

**AGENDA  
PLANNING COMMISSION MEETING  
CITY OF SHOREVIEW**

**DATE: DECEMBER 13, 2012  
TIME: 7:00 PM  
PLACE: SHOREVIEW CITY HALL  
LOCATION: 4600 N. VICTORIA**

**1. CALL TO ORDER  
ROLL CALL  
APPROVAL OF AGENDA**

**2. APPROVAL OF MINUTES**

*October 23, 2012*

*Brief Description of Meeting Process – Chair Steve Solomonson*

**3. REPORT ON CITY COUNCIL ACTIONS:**

*Meeting Date: November 5<sup>th</sup> and November 19<sup>th</sup>, 2012*

*Meeting Date: December 3<sup>rd</sup>, 2012*

**4. NEW BUSINESS**

**A. SITE AND BUILDING PLAN REVIEW**

*File No: 2472-12-35*

*Applicant: Venture Pass Partners, LLC*

*Location: 1041 Red Fox Road*

**B. COMPREHENSIVE SIGN PLAN AMENDMENT**

*File No: 2469-12-32*

*Applicant: TCF / Color Sign Systems, Inc.*

*Location: 3836 Lexington Ave*

**C. VARIANCE**

*File No: 2468-12-31*

*Applicant: Michael Morse*

*Location: 1648 Lois Drive*

**D. CONDITIONAL USE PERMIT – PUBLIC HEARING**

*File No: 2470-12-33*

*Applicant: Dennis & Mary Louise Jarnot*

*Location: 1000 Oakridge*

Planning Commission Meeting  
December 13, 2012

## **5. MISCELLANEOUS**

- A. City Council Meeting Assignments  
December 17<sup>th</sup>, 2012 - McCool  
2013- Commission Members Assignments - January 7<sup>th</sup>, 2013 and January 22<sup>nd</sup>  
Schumer and Wenner*
- B. 2013 Planning Commission Chair & Vice Chair recommendations*
- C. Review of 2013 Calendar and City Council Meeting Assignment.*
- D. Planning Commission Workshop before the regular meeting @ 6:00 pm*

## **6. ADJOURNMENT**

**SHOREVIEW PLANNING COMMISSION MEETING  
MINUTES  
October 23, 2012**

**CALL TO ORDER**

Chair Solomonson called the meeting of the October 23, 2012 Shoreview Planning Commission meeting to order at 7:00 p.m.

**ROLL CALL**

The following members were present: Chair Solomonson; Commissioners, Ferrington, McCool, Proud, Schumer, and Thompson.

Commissioner Wenner was absent.

**APPROVAL OF AGENDA**

**MOTION:** by Commissioner Schumer, seconded by Commissioner Proud to approve the October 23, 2012 agenda as submitted.

**VOTE:**                                      **Ayes - 6**                                      **Nays - 0**

**APPROVAL OF MINUTES**

Commissioner Ferrington noted a correction to the second motion under Approval of the Agenda, the second motion should read the September 25th agenda as amended.

**MOTION:** by Commissioner Schumer, seconded by Commissioner Thompson to approve the minutes of the September 25, 2012 Planning Commission meeting, as amended.

**VOTE:**                                      **Ayes - 6**                                      **Nays – 0**

**REPORT ON CITY COUNCIL ACTIONS**

City Planner Kathleen Nordine reported that the Council has approved the following, as recommended by the Planning Commission:

1. Minor Subdivision; Silverthorn Properties
2. Site and Building Plan Review, TSI, Inc. for Phases 1 and 2
3. PUD Development Stage/Rezoning, Joycelyn allowing the loft to be used as a sleeping area as long as there is not a separate door for the loft, and the garage issue is addressed in the Development Agreement
4. Final PUD for Joycelyn
5. Extension of Preliminary Plat and Development Stage Approval for Lakeview Terrace

6. Conditional Use Permit for Brad and Elena Oren, Imperial Homes, Inc.
7. PUD Development Stage/Rezoning/Preliminary Plat, Clyde and Arlene Rehbein

## NEW BUSINESS

### PUBLIC HEARING – AMENDMENT TO PLANNED UNIT DEVELOPMENT – DEVELOPMENT STAGE

File No.: 2462-12-25

Applicant: Heather Ridge Townhouse Association

Location: 013023330247 (Heather Ridge Court-Out Lot A)

#### Presentation by City Planner Kathleen Nordine

This application is a request to amend the PUD for Heather Ridge Townhouse Association in order to develop Outlot A, which has tennis courts and is located in the common area. An amendment is needed because the original approval required tennis courts. The property was originally developed in 1978 with a PUD. In 1982, a Special Use Permit was issued with a condition that the developer provide a tot lot and tennis courts.

The proposal is to remove all but one tennis court in order to create a patio area with two gazebos. A storage area is also proposed to store maintenance equipment. The fence for the one tennis court would remain. A new fence would be put in around the patio area. Staff believes the request to be compatible with adjacent land uses and would have no adverse impact. The tennis courts that were required are seldom used. The new use would continue to be a recreational area consistent with original approvals, and the new use would better serve the changing needs of Heather Ridge Court. Staff is recommending approval with the conditions listed into the staff report.

Property owners within 350 feet were notified of the proposal. Numerous responses were received the majority of which support the change. There is some opposition due to cost. Commissioner Ferrington noted that the 350 feet for notice did not include all residents within the townhouse community. She asked if the plan would have to be reviewed by the Planning Commission again, if, as plans are finalized, other changes are made, even though they are recreational. Ms. Nordine explained that the amendment is to change this area from an active recreational area to a passive one. A significant change would require further review by the Planning Commission.

Commissioner Thompson noted that some of the residents' comments state that the tennis courts were not often used because they are not well maintained.

Commissioner McCool asked if the proposed storage shed would be screened to the rear. Ms. Nordine answered, no.

Chair Solomonson asked how close the shed would be to the road, as it is 10 feet in height and without screening.

City Attorney Filla stated that he has reviewed the Affidavit of Publication, which indicates that the Public Hearing is in order.

Chair Solomonson declared the public hearing to be open.

Ms. Lindsey Garfield, Chair of Committee for the Design, and Ms. Jean Andahl, Vice President of Heather Ridge Court Townhouse Association were present for questions.

Commissioner Thompson asked the process of notifying all residents in the Association. Ms. Garfield added that the plan was presented and approved at the last Association meeting. All homeowners are informed. Ms. Andahl explained that flyers were put on doors of those notified. Nothing can be done until after the 2013 meeting. A plan was necessary to move through the City process.

Commissioner McCool asked how the proposed shed would be used and about possible landscaping. Ms. Andahl stated that it would relieve storage congestion in existing garages and provide space for gas grills which are planned to be purchased. It would be used to provide electricity to the recreational area. The shed would be locked and used on request. Its appearance would be architecturally compatible with the townhouses with the same siding and shingles. If necessary, it would be custom made. There is a large spruce on the north side of the shed. There would be landscaping added around it. If neighbors do not want the shed placed at the proposed location, there will be no shed. This means that there would be no place to store gas grills and the Association would not buy them.

Commissioner Ferrington asked the process for finalizing this plan with homeowners. Ms. Garfield explained that once approved by the Planning Commission and City Council, the Association would have to vote at the annual meeting in May 2013. A two-thirds majority would approve the plan and funding. Once the Association votes, any changes would mean another vote. Bids will be obtained prior to the annual meeting in order to present a cost analysis.

Commissioner Proud asked how undesirable behavior would be addressed. Ms. Andahl stated that restrictions requested by homeowners would be put in place. Ms. Garfield added that rules and regulations would be posted. The Association is not a policing body. The Board will police the area, but if there is a problem, the Ramsey County Sheriff would be called. Commissioner Proud questioned whether Ramsey County would have jurisdiction over private rules established by the Association. Ms. Andahl and Ms. Garfield plan to meet with the Sheriff's Department regarding enforcement.

Chair Solomonson asked the reason for a fence around the gazebos when they will be placed within the fenced tennis court area. Ms. Garfield explained that the existing fence is a sport court fence. The fence is for security. If the fence remains, and grass is used instead of a patio, there is added cost for maintenance and entry to the area. If the tennis courts were being used at

the same time as the patio, a fence would prevent interference from tennis balls. Ms. Andahl asked if a pickle ball court can be put in without review by the Planning Commission. Chair Solomonson stated that it is just a matter of restriping and not an issue. Ms. Ann Dorth, 5601 Donegal Drive, stated that she supports the changes but is concerned about how much is being put in a small space. Two gazebos are too many. A picnic shelter or arbor would be less clutter.

MOTION: by Commissioner Schumer, seconded by Commissioner Ferrington to close the public hearing.

VOTE: Ayes - 6 Nays - 0

Commissioner Ferrington stated that she supports the plan, as it addresses needs in the association.

Commissioner McCool stated that he does not support a storage shed in this area. The outlot is supposed to be a community area for recreation, although he sympathizes with the need for storage. If the shed would be completely screened and tucked away, he could support it. There seems to be potential incompatibility with the number of activities planned. However, he is in favor of repurposing the area.

Commissioner Thompson stated that she is reluctant to change the use from active recreation to passive. It would be easy to repurpose the existing area to pickle ball without an amendment. There are 123 families who have not responded. Input is needed from everyone to move forward.

Chair Solomonson stated that he agrees with the concept for hybrid design that converts part of this area to passive recreation. The design will be worked out with the townhouse association. He also has concerns about the shed being close to the road and the design of the gazebos. Commissioner Schumer expressed support. He would like to not see a fence around the gazebos, but that will be decided by the Association.

**MOTION:** by Commissioner Schumer, seconded by Commissioner Ferrington to approve the requests submitted by the Heather Ridge Townhouse Association for the proposed redevelopment of the west tennis court at 5656 Donegal Circle and recommend the City Council approve the development stage of the PUD. Said approval is subject to the following:

1. The property shall be developed in accordance with the plans submitted as part of this application. Revisions to the submitted plans may be permitted to respond to comments received from the City. Said revisions shall be submitted as part of the Final Stage PUD application.
2. The applicant shall obtain a building permit for the construction of the gazebos and storage shed. Structures shall comply with the Building Code.

This approval is based on the following findings of fact:

1. The proposal supports the policies in the City’s Comprehensive Plan relating to land use, housing and economic development.
2. The proposed passive recreation space will not adversely impact the land use of the surrounding property.
3. The proposal supports the changing needs of the Heather Ridge community.

Discussion:

Commissioner McCool stated that he cannot support the plan as presented because of the shed’s location with no screening. He offered an amendment to the end of the first sentence of condition No. 1 to state, “except the storage shed shall be removed.” Commissioner Proud seconded the amendment for purposes of discussion.

Commissioner Proud spoke against the amendment because he believes a design can be developed that would incorporate a shed that is landscaped and placed in a better location. He suggested changing Condition No. 1 to state, “...similar to the plan submitted with this application.”

City Attorney Filla suggested language that would stipulate not to exceed two tennis courts and that the shed be further off the property line.

Commissioner McCool withdrew his first amendment and Commissioner Proud withdrew his second.

**MOTION FOR AMENDMENT:** by Commissioner McCool, seconded by Commissioner Proud to revise the first and second sentences of Condition No. 1 to read as follows: “The property shall be developed in accordance with the concept contemplated as part of this application.” and “Revisions to the submitted plans shall be permitted to respond to comments received from the City.”

**VOTE ON THE AMENDMENT:**                      **Ayes - 6**                      **Ayes - 0**

**VOTE ON MOTION AS AMENDED:**      **Ayes - 6**                      **Ayes - 0**

**VARIANCE**

**FILE NO.:**                      **2462-12-25**  
**APPLICANT:**                **ALAN D. GASCHOTT**  
**LOCATION:**                    **565 TOMLYN AVENUE**

**Presentation by City Planner Kathleen Nordine**

This application is for a variance to reduce the minimum 30-foot structure front setback required from the street right-of-way to 24 feet in order to add a front porch addition. The property is located on the corner of Chandler and Tomlyn. The property is zoned R1, Detached Residential. The proposed project is a covered front porch along the main portion of the house that would be 31.7 feet long and 6 feet wide. The front door may be relocated as part of this project.

The applicant states that a porch will create an inviting entryway with seating, shelter and shade. The location of the home was at a setback of 30 feet from the south lot line, the plat boundary, in anticipation that an extension of Tomlyn Avenue would be dedicated with a future plat (Willow Pond Second Addition).

Staff finds that the proposal is consistent the City encouraging property owners to reinvest in their property. Although a 5-foot by 7-foot landing would be allowed without a variance, its size is restrictive. Since the entry door is expected to be moved, a landing would not be centered. The appearance would be awkward. The proposal is reasonable and will improve the livability and appearance of the home. There is practical difficulty and unique circumstances with the platting of this property, the orientation of the home and the 60-foot right-of-way width of Tomlyn Avenue, which was constructed after the house with a larger right-of-way width. Staff does not believe there would be any adverse impact to the neighborhood.

Property owners within 350 feet were notified of the proposal. One comment in support was received. Staff is recommending approval.

Chair Solomonson asked if the porch could become a four-season room. Ms. Nordine noted that the conditions of approval do not allow the porch to be enclosed which includes not allowing screens.

**Mr. Alan Gaschott**, Applicant, stated that it has not been finally determined that the doorway will be relocated.

Chair Solomonson asked the height of the porch and whether the sidewalk would be eliminated. **Mr. Gaschott** stated that there will be two steps up to the porch. At this time there are no plans to eliminate the sidewalk, but in the future landscaping in front of the porch is planned.

**MOTION:** by Commissioner Schumer, seconded by Commissioner Proud to adopt Resolution 12-93 approving the requested variance submitted by Alan Gaschott, 565 Tomlyn Avenue, to reduce the required 30-foot structure setback from a front property line to 24' for a front porch addition. Said approval is subject to the following:

1. The project must be completed in accordance with the plans submitted as part of the Variance application.
2. The covered porch shall not exceed one-story in height and shall not be enclosed.
3. This approval will expire after one year if a building permit has not been issued and construction commenced.
4. This approval is subject to a 5-day appeal period.



This approval is based on the following findings of fact:

1. The proposed improvement is consistent with the policies of the Comprehensive Plan, including the Land Use and Housing Chapters.
2. *Reasonable Manner.* The property owner proposes to use the property in a reasonable manner not permitted by the Shoreview Development Regulations. The applicant is proposing to use the property in a reasonable manner since it will improve the livability of the permitted single-family residential use. The proposed covered porch will enhance the appearance of the home by providing a visual relief to the south building wall, provide shelter and a seating area. The proposal represents a reasonable use of the property.
3. *Unique Circumstances.* The plight of the property owner is due to circumstances unique to the property not created by the property owner. Unique circumstances relate to the platting of this property, the placement/orientation of the home on the property and the platted width of Tomlyn Avenue. The property was platted prior to the dedication of Tomlyn Avenue along the south boundary. Since Tomlyn Avenue was not dedicated at the time the house was constructed, the house could have been setback closer to the southern lot line.

Tomlyn Avenue does have a right-of-way width of 60 feet, which is greater than the 50-foot width currently required for local streets. This larger right-of-way results in a larger boulevard width and with the addition, the home will be setback 38' from the street curb. At this distance, the addition will not impose on the public realm.

4. *Character of Neighborhood.* The variance, if granted, will not alter the essential character of the neighborhood. The variance will not alter the essential character of the neighborhood. The visual impacts are reduced by the overall design of the porch (1-story, open, width). Also, the house is located on a corner and not situated in the middle of a block which should lessen the visual impact of the setback encroachment on neighboring properties.

**VOTE:**                      Ayes - 6                      Nays - 0

**VARIANCE/RESIDENTIAL DESIGN REVIEW**

**FILE NO.:**                      2463-12-26  
**APPLICANT:**                HAMLIN & RUTH HAGANDER  
**LOCATION:**                    3194 WEST OWASSO BLVD.

**Presentation by Senior Planner Rob Warwick**

This application is to demolish the existing home and detached garage, including the driveway, in order to build a new home. The property is a substandard riparian lot on the west shore of Lake Owasso. Variances requested would 1) reduce the structure setback from the Ordinary High Water Mark (OHW) from 163 feet to 95 feet measured to the patio; and 2) increase the structure setback from West Owasso Boulevard from 114 feet to 177.2 feet.

The property has an area of 27,661 square feet and a lot width of 75 feet. The property slopes steeply (approximately 50 feet) from the street to the shoreline. It is zoned R1, Detached Residential in the Shoreland Overlay District. A municipal sanitary sewer line is located between the existing house and lakeshore. A sanitary sewer lift station is at the southeast corner of the property near the shoreline.

The new home of 2,400 square feet is designed as a multi-generational house for the applicants and their parents. It will be a two-story home with a 3-car attached garage. A new driveway will be put in along the north side lot line. The lower level will be a walk-out on the lake side. The significant amount of grading that will be required will be addressed with the building permit.

The proposed project complies with residential design standards except from the setback variances requested. The applicant states that locating the proposed house further south creates practical difficulty. The proposed location is similar to homes along the lake. The selected building site also uses the level topography of the property and increases the setback from the street. The proposed site would allow for a driveway with a gentle slope. In the past, there has been difficulty for emergency vehicle access in the winter due to the steepness of the existing driveway.

Staff finds that practical difficulty is present. Using the level topography for the building site will help to minimize disturbance on this site. Shoreland mitigation is required. The applicants have identified three practices: 1) architectural mass; 2) reduction of impervious surface by 9%; and 3) the use of rain gardens.

Property owners within 150 feet were notified of the proposal. One comment was received expressing concern about the proposed height, which has been reduced to comply with City requirements. Staff is recommending approval with the conditions listed in the staff report.

Commissioner Ferrington asked if the proposed new home would encroach closer to the lake. Mr. Warwick explained that the house will not, but a patio is proposed that would be closer to the lake than the existing house. Commissioner Ferrington expressed concern for the adjacent house to the south with the amount of grading and fill that will be used. She asked how that house will be protected. Mr. Warwick stated that along the south lot line there is an asphalt gutter that helps control runoff. There is a drainage problem in that there is a substantial amount of water that flows from the north across the property. There are well defined proposed swales for final site drainage. There must be a temporary drainage plan during construction and a final plan when the project is complete. The three proposed rain gardens will help redirect and manage storm water.

Commissioner Ferrington asked the level of the subject property after the fill is brought in and how it will impact the small home to the south. Mr. Warwick explained that the amount of fill drops off toward the south, although there will be a limited grade change. The City Engineer has noted that the drainage plan must show that runoff flow to the south is controlled.

Chair Solomonson asked how height is measured. Mr. Warwick stated that on substandard riparian lots it is measured from the lowest elevation to the highest peak of the house.

Commissioner Ferrington asked how the height of the house will be reduced to come into compliance. Mr. Jonathan Gustal, Applicant, stated that it will be a combination of lowering the roof line and using I-beams between floors.

**Mr. Josh Clendenen**, and **Mr. Todd Heinz**, Summit Design Build, project designers, introduced themselves. **Mr. Clendenen** explained that there is little grade change proposed on the south property line. Some of the runoff from the proposed driveway will be directed north. The rain gardens can be arranged to have rock swales, so that spillover occurs within the property itself.

Commissioner Proud asked if the slope of the driveway will be toward the north to use the rain garden for runoff. **Mr. Clendenen** stated that the driveway will be surfaced with a swale in it to split runoff north and south.

**Mr. Heinz** noted that the second house to the south is not a permanent residence. The primary home is closer to the street. The design will mitigate the amount of water flowing south with the rain gardens.

Commissioner Proud asked if the plan will include a hydro-geological analysis. Mr. Clendenen stated that volume capacity of the rain gardens can be provided if requested.

Commissioner McCool encouraged the applicant to increase the depth of the rain garden to increase capacity for draining runoff.

Commissioner Ferrington asked if the soil is amenable to a working rain garden. **Mr. Clendenen** stated that soil borings have not been done but agreed that there is a mix of soils. If a rain garden cannot be sustained, other man-made measures will have to be taken.

Commissioner Proud stated that he would support the proposal. However, because of the challenges of the site topography, he believes the design plan warrants a review by a professional engineer with a specialty in hydrology.

Commissioner Ferrington suggested a stronger statement regarding storm water management within the motion for approval.

**MOTION:** by Commissioner Schumer, seconded by Commissioner Thompson to adopt Resolution 12-94 approving variance requests submitted by Jonathan Gusdahl and Sonja Hagander, on behalf of Hamlin and Ruth Hagander, to construct a new two-story residence at 3194 West Owasso Boulevard. The variances approved are: 1) To reduce the calculated minimum 163.2-foot structure setback from the Ordinary High Water (OHW) of Lake Owasso to 95.6 feet, and 2) to increase the calculated maximum 134.5-foot structure setback from the front property line to 177.2 feet. These approvals are subject to the following conditions:

1. The project must be completed in accordance with the plans submitted as part of the Residential Design Review application. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission.
2. This approval will expire after one year if a building permit has not been issued and work has not begun on the project.
3. Impervious surface coverage shall not exceed 30% of the total lot area as a result of this project. Foundation area shall not exceed 18%.
4. Four landmark trees will be removed as a result of the development, and eight replacement trees are required. A cash surety to guarantee the replacement trees shall be submitted prior to issuance of a building permit.
5. A tree protection plan shall be submitted prior to issuance of a demolition permit. The approved plan shall be implemented prior to the commencement of work on the property and maintained during the period of construction. The protection plan shall include wood chips and protective fencing at the drip line of the retained trees.
6. A final site grading, stormwater management, and erosion control plan shall be submitted prior to the issuance of a building permit for the project. This plan shall include a phased, or sequenced, erosion control and stormwater management plan that details the methods that will be used during the phases of the project, and is subject to the approval of the City Engineer.
7. A Mitigation Affidavit shall be executed prior to the issuance of a building permit for the new residence.
8. A building permit must be obtained before any construction activity begins.
9. This approval is subject to a 5-day appeal period.

This approval is based on the following findings:

1. The proposed improvement is consistent with the policies of the Comprehensive Plan, including the Land Use and Housing Chapters.
2. **Reasonable Manner.** The proposal is consistent with the City's housing policies regarding housing, neighborhood reinvestment, and life-cycle housing. The proposed location of the home is reasonable as it is aligned with the majority of homes along this portion of the lake, is placed in the same area of as the existing home, utilizing the level portion of the lot.
3. **Unique Circumstances.** Unique circumstances present include the topography of the lot and location of the adjoining homes. The property contains steep slopes which impact the potential location for a home. The proposed location of the home is on that part of the

lot which is the least amount of grade change. The location of the house to the south, close to the street, affects the permitted setbacks for this lot. When the permitted setback range is applied, the buildable area encompasses steep slopes causing difficulties for the home construction

4. **Character of Neighborhood.** The proposed setback meets the spirit and intent of the ordinance and will not alter the character of the neighborhood, since other nearby dwellings on lakeshore are at similar setbacks from Lake Owasso.

Discussion:

Commissioner Proud stated that he does not believe added conditions are needed and that condition No. 6 covers the issue adequately.

**VOTE:**                      Ayes - 6                      Nays - 0

**SITE & BUILDING PLAN REVIEW**

**File No:**                      **2466-12-29**  
**Applicant:**                      **Tom Houck**  
**Location:**                      **4610 North Milton Street**

Presentation by City Planner Kathleen

This application is for a 952 square foot addition on the east side of the existing building for production space for the applicant’s business, Houck Transit Advertising. The property consists of 23,572 square feet. The existing building is 4,000 square feet. Parking is shared with the property to north at 4620 Milton Street. A temporary storage shelter was approved in 1978. There was no deadline for removal, and it remains to this day. The proposed addition would be built over existing impervious surface. It would be one story with a flat roof. Currently, the lot coverage is at 75% and may be increased to 80%, if Best Management Practices are used. This project would increase impervious surface to 71%.

The property is located in the Comprehensive Plan Policy Development Area No. 6, Town Center and Targeted Redevelopment Area No. 1. The property is zoned Industrial. Adjacent properties to the north, south and west are also zoned Industrial. Property to the east is zoned R1, Detached Residential, which is the Shoreview Maintenance Center. The land use designation for that site is Institutional.

The Town Center designates this area to transition to mixed land uses consisting of residential, civic and commercial. The Comprehensive Plan recognizes existing land uses will continue and provides for allowing additions and improvements to those properties as long as the land use remains the same. The required building setback from the rear property line is 20 feet and 5 feet from the side property line. The proposal complies with the minimum required setbacks. The shared parking lot has 22 stalls; 6 are required for the applicant. Staff is recommending a condition that the stalls be striped.

