed the cartway and the erosion issue. The Council directed staff to clarify whether the
283 roadway was created as a cartway, and whether there are any properties for which the cartway provides the only
284 means of access. Moore explained that materials from records at Washington County were provided to the city
285 by Dan Miller, owner of a parcel adjacent to the cartway, detailed that the cartway was established in 1917.
286 State statute allows cities a process to close a cartway, similar to the process to vacate a public roadway. It
287 includes a public hearing with notice to owners of all properties adjacent to the cartway. He explained that there
288 are three parcels that relate to the cartway. From north to south, the parcels include an undeveloped parcel with
289 PID# 22.028.20.32.0005, the parcel at 3750 Paradox End Avenue with PID# 22.028.20.32.0006, and the parcel
290 at 14925 Afton Boulevard with PID# 22.028.20.33.0001. The undeveloped parcel does not have access to a
291 public road, but does have access to the cartway. This parcel is under the same ownership as the parcel at 3750
292 Paradox End Avenue, which has frontage on Paradox End Avenue and contains a house near the Paradox End
293 Avenue cul-de-sac. There is a rental house located at 14925 Afton Boulevard South that currently uses the
294 cartway as its main access. This parcel has frontage on both Afton Boulevard South and Paradox End Avenue.
295 There is an existing field road that runs from the rental house to Paradox End Avenue. The field road could be
296 upgraded by the property owner to provide access to Paradox End Avenue, eliminating the need to use the
297 cartway. Moore continued, that the city’s zoning code requires that the undeveloped parcel, in order to be
298 considered a buildable lot, needs to have at least 60% of the required frontage on an improved public street. The
299 required frontage is 300 feet. This parcel does not have any frontage on an improved public street. Even if the
300 cartway was considered to be “an improved public street” the parcel does not have the required frontage on the
301 cartway. Because the parcel does not meet the frontage requirement and is adjacent to a parcel under the same
302 ownership, the zoning code requires that this parcel be combined with the adjacent parcel at 3750 Paradox End
303 Avenue. This would eliminate the need to keep the cartway open to serve this parcel. Moore indicated that in
304 the past several years, erosion has been an issue on the cartway. The two owners of the three parcels indicated
305 above have been cited with unauthorized grading of the cartway and the slope on the east side of the cartway
306 and charged with a fine and reparations. The reparations have not stopped the erosion from the undercutting of

307 the slope from past years. City staff had met at the cartway with the City Engineer to review erosion control and
308 restoration solution options. The repeated heavy rains this season have caused even more severe erosion,
309 particularly along the eastern edge of the cartway, against the steep slope up from the cartway. As part of the
310 discussion, the City Engineer advised that, if the cartway continues to be open and used as a roadway, a likely
311 long term result could be erosion on the steep slope down from the cartway, undercutting the roadway and
312 requiring major repairs. It was suggested that the erosion control and restoration solution would be easier if the
313 roadway was closed and vegetated.

314
315 Moore indicated that cost estimates have been obtained from Tri County for the erosion control and restoration
316 options. The estimated cost of erosion control repairs with the cartway continuing to be open for use is \$7,500.
317 With the cartway closed to traffic permanently, the estimated cost would be \$4,000. The cost of these repairs
318 can be assessed to the users of the cartway.

319
320 **Motion/Second: Bend/Palmquist. To move forward with the process to close the cartway. Motion carried**
321 **4-0-0.**

322 **Motion/Second: Bend/Palmquist. To analyze an erosion control and restoration solution for the cartway.**
323 **Motion carried 4-0-0.**