Notices were sent to property owners within 350 feet. No comments were received. Staff finds that continued Industrial use for this property is consistent with the City's Comprehensive Plan policies. The proposal complies with City development standards. Therefore, staff is recommending the application be forwarded to the City Council with a recommendation for approval with the conditions listed in the staff report.

Chair Solomonson asked if the temporary trailer on the property would be moved for the addition to be built. Ms. Nordine stated that it would be retained but moved to a different location on the site. Commissioner Ferrington noted that the Rice Creek Watershed District (RCWD) letter speaks to a decrease in impervious surface. Ms. Nordine explained that there will be an increase. RCWD did not have a copy of the survey when the letter was drafted. Staff stated there is no date requiring removal of the temporary structure which is used for storage. Since that it was constructed, the property has changed ownership. Commissioner Proud suggested that the temporary building be brought into compliance with the City's Development Standards.

Mr. Tom Houck, 915 Oakridge Avenue, Applicant, stated that the temporary structure sits half on his property and half on St. Paul Metal to the south. He and the owner of St. Paul Metal share the storage space and get along well with both companies using it. It is similar to a pole barn, a separate structure with shared common walls. It has been on the property since before the owner of St. Paul Metal.

Commissioner McCool asked if, rather than moving the trailer, a permanent structure would be added. He would like to see the trailer removed. Mr. Houck stated that he would not be able to meet the setback requirements if storage space were added to the proposed addition. Commissioner McCool encouraged the applicant to remove the trailer and look at other storage options.

**MOTION:** by Commissioner Proud, seconded by Commissioner Schumer to recommend the City Council approve the Site and Building Permit Review application submitted by Tom Houck for a building addition at 4610 N. Milton Street, subject to the following conditions:

1. The site shall be developed in accordance with the plans submitted. Minor modifications may be made to the plans, subject to approval by the City Planner. Significant changes to the plans require review and approval through the Site and Building Plan review process.
2. Approval of the final grading, drainage, utility, and erosion control plans by the Public Works Director.
3. The parking lot shall be striped to identify parking spaces on the property. Said parking spaces and aisle width shall comply with Section 206.020, Parking, of the Development Code.
4. Lighting on site shall comply with Section 204.030, Glare, of the Development Code. Details of the proposed light fixtures shall be submitted to the staff prior to the issuance of a building permit. .

5. The applicant shall enter into a Site Development Agreement prior to the issuance of any building permits for this project.
6. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

This approval is based on the following findings of fact:

1. The proposed land use and building addition is consistent with the City's Comprehensive Plan policy regarding improvements to existing buildings in the Shoreview Town Center area.
2. The building addition complies with the development standards for the I, Industrial Zoning District.
3. The use is in harmony with the general purposes and intent of the Development Code and Comprehensive Plan.

Discussion:

Commissioner McCool requested the applicant see what could be done to get rid of the trailer and bring the property into compliance.

**VOTE:**                                    **Ayes - 6**                                    **Nays - 0**

#### **SITE AND BUILDING PLAN REVIEW**

**FILE NO.:                                    2464-12-27**

**APPLICANT:                                BEUTOW 2 ARCHITECTS/LAKE JOHANNA FIRE DEPT.**

**LOCATION:                                    3615 VICTORIA STREET (FIRE STATION NO. 4)**

Presentation by City Planner Kathleen Nordine

This application is for a building addition of one story of 725 square feet to the south side of Fire Station No. 4 to provide sleeping quarters and bath facilities for on-shift firefighters. The exterior will match the existing building. The property is adjacent to Island Lake Park and near the Shoreview Business Park across Victoria Street. The standards of the Business Park District were used to evaluate this request.

The Fire Department is planning to staff two fire stations 24 hours a day by 2014, which results in the need to provide sleeping quarters at this station. Four sleeping rooms are planned with bath facility. The existing men's locker room will be remodeled with a new bath. The existing building setback is 45 feet at the closest point. The proposed setback for the addition is 60 feet. Staff finds the proposed setback reasonable based on the location of the existing building, park use and the vegetative buffer that is present.

The number of parking stalls after the addition is complete will be 21, which is a reduction of 4 stalls. The Fire Chief has indicated that 21 stalls will meet the station's needs. No permit is required from the Rice Creek Watershed District, but there must be compliance with District

rules. Runoff from the roof will be directed west to a landscaped rock bed. Impervious surface coverage will remain 68%.

Property owners within 350 feet were notified of the proposal. Ramsey County Parks submitted a statement indicating no concerns. Staff is recommending approval with the conditions listed in the staff report. The addition is needed to implement Department needs and improve the response times.

Mr. Tim Boehlke, Fire Chief, introduced Mod Fetters, Project Architect, and stated they would answer any questions.

Chair Solomonson asked if four sleeping rooms is adequate into the future. Fire Chief Boehlke responded that there are four fire stations. A needs study has been done and space was identified at Fire Station No. 3 for future expansion. However, at this time no additional expansion needs are anticipated.

**MOTION:** by Commissioner Schumer, seconded by Commissioner McCool to recommend the City Council approve the Site and Building Permit Review application submitted by Buetow 2 Architects on behalf of Lake Johanna Fire Department for a building addition at Station #4, 3615 N. Victoria Street, subject to the following conditions:

1. The site shall be developed in accordance with the plans submitted. Minor modifications may be made to the plans, subject to approval by the City Planner. Significant changes to the plans require review and approval through the Site and Building Plan review process.
2. Approval of the final drainage, utility, and erosion control plans by the Public Works Director prior to the issuance of a building permit.
3. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

This approval is based on the following findings of fact:

1. The proposed land use is consistent with the designated Institutional land use in the Comprehensive Plan.
2. The building addition and use of the property by the Fire Department will not impede or otherwise conflict with the planned land use of the surrounding property.
3. The building addition will enable the Fire Department to implement their new duty crew service model and improve response times and public safety.

**VOTE:**                      **Ayes - 6**                      **Nays - 0**



## **MISCELLANEOUS**

### **City Council Assignments**

Chair Solomonson and Commissioner Proud will respectively attend the November 5th and November 19th City Council meetings.

Commissioners Ferrington and McCool will respectively attend the December 3rd and December 17th City Council meetings.

### **Planning Commission Workshop**

There will be a workshop meeting on December 18, 2012, prior to the Planning Commission meeting.

Commissioner Proud suggested that a future workshop agenda item be consideration of a higher standard for surface water management.

### **Community for the Ages - Ecumen, October 25, 2012**

On Thursday, October 25, 2012, Community for the Ages will present a workshop by Ecumen on the changing demographics of Shoreview and how to address changing needs.

## **ADJOURNMENT**

**MOTION:** by Commissioner Schumer, seconded by Commissioner Thompson to adjourn the regular Planning Commission Meeting of October 23, 2012, at 9:36 p.m.

**VOTE:**       **Ayes - 6**                   **Nays - 0**

**TO:** Planning Commission  
**FROM:** Kathleen Nordine, City Planner  
**DATE:** December 7, 2012  
**SUBJECT:** File No. 2472-12-35, Site and Building Plan Review, Shoreview Ventures –  
1041 Red Fox Road

**Introduction**

Shoreview Ventures submitted a Site and Building Plan Review application for a proposed 14,000 square foot Trader Joe's specialty grocery market at 1041 Red Fox Road. The proposed development is part of a previously approved master plan for a three-phased retail development consisting of an existing 10,000 square foot retail center, the proposed specialty market and future 3,800 square foot commercial building. Site and Building Plan review is required to ensure that the proposal is consistent with the City's Development Regulations and approved Planned Unit Development for this site.

**Project Description**

The development site is located on the north side of Red Fox Road, east of Lexington Avenue and south of Interstate 694 and is the second phase of the 6.6 acre planned unit development. The proposed development is on the previously platted Lot 1, which is the most westerly lot in the PUD. Lot 1 is 2.07 acres in size and has a width of 336' along Red Fox Road. The submitted development plans identify the development of this lot with a one-story 14,000 square foot specialty grocery market. Site improvements include access driveways off of Red Fox Road, an off-street parking area, landscaping and site lighting. The master plan was developed for the proposed Trader Joe's market on Lot 1.

**Planned Unit Development**

Several approvals were granted in 2011 by the City for the development of this site which included rezoning PUD, Plat and Comprehensive Sign Plan. While the property within this development is zoned PUD, the underlying zoning designation is C2, General Business.

Site improvements were completed this past summer/fall for the buildout of the PUD and included site preparation, installation of private infrastructure, site grading and storm water improvements. Phase 1 also included the construction of the multi-tenant retail center located on Lot 2, in the center of the approved PUD master plan. The retail center was also completed this past summer/fall and site improvements include the building, parking, lighting, landscaping and signage improvements. This retail center is open and fully leased.

The remaining phases of the development include: Phase 2 - the development of Lot 1 with a specialty grocery market and Phase 3 – the development of Lot 3 with a small commercial building. A master development agreement was executed for the PUD and required the execution of easement agreements addressing cross access, parking and driveway use and the maintenance common driveways, parking areas, stormwater infrastructure, private sewer and water lines, landscaping, etc. Another item addressed included a commitment by the

developer to participate in discussions with the City regarding improvements to Red Fox Road.

The future Phase 3 development will also require formal review through the Site and Building Plan review process.

### **Site and Building Plan Review**

The intent of the Site and Building Plan review is to provide the City with the opportunity to review the proposed development in accordance with the development code standards and approved PUD via a public review process. The proposed use and site development is consistent with the City's past approvals. The following summarizes the proposal.

### ***Code Deviations***

This retail area is zoned PUD, Planned Unit Development. Development via the planned unit development process for this project was used because the land uses rely on shared infrastructure and the project is phased. Flexibility from the City's development standards were needed for parking setback (proof of parking) adjacent to Interstate 694 and structure setbacks.

### ***Building Placement***

The proposed structure on Lot 1 complies with the required structure setbacks from Red Fox Road right-of-way and the side property lines. A minimum structure setback of 50 feet is required from Interstate 694; 48.5 feet is shown. This deviation is slight and will not negatively impact the interstate or be visually discernible. This setback is greater than the deviation approved for Lot 3 which permits the canopy of the future structure to be setback 22 feet from the interstate right-of way.

### ***Parking Lot Design***

The parking areas are shared between the three parcels. The parking area will tie into the existing parking improvements installed for the multi-tenant retail center. Two new access driveways off Red Fox Road will be installed. A setback reduction to the 20-foot parking lot setback required along Interstate 694 was approved as part of the PUD for Lots 1, 2 and 3, specifically for proof of parking areas. The 16 parking stalls identified as proof of parking along the northern edge of the parking lot will be constructed with the site development. While the setback of this parking area adjacent to Interstate 694 varies, it will be 15' at the closest point. Staff believes the setback reduction along the interstate is reasonable and would not have any significant impacts. The visual impact of this additional parking will be minimized by topographical changes and existing vegetation. In addition, the green space between the property and the developed lanes of Interstate 694 ranges from 70 to 140 feet.

The proposed parking lot for Lot 1 contains 101 stalls, exceeding the minimum 62 stalls required for this use. The Developer has indicated that the number of stalls provided is needed to meet the parking demand for the proposed building. Landscape islands are provided within the parking lot and accounts for 14% of surface area. While this is less than

the 20% desired, it is consistent with the PUD and is acceptable because of sustainable design elements incorporated into the site development.

The loading dock area is located on the north side of the building, adjacent to Interstate 694. Again, this corner of the building encroaches slightly upon the required the structure setback from 694. The loading area is screened from view of the road through the use of landscaping and placement of the trash enclosure, which is constructed with decorative rock-face block.

### ***Architectural Design***

The retail center building is designed as a one-story building oriented towards Red Fox Road. Exterior wall finishes include natural stone veneer, rock face block, brick and exterior insulation finish system (EIFS). Other materials including prefinished metal panels and soffits and windows are also used in the design. The design is consistent with the retail center.

### ***Grading and Drainage***

The proposed grading plan is consistent with the previous PUD approvals. A small portion of the development site will drain towards the existing drainage swale adjacent to Interstate 694. The majority of stormwater will be captured by stormwater infrastructure located within the parking lot which will route run-off to the east into the existing drainage pond constructed for this development. This pond is then designed to overflow into the Interstate 694 drainage swale.

The property is located in the Rice Creek Watershed District. The permit issued for this development remains in effect.

The proposed impervious surface coverage for Lot 1 is 72%, less than the 80% permitted in commercial districts. This is consistent with the approved PUD.

### ***Wall Signs***

The City has approved a Comprehensive Sign Plan for the PUD, which included signage on the proposed specialty grocery market. The Comprehensive Sign Plan permits wall signage on three building elevations, the front (east) elevation, and the sides (north and south) elevations facing Interstate 694 and Red Fox Road.

Three 180 square foot wall signs are proposed with one each on the north, east and south building elevations. The submitted sign package is consistent with the previous approvals which also identified an area of 180 square feet for each wall sign.

### ***Traffic - Red Fox Road***

A traffic study completed in 2010 concluded that Red Fox Road, including the signalized Lexington Avenue/Red Fox Road intersection was generally adequate for the anticipated increase in vehicle trips, but did estimate congestion at the intersection of Red Fox Road with the westerly Target driveway at the noon and afternoon peak hours.

To address concerns related to the traffic on this roadway, the City is initiating a road improvement project. City engineering staff is working on the plans for upgrades to Red Fox

Road, anticipated to be started next spring with a goal of completion by July, 2013 (in advance of the Trader Joe's opening). The road project will include replacement of sewer and water utilities, upgrades to the storm sewer system, and widening of the driving lanes to include a center turn lane. The intersection of Red Fox Road and Lexington Avenue will also see improvements for traffic flow with a new signal system and raised median restricting turning movements into the first access of the Exxon gas station site. City staff has been working with all of the businesses and property owners in the project area, including Target Corporation,

#### **Public Comment and Agency Review**

The City notified property owners within 350 feet of development site of the Site and Building Plan review application. Comments from the Lake Johanna Fire Department were received and are attached.

#### **Recommendation**

The submitted plans were reviewed in accordance with the approved PUD and the City's development standards and the land use policies for this site. The proposed development of this site with a specialty grocery market is consistent with the past approvals for this PUD. This second phase of the PUD utilizes existing site infrastructure, completes site development improvements needed for the proposed use and continues the approved architectural them. Staff is recommending the Planning Commission recommend the City Council approve the Site and Building Plan Review subject to the following conditions:

1. This approval permits the development of this parcel with a 14,000 square foot specialty grocery market.
2. Approval of the final grading, drainage, utility, and erosion control plans by the Public Works Director, prior to the issuance of a building permit for this project.
3. The applicant is required to enter into a Site Development Agreement and Erosion Control Agreement with the City. Said agreements shall be executed prior to the issuance of any permits for this project.
4. The master development agreement for the plat and PUD for this development shall remain in effect and said terms which apply to Lot 1 shall be adhered to.
5. The items identified in the memo from the Assistant City Engineer/Public Works Director must be addressed prior to the issuance of a building permit. review of the Final Stage PUD plans and Final Plat.
6. The items identified in the memo from the Fire Marshal shall be addressed prior to the issuance of a building permit.
7. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

#### Attachments:

1. Memo from Asst City Engineer/Public Works Director
2. Agency Comments
3. Location Map
4. Aerial Photo
5. Submitted Statement and Plans.

Date: December 5, 2012  
To: Kathleen Nordine, City Planner  
From: Tom Wesolowski, City Engineer  
Subject: Plan Review 1041 Red Fox Road - Trader Joes

The City of Shoreview Engineering Department has reviewed the plans dated November 30, 2012 and has the following comments regarding the plans:

1. The Rice Creek Watershed issued a permit in December 2011 for the proposed improvements on Lot 1, Lot 2 and Outlot A. The permit expires on June 6, 2013 and all improvements included under the permit must be completed before the permit expires. If the proposed improvements for Lot 1 will not be completed by June 6, 2013 the developer will need to request an extension from Rice Creek. The City requires that all the information that is submitted to Rice Creek Watershed District as it relates to the proposed development, also be sent to the City of Shoreview.
2. The storm water management calculations submitted in September 2011 with the development plans for Lot 2 and Outlot A accounted for the future development of Lot 1. A storm water management plan is not required for the proposed development.
3. The plan set that was submitted was not signed. A signed plan set is required.

If you have any questions or would like to discuss the comments please contact Tom Wesolowski at 651-490-4652



## LAKE JOHANNA FIRE DEPARTMENT

5545 LEXINGTON AVENUE NORTH • SHOREVIEW, MN 55126  
OFFICE (651) 481-7024 • FAX (651) 486-8826

December 6, 2012

Department of Community Development  
Attn: Kathleen Nordine, City Planner  
4600 N Victoria Street  
Shoreview, MN 55126

Site and Building Plan Review  
Specialty Grocery Market  
Shoreview, MN 55126

File No. 2472-12-35

- Verify location of F.D.C.
- Fire Hydrant within 150' of F.D.C.
- Verify location of riser room.
- Fire Department lock box is required.
- Fire Department vehicle access to building.

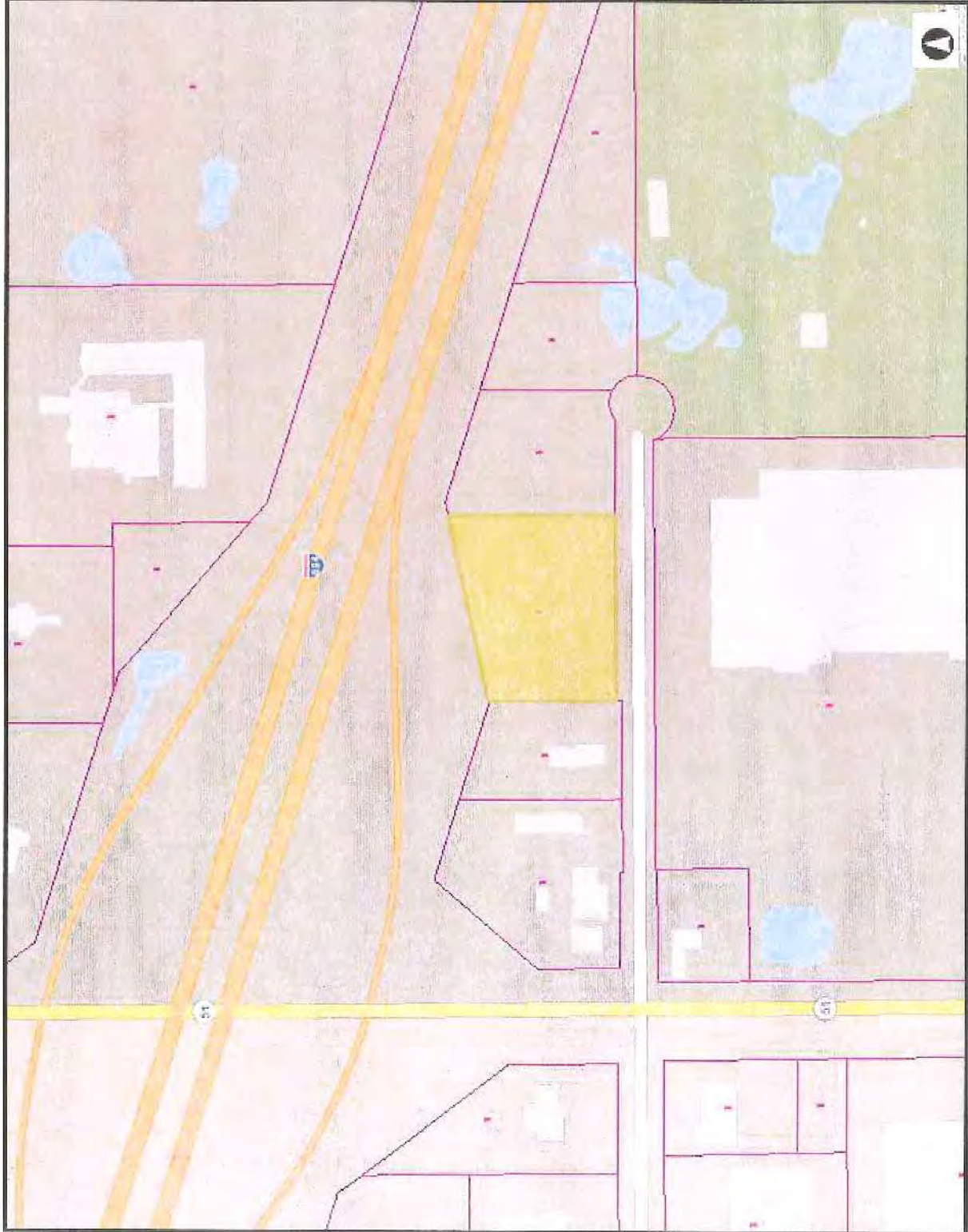
Sincerely,

A handwritten signature in black ink, appearing to read "Rick Current".

Rick Current  
Fire Marshal  
Lake Johanna Fire Department



# 1041 Red Fox Road - Location Map



## Legend

- County Offices
- City Halls
- Schools
- Hospitals
- Fire Stations
- Police Stations
- Recreational Centers
- Parcel Points
- Parcels
- GISRASTER:GISPUB.IMAGE
- High : 255
- Low : 0

## Notes

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.  
 THIS MAP IS NOT TO BE USED FOR NAVIGATION



535.3  
 NAD\_1983\_HARN\_Adj\_MN\_Ramsey\_Feet  
 © Ramsey County Enterprise GIS Division





# Shoreview Ventures - 1041 Red Fox Road



## Legend

- County Offices
  - City Halls
  - Schools
  - Hospitals
  - Fire Stations
  - Police Stations
  - Recreational Centers
  - Parcel Points
  - Parcels
- GISRASTER.GISPUB.IMAGE,  
High: 255  
Low: 0

## Notes

Planned Unit Development - Lot 1

374.1 0 187.07 374.1 Feet

NAD\_1983\_HARN\_Adj\_MN\_Ramsey\_Feet  
© Ramsey County Enterprise GIS Division

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.  
THIS MAP IS NOT TO BE USED FOR NAVIGATION



November 30, 2012

**SITE AND BUILDING PLAN REVIEW**

Venture Pass Partners, LLC (Shoreview Ventures, Inc.) is pleased to present for your consideration and review this Site and Building Plan Review application. This application covers Lot 1 Block 1 CCCU Commercial Addition (1041 Red Fox Road, Shoreview, MN) which is part of a Planned Unit Development previously approved by the Shoreview City Council on October 17, 2011 (Shoreview Stonehenge Retail Development, file # 2434-11-27).

We are proposing to develop Lot 1, entirely consistent with the design and use as per the approved PUD. The project includes a 14,000 square foot free standing food market (Trader Joe's) along with all site improvements. Building placement and configuration, curb cuts, parking lot layout and counts, landscape design, grading and utilities, and building signage are all in conformance with the approved PUD.

The building architecture incorporates materials and details utilized in the phase 1, Lot 2 retail strip building, including decorative masonry, brick, natural cut stone, EIFS, canopy structures and awnings, and architectural metal panels. The building as proposed stands very harmonious with the existing Lot 2 structure in both scale and detail.

Building signage is proposed on the south and east faces of the SE corner entrance tower, as well as on the north elevation facing Interstate 694. These locations and sizes are as per the approved Comprehensive Sign Plan. The tenant will be responsible for securing sign permits.

Thank you for your consideration of this application.

Randy Rauwerdink  
Vice President

## MOTION

**MOVED BY COMMISSION MEMBER:** \_\_\_\_\_

**SECONDED BY COMMISSION MEMBER:** \_\_\_\_\_

To recommend the City Council approve the Site and Building Permit Review application submitted by Shoreview Ventures for the development of 1041 Red Fox Road with a Trader Joe's specialty grocery market. The submitted development plans are consistent with the approved PUD master plan and the City's development standards.

1. This approval permits the development of this parcel with a 14,000 square foot specialty grocery market.
2. Approval of the final grading, drainage, utility, and erosion control plans by the Public Works Director, prior to the issuance of a building permit for this project.
3. The applicant is required to enter into a Site Development Agreement and Erosion Control Agreement with the City. Said agreements shall be executed prior to the issuance of any permits for this project.
4. The master development agreement for the plat and PUD for this development shall remain in effect and said terms which apply to Lot 1 shall be adhered to.
5. The items identified in the memo from the Assistant City Engineer/Public Works Director must be addressed prior to the issuance of a building permit.
6. The items identified in the memo from the Fire Marshal shall be addressed prior to the issuance of a building permit.
7. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

This approval is based on the following findings of fact:

1. The proposed land use is consistent with the City's Comprehensive Plan.
2. The proposed land use and development plans are consistent with the approved PUD and the Development Code standards.
3. The use is in harmony with the general purposes and intent of the Development Code and Comprehensive Plan.

**VOTE:**

**AYES:**

**NAYS:**

Regular Planning Commission Meeting  
December 13, 2012



# TRADER JOE'S

1041 RED FOX ROAD  
SHOREVIEW, MN 55126

## ABBREVIATIONS

ABV	-ABOVE	EXH	-EXHAUST	MAT	-MATRIAL	ROW	-RIGHT OF WAY
ACC	-ACCESSIBLE	EXIST	-EXISTING	MH	-MANHOLE	RM	-ROOM
AFF	-ABOVE FINISHED FLOOR	EJ	-EXPANSION JOINT	MFR	-MANUFACTURE	RO	-ROUGH OPENING
ARC1	-ARCHITECT	EXP	-EXPANSION	MAS	-MASONRY	RAS	-ROD AND SHELF
ALUM	-ALUMINUM	EF	-EXHAUST FAN	MO	-MASONRY OPENING	SHTG	-SHEATHING
APPROX	-APPROXIMATE	ELEC PNL	-ELECTRICAL PANEL	MFL	-METAL	SHR	-SHOWER
BFL	-BEARING PLATE	EWC	-ELECTRIC WATER COOLER	MISC	-MISCELLANEOUS	SIM	-SIMILAR
BM	-BENCH MARK	EXT	-EXTERIOR	NIC	-NOT IN CONTRACT	SC	-SOLID CORE
BLDG	-BLOCKING	FFP	-FINISHED FLOOR ELEVATION	NTS	-NOT TO SCALE	SPEC	-SPECIFICATIONS
BOT	-BOTTOM	FPL	-FIREPLACE	NO	-NUMBER	SQ	-SQUARE
DOW	-BOTTOM OF WALL	FD	-FLOOR DRAIN	OC	-ON CENTER	S STL	-STAINLESS STEEL
CF	-CAST-IN-PLACE	FTG	-FOOTING	OPNG	-OPENING	SD	-STORM DRAIN
CB	-CATCH BASIN	FND	-FOUNDATION	OFF	-OPPOSITE	STRUCT	-STRUCTURAL

## PROJECT TEAM

### DEVELOPER:

#### VENTURE PASS PARTNERS, LLC

RANDY RAUWOLDINK [rrauwoldink@venturepass.net](mailto:rrauwoldink@venturepass.net)  
19620 WATERFORD COURT (612) 807-4313  
SHOREVIEW, MN 55131

### GENERAL CONTRACTOR:

#### RJ RYAN CONSTRUCTION, INC.

JEREMY THOMAS [jthomas@jryan.com](mailto:jthomas@jryan.com)  
1100 MENDOTA HEIGHTS ROAD (651) 281-0200  
MENDOTA HEIGHTS, MN 55120 FAX (651) 281-0235

### ARCHITECT:

#### TUSHIE MONTGOMERY ARCHITECTS

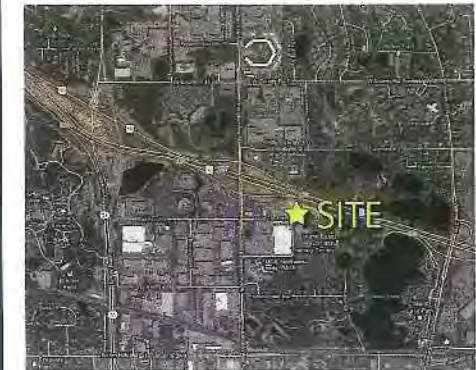
ANDREW KRENIS - PROJECT MANAGER [AndyK@tmarchitects.com](mailto:AndyK@tmarchitects.com)  
JORDAN LOCKMAN - LANDSCAPING [jordan@tmarchitects.com](mailto:jordan@tmarchitects.com)  
7645 LINDALE AVENUE SOUTH, #100 (612) 861-8636  
MINNEAPOLIS, MINNESOTA 55423 FAX (612) 861-8632

### STRUCTURAL ENGINEER:

#### LINDAU COMPANIES, INC.

BILL LINDAU [billindau@lshup.us](mailto:billindau@lshup.us)  
1074 OLD HIGHWAY 35 (715) 306-4444

## SITE LOCATION



## GENERAL NOTES

ALL NECESSARY AND/OR REQUIRED TESTS, INSPECTIONS AND DRAWING REVIEWS AND DRAWING INTERESTATIONS, REQUIRED BY THE GENERAL CONDITIONS, SHALL BE FACILITATED BY A REGISTERED ARCHITECT AND/OR BY A REGISTERED ENGINEER, IF NOT THE ARCHITECT OF RECORD AND/OR THE ENGINEER OF RECORD SHALL BE HELD HARMLESS FOR THAT PORTION OF THE WORK INTENTIONALLY EXCLUDED. THE ARCHITECT OR ARCHITECT AND/OR ENGINEER SHALL BECOME RESPONSIBLE FOR THESE INSPECTIONS, OBSERVATIONS AND/OR JUDGMENT INTERPRETATIONS MADE AS THEY RELATE TO THE CONTRACT DOCUMENTS AND THEIR INTENT.

- DIMENSIONS GIVEN FOR MASONRY UNLESS OTHERWISE NOTED, AND DIMENSIONS FOR MASONRY UNLESS OTHERWISE NOTED.
- SCALE MEASUREMENTS OF DRAWINGS SHALL NOT BE ALLOWED.
- DIMENSIONS FOR STUCCO SHALL BE TO FACE OF STUCCO AND DIMENSIONS FOR MASONRY SHALL BE TO FACE OF BLOCK UNLESS SHOWN OTHERWISE.
- ALL CONSTRUCTION SHALL MEET ALL APPLICABLE CODES AND MOST STRINGENT SHALL APPLY.

## DRAWING

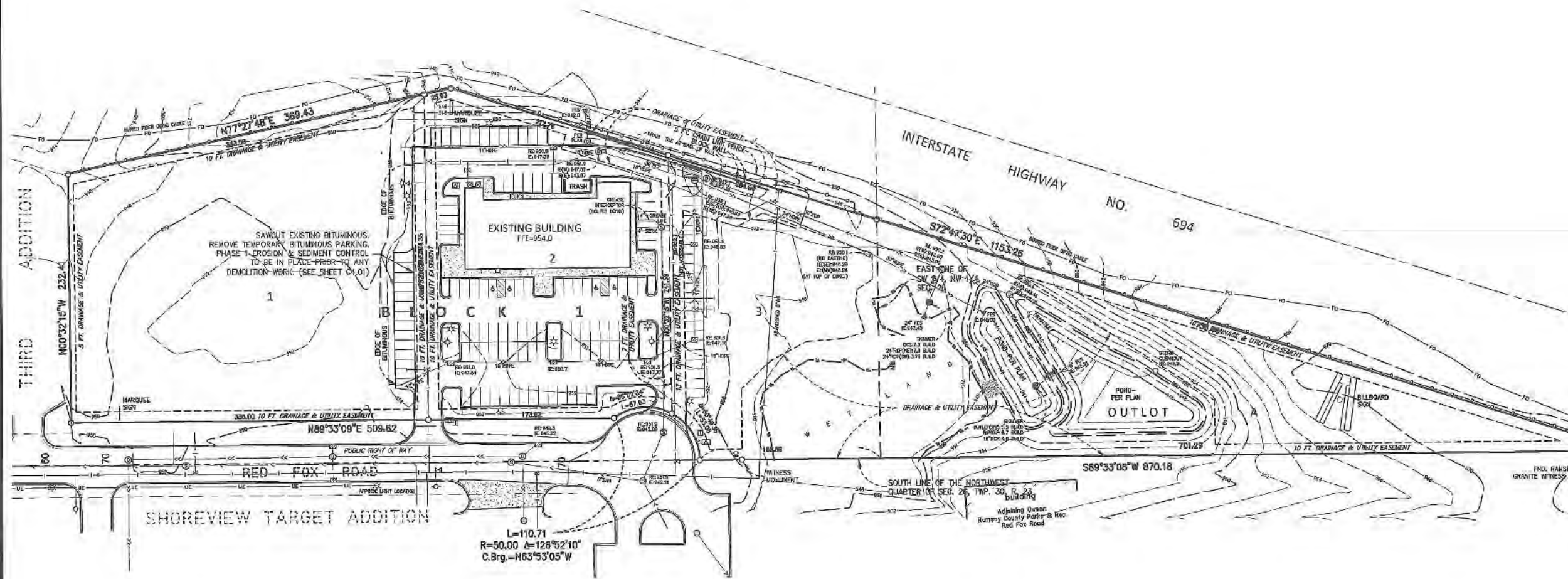
C5 COVER SHEET

### CIVIL

C-1.01	EXISTING CONDI
C-2.01	GRADING PLAN
C-3.02	GRADING NOTE
C-4.01	PHASE 1 EROSION CONTROL PLAN
C-4.02	PHASE 2 EROSION CONTROL PLAN
C-4.03	EROSION & SEDIMENTATION AND DETAILS
C-5.01	SANITARY SEWER PLAN
C-5.02	STORM SEWER PLAN
C-5.03	CITY OF SHOREVIEW
C-6.01	DETAILS

### ARCHITECTURAL

A1.0	SITE PLAN - PHASE 1
A1.1	SITE PLAN - PHASE 2
A2.0	SITE DETAILS
A3.1	LANDSCAPE ARCHITECTURE
A4.0	CONSTRUCTION DETAILS
A5.0	LANDSCAPE ARCHITECTURE
A6.0	SITE LIGHTING
A7.0	FLOOR PLAN
A8.1	ROOF PLAN
A9.0	ELEVATIONS
A2.1	PERSPECTIVES



SAWOUT EXISTING BITUMINOUS.  
 REMOVE TEMPORARY BITUMINOUS PARKING.  
 PHASE 1 EROSION & SEDIMENT CONTROL  
 TO BE IN PLACE PRIOR TO ANY  
 DEMOLITION WORK (SEE SHEET C1.01)

L=110.71  
 R=50.00 Δ=128°52'10"  
 C.Brg.=N63°53'05"W

S69°33'08"W 870.18

INTERSTATE HIGHWAY NO. 694  
 S72°42'30"E 1153.26

N177°21'48"E 389.43  
 10 FT. DRAINAGE & UTILITY EASEMENT

N00°32'15"W 232.44  
 5 FT. DRAINAGE & UTILITY EASEMENT

N89°33'09"E 509.62

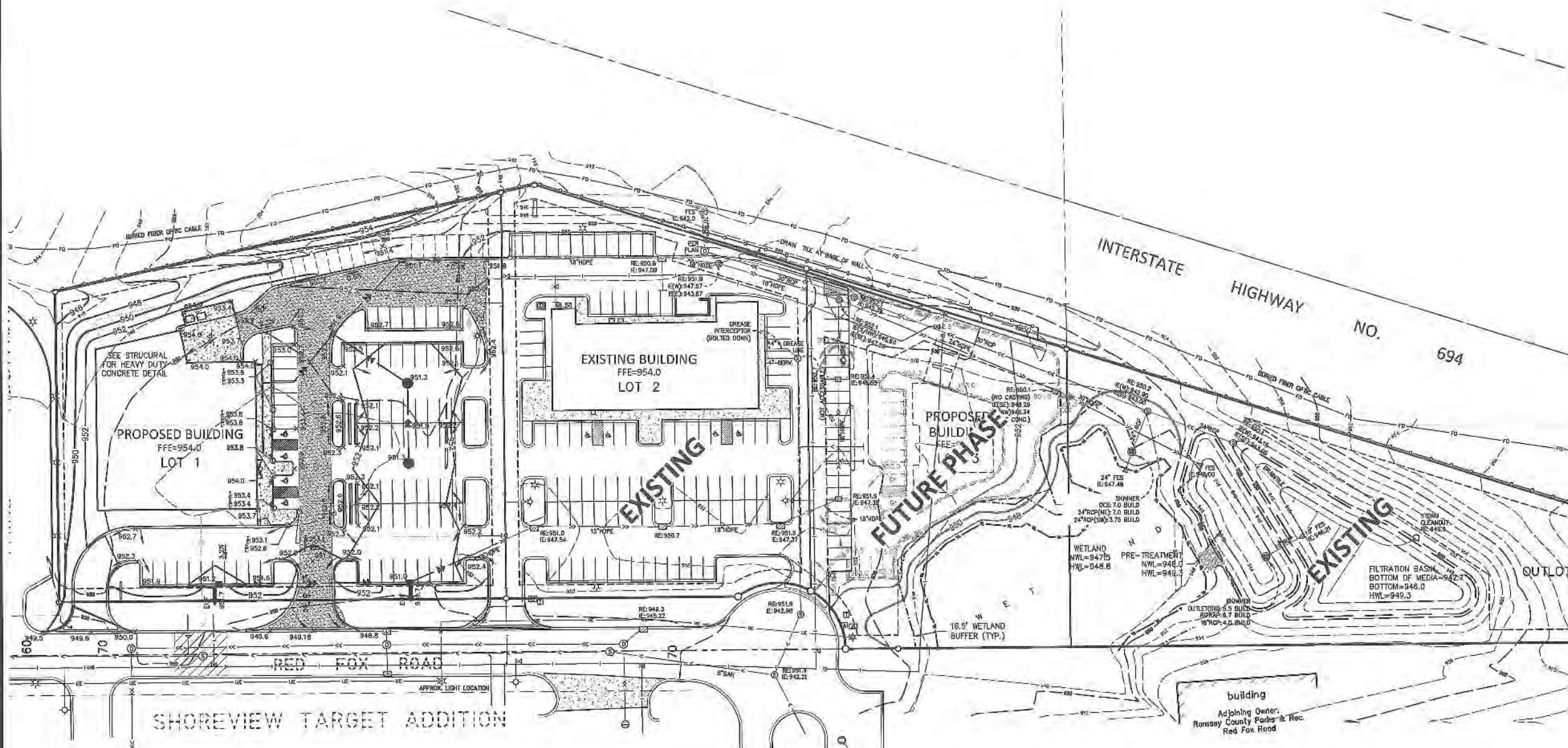
80

70

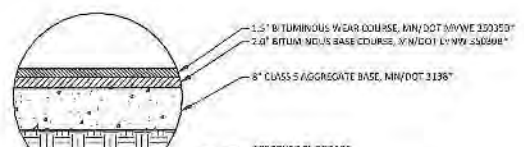
SHOREVIEW TARGET ADDITION

SOUTH LINE OF THE NORTHWEST  
 QUARTER OF SEC. 26, TWP. 30, R. 23  
 building  
 Adjoining Owner:  
 Ramsey County Parks & Rec  
 Red Fox Road

PND, RAISED GRANITE WITNESS MO



SHOREVIEW TARGET ADDITION



- NOTES:
1. THE DRAINAGE SYSTEMS SHALL BE CONSTRUCTED IN ACCORDANCE WITH "MUDOT" STANDARD SPECIFICATIONS FOR CONSTRUCTION, AND ALSO THE REQUIREMENTS OF THE OWNER'S SOIL ENGINEER.
  2. ALL THICKNESSES, AS SPECIFIED, ARE TO BE CONSIDERED MINIMUM DEPTHS, AFTER COMPACTION.
  3. MUDOT SPEC. 2857 BITUMINOUS TACK COAT SHALL BE PLACED BETWEEN SUCCESSIVE BITUMINOUS LIFTS AND

GRADING NOTES

building  
 Adjoining Owner:  
 Ramsey County Parks & Rec.  
 Red Fox Road

## GRADING NOTES

- A. PROPOSED CONTOURS ARE TO FINISHED SURFACE ELEVATION. SPOT ELEVATIONS ALONG PROPOSED CURBS DENOTE GUTTER GRADE.
- B. ALL GRADIENT ON SIDEWALKS ALONG THE ADA ROUTE SHALL HAVE A MAXIMUM LONGITUDINAL SLOPE OF 5% (1:20), EXCEPT AT CURB RAMPS (1:12), AND A MAXIMUM CROSS SLOPE OF 2.08% (1:48). THE MAXIMUM SLOPE IN ANY DIRECTION ON AN ADA PARKING STALL OR ACCESS AISLE SHALL BE IN 2.08% (1:48). THE CONTRACTOR SHALL REVIEW AND VERIFY THE GRADIENT IN THE FIELD ALONG THE ADA ROUTES PRIOR TO PLACING CONCRETE OR BITUMINOUS. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY IF THERE IS A DISCREPANCY BETWEEN THE GRADIENT IN THE FIELD VERSUS THE DESIGN GRADIENT.
- C. THE CONTRACTOR IS CAUTIONED THAT "THE SUBSURFACE UTILITY INFORMATION SHOWN ON THESE PLANS IS A UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF C/AASCE 38-02 TITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA". THE CONTRACTOR AND/OR SUBCONTRACTORS SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. BY CONTACTING THE NOTIFICATION CENTER (GOPHER STATE ONE FOR MINNESOTA AT 1-800-252-1166), THE CONTRACTOR AND/OR SUBCONTRACTOR AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY HIS OR HER FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UTILITIES (UNDERGROUND AND OVERHEAD).
- IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.
- D. THE CONTRACTOR SHALL TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES DURING THE CONSTRUCTION PHASES OF THIS PROJECT. THE CONTRACTOR WILL BE HELD SOLELY RESPONSIBLE FOR ANY DAMAGES TO THE ADJACENT PROPERTIES OCCURRING DURING THE CONSTRUCTION PHASES OF THIS PROJECT.
- E. SAFETY NOTICE TO CONTRACTORS: IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, THE CONTRACTOR WILL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS ON THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS. THE DUTY OF THE ENGINEER OR THE DEVELOPER TO CONDUCT CONSTRUCTION REVIEW OF THE CONTRACTOR'S PERFORMANCE IS NOT INTENDED TO INCLUDE REVIEW OF THE ADEQUACY OF THE CONTRACTOR'S SAFETY MEASURES IN, ON OR NEAR THE CONSTRUCTION SITE.
- F. THE CONTRACTOR SHALL COMPLETE THE SITE GRADING CONSTRUCTION IN ACCORDANCE WITH THE REQUIREMENTS OF THE OWNER'S SOILS ENGINEER. ALL SOIL TESTING SHALL BE COMPLETED BY THE OWNER'S SOILS ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL REQUIRED SOIL TESTS AND INSPECTIONS WITH THE SOILS ENGINEER.
- GEOTECHNICAL ENGINEERING SOILS REPORTS HAVE BEEN COMPLETED BY:
- COMPANY: BRAUN INTERTEC CORPORATION  
ADDRESS: 1826 BULKLE ROAD, ST. PAUL, MN 55110  
PHONE: 651-487-3245  
DATED: NOVEMBER 18, 2008; MARCH 5, 2010 & NOVEMBER 20, 2012
- THE CONTRACTOR SHALL OBTAIN A COPY OF THESE SOILS REPORTS.
- G. THE CONTRACTOR SHALL COMPLETE DEWATERING AS REQUIRED TO COMPLETE THE SITE GRADING CONSTRUCTION.
- H. PRIOR TO PLACEMENT OF THE AGGREGATE BASE, A TEST ROLL WILL BE REQUIRED ON THE STREET AND PARKING AREA SUBGRADE. THE CONTRACTOR SHALL PROVIDE A LOADED TANDEN AXLE TRUCK WITH A GROSS WEIGHT OF 25 TONS. THE TEST ROLLING SHALL BE AT THE DIRECTION OF THE SOILS ENGINEER AND SHALL BE COMPLETED IN AREAS AS DIRECTED BY THE SOILS ENGINEER. THE SOILS ENGINEER SHALL DETERMINE WHICH SECTIONS OF THE STREET OR PARKING AREA ARE UNSTABLE. CORRECTION OF THE SUBGRADE SOILS SHALL BE COMPLETED IN ACCORDANCE WITH THE REQUIREMENTS OF THE SOILS ENGINEER.
- I. REPLACE ALL SUBGRADE SOIL DISTURBED DURING THE CONSTRUCTION THAT HAVE BECOME UNSUITABLE AND WILL NOT PASS A TEST ROLL. REMOVE UNSUITABLE SOIL FROM THE SITE AND REPLACE WITH SUITABLE SOIL AT NO ADDITIONAL COST TO THE OWNER.
- J. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING VEHICULAR AND PEDESTRIAN TRAFFIC CONTROL DEVICES SUCH AS BARRICADES, WARNING SIGNS, DIRECTIONAL SIGNS, FLAGMEN AND LIGHTS TO CONTROL THE MOVEMENT OF TRAFFIC WHERE NECESSARY. TRAFFIC CONTROL DEVICES SHALL CONFORM TO APPROPRIATE MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARDS.
- K. THE TREES AND OTHER NATURAL VEGETATION WITHIN THE PROJECT AND/OR ADJACENT TO THE PROJECT ARE OF PRIME CONCERN TO THE CONTRACTOR'S OPERATIONS AND SHALL BE A RESTRICTED AREA. HE WILL BE REQUIRED TO PROTECT THE TREES WHICH ARE TO BE SAVED TO BE SURE THAT THE EQUIPMENT IS NOT NEEDLESSLY OPERATED UNDER NEARBY TREES AND SHALL EXERCISE EXTREME CAUTION IN WORKING ADJACENT TO TREES. SHOULD ANY PORTION OF THE TREE BRANCHES REQUIRE REMOVAL TO PERMIT OPERATION OF THE CONTRACTOR'S EQUIPMENT, HE SHALL OBTAIN THE SERVICES OF A PROFESSIONAL TREE TRIMMING SERVICE TO TRIM THE TREES PRIOR TO THE BEGINNING OF OPERATION. SHOULD THE CONTRACTOR'S OPERATIONS RESULT IN THE BREAKING OF ANY LIMBS, THE BROKEN LIMBS SHOULD BE REMOVED IMMEDIATELY AND CUTS SHALL BE PROPERLY PROTECTED TO MINIMIZE ANY LASTING DAMAGE TO THE TREE. NO TREES SHALL BE REMOVED WITHOUT AUTHORIZATION BY THE ENGINEER. COSTS FOR TRIMMING SERVICES SHALL BE CONSIDERED INCIDENTAL TO THE CONSTRUCTION AND NO SPECIAL PAYMENT WILL BE MADE.

RESTRICTED AREAS SHALL INCLUDE ALL DESIGNATED TREE AREAS OUTSIDE OF THE DESIGNATED CONSTRUCTION ZONE. ALL VEGETATION WITHIN THE RESTRICTED AREAS SHALL REMAIN.

CONTRACTOR SHALL RESTRICT ALL GRADING AND CONSTRUCTION ACTIVITIES TO AREAS DESIGNATED ON THE PLANS. ACTIVITIES WITHIN THE CONSTRUCTION MAY BE RESTRICTED TO A NARROWER WIDTH IN THE FIELD TO SAVE ADDITIONAL TREES AS DIRECTED BY THE OWNER.

ACTIVITIES PROHIBITED OUTSIDE OF THE CONSTRUCTION BOUNDARIES WOULD INCLUDE, BUT NOT BE LIMITED TO: SOIL AND OTHER MATERIAL STOCKPILING, EQUIPMENT OR MACHINERY STORAGE, DRIVING OF ANY VEHICLE, LEAKAGE OR SPILLAGE OF ANY "WASHOUT" OR OTHER TOXIC MATERIAL. THE COLLECTION OF OTHER DEBRIS AND SOIL STOCKPILING WILL BE IN AN AREA DETERMINED ON-SITE BY THE ENGINEER.

ALL RESTRICTED AREAS SHALL BE FENCED OFF WITH BRIGHT ORANGE POLYETHYLENE SAFETY NETTING AND STEEL STAKES AS SHOWN ON THE TREE PROTECTION DETAIL. AT NO TIME SHALL THIS FENCING BE REMOVED OR ACTIVELY OF ANY KIND TAKE PLACE WITHIN IT. FINAL PLACEMENT OF ALL PROTECTIVE FENCING SHALL BE COMPLETE BEFORE ANY WORK COMMENCES ON-SITE.

BEFORE COMMENCING WITH ANY EXCAVATION THE CONTRACTOR SHALL COMPLETE ALL PREPARATORY WORK REGARDING TREE REMOVAL, ROOT PRUNING, TREE PRUNING AND STUMP REMOVAL TO THE SATISFACTION OF THE OWNER.