324
325 6. Cluster Mailboxes – Administrator Moore reviewed that at its July 19, 2016 meeting, the Council
326 reviewed information regarding residents in a number of rural neighborhoods working with the Post Office to
327 install metal cluster mailboxes with locking boxes to improve mail security. The residents and the Post Office
328 have contacted the City regarding whether the City has any requirements for the mailboxes. The Post Office has
329 installed one cluster mailbox, located in the Cedar Bluffs development. The Post Office proposes a metal
330 pedestal mailbox. The Council referred the issue to the Heritage Preservation Commission (HPC) for review and
331 recommendation. The HPC prefers the character of the Cedar Bluffs mailbox with the wood surrounding the
332 metal cluster of mailboxes vs. all metal. He reminded that Council also asked whether members of a
333 neighborhood would be required or pressured to eliminate their individual mailbox in favor of a cluster mailbox.
334 The Postmaster indicated they would not install a cluster mailbox unless a substantial percentage of the residents
335 would participate; but if some residents did not want to participate, they could keep their individual mailboxes.

336 **Motion/Second: Bend/Nelson. To table the discussion of the design of cluster mailboxes. Motion carried 4-**
337 **0-0.**

338
339 7. Man-Made Steep Slopes – Administrator Moore reviewed that at its June 13, 2016 meeting, Council
340 directed staff to work with the Planning Commission to develop an ordinance amending the protection of slopes
341 which were made 18% or greater by grading, i.e. for the construction of a roadway, and also are not
342 environmentally sensitive or fragile. Moore indicated that the Planning Commission, at its July 11 meeting,
343 recommended against a general exception for man-made steep slopes. The Commission pointed to the potential
344 difficulty of demonstrating a slope was man-made and to the possibility that a man-made steep slope may still be
345 environmentally fragile and/or in an environmentally sensitive area. Instead, the Commission recommended a
346 narrower exception, for example, specifically related to a driveway crossing a ditch area that has steep slopes.
347 The Commission also recommended that there should be a process, such as a variance process, related to making
348 this exception, through which the property owner would demonstrate that the slope was man-made, that it was not
349 environmentally fragile, that it would be protected from erosion, and that the inability to disturb the steep slope
350 was causing a practical difficulty. At its July 19 meeting, the Council discussed a narrower exception related to
351 man-made steep slopes, specifically related to steep slopes that were created by the construction of a road and/or
352 related drainage ditches or a driveway. The Council did not agree on specific language or on whether this
353 exception would require a variance. Staff requested that Council provide additional direction for an ordinance
354 amendment that can be brought to the September 12 Planning Commission meeting.

355
356 **Motion/Second: Bend/Nelson. To direct staff to draft an ordinance amendment related to parameters that**
357 **the disturbance of man-made steep slopes may be permitted and to ensure the language is included in the**

358 **numerous code sections which discuss 18% steep slopes: slopes 18% and greater must have been**
359 **constructed in relation to roadways or ditches adjacent to roadways and therefore, must be adjacent to**
360 **publicly improved roads; the 18% or greater slope must also extend perpendicular to the roadway and be**
361 **a distance of 30 feet or less. Motion carried 4-0-0.**
362

363 8. Schedule 2017 Budget Work Session – Administrator Moorse indicated that the preliminary 2017
364 budget and tax levy is required to be certified to the County by September 30, therefore staff suggested scheduling
365 a minimum of two work sessions prior to approving the preliminary budget and tax levy at the September 20
366 Council meeting.

367
368 **Two Budget Work Sessions were scheduled for August 29 at 3:30 p.m. and September 12 at 1:00 p.m.**
369

370 9. *[Moved to 10H]* Randy Morgan Driveway Permit on Sand Hill Road (Closed Session) –
371

372 10. *[Added]* Schedule a Joint City Council / Public Works Work Session – It was reported that the Paser
373 Study has been converted to an Excel spreadsheet. The spreadsheet will be turned over to the Public Works
374 Committee to rank roads. The spreadsheet is linked to a financial spreadsheet that automatically calculates; it
375 “normalizes” roads to 24 feet wide and one mile long, so if a road is 15 feet wide, it becomes .6 of a mile in
376 terms of cost to maintain. Accountant Niedzwiecki has reviewed the math in the spreadsheet and approved the
377 math and formulas. Administrator Moorse will work with Council and Public Works to schedule a meeting date.
378

379 11. *[Added]* Bike Rack and Garbage Can – Council Member Palmquist brought a request to the Council
380 to get approval for the purchase of a bike rack and garbage can for the Pedal & Paddle program.