PREPARATORY WORK SHALL INCLUDE THE FOLLOWING AND SHALL BE COMPLETED UNDER THE DIRECT SUPERVISION OF THE OWNER'S REPRESENTATIVE:

1. TREE REMOVAL: THE CONTRACTOR SHALL FELL THE TREES. AT NO TIME SHALL TREES BE BULLDOZED OUT, BUT SHALL BE CUT DOWN AND STUMPS REMOVED SEPARATELY. PRIOR TO THE FELLING OF ALL TREES, PROPER REMOVAL OF A PORTION OR ALL OF THE CANOPY SHALL BE COMPLETED SO THAT TREES IN THE RESTRICTED AREAS SHALL NOT BE INJURED IN THE PROCESS.
2. ROOT PRUNING: BEFORE ANY STUMPS ARE TO BE REMOVED, ALL ROOTS SHALL BE SEVERED FROM ROOTS IN THE RESTRICTED AREAS BY SAW CUTTING WITH A WEEMER DESIGNED FOR ROOT PRUNING, BY HAND, OR WITH A CHAINSAW. TREE ROOTS PROJECTING INTO THE CONSTRUCTION ZONE SHALL BE EXPOSED PRIOR TO ROOT PRUNING WITH SMALL MACHINERY, I.E., BORCAT.
3. STUMP REMOVAL: AT SUCH TIME THAT ROOTS HAVE BEEN PROPERLY SEVERED, STUMPS MAY BE REMOVED. WHERE REMOVAL OF CERTAIN STUMPS COULD CAUSE DAMAGE TO EXISTING PROTECTED TREES, TREE STUMPS SHALL BE GROUND OUT. ALL STUMP REMOVAL SHALL BE UNDER THE DIRECT SUPERVISION OF THE OWNER'S REPRESENTATIVE.
4. TREE PRUNING: PROPER PRUNING OF TREES IN THE RESTRICTED ZONE SHALL BE DIRECTED BY AND SUPERVISION AT ALL TIMES BY THE OWNER'S REPRESENTATIVE.

AN OWNER'S REPRESENTATIVE WILL BE AVAILABLE AT ALL TIMES DURING THE PREPARATORY AND CONSTRUCTION PERIOD.

MULCH RATHER THAN SEED OR SOD WILL BE USED AT THE BASE OF QUALITY TREES TO A PERIMETER DETERMINED BY THE OWNER'S REPRESENTATIVE. AREAS TO BE SEED FOR EROSION CONTROL PURPOSES WITHIN THE CONSTRUCTION ZONE ARE TO BE DETERMINED BY THE OWNER'S REPRESENTATIVE. NATURAL GROUND COVER WILL BE MAINTAINED WHEREVER POSSIBLE.

THE USE OF RETAINING WALLS NEAR TREES, IN ADDITION TO THOSE REQUIRED ON THE PLANS, SHALL BE DETERMINED IN THE FIELD, BASED ON TREE LOCATIONS AND TOPOGRAPHY.

M. EXCAVATE TOPSOIL FROM AREAS TO BE FURTHER EXCAVATED OR REGRADED AND STOCKPILE IN AREAS DESIGNATED ON THE SITE. THE CONTRACTOR SHALL SALVAGE ENOUGH TOPSOIL FOR REGRADING ON THE SITE AS SPECIFIED. EXCESS TOPSOIL SHALL BE PLACED IN EMBANKMENT AREAS, OUTSIDE OF BUILDING PADS, ROADWAYS AND PARKING AREAS. THE CONTRACTOR SHALL SUBCUT CUT AREAS, WHERE TURF IS TO BE ESTABLISHED, TO A DEPTH OF 4 INCHES. REGRADE TOPSOIL IN AREAS WHERE TURF IS TO BE ESTABLISHED TO A MINIMUM DEPTH OF 4 INCHES.

N. FINISHED GRADING SHALL BE COMPLETED. THE CONTRACTOR SHALL UNIFORMLY GRADE AREAS WITHIN LIMITS OF GRADING, INCLUDING ADJACENT TRANSITION AREAS. PROVIDE A SMOOTH FINISHED SURFACE WITHIN SPECIFIED TOLERANCES, WITH UNIFORM LEVELS OR SLOPES BETWEEN POINTS WHERE ELEVATIONS ARE SHOWN, OR BETWEEN SUCH POINTS AND EXISTING GRADES. AREAS THAT HAVE BEEN FINISHED GRADED SHALL BE PROTECTED FROM SUBSEQUENT CONSTRUCTION OPERATIONS, TRAFFIC AND EROSION. REPAIR ALL AREAS THAT HAVE BECOME RUINED BY TRAFFIC OR FROD BY WATER OR HAS SETTLED BELOW THE CORRECT GRADE. ALL AREAS DISTURBED BY THE CONTRACTOR'S OPERATIONS SHALL BE RESTORED TO EQUAL OR BETTER THAN ORIGINAL CONDITION OR TO THE REQUIREMENTS OF THE NEW WORK.

### D. TOLERANCES

1. THE COMMERCIAL BUILDING SUBGRADE FINISHED SURFACE ELEVATION SHALL NOT VARY BY MORE THAN 0.10 FOOT ABOVE, OR 0.10 FOOT BELOW, THE PRESCRIBED ELEVATION AT ANY POINT WHERE MEASUREMENT IS MADE.
2. THE STREET OR PARKING AREA SUBGRADE FINISHED SURFACE ELEVATION SHALL NOT VARY BY MORE THAN 0.05 FOOT ABOVE, OR 0.10 FOOT BELOW, THE PRESCRIBED ELEVATION OF ANY POINT WHERE MEASUREMENT IS MADE.
3. AREAS WHICH ARE TO RECEIVE TOPSOIL SHALL BE GRADED TO WITHIN 0.10 FOOT ABOVE OR BELOW THE REQUIRED ELEVATION, UNLESS DIRECTED OTHERWISE BY THE ENGINEER.

4. TOPSOIL SHALL BE GRADED TO PLUS OR MINUS 1/2 INCH OF THE SPECIFIED THICKNESS.

O. AFTER THE SITE GRADING IS COMPLETED, IF EXCESS OR SHORTAGE OF SOIL MATERIAL EXISTS, THE CONTRACTOR SHALL TRANSPORT ALL EXCESS SOIL MATERIAL OFF THE SITE TO AN AREA SELECTED BY THE CONTRACTOR, OR IMPORT SUITABLE MATERIAL TO THE SITE.

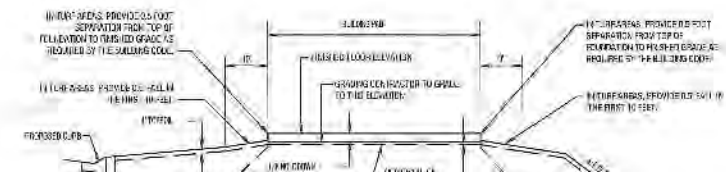
P. THE CONTRACTOR SHALL DETERMINE THE LOCATION OF ANY HAUL ROADS THAT MAY BE REQUIRED TO COMPLETE THE SITE GRADING CONSTRUCTION AND SHALL INDICATE HAUL ROADS ON EROSION AND SHEDDING CONTROL "SITE MAP". THE CONTRACTOR SHALL COMPLY WITH THE REQUIREMENTS OF THE GOVERNING AUTHORITY OF EACH ROADWAY. THE CONTRACTOR SHALL POST WHATEVER SECURITY, AND COMPLY WITH ALL CONDITIONS WHICH ARE REQUIRED BY EACH GOVERNING AUTHORITY OF EACH ROADWAY.

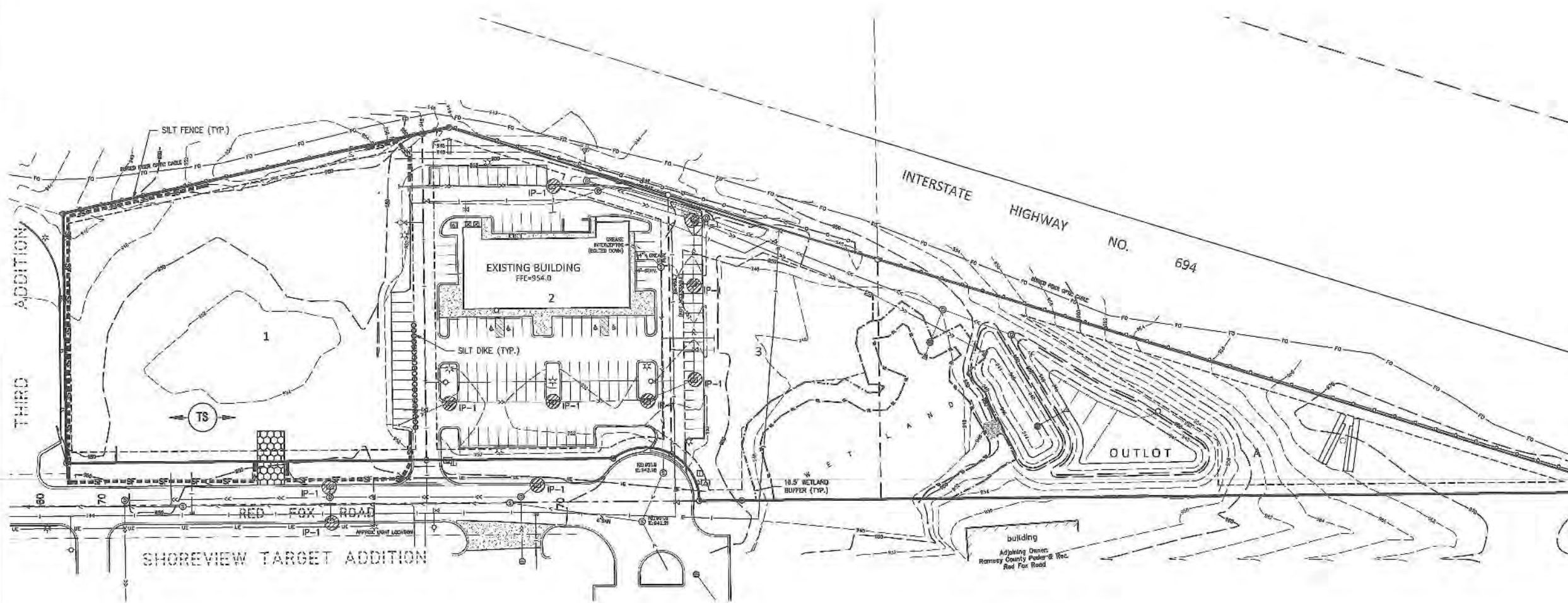
Q. ANY DISTURBED AREAS WITHIN THE WETLANDS SHALL BE RESTORED WITH 6 TO 12 INCHES OF ORGANIC SOILS, PREFERABLY SOILS THAT WERE PREVIOUSLY REMOVED FROM WETLAND AREAS. SEEDING IN THE WETLAND MITIGATION AREAS ABOVE THE NORMAL WATER LEVEL SHALL BE COMPS OF ENGINEERS WET MEADOW SEED MIXTURE, OR MIN/DOT SEED MIXTURE 26B, OR APPROVED EQUAL. THE SEED SHALL BE WATERED UNTIL A HEALTHY STAND OF GRASS IS OBTAINED.

R. FILL PLACED WITHIN THE BUILDING PAD AREAS SHALL BE IN CONFORMANCE WITH HUD/FHA PROCEDURES AND DATA SHEET 796. REMOVE ALL UNSUITABLE AND ORGANIC SOIL FROM PAVEMENT AREAS. COMPACT FILL TO 100% STANDARD PROCTOR DENSITY.

T. IF THE CONTRACTOR ENCOUNTERS ANY DRAIN TILE WITHIN THE SITE, HE OR SHE SHALL NOTIFY THE ENGINEER WITH THE LOCATION, SIZE, INVERT AND IF THE TILE LINE IS ACTIVE. NO ACTIVE DRAIN TILE SHALL BE BACKFILLED WITHOUT REVIEW, DISCUSSION AND APPROVAL FROM THE PROJECT ENGINEER.

U. RETAINING WALL(S) SHALL BE CONSTRUCTED OF MODULAR BLOCK MATERIAL. THE CONTRACTOR SHALL SUBMIT TO THE ENGINEER AND LOCAL AUTHORITY CERTIFIED ENGINEERING DRAWINGS, DESIGN CALCULATIONS AND SOIL BORINGS. THE CERTIFIED ENGINEER FOR THE RETAINING WALL(S) SHALL PROVIDE CONSTRUCTION OBSERVATIONS OF THE RETAINING WALL IMPROVEMENT, AND A LETTER CERTIFYING THE INSTALLATION OF THE WALL(S) WAS CONSTRUCTED IN CONFORMANCE WITH THE PLANS AND SPECIFICATIONS.





**SEQUENCE OF CONSTRUCTION**

**PHASE IA:**

1. INSTALL STABILIZATION/CONTROL MEASURES.
2. PROVIDE TEMPORARY FENCING AND STORAGE AREA.
3. CONSTRUCT THE SILT FENCE & PARKING CONTROL OF THE SITE.
4. CONSTRUCT THE SEPARATION AND RETENTION TIME CANALS.
5. INSTALL BEST PRACTICES IN ORDER TO RULES.
6. PAUSE ALL ACTIVITIES AND CONTACT THE CIVIL ENGINEERING CONSULTANT TO PERFORM REVISION OF EXIST. GENERAL CONTRACTOR SHALL SCHEDULE AND CONSULT WITH WATER PER CONSTRUCTION MEETING WITH ENGINEER AND ALL SHOULD DESTABILIZING CONTROL MEASURES BEFORE PROCEEDING WITH CONSTRUCTION. CLEAN AND SHUT THE SITE.
7. PROTECTING THE SITE.
8. START CONSTRUCTION OF BUILDING AND LAND'S RESTORES.

**PHASE IB:**

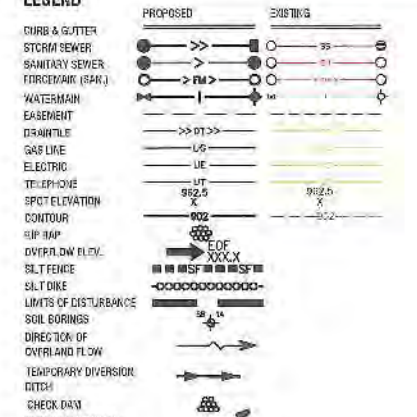
1. TEMPORARILY STOP TRAFFIC TRAFFIC.
2. INSTALL UTILITIES, UNDERDRAINS, STORM SEWERS, CURBS AND GUTTERS.
3. INSTALL RIP RAP APPROX. OUTLET STRUCTURES.
4. INSTALL INLET PROTECTION AND ALL STORM SEWER STRUCTURES.
5. PREPARE SITE FOR PAVING.
6. PAVE SITE.
7. INSTALL FINAL PROTECTIVE LEAVES.
8. COMPLETE GRADING AND INSTALL PERMANENT RETENTION AND PLANTING.
9. REMOVE ALL TEMPORARY CONTROL MEASURES AND CONTROL LEAVES (WHEN SITE IS STABLE, FREE, & PROTECTED BY THE CONTRACT).

**SOIL EROSION / SEDIMENTATION CONTROL OPERATION TIME SCHEDULE**

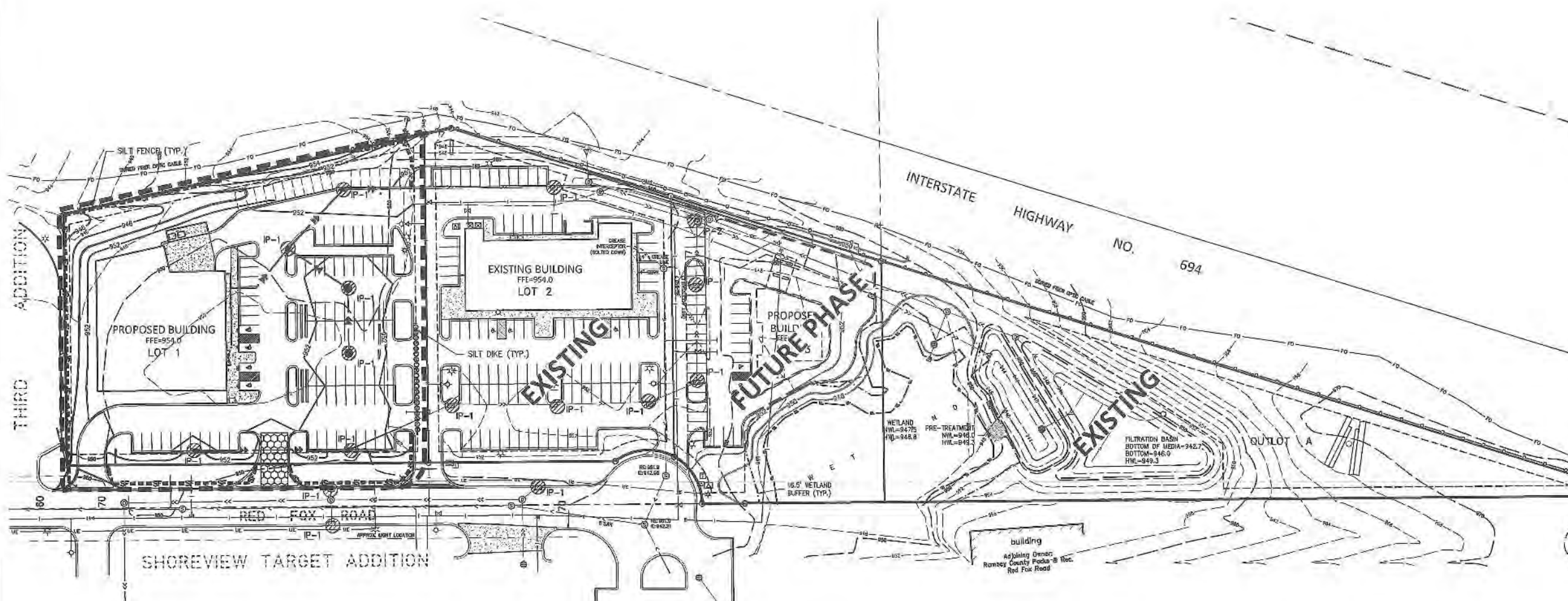
CONSTRUCTION SEQUENCE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	
TEMPORARY CONTROL MEASURES																			
STRIP & STOCKPILE TOPSOIL																			
ROUGH GRADE / SEDIMENT CONTROL																			
TEMPORARY CONSTRUCTION ROADS																			
FOUNDATION / BUILDING CONSTRUCTION																			
SITE CONSTRUCTION																			
PERMANENT CONTROL STRUCTURES																			
FINISH GRADING																			
LANDSCAPING / SEED / FINAL STABILIZATION																			
STORM FACILITIES																			

NOTE: CONTRACTOR OR GENERAL CONTRACTOR TO COMPLETE TABLE WITH THEIR SPECIFIC PROJECT SCHEDULE.

**LEGEND**







**SEQUENCE OF CONSTRUCTION**

**PHASE IA:**

1. INSTALL EROSION CONTROL STRIPPER STRIPS.
2. FORMER TEMPORARY STORAGE AND STORAGE AREA.
3. CONSTRUCT THE SILT FENCE & PERIMETER CONTROLS OF THE SITE.
4. CONSTRUCT THE SEDIMENTATION AND SEDIMENT TRAP BASINS.
5. INSTALL EROSION PROTECTION IN EXISTING AREAS.
6. HAS FULL CONTRACTOR SUPERVISOR THE TEMPORARY STORAGE UNIT TO PREVENT REMOVAL OF SOILS. GENERAL CONTRACTOR SHALL HANDLE AND COLLECT STORM WATER FROM CONSTRUCTION OPERATIONS WITH BUSINESS AND ALL SURROUNDING DISTURBED CONSTRUCTION BEGINS PROCEEDING WITH CONSTRUCTION. CLEAN AND SHIP THE SOIL.
7. BEGIN GRADING THE SITE.
8. START CONSTRUCTION OF BUILDING FOUNDATION.

**PHASE IB:**

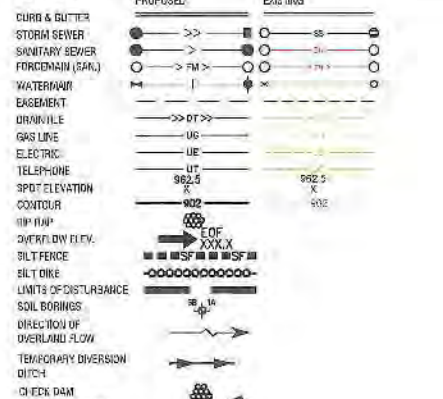
1. TEMPORARILY REPAIR OPEN AREAS.
2. INSTALL CURB & GUTTER, UNDERDRAINS, STORM SEWERS, CURBS AND SLOTTED.
3. INSTALL SIP FOR BUILDING OUTER STRUCTURE.
4. INSTALL EROSION PROTECTION THROUGH ALL STORM SEWER STRUCTURES.
5. PREPARE SITE FOR FINISH.
6. FINISH SITE.
7. INSTALL EROSION PROTECTION DEVICES.
8. COMPLETE CURBS AND INSTALL PERMANENT SEEDING AND PLANTING.
9. REMOVE ALL TEMPORARY EROSION AND SEDIMENT CONTROL DEVICES FROM THE SITE IS STABLE AND, IF NECESSARY, THE CONTRACTOR.

**SOIL EROSION / SEDIMENTATION CONTROL OPERATION TIME SCHEDULE**

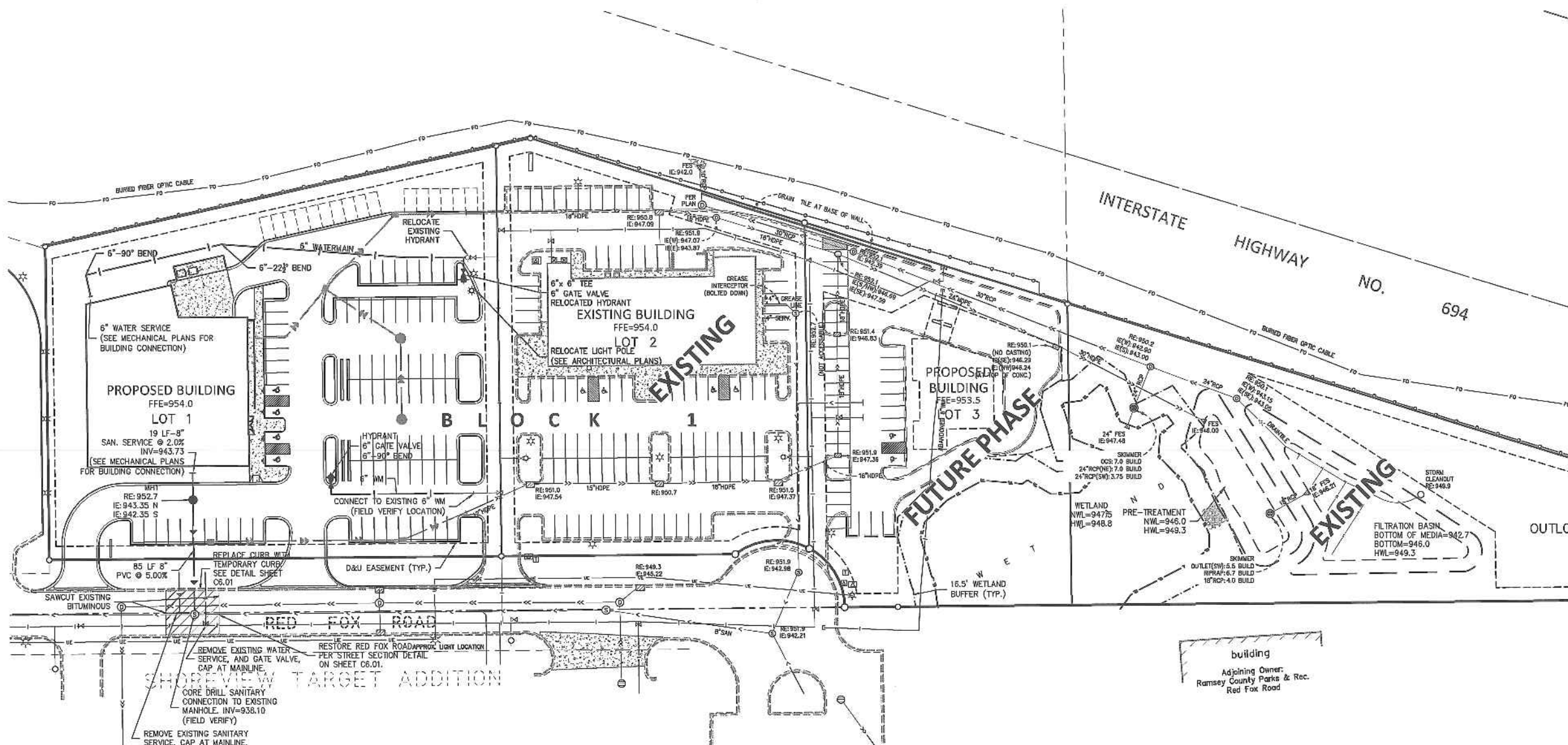
CONSTRUCTION SEQUENCE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	
TEMPORARY CONTROL MEASURES																			
STRIP & STOCKPILE TOPSOIL																			
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FOUNDATION / BUILDING CONSTRUCTION																			
SITE CONSTRUCTION																			
PERMANENT CONTROL STRUCTURES																			
FINISH GRADING																			
LANDSCAPING / SEED / RIVAL STABILIZATION																			
STORM FACILITIES																			

NOTE: CONTRACTOR OR GENERAL CONTRACTOR TO COMPLETE TABLE WITH THEIR SPECIFIC PROJECT SCHEDULE

**LEGEND**







**UTILITY CONSTRUCTION NOTES**

**LEGEND**

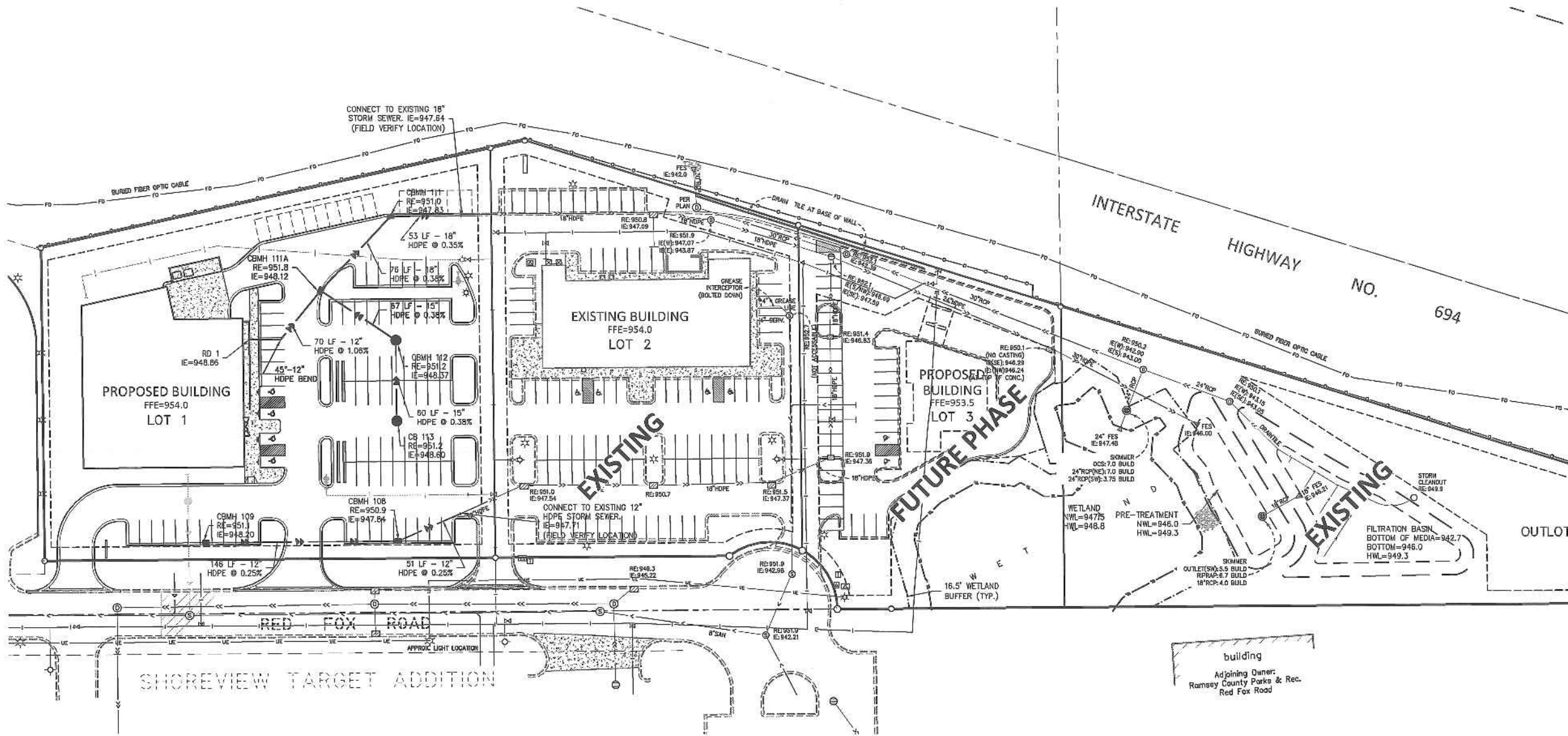
	PROPOSED	EXISTING
CURB & GUTTER	—	—
STORM SEWER	—	—
SANITARY SEWER	—	—
FORCEMAIN (SAN.)	—	—
WATERMAIN	—	—
EASEMENT	—	—
DRAIN TILE	—	—

- A. THE UTILITY IMPROVEMENTS FOR THIS PROJECT SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE "STANDARD UTILITIES SPECIFICATIONS" AS PUBLISHED BY THE CITY ENGINEERS ASSOCIATION OF MINNESOTA (CEAM), EXCEPT AS MODIFIED HEREIN. CONTRACTOR SHALL OBTAIN A COPY OF THESE SPECIFICATIONS.
- ALL UTILITIES SHALL BE CONSTRUCTED IN ACCORDANCE TO CITY REQUIREMENTS.
  - CONTRACTOR SHALL NOT OPEN, TURN OFF, INTERFERE WITH, OR ATTACH ANY PIPE OR HOSE TO OR TAP WATERMAIN BELONGING TO THE CITY UNLESS DULY AUTHORIZED TO DO SO BY THE CITY. ANY ADVERSE CONSEQUENCES OF ANY SCHEDULED OR UNSCHEDULED DISRUPTIONS OF SERVICE TO THE PUBLIC ARE THE LIABILITY OF THE CONTRACTOR.
  - A MINIMUM VERTICAL SEPARATION OF 18 INCHES IS REQUIRED AT ALL WATERMAIN AND

- THE CONTRACTOR SHALL TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES DURING THE CONSTRUCTION PHASES OF THIS PROJECT. THE CONTRACTOR WILL BE HELD SOLELY RESPONSIBLE FOR ANY DAMAGES TO THE ADJACENT PROPERTIES OCCURRING DURING THE CONSTRUCTION PHASES OF THIS PROJECT.
- SAFETY NOTICE TO CONTRACTORS:** IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, THE CONTRACTOR WILL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS ON THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS. THE DUTY OF THE ENGINEER OR THE DEVELOPER TO CONDUCT CONSTRUCTION REVIEW OF THE CONTRACTOR'S PERFORMANCE IS NOT INTENDED TO INCLUDE REVIEW OF THE ADEQUACY OF THE CONTRACTOR'S SAFETY MEASURES IN, ON OR NEAR THE CONSTRUCTION SITE.

- DETERMINE WHICH SECTIONS OF THE STREET OR PARKING AREA ARE UNSTABLE. CONTRACTOR SHALL BE COMPLETED IN ACCORDANCE WITH THE REQUIREMENTS OF THE ENGINEER.
- K. THE TREES AND OTHER NATURAL VEGETATION WITHIN THE PROJECT AND/OR ADJACENT PROJECT ARE OF PRIME CONCERN TO THE CONTRACTOR'S OPERATIONS. HE WILL BE RESPONSIBLE FOR PROTECTING THE TREES WHICH ARE TO BE SAVED TO BE SURE THAT EQUIPMENT IS NOT OPERATED UNDER NEARBY TREES AND SHALL EXERCISE EXTREME CAUTION IN WORKING NEAR TREES. SHOULD ANY PORTION OF THE TREE BRANCHES REQUIRE REMOVAL TO PERMIT THE CONTRACTOR'S EQUIPMENT, HE SHALL OBTAIN THE SERVICES OF A PROFESSIONAL TRIMMING SERVICE TO TRIM THE TREES PRIOR TO THE BEGINNING OF THE OPERATIONS. SHOULD ANY PORTION OF THE TREE BRANCHES REQUIRE REMOVAL TO PERMIT THE CONTRACTOR'S OPERATIONS RESULT IN THE BREAKING OF ANY LIMBS, THE BROKEN LIMBS SHALL BE REMOVED IMMEDIATELY AND CUTS SHALL BE PROPERLY PROTECTED TO MINIMIZE

building  
 Adjoining Owner:  
 Ramsey County Parks & Rec.  
 Red Fox Road



**UTILITY CONSTRUCTION NOTES**

- A. THE UTILITY IMPROVEMENTS FOR THIS PROJECT SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE 'STANDARD UTILITIES SPECIFICATIONS' AS PUBLISHED BY THE CITY ENGINEERS ASSOCIATION OF MINNESOTA (CEAM), EXCEPT AS MODIFIED HEREIN. CONTRACTOR SHALL OBTAIN A COPY OF THESE SPECIFICATIONS.
  - 1. ALL UTILITIES SHALL BE CONSTRUCTED IN ACCORDANCE TO CITY REQUIREMENTS.
  - 2. CONTRACTOR SHALL NOT OPEN, TURN OFF, INTERFERE WITH, OR ATTACH ANY PIPE OR HOSE TO OR TAP WATERMAIN BELONGING TO THE CITY UNLESS DULY AUTHORIZED TO DO SO BY THE CITY. ANY ADVERSE CONSEQUENCES OF ANY SCHEDULED OR UNSCHEDULED DISRUPTIONS OF SERVICE TO THE PUBLIC ARE THE LIABILITY OF THE CONTRACTOR.
  - 3. A MINIMUM VERTICAL SEPARATION OF 18 INCHES IS REQUIRED AT ALL WATERMAIN AND SEWER MAIN (BUILDING, STORM AND SANITARY) CROSSINGS.
- B. ALL MATERIALS SHALL BE AS SPECIFIED IN CEAM SPECIFICATIONS EXCEPT AS MODIFIED HEREIN.
- E. THE CONTRACTOR SHALL TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES DURING THE CONSTRUCTION PHASES OF THIS PROJECT. THE CONTRACTOR WILL BE HELD SOLELY RESPONSIBLE FOR ANY DAMAGES TO THE ADJACENT PROPERTIES OCCURRING DURING THE CONSTRUCTION PHASES OF THIS PROJECT.
- F. SAFETY NOTICE TO CONTRACTORS: IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, THE CONTRACTOR WILL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS ON THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS. THE DUTY OF THE ENGINEER OR THE DEVELOPER TO CONDUCT CONSTRUCTION REVIEW OF THE CONTRACTOR'S PERFORMANCE IS NOT INTENDED TO INCLUDE REVIEW OF THE ADEQUACY OF THE CONTRACTOR'S SAFETY MEASURES IN, ON OR NEAR THE CONSTRUCTION SITE.
- G. ALL AREAS OUTSIDE THE PROPERTY BOUNDARIES THAT ARE DISTURBED BY UTILITY CONSTRUCTION SHALL BE RESTORED IN KIND. SODDED AREAS SHALL BE RESTORED WITH 6 INCHES OF TOPSOIL PLACED BENEATH THE SOD.
- K. THE TREES AND OTHER NATURAL VEGETATION WITHIN THE PROJECT AND/OR ADJACENT PROJECT ARE OF PRIME CONCERN TO THE CONTRACTOR'S OPERATIONS. HE WILL BE RESPONSIBLE FOR PROTECTING THE TREES WHICH ARE TO BE SAVED TO BE SURE THAT EQUIPMENT IS NOT OPERATED UNDER NEARBY TREES AND SHALL EXERCISE EXTREME CAUTION IN WORKING UNDER TREES. SHOULD ANY PORTION OF THE TREE BRANCHES REQUIRE REMOVAL TO PERFORM THE CONTRACTOR'S EQUIPMENT, HE SHALL OBTAIN THE SERVICES OF A PROFESSIONAL TRIMMING SERVICE TO TRIM THE TREES PRIOR TO THE BEGINNING OF THE OPERATIONS. CONTRACTOR'S OPERATIONS RESULT IN THE BREAKING OF ANY LIMBS, THE BROKEN LIMBS SHALL BE REMOVED IMMEDIATELY AND CUTS SHALL BE PROPERLY PROTECTED TO MINIMIZE THE COSTS FOR TRIMMING SERVICES SHALL BE CONSIDERED INCIDENTAL TO THE GRADING AND NO SPECIAL PAYMENT WILL BE MADE.

**LEGEND**

	PROPOSED	EXISTING
CURB & GUTTER	—	—
STORM SEWER	—	—
SANITARY SEWER	—	—
FORCEMAIN (SAN.)	—	—

building  
 Adjoining Owner:  
 Ramsey County Parks & Rec.  
 Red Fox Road

**SPECIAL PROVISIONS  
TO THE  
STANDARD WATER SPECIFICATION**

**SPECIFICATIONS WHICH APPLY**

The performance of the work, the material requirements, the basis of measurement, testing requirements and payment for the various portions of the work, shall be in accordance with the appropriate sections of the City Engineers Association, "Standard Utilities Specifications for Water Main and Service Line Installation and Sanitary Sewer and Storm Sewer Installation," 1999 edition, except as altered or modified by these Special Provisions.

City of Shoreview contact for utilities is Kevin Chmelowski, Utilities Supervisor at 651-499-4661.

**MATERIALS**

**1.1 Ductile Iron Pipe**

Water main pipe material shall be Ductile Iron Pipe, Class 53 unless otherwise noted. All Ductile Iron Pipe shall be tar-coated and cement-lined, conforming to the requirements of AWWA C-104.

All water main materials furnished and installed under this contract shall be of domestic manufacture and furnished by a manufacturer having notable reputation within the industry.

All new DIP water main furnished and installed under this contract shall have an 8-mil polyethylene encasement conforming to ANSI/AWWA C105/A21.8.

All sections of water main shall have an external copper jumper stop capable of meeting the conductivity requirements.

**1.2 HDPE Pipe**

All HDPE Pipe shall be installed with a continuous, insulated, solid #10 gauge copper wire for location purposes by means of an electric line tracer. All tracer wires must be run to gate valves or cleanout boxes placed by the contractor.

SW-1

**1.3 Fire Hydrants**

Fire hydrants shall be Watco's Pacer conforming to AWWA C-502. If the water table is above the water main, the drains in the hydrants shall be plugged. The hydrant bury length, measured from the bottom of the branch pipe connection to the finished ground line at the hydrant, shall be 8'-0".

The Contractor shall provide the City one hydrant wrench for the first hydrant installed and one wrench for every additional five hydrants installed.

All hydrant extensions of two (2) feet or more shall include the replacement of the standard operating rod with a one-piece large-diameter operating rod. The use of rod extenders will not be accepted without prior approval of the Engineer.

All fire hydrants shall be furnished with a red FlexStake 804-R-FT 4-foot hydrant marker, as manufactured by FlexStake, or approved equal.

**1.4 Valves and Valve Housing**

Valve housings shall be Tyler cast iron adjustable 3-piece Buffalo-type with minimum of 6" vertical adjustment. The word "WATER" shall be inscribed on the lid.

Valves less than 12" shall be Watco's AFC-2500 ductile iron resilient wedge valve or approved equal and shall be supplied with a Tamor Coupling Device as manufactured by American Flow Control or approved equal.

The Contractor shall provide the City one valve wrench for the first valve installed and one wrench for every additional five valves installed.

**1.5 Curb Stop & Box**

Curb stop shall be Mueller H1514, Mark II, Original or approved equal with copper service pipe inlet and outlet.

Curb boxes shall be a 2" Mueller split box.

**1.6 Corporation Cocks**

Corporation stops shall be Mueller H-15000 or approved equal with AWWA threaded inlet and AWWA copper service pipe outlet.

**1.7 Ductile Iron Fittings**

All DIP fittings shall be American or Canadian made steel and be epoxy coated.

SW-2

**1.8 Restrained Joint Restraint Glands**

All nuts and bolts shall be zinc blue or "blue bolts". Stainless steel nuts and bolts are not acceptable for restrained joints. All tie rod type restrainers shall be stainless steel. Coated or rust proofing of the joints or nuts and bolts is not acceptable.

**2. CONSTRUCTION REQUIREMENTS**

**2.1 Interruption of Water Service**

Only representatives of the City are permitted to operate valves on water mains with City water pressure. The Contractor shall provide the City a minimum of 48 hours notice on all requests to take a water main out of service and shall be only at off-peak times.

**2.2 Temporary Water Service**

Prior to reconstruction of the watermain, the Contractor shall furnish all affected properties with a temporary water system as approved by the Engineer. This system must be closely monitored and checked on weekdays. Upon completion of the watermain replacement, the Contractor shall promptly disconnect and remove all materials of the system.

**2.3 Adjust Curb Stops**

The contractor is required to adjust all existing curb boxes within the project limits. This shall include raising all curb boxes to the surface of the ground after the soil has been laid. All curb boxes that are located within a hardscape or concrete surface shall have a casting installed over the curb box. The casting shall be a Ford meter box A-1 type casting that is furnished by the contractor.

**3. TESTING PIPE LINES**

The pressure test and the electrical conductivity test shall be performed to all water mains. Any defects found as a result of the tests shall be corrected by the Contractor with material and in a manner acceptable to the Engineer at no cost to the Owner. Following such corrective measures, the portions of the project found defective shall be retested until proven satisfactory. The following are the testing requirements for the water main system:

- \* Pressure Test - 150 psi - 2 hour duration with no psi drop

SW-3

- \* Conductivity - 350 amperes for 5 minutes (DIP only)
- \* Bacteria test to be conducted by the City Utilities Department

The City requires that the water main pressure testing shall be conducted on all fittings and connections. If pressure testing connections or fittings are not able to be done on this project it is the Engineer's discretion to require the contractor to provide a visual inspection of a mechanical joint. All costs with this type of testing is the responsibility of the contractor.

A pressure gauge attached to a fire hydrant to monitor pressure for pressure testing shall not be allowed. A corporation stop shall be installed on the test section of water main with copper piping extending to grade to allow the monitoring of pressure with a pressure gauge. After the pressure test is complete the copper piping shall be removed and the corporation stop shall be abandoned in place. All materials, labor, and equipment required to monitor pressure shall be considered incidental to the installation of the water main.

Pressure testing gauges shall be in one PSI increments and all pressure gauges shall have a reflective backing for cycling proper alignment and measuring of the testing gauge. Other gauges are not acceptable for pressure testing.

**3.1 Hydrostatic Testing of HDPE Pipe**

After the pipe has been installed, including fittings, valves, and blocking the pipe shall be subjected to hydrostatic testing as follows:

- \* Fill the pipeline with water to a test pressure that is 1.5 times the design pressure and allow the pipe to expand. During the initial expansion, sufficient make-up water shall be added to the system at hourly intervals to maintain the test pressure. Continue adding make-up water until initial expansion of the pipeline is complete.
- \* After initial expansion is complete the pipe shall be subjected to a constant test pressure of 1.5 times the design pressure for 2-hours, after which time any water deficiency must be replaced and measured. Add and measure the amount of make-up water required to return to the test pressure, which

- \* Under no circumstances shall the total line the pipe is under test pressure exceed 8 hours. If the test cannot be completed within this time limit, pressure shall be removed from the test section and the pipe shall remain without pressure for a minimum of 8-hours prior to the next test sequence.

Air testing of pipe shall not be allowed.

**3.2 Pressure Test Against Existing Valves**

Where existing valves must be hydrostatically tested against after the water main installation, such valves shall be tested before any extension is made to determine any defective sealing or non-testability. The existing condition of the valve shall be reported to the Engineer and a determination will be made as to whether it shall be replaced, tested against with allowances provided, or a temporary test plug installed for purposes of the hydrostatic test, with a bypass connection made after testing is completed.

**4. PIPELINE BACKFILLING OPERATIONS**

**4.1 Pipeline Backfilling Operations**

Densities will be measured by the Standard Proctor Density and shall meet the following requirements:

- 1) Trenches below the roadbed and in the upper three feet of the trench shall be compacted to 100% Standard Proctor Density.
- 2) Trenches below the roadbed and below the upper three feet of the trench shall be compacted to 95% Standard Proctor Density.
- 3) Trenches outside of the roadbed shall be compacted to 93% Standard Proctor Density.

**5. METHODS OF MEASUREMENT AND PAYMENT**

**5.1 Water Main Installation**

**5.2 DIP Water Main**

Ductile Iron Pipe for each pipe size shall be paid at the contract unit price per linear foot and shall be considered payment in full for the new pipe installation, pressure testing and disinfection.

**5.3 DIP Fittings**

All DIP Fittings will be paid for on per pound basis or as specified in the proposal.

**5.4 Polyethylene Encasement**

Polyethylene encasement shall be incidental to the installation of ductile iron pipe.

**5.5 Bulkhead and abandon existing water main**

Bulkhead and abandon existing water main shall include material, supplies, equipment, and labor to properly abandon and fill the water main with sand.

**5.6 Remove Hydrant**

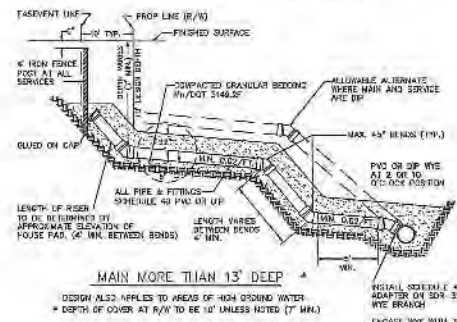
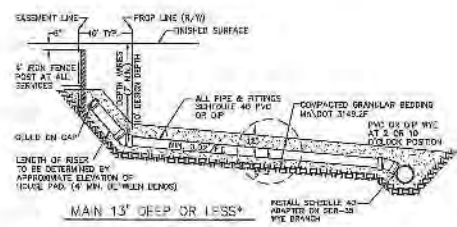
Shall include all material, supplies, labor and equipment to remove existing hydrants and gate valves. The removed gate valve and hydrant shall become the property of the contractor.

**5.7 Furnish and Install Hydrant and 6" Gate Valve**

Shall include all material, supplies, labor, and equipment to furnish and install a new hydrant and gate valve.

**5.8 Adjust Curb Stops**

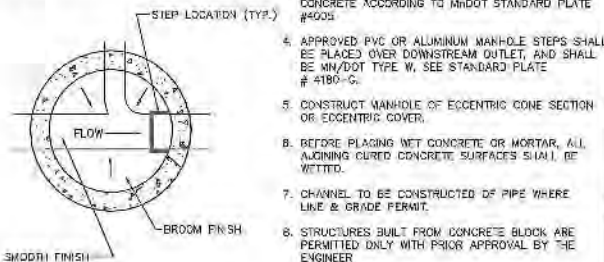
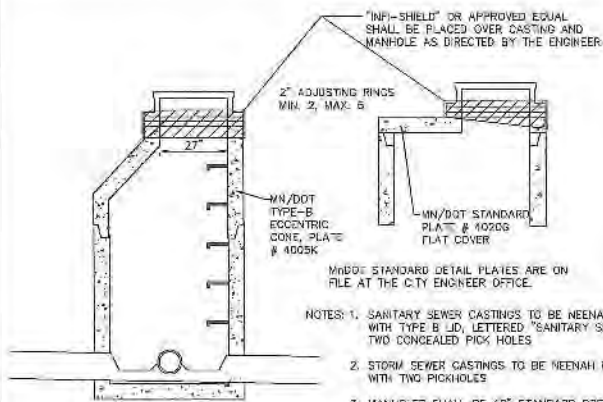
This shall include adjustment of all existing curb stops located within the project limits. The contractor is responsible to conduct this work prior to closeout of the project. This is incidental to the project and no compensation will be paid for this work.



**CITY OF SHOREVIEW**  
ENGINEERING DEPARTMENT

**SANITARY SEWER SERVICE**  
TYPICAL INSTALLATION

FEBRUARY 2005

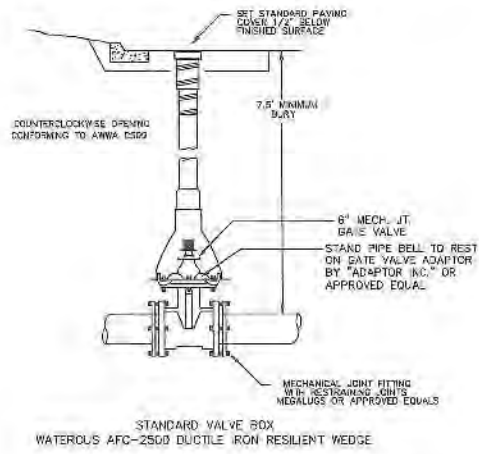


- MANHOLE STANDARD DETAIL PLATES ARE ON FILE AT THE CITY ENGINEER OFFICE.
- NOTES: 1. SANITARY SEWER CASTINGS TO BE NEENAH R-1733 WITH TYPE B JD, LETTERED "SANITARY SEWER" AND TWO CONCEALED PICK HOLES  
2. STORM SEWER CASTINGS TO BE NEENAH R-1723 WITH TWO PICKHOLES  
3. MANHOLES SHALL BE 48" STANDARD PRECAST CONCRETE ACCORDING TO MHDOT STANDARD PLATE #4003  
4. APPROVED PVC OR ALUMINUM MANHOLE STEPS SHALL BE PLACED OVER DOWNSTREAM OUTLET, AND SHALL BE MN/DOT TYPE W, SEE STANDARD PLATE # 4180-G.  
5. CONSTRUCT MANHOLE OF ECCENTRIC CONE SECTION OR ECCENTRIC COVER.  
6. BEFORE PLACING WET CONCRETE OR MORTAR, ALL ADJACING CURED CONCRETE SURFACES SHALL BE WETTED.  
7. CHANNEL TO BE CONSTRUCTED OF PIPE WHERE LINE & GRADE PERMIT.  
8. STRUCTURES BUILT FROM CONCRETE BLOCK ARE PERMITTED ONLY WITH PRIOR APPROVAL BY THE ENGINEER

**CITY OF SHOREVIEW**  
ENGINEERING DEPARTMENT

**STANDARD MANHOLE**  
STORM OR SANITARY

FEBRUARY 2005



STANDARD VALVE BOX  
WATERLOUS AFC-2500 DUCTILE IRON RESILIENT WEDGE

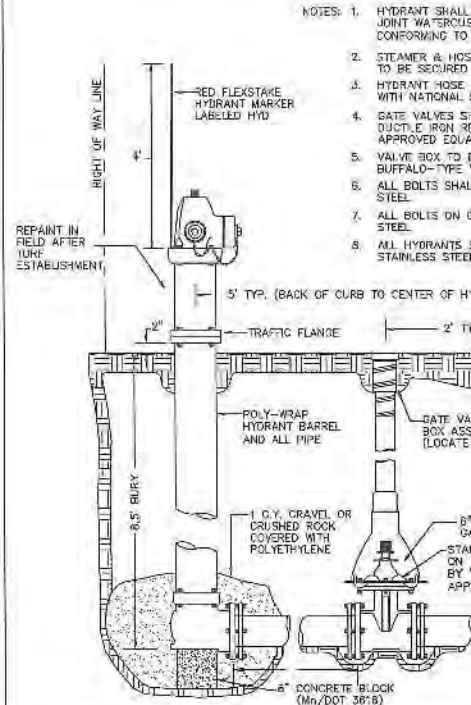
\* 12\"/>

- NOTES: 1. GATE VALVES SHALL BE WATERLOUS AFC-2500 DUCTILE IRON RESILIENT WEDGE OR APPROVED EQUAL  
2. VALVE BOX TO BE 3 PIECE TYLER BUFFALO-TYPE W/MIN. OF B" ADJUSTMENT  
3. ALL BOLTS SHALL BE CORE BLUE OR STAINLESS STEEL  
4. ALL BOLTS ON GATEVALVES SHALL BE STAINLESS STEEL

**CITY OF SHOREVIEW**  
ENGINEERING DEPARTMENT

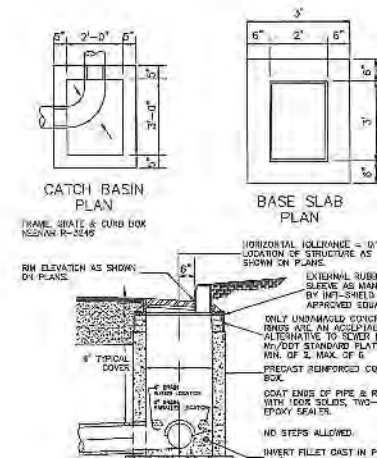
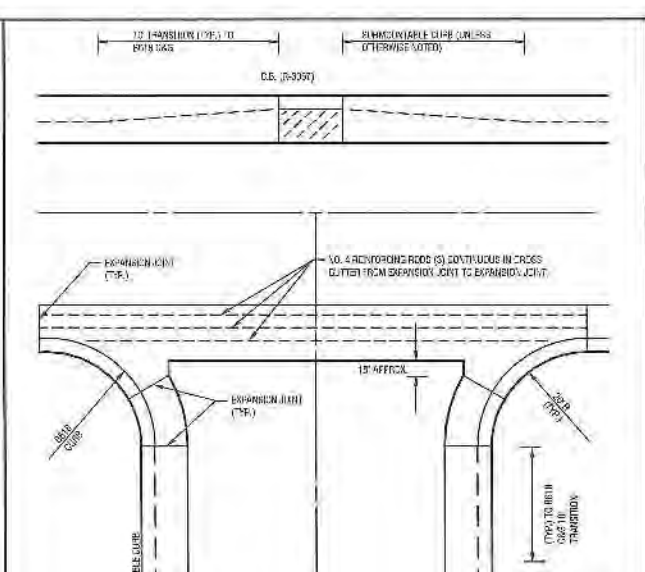
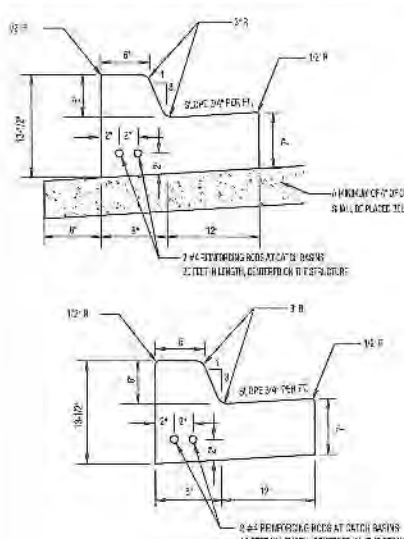
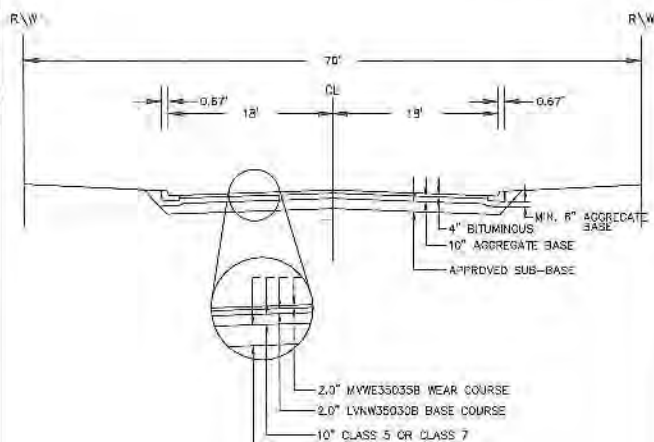
**GATE VALVE AND BOX**  
TYPICAL INSTALLATION

SEPTEMBER 2004



**CITY OF SHOREVIEW**  
ENGINEERING DEPARTMENT

**TYPICAL INSTALLATION**  
ENGINEERING DEPARTMENT



COMPLETED PARKING REQUIREMENTS

RESTAURANT	1 PARKING STALL PER 3 SEATS 4,415 SF W/ 180 SEATS 180/3 = 60 PARKING STALLS
COMMERCIAL DISTRICT	5.5 PARKING STALLS PER 1000 NET (23,419) x .8 SF = 18,735 SF (18,735/1000) x 5.5 = 103 PARKING STALLS
TOTAL	60 + 103 = 163 163 PARKING STALLS REQUIRED 190 PARKING STALLS PROVIDED

COMPLETED CONSTRUCTION PARKING SPACES

8	ADA PARKING STALLS
197	FULL SIZE PARKING STALLS
16	PROOF OF PARKING
Grand total: 221	

LOT 1 - PARKING REQUIREMENTS

COMMERCIAL DISTRICT	5.5 PARKING STALLS PER 1000 NET (14,000) x .8 SF = 11,200 SF (11,200/1000) x 5.5 = 62 PARKING STALLS
---------------------	--

LOT 1 - PARKING SCHEDULE

PARKING SPACES	85
PROOF OF PARKING	16
Grand total: 101	

LOT AREA:

LOT 1	- 90,176 SF (2.07 ACRES)
LOT 2	- 63,625 SF (1.46 ACRES)
LOT 3	- 48,640 SF (1.12 ACRES)
OUTLOT A	- 78,319 SF (1.80 ACRES)

TOTAL AREA - 280,760 SF (6.45 ACRES)

BUILDINGS:

PROPOSED MARKET:	14,000 SF
EXISTING COMMERCIAL/RESTAURANT/RETAIL:	10,034 SF
FUTURE COMMERCIAL:	3,800 SF

TOTAL BUILDING AREA: 27,834 SF (9.1%)

LOT 1 - PERVIOUS/IMPERVIOUS - INTERIOR TO PARKING

IMPERVIOUS - PARKING	48,081.6 SF 86%
PERVIOUS - PARKING	7,943.4 SF 14%
Grand total	56,025.0 SF

AREA SCHEDULE - OVERALL

Impervious - Lot 1	62470 SF	20.5%
Impervious - Lot 2	53486 SF	17.6%
Impervious - Lot 3	28354 SF	9.3%
Impervious - Red Fox ROW	15236 SF	5.0%
Pervious - Lot 1	27684 SF	8.1%
Pervious - Lot 2	10139 SF	3.3%
Pervious - Lot 3	20286 SF	6.7%
Pervious - Outlot	78319 SF	25.7%
Pervious - Red Fox ROW	8514 SF	2.8%
Grand total	304489 SF	100.0%

AREA SCHEDULE - LOT 3

Impervious - Lot 3	28354 SF	58.3%
Pervious - Lot 3	20286 SF	41.7%
Grand total	48640 SF	100.0%

AREA SCHEDULE - OUTLOT

Pervious - Outlot	78319 SF	100.0%
Grand total	78319 SF	100.0%

AREA SCHEDULE - RED FOX ROW

Impervious - Red Fox ROW	15236 SF	64.2%
Pervious - Red Fox ROW	8514 SF	35.8%
Grand total	23751 SF	100.0%

AREA SCHEDULE - LOT 1

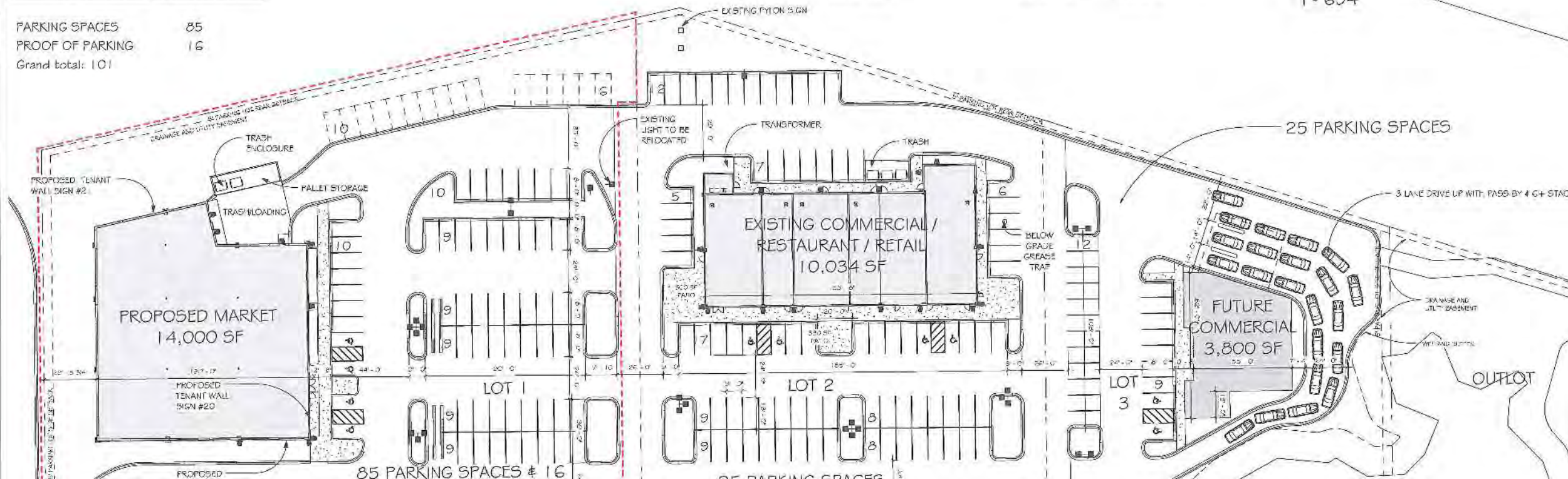
Impervious - Lot 1	62470 SF	69.3%
Pervious - Lot 1	27684 SF	30.7%
Grand total	90154 SF	100.0%

AREA SCHEDULE - LOT 2

Impervious - Lot 2	53486 SF	84.1%
Pervious - Lot 2	10139 SF	15.9%
Grand total	63625 SF	100.0%

PERVIOUS/IMPERVIOUS TABLES ARE APPROXIMATE.

1 - 694



AREA SCHEDULE - LOT 1

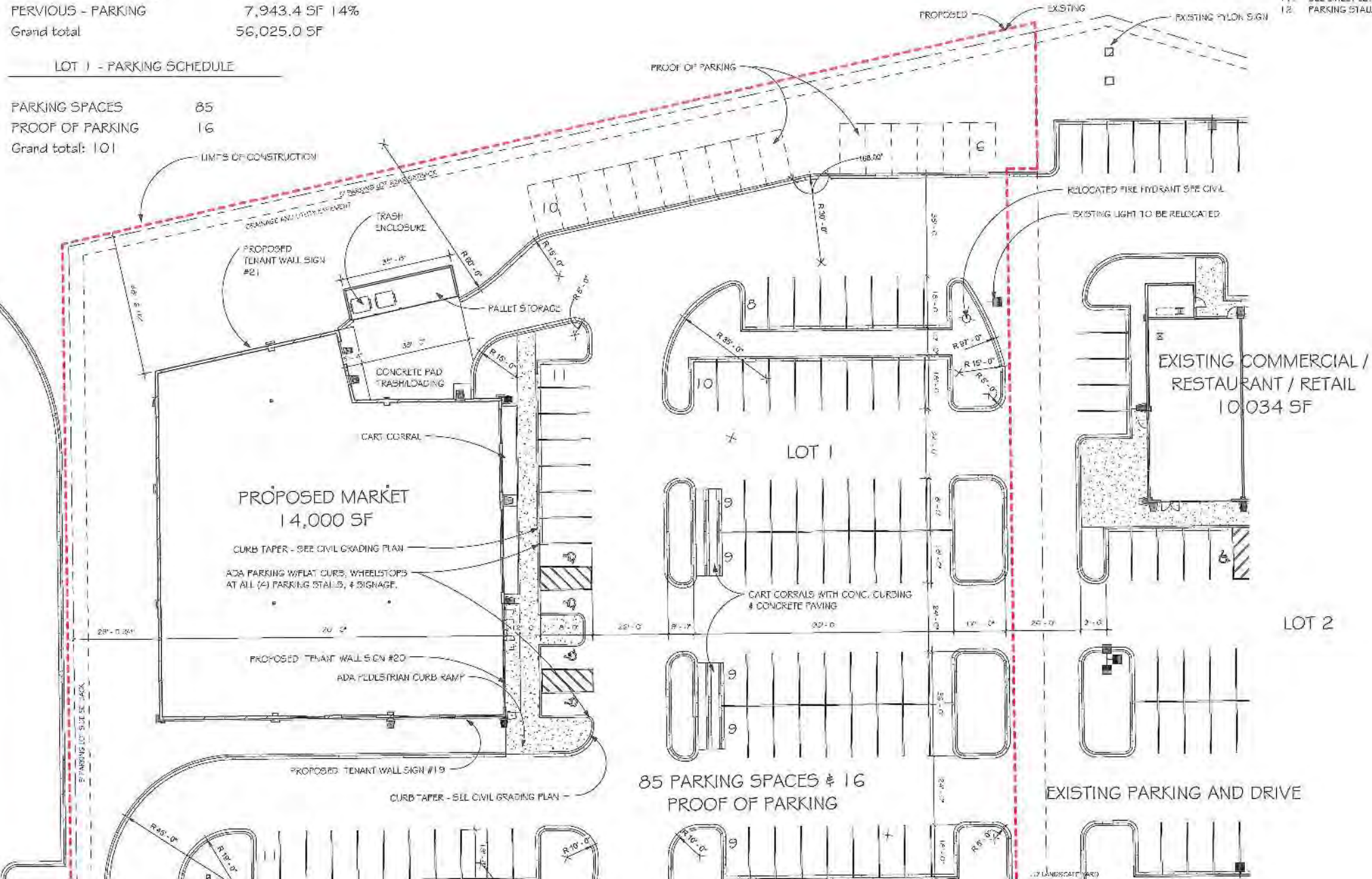
Impervious - Lot 1	62470 SF	69.3%
Pervious - Lot 1	27684 SF	30.7%
Grand total	90154 SF	100.0%

LOT 1 - PERVIOUS/IMPERVIOUS - INTERIOR TO PARKING

IMPERVIOUS - PARKING	48,081.6 SF	86%
PERVIOUS - PARKING	7,943.4 SF	14%
Grand total	56,025.0 SF	

LOT 1 - PARKING SCHEDULE

PARKING SPACES	85
PROOF OF PARKING	16
Grand total: 101	



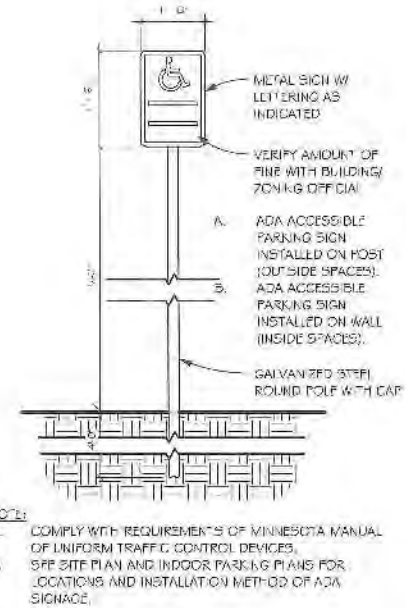
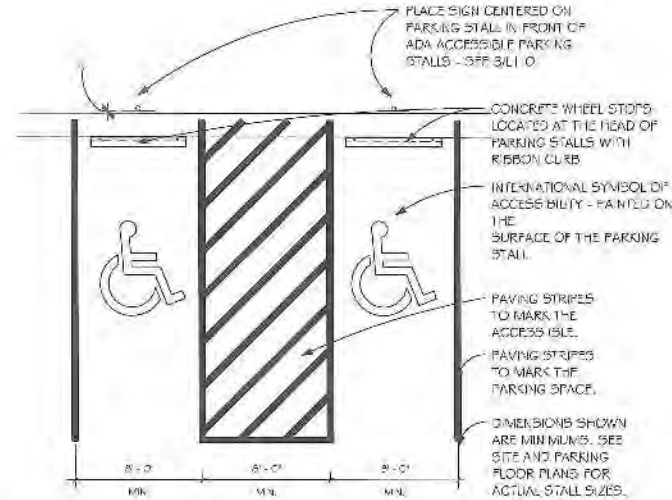
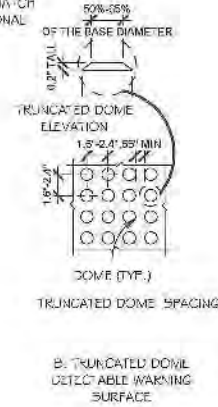
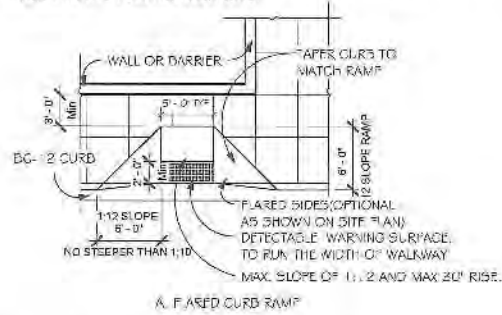
SITE NOTES:

1. SEE CIVIL DRAWINGS FOR GRADING PLAN.
2. ALL PARKING LAYOUT DIMENSIONS ARE TO FACE OF CURB, UNLESS NOTED, EXCEPT FOR CURBS, WHICH ARE 3' FROM THE BACK OF CURB.
3. ALL ENTRIES INTO BUILDING TO HAVE SPOOPS W/ FOUNDATIONS. SEE BUILDING PLANS.
4. SEE SHEET L3.0, FOR THE LANDSCAPE PLAN.
5. ALL CURBS IN THE PARKING LOT AREA ARE TO BE B6-12 UNLESS OTHERWISE NOTED.
6. ALL SMALL RADIUS CURVES ARE 3' UNLESS OTHERWISE NOTED.
7. THE CONTRACTOR MUST OBTAIN NECESSARY PERMITS.
8. CARE MUST BE TAKEN DURING CONSTRUCTION AND EXCAVATION TO PROTECT ANY SURROUNDING PROPERTY IRONS.
9. ADJACENT STREETS AND ALLEYS MUST BE SWEEPED TO KEEP THEM FREE OF SEDIMENT, COAL DUST AND SWEEP AS NEEDED AT THE END OF EVERY WORK DAY.
10. CONSTRUCTION PARKING SHALL BE PROHIBITED FROM CIRCULATION DRIVES, FIRE LANE AND DRIVEWAYS DETERMINED BY CITY REGULATIONS.
11. SEE SHEET L2.0 FOR SITE DETAILS.
12. PARKING STALL LINES SHOWN ON SITE PLAN TO BE PAINTED AS INDICATED.

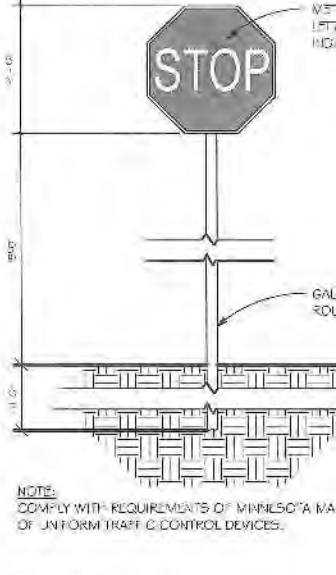


NOTES:

1. TRUNCATED DOME AREA SHALL CONTRAST VISUALLY WITH ADJACENT SURFACES, EITHER LIGHT OR DARK OR DARK ON LIGHT.
2. THE ENGINEER MAY MODIFY THE GEOMETRICS OF THE RAMP AS NECESSARY TO MATCH EXISTING CONDITIONS, AVOID OBSTRUCTIONS, OR OTHER REASONS. NO ADDITIONAL COMPENSATION WILL BE PROVIDED FOR THESE MODIFICATIONS.
3. REFER TO SITE PLAN FOR LOCATIONS.



- NOTE:
1. COMPLY WITH REQUIREMENTS OF MINNESOTA MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.
  2. SEE SITE PLAN AND INDOOR PARKING PLANS FOR LOCATIONS AND INSTALLATION METHOD OF ADA SIGNAGE.



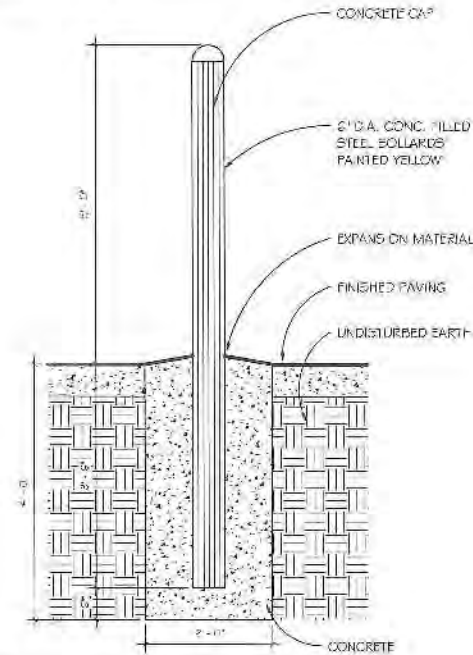
- NOTE:
- COMPLY WITH REQUIREMENTS OF MINNESOTA MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.

1 PEDESTRIAN SIDEWALK RAMP  
SCALE 1/8" = 1'-0"

2 ADA PARKING STALL LAYOUT  
SCALE 3/16" = 1'-0"

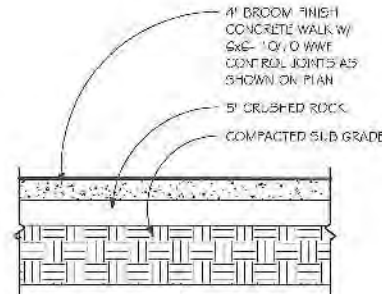
3 HANDICAP SIGN  
SCALE 3/4" = 1'-0"

4 STOP SIGN  
SCALE 3/4" = 1'-0"

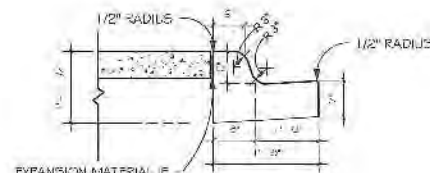


NOTE:

5 STEEL BOLLARD - IN GROUND  
SCALE 3/4" = 1'-0"



6 SIDEWALK DETAIL  
SCALE 3/4" = 1'-0"

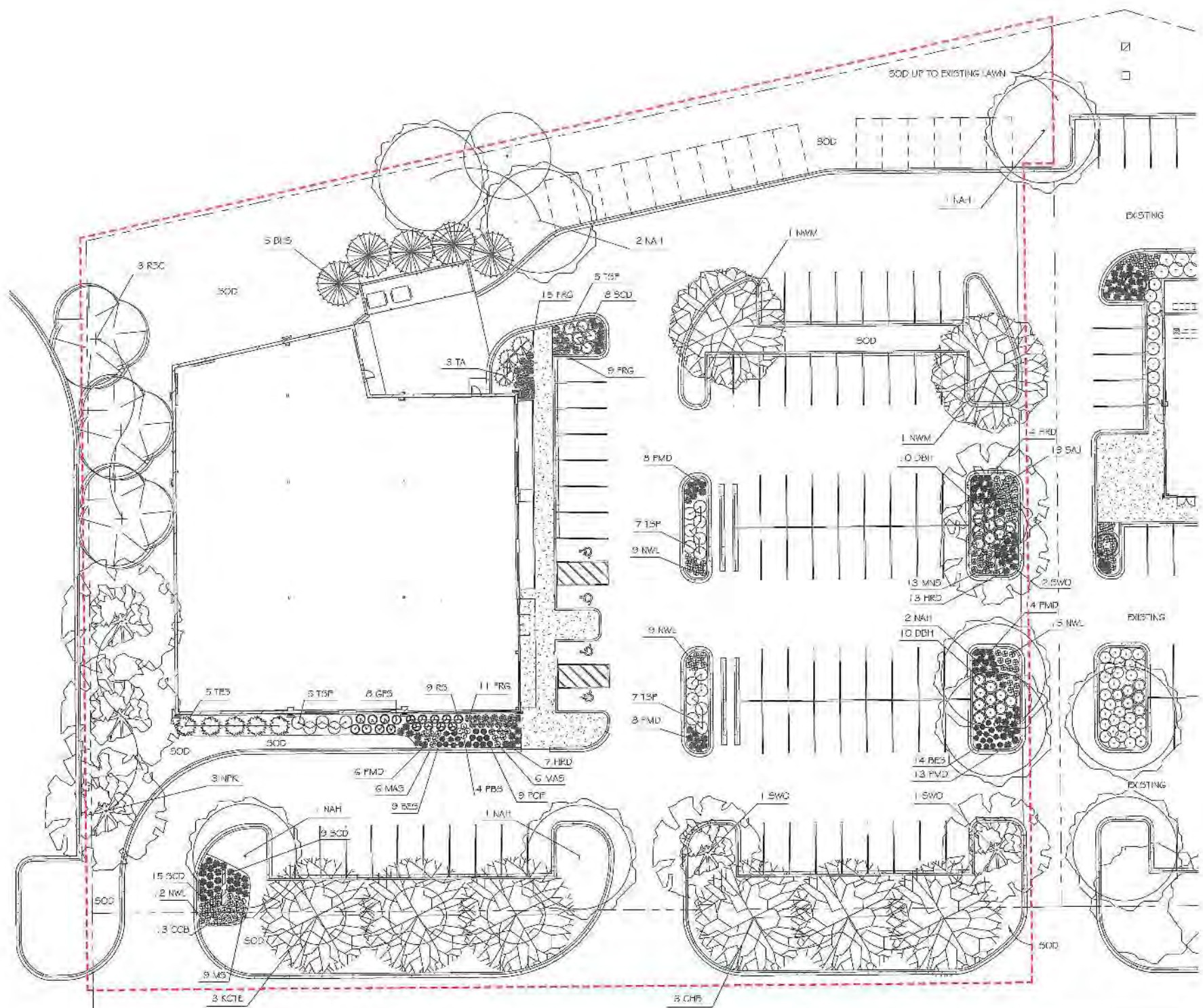


EXPANSION MATERIAL IF ADJACENT TO SIDEWALK OR OTHER HARDSCAPE

NOTES:

1. STANDARD SLOPE 3/4" PER FOOT, UNLESS SPECIFIED OTHERWISE.
2. EXPANSION JOINTS WITH EXPANSION MATERIAL AT ALL IMMOVABLE ADJOINING OBJECTS AND WHERE CURBS MEET SIDEWALK. CONCRETE CURBS INSTALLED AS INDICATED ON THE SITE PLAN.
3. CONTROL JOINTS CUT INTO CURB AT 10' FOOT INTERVALS.

7 BG - 12 CURB  
SCALE 3/4" = 1'-0"



Planting Schedule - Phase Two

Container Name	Count	Species Name	Size
<b>1. Tradeable Tree</b>			
Common Hackberry(C1B)	8	Comptosia americana	2.5' Colter Ball and Bump
Sambucus racemosa(G1C)	1	Sambucus racemosa 'Elongata'	2' Colter Ball and Bump
Northern Red-oak(104A)	7	Quercus macrocarpa 'nemoralis'	2.5' Colter Ball and Bump
Yucca glauca(G1B)	3	Quercus macrocarpa	2.5' Colter Ball and Bump
Northern Red-oak(104B)	2	Aster (var. 'Norwood')	2.5' Colter Ball and Bump
River Birch(104C)	3	Betula nigra	3' Tall Double-Bump
Swamp White Birch(W1)	4	Quercus bicolor	2.5' Colter Ball and Bump
<b>2. Tradeable Tree</b>			
Black Birch(204)	8	Populus tremula	5' Tall Ball and Bump
Techy Almond(21A)	8	Prunus amygdalifolia	5' Tall Ball and Bump
<b>3. 5' x 6'</b>			
Heart Oak(304A)	28	Quercus bicolor	4' Container
Redwood(304B)	8	Syringa amara 'Goldflame'	3' Container
Tiger Eye Sumac(ES)	5	Rhus typhina 'Baillet-Latour'	4' Container
For Spade(TSF)	18		4' Container
<b>4. Paternal</b>			
Autumn Joy(41)	18	Scout's Autumn Joy	4' Container
Blue Hybrid Spirea(SES)	28	Rubus spectabilis	4' Container
Cornus Florida(CE)	3	Cornus Florida	4' Container
Happy Returns(42)	6	Paeonia officinalis 'Happy Returns'	4' Container
Soft Flowering Hydrangea(43)	28	Galium aparine 'Blueberry'	4' Container
Hydrangea(44)	22	Salvia miltiorrhiza	4' Container
Norfolk Island Larkspur(NW)	44	Nepeta racemosa 'Walker's Lark'	4' Container
Purple Heart(45)	4	Verbena officinalis 'Purple Heart'	4' Container
Pink Double Holly(HS)	4	Taxus canadensis	4' Container
Wintergreen(WG)	9	Salvia officinalis	4' Container
White Pine(46)	12	Salvia officinalis 'Alba'	4' Container
Brooklyn Candy(SBC)	32	Hydrangea 'Brooklyn Candy'	4' Container

PLANT TREES SO THAT THE TRUNK FLARE IS VISIBLE AT THE TOP OF THE ROOT BALL. REJECT TREES IF THE TRUNK FLARE IS NOT VISIBLE. DO NOT COVER THE TOP OF THE ROOT BALL WITH SOIL.

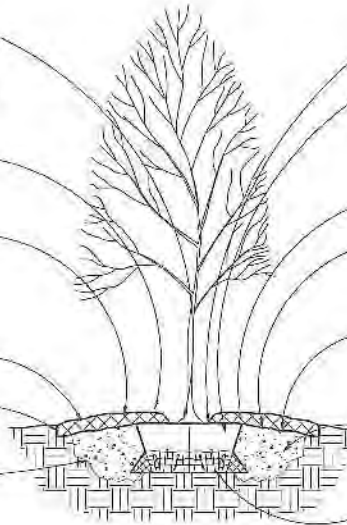
SET TOP OF ROOT BALL FLUSH TO GRADE OR 1-2 IN. HIGHER IN SLOWLY DRAINING SOILS.

MULCH 4" DEEP IN A 6" DIAMETER RING. KEEP MULCH 4" FROM THE BASE OF THE TREE TRUNK. MAINTAIN WEED FREE FOR A YEAR AFTER PLANTING.

WIDTH OF PLANTING HOLE = MIN 2x THE WIDTH OF THE ROOT BALL.

TRENCH NATURAL EDGE TO HOLD MULCH IN PLACE AND TO SEPARATE FROM LAWN.

SCARIFY EDGES OF BACKFILL.



MAINTAIN A 4" RADIUS BETWEEN THE TRUNK AND MULCH.

REMOVE ALL TWINE, ROPE, WIRE, AND BURLAP FROM TOP 1/3 OF ROOT BALL. CUT WIRE BASKET IN 4 PLACES AND FOLD AWAY FROM THE ROOT BALL.

2" H. HIGH EARTH SAUCER BEYOND EDGE OF ROOT BALL.

TAMP SOIL AROUND ROOT BALL BASE FIRMLY WITH FOOT PRESSURE SO THAT ROOT BALL DOES NOT SHIFT.

AMEND WITH PHC TREE SAVER/MYCORHIZAE OR EQUAL. REFER TO MANUFACTURER FOR QUANTITY AND METHOD OF APPLICATION.

BACKFILL WITH A MIN. 1/2 EXISTING SOIL AND WELL-COMPOSTED ORGANIC MATTER MIXTURE.

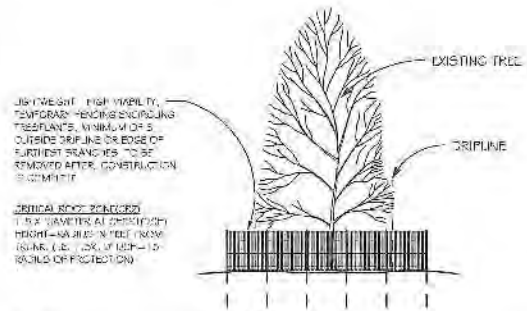
SET ROOT-BALL ON FIRM PAD AT THE BOTTOM OF HOLE.

**NOTES:**

1. PRUNE ONLY CROSSOVER LIMBS, CO-DOMINANT LEADERS, AND BROKEN OR DEAD BRANCHES. DO NOT REMOVE TERMINAL BUDS OF BRANCHES THAT EXTEND TO THE CROWN.
2. STAKE AND WRAP TREES ONLY IF DIRECTED BY LANDSCAPE ARCHITECT. SEE STAKING AND/OR WRAPPING DETAILS AS NEEDED.
3. LOCATE PLANTS AS DIRECTED ON LANDSCAPE PLAN.
4. MAKE SURE PLANTING BED SOIL IS LOOSENEED AND NOT TOO WET PRIOR TO PLANTING AND AVOID SOIL COMPACTION DURING PLANTING.
5. MULCH LAYER TO EVENLY COVER THE ENTIRE BED AREA 4"-6" THICK, MAINTAIN A 4" RADIUS BETWEEN MULCH AND TRUNK.

**1 B&B TREE PLANTING**

SCALE 1/2" = 1'-0"



LIGHTWEIGHT, HIGH VISIBILITY, TEMPORARY FENCING ENCLOSING TREE PLANTS. MINIMUM OF 5' OUTSIDE DRIFLINE OR EDGE OF FURTHEST BRANCHES TO BE REMOVED AFTER CONSTRUCTION IS COMPLETE.

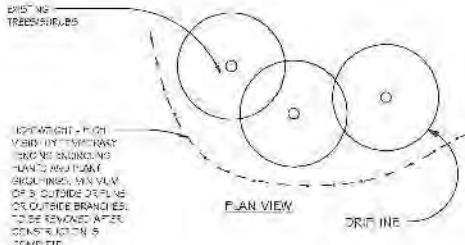
**CRITICAL ROOT ZONES**  
1" x 2" BARKERS AT 120°/180°/240°/300°/360°  
HEIGHT - 4" ABOVE GROUND (SEE PLAN, I.E., 2" x 4" x 10" RADIUS OF PROTECTION)

**NOTES:**

1. THERE SHALL BE NO CONSTRUCTION EQUIPMENT OPERATION AND NO MATERIAL STORAGE/VEHICLE PARKING UNDER THE DRIFLINE OF EXISTING TREES TO BE SAVED.
2. TO BE INSTALLED AROUND ALL TREES AND OTHER PLANTINGS TO BE PRESERVED - SEE LANDSCAPE PLAN FOR DETAILS.
3. PLANTS MUST BE CONTINUALLY WATERED, AS NEEDED, DURING CONSTRUCTION.
4. CARE MUST BE TAKEN TO MINIMIZE ANY COMPACTION, SHADING, OR ANY OTHER INTERUPTION OF THE PLANTS' NATURAL FUNCTIONS.

**3 EXISTING TREE/SHRUB PROTECTION I**

SCALE 1/16" = 1'-0"



NOTES: - FLOW VISIBILITY TEMPORARY FENCING ENCLOSING TREES AND SHRUBS. MINIMUM OF 5' OUTSIDE DRIFLINE OR OUTSIDE BRANCHES TO BE REMOVED AFTER CONSTRUCTION IS COMPLETE.

MAINTAIN 4-6" RADIUS BETWEEN PLANT AND MULCH.

4" DOUBLE 5-1 REDDED WESTERN RED CEDAR MULCH

TRENCH SOIL ALONG EDGE TO HOLD MULCH

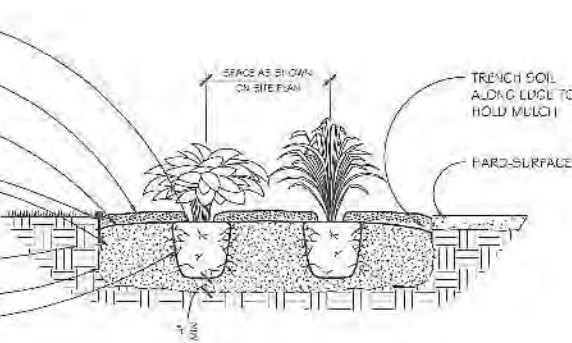
FINISH GRADE

BACKFILLED SOIL WITH WELL-COMPOSTED ORGANIC MATTER (MAINTAIN 50% NATIVE SOIL)

UNDISTURBED SOIL

SCARIFY EDGES OF BACKFILL AREA

SCARIFY EDGE OF ROOT BALL & BREAK ANY ENCIRCLING ROOTS

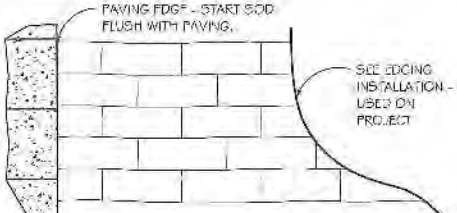


**NOTES:**

1. MAKE SURE PLANTING BED SOIL IS LOOSENEED AND NOT TOO WET PRIOR TO PLANTING, WHILE AVOIDING SOIL COMPACTION DURING PLANTING.
2. MULCH LAYER TO EVENLY COVER THE ENTIRE BED AREA 4"-6" THICK.
3. SPACING BETWEEN PLANTS AS INDICATED ON LANDSCAPE PLAN.
4. WHEN PLANTING LARGE PERENNIAL BEDS, PLANT THE OUTER EDGES OF THE BED FIRST THEN FILL THE INTERIOR OF THE BED.
5. WHEN PLANTING GROUNDCOVER, PLACE MULCH OVER ENTIRE BED FIRST, THEN INSERT THE PLANTS INTO THE SOIL THROUGH THE MULCH.

**2 PERENNIAL & SHRUB PLANTING**

SCALE 1/2" = 1'-0"



**NOTES:**

1. FILL TO A DEPTH OF 4-6". ADD TOPSOIL IF NONE IS PRESENT ON SITE, AND AMEND SOIL ACCORDING TO SOIL TEST (COLLECTED BY CONTRACTOR AFTER SITE GRADING IS COMPLETE).
2. REMOVE ALL DEBRIS.
3. SMOOTH AND DO A FINAL GRADING AWAY FROM BUILDINGS. FILL ANY LOW SPOTS, AND 1" BELOW HARD SURFACE AREAS (SIDEWALKS, DRIVEWAYS, CURBS, ETC.).
4. ROLL SOIL SURFACE LIGHTLY.
5. WATER SOIL SURFACE, SO IT IS MOIST BEFORE LAYING SOD.
6. SOD ACROSS SLOPE NOT DOWN SLOPE.
7. STAGGER SOD SO SEAMS DO NOT LINE UP TO PREVENT WASHBOILS, STAKE IF NECESSARY.
8. PLACE SOD WITH SEAMS FLUSH AGAINST EACH OTHER, LEAVING NO GAPS BETWEEN ROLLS.
9. COMPRESS SOD WITH WEIGHTED ROLLER AND WATER AFTER INSTALLATION.
10. SOD ALL ON-SITE AREAS AS DIRECTED ON LANDSCAPE & SITE PLAN.

**4 SOD INSTALLATION**

SCALE 3/16" = 1'-0"

LUMINAIRE  
A

Bermuda 2  
ARCHITECTURAL SERIES  
Indoor/Outdoor Wall Sconce  
HD, CFL, LED



Finish	Material
Brushed Nickel	Aluminum
Chrome	Aluminum
Stainless Steel	Aluminum

DESCRIPTION

- Available in three finishes: brushed nickel, chrome, and stainless steel.
- Available in three sizes: 12" x 12" x 12", 12" x 12" x 18", and 12" x 12" x 24".
- Available in three mounting options: wall sconce, ceiling mount, and recessed mount.
- Available in three light sources: HD, CFL, and LED.
- Available in three beam spreads: 30°, 45°, and 60°.
- Available in three dimming options: non-dimmable, dimmable, and dimmable with remote control.
- Available in three color temperatures: 2700K, 3000K, and 4000K.
- Available in three mounting heights: 12", 18", and 24".
- Available in three mounting depths: 12", 18", and 24".
- Available in three mounting widths: 12", 18", and 24".
- Available in three mounting heights: 12", 18", and 24".
- Available in three mounting depths: 12", 18", and 24".
- Available in three mounting widths: 12", 18", and 24".

Label	Quantity	Notes
1	1	12" x 12" x 12" HD
2	1	12" x 12" x 18" HD
3	1	12" x 12" x 24" HD

Label	Quantity	Notes
4	1	12" x 12" x 12" CFL
5	1	12" x 12" x 18" CFL
6	1	12" x 12" x 24" CFL

LUMINAIRE  
B

Silhouette  
HLC-2C

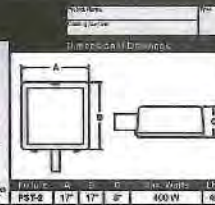


Label	W	H	D	Beam Angle	LMF
SIL-2	12.5"	6.5"	7"	42° W	18
SIL-3	26.5"	10"	12"	40° W	20

Label	W	H	D	Beam Angle	LMF
SIL-1	12.5"	6.5"	7"	42° W	18
SIL-2	12.5"	6.5"	7"	42° W	18
SIL-3	26.5"	10"	12"	40° W	20

LUMINAIRE  
C, G, & J

ParkingStar II  
HID

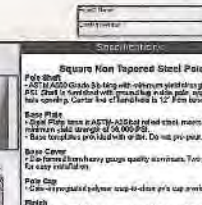


Label	W	H	D	Beam Angle	LMF
PST-2	17"	17"	17"	40° W	40

Label	W	H	D	Beam Angle	LMF
PST-1	17"	17"	17"	40° W	40
PST-2	17"	17"	17"	40° W	40
PST-3	17"	17"	17"	40° W	40

LUMINAIRE  
C, G, & J

SNTS



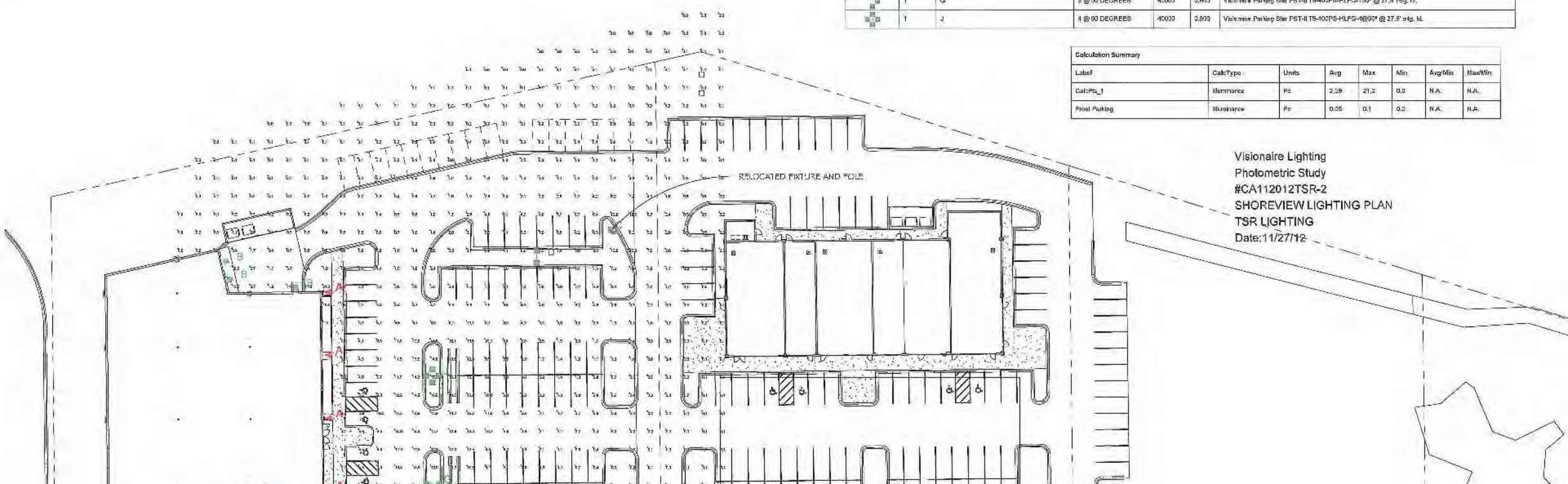
Label	W	H	D	Beam Angle	LMF
SNTS-1	12"	12"	12"	40° W	40

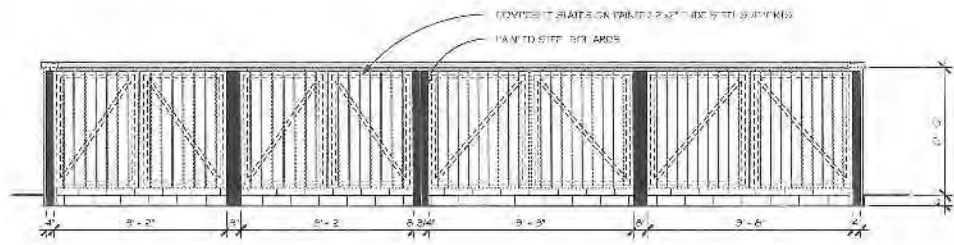
Label	W	H	D	Beam Angle	LMF
SNTS-2	12"	12"	12"	40° W	40
SNTS-3	12"	12"	12"	40° W	40

Symbol	Qty	Label	Arrangement	Lumens	LLF	Description
[Symbol]	8	A	SINGLE	5000	0.800	Eclipse Model # SR2XL DWSP MH100 M-TAP - 5 ELEDT COLOR - OPI - OS (H 8.3)
[Symbol]	3	S	SINGLE	9000	0.800	Visiara Silhouette SIL-2 T3-10CPS-WW @ 10' mtg. ht.
[Symbol]	3	C	SINGLE	4000	0.800	Visiara Parking Star PST-II T3-400PS-HLFG-SINGLE @ 27.5' mtg. ht.
[Symbol]	1	D	BACK-BACK	4000	0.800	Visiara Parking Star PST-II T3-400PS-HLFG-TWIN @ 27.5' mtg. ht.
[Symbol]	1	G	3 @ 90 DEGREE	4000	0.800	Visiara Parking Star PST-II T3-400PS-HLFG-T90° @ 27.5' mtg. ht.
[Symbol]	1	J	4 @ 90 DEGREE	4000	0.800	Visiara Parking Star PST-II T3-400PS-HLFG-I90° @ 27.5' mtg. ht.

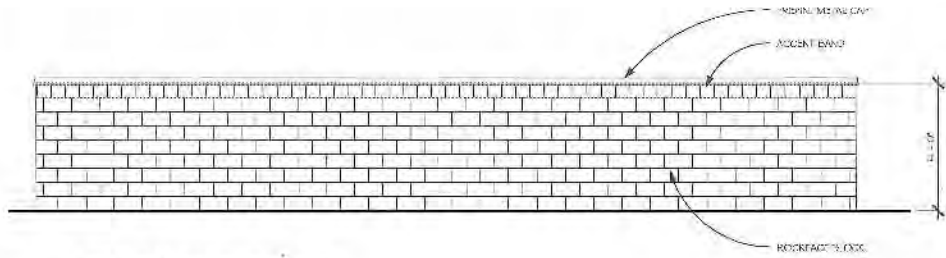
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
CalcPt_1	Illuminance	Ft	2.58	21.2	0.0	N.A.	N.A.
Front Parking	Illuminance	Ft	0.35	0.1	0.0	N.A.	N.A.

Visiara Lighting  
Photometric Study  
#CA112012TSR-2  
SHOREVIEW LIGHTING PLAN  
TSR LIGHTING  
Date: 11/27/12

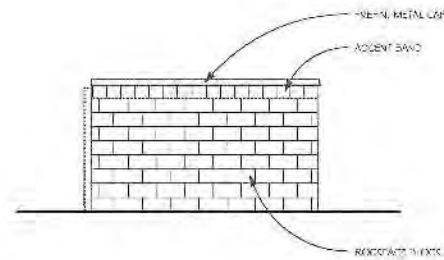




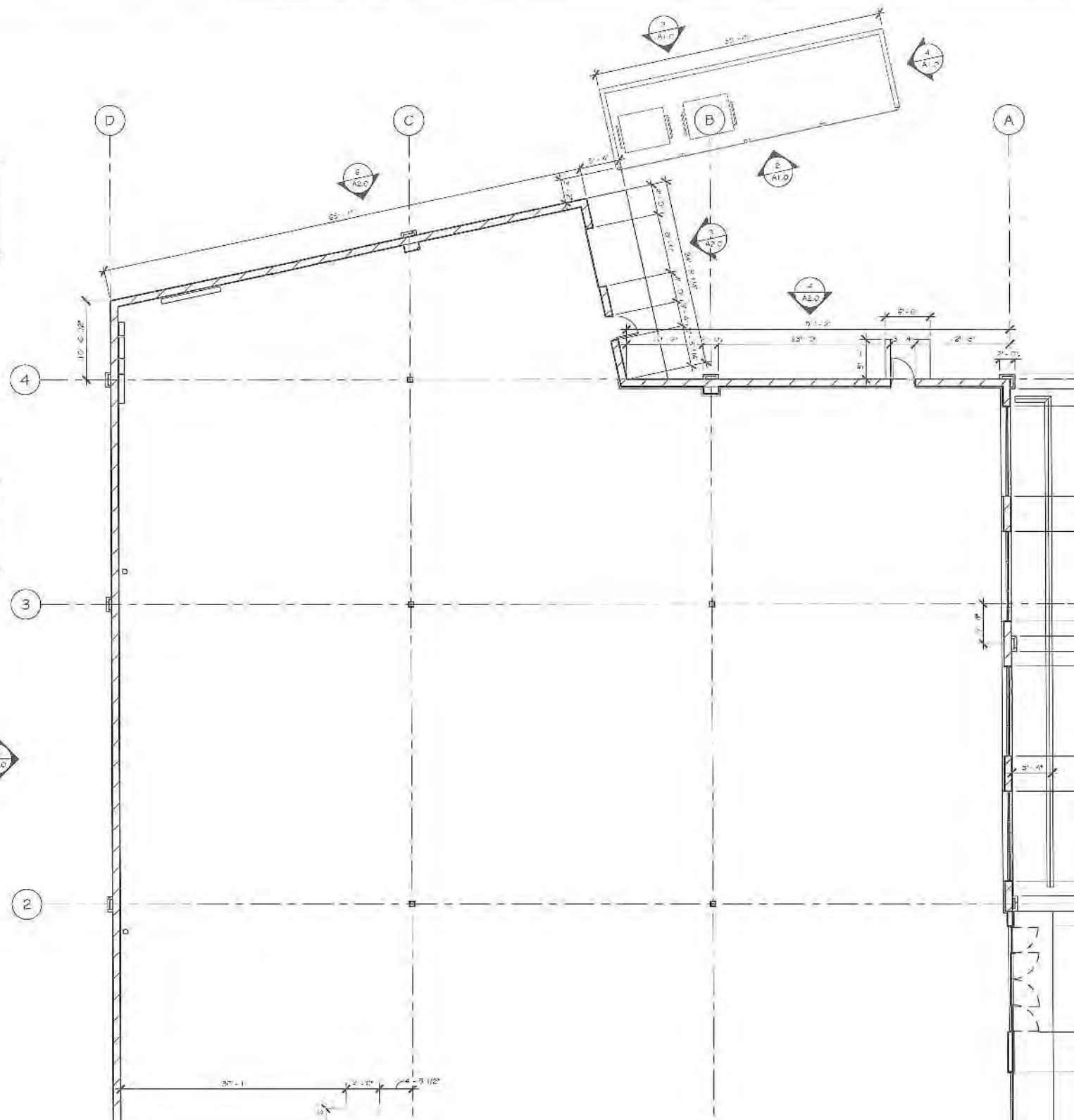
**2 TRASH ENCLOSURE**  
SCALE 1/4" = 1'-0"

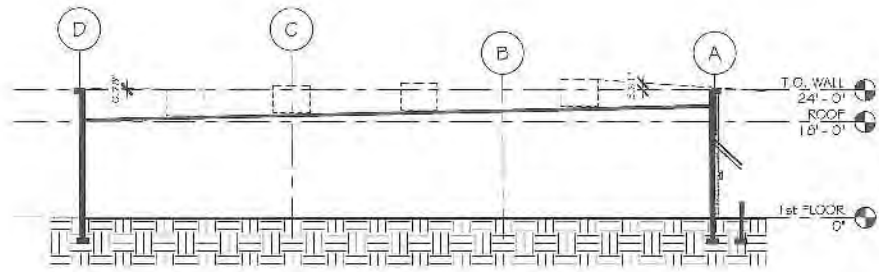


**3 TRASH ENCLOSURE**  
SCALE 1/4" = 1'-0"

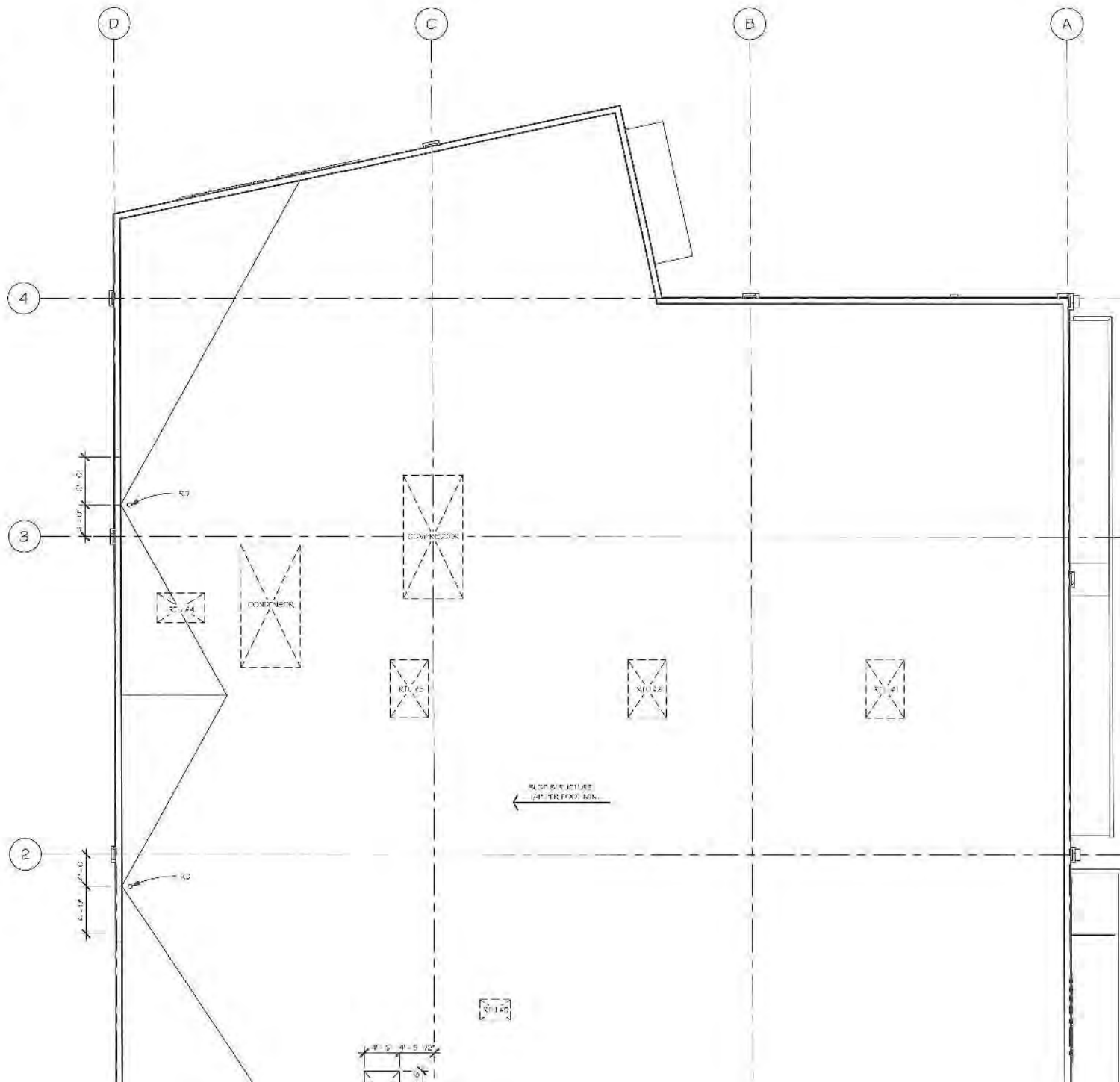


**4 TRASH ENCLOSURE**  
SCALE 1/4" = 1'-0"





2 SIGHTLINE DIAGRAM  
SCALE 1/2" = 1'-0"



## EXTERIOR FINISH SCHEDULE

**NATURAL STONE VENEER:** (MATCH EXISTING PHASE ONE OR EQUAL)  
**MANUFACTURER:** CHARLES LUCK  
**TYPE:** NATURAL THIN VENEER STONE  
**COLOR:** HICKORY LAKE MASTER CUT NATURAL STONE VENEER  
**SIZE:** HEIGHTS: 4'-10" LENGTHS: 8'-24"

**ROCK FACE BLOCK:** (MATCH EXISTING PHASE ONE)  
**MANUFACTURER:** AMCON  
**FINISH:** ARCHITECTURAL ROCK FACE (SEALED)  
**COLOR:** S11  
**MORTAR:** PRISM 2540 FAWN TAN

**ACCENT BLOCK:** (MATCH EXISTING PHASE ONE)  
**MANUFACTURER:** AMCON  
**FINISH:** SINGLE SCORE BURNISHED (SEAL FD)  
**COLOR:** 317  
**MORTAR:** PRISM 4140 CHESTNUT

**UTILITY BRICKS:**  
**MANUFACTURER:** END COTT CLAY PRODUCTS  
**SIZE:** UTILITY  
**COLOR:** COPPERTONE VELOUR  
**MORTAR:** PRISM 2540 FAWN TAN

**EXTERIOR INSULATION FINISH SYSTEM (EIFS #1):**  
**MANUFACTURER:** STO  
**FINISH:** 310 STO FINE SAND FINISH  
**COLOR:** LRV 53 (MATCH EXISTING PHASE ONE)

**EXTERIOR INSULATION FINISH SYSTEM (EIFS #2) ACCENT:**  
**MANUFACTURER:** STO  
**FINISH:** 307 STO SWIRL FINISH  
**COLOR:** LRV 32 (MATCH EXISTING PHASE ONE)

**EXTERIOR INSULATION FINISH SYSTEM (EIFS #3) ACCENT:**  
**MANUFACTURER:** STO  
**FINISH:** 307 STO SWIRL FINISH  
**COLOR:** LRV 29 (MATCH EXISTING PHASE ONE)

**PREFINISHED METAL PANELS:**  
**MANUFACTURER:** ALUCOBOND R04T 4 RETURN WET SEAL  
**TYPE:** 4MM COMPOSITE METAL PANEL W/ MO STURE BARRIER  
**COLOR:** SILVER METALLIC COOL

**PREFINISHED ALUMINUM CAP FLASHING & CORNICE:**  
**MANUFACTURER:** UNA-CLAD  
**FINISH:** .032 ALUMINUM  
**COLOR:** SILVER METALLIC

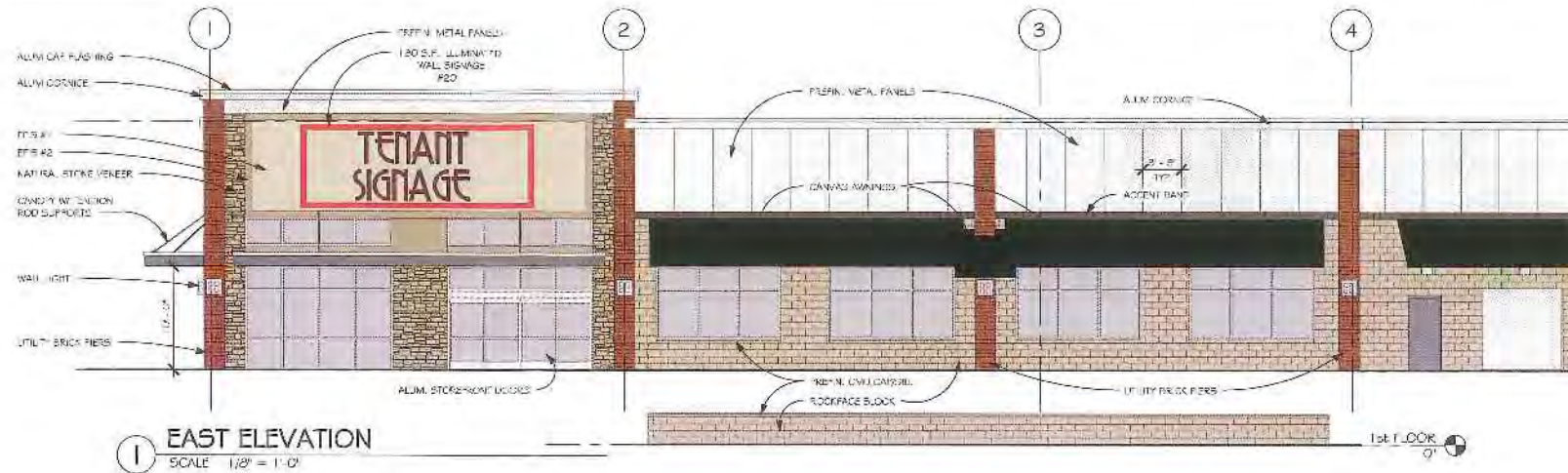
**PREFINISHED ALUMINUM CANOPY FASCIA:**  
**MANUFACTURER:** UNA-CLAD  
**TYPE:** .032 ALUMINUM  
**COLOR:** CHARCOAL GRAY

**PREFINISHED ALUMINUM SOFFIT PANELS (BELOW CANOPIES):**  
**MANUFACTURER:** UNA-CLAD  
**TYPE:** UC-500 FLUSH .032 1/2" ALUMINUM  
**COLOR:** CHARCOAL GRAY

**ALUMINUM STOREFRONT WINDOWS:**  
**MANUFACTURER:** STOREFRONT DOOR - PETE TRAVATO (714) 842-1337  
**FINISH:** ANODIZED ALUMINUM

**PAINTED METAL:**  
**MANUFACTURER:** SHERWIN WILLIAMS  
**TYPE:** SEMI GLOSS  
**HM DOOR:** SW 6109 HOPSACK  
**TRASHGATES:** SW 6109 HOPSACK  
**BOI ARDS:** SW 7076 CYBERSPACE  
**CANOPY SUPPORTS:** SW 7076 CYBERSPACE

**INSULATED ROLL DOWN DOOR:**  
**MANUFACTURER:** DYNAMIC DOCK 4 DOOR  
 BRET LEVILLI (413) 731-1114  
 PROVIDE SUP BOLT SUITABLE FOR PADLOCKS BOTH SIDES, GUIDE GUARDS, CHAIN OPERATED W/ VISION SLAT



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

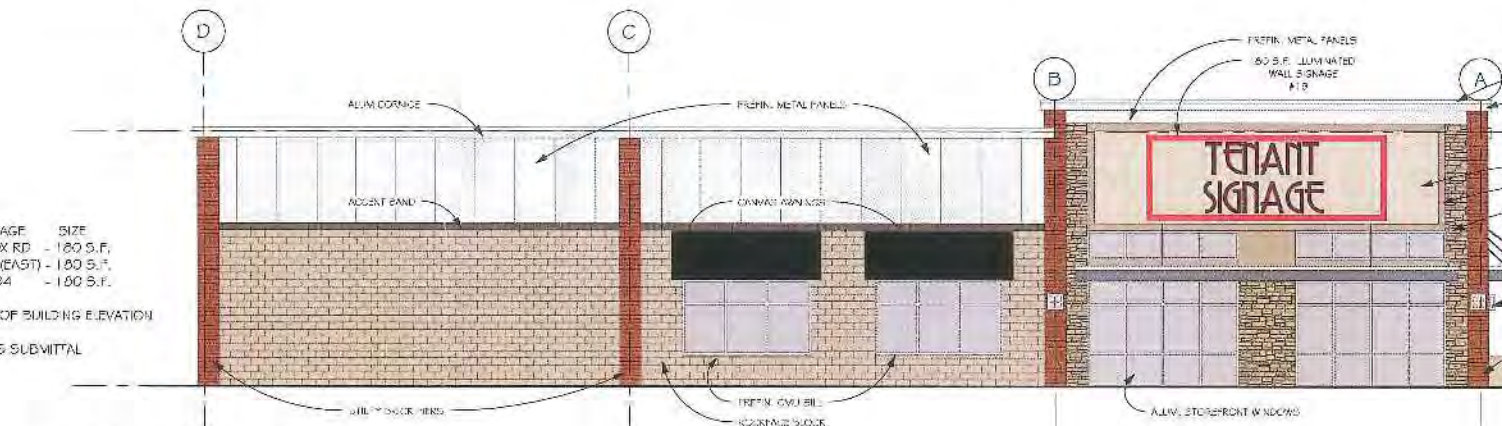
### SIGNAGE SCHEDULE

**FRONT COMMERCIAL:**

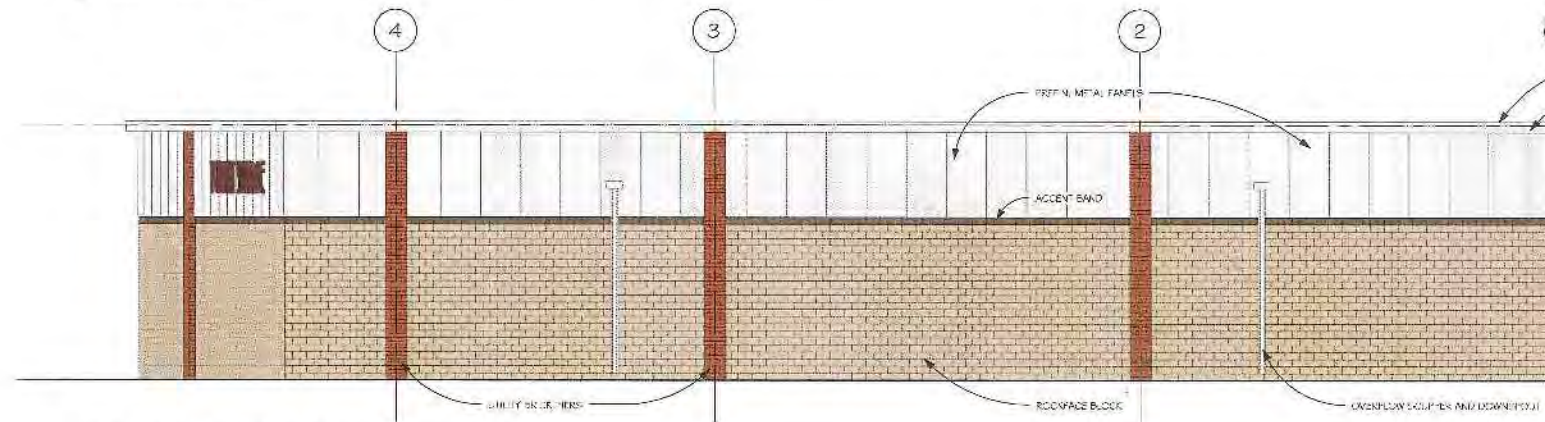
#	TYPE	STYLE	FRONTAGE	SIZE
#19	WALL	LETTERS & LOGO	RED FOX RD	180 S.F.
#20	WALL	LETTERS & LOGO	FRONT (EAST)	180 S.F.
#21	WALL	LETTERS & LOGO	I-634	180 S.F.

\*ALL WALL SIGNAGE IS LESS THAN 1/10 OF BUILDING ELEVATION

\*SIGN # - 18 & 22-23 FROM PREVIOUS SUBMITTAL



2 SOUTH ELEVATION  
 SCALE 1/8" = 1'-0"



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



① 3D View 1  
SCALE





**TO:** Planning Commission  
**FROM:** Rob Warwick, Senior Planner  
**DATE:** December 6, 2012  
**SUBJECT:** Comprehensive Sign Plan Amendment, TCF Bank, 3836 Lexington Avenue, File 2469-12-32

### **INTRODUCTION AND BACKGROUND**

TCF Bank submitted an application to amend the Comprehensive Sign Plan for the property at 3836 Lexington Avenue. In August of this year, the Planning Commission reviewed the sign plan proposed by the bank and recommended approval to the City Council. The sign plan was approved by the Council on September 17<sup>th</sup>. The approved plan includes a freestanding pylon sign with an integrated message center sign, three wall signs, two illuminated window signs, and traffic directional signs. The multiple wall signs, message center, and illuminated window signs represented deviations from the Sign Code. A copy of the approved plan is attached.

The applicant has submitted plans revising the comprehensive sign plan, substituting a monument sign with an integrated message center for the pylon/message center sign that was approved in September. The amendment proposes a monument sign with an area of 59.1 square feet, and includes an integrated message center with an added area of 25.2 square feet. The sign has a height of 13.8 feet, greater than the 12-foot maximum height. Deviations are permitted with approval of the amended Comprehensive Sign Plan. The application was complete November 22, 2012.

### **PROJECT DESCRIPTION AND DEVELOPMENT CODE REQUIREMENTS**

The property is located at the southeast corner of the intersection of Lexington Avenue and Red Fox Road. Access to the property is from both public streets via right-in-only, as well as via a private driveway on the Target property from the east. The property is in the commercial area occupied by Target, the Exxon fuel station, Wendy's, and the Red Fox Road retail area that opened recently. TCF will be conveying an easement for a future gateway sign for this retail area. The easement for this future monument sign is located on the northwest corner of the TCF property at the corner of Lexington and Red Fox Road.

The zoning designation is PUD, Planned Unit Development. The underlying zoning designation is C-2, General Commercial. The new TCF Bank is expected to open in February 2013, and the building exterior, landscaping and drives/parking have all been completed.

Monument signs for a building with less than 20,000 square feet of floor area are permitted with a maximum area of 60 square feet and a maximum height of 12 feet. The City prefers monument signs rather than other types of freestanding signs, and encourages this type of sign by allowing larger sign areas than for other freestanding signs.

An approved comprehensive sign plan may vary from the design and dimensional standards of the Sign Code. For this amendment, the 13.83-foot height of the proposed monument sign

represents a deviation from the Code. While, the message center proposed is larger than that approved with the September plan