381
382 **Motion/Second: Bend/Nelson. To accept picture number 1 for a bike rack, from materials handed out at**
383 **the meeting. Motion carried 4-0-0.**
384

385 12. *[Added]* Heritage Preservation Commission Design Review Fee – Council Member Palmquist
386 requested that Council place a moratorium on charging the Heritage Preservation Commission’s design review
387 fee until the Fee Schedule is revised in January 2017 and to request that staff remove the fee from the Fee
388 Schedule for adoption in January 2017.

389
390 **Motion/Second: Palmquist/Nelson. To approve refunding the latest Heritage Preservation Commission**
391 **design review fee paid. Motion carried 4-0-0.**
392

393 13. *[Added]* St. Croix Workshop-on-the-Water registration for attendance – Council Member Palmquist
394 added this item to the agenda for Council to take action on approving payment of registrations for those CC, PC
395 and NRG members wishing to attend the 2016 St. Croix Workshop-on-the-Water on September 14. Staff will
396 register those wishing to attend.
397

398 **Motion/Second: Palmquist/Nelson. To approve paying the registration fee of \$25 each for City Council,**
399 **Planning Commission and Natural Resources and Groundwater Committee members wishing to attend**
400 **the 2016 St. Croix Workshop-on-the-Water on September 14. Motion carried 4-0-0.**
401

402 **D. Committee Reports –**

- 403 1. Public Works – none.
- 404 2. Personnel – none.
- 405 3. Parks – none.
- 406 4. HPC/DR – none.
- 407 5. Natural Resources and Groundwater – none.

- 408 6. High Speed Internet – CenturyLink has about 10 more miles of fiber to install; they are targeting
409 October for completion.
410

411 **10. COUNCIL, CONSULTANT AND STAFF REPORTS, ANNOUNCEMENTS AND UPDATES**

- 412 A. Ward 1 Council Member Palmquist – all of Council should watch at least one video a year; it is helpful
413 to be aware of what bogs down meetings and observe strategies to move meetings forward.
414 B. Ward 2 Council Member Richter – absent.
415 C. Ward 3 Council Member Ross – none.
416 D. Ward 4 Council Member Nelson – He was the PAC and Gateway meetings on Thursday. The alignment
417 of the bus route has changed dramatically. It is now being proposed to end at the old Woodbury Theatre
418 parking lot (to be a Park and Ride lot) north of Valley Creek Road. The Gateway route was supposed to
419 alleviate traffic from Wisconsin to the I-694/I-494 loop; he believes this will not get people exiting off
420 the freeway into neighborhood traffic to get on the bus to the downtowns.
421 E. Mayor Bend – none.
422 F. City Attorney Knaak – Prosecution Report is on file.
423 G. City Administrator Moore – none.

- 424
425 H. *[Moved from 9C9]* Randy Morgan Driveway Permit on Sand Hill Road –
426

427 **Motion/Second: Bend/Nelson. To go into Closed Session at 9:54 p.m. Motion carried 4-0-0.**
428

429 **Motion/Second: Nelson/Palmquist. To come out of Closed Session at 10:15 p.m. Motion carried 4-0-0.**
430

431 **11. ADJOURN –**

432
433 **Motion/Second: Palmquist/Nelson. To adjourn the meeting at 10:17 p.m. Motion carried 4-0-0.**
434

435 Respectfully submitted by:
436
437

438 _____
439 Kim Swanson Linner, City Clerk
440

441 **Approved by Council (on September 20, 2016) as (check one): Presented: _____ Amended: _____**
442

443
444 **Signed by Mayor Richard Bend _____ Date _____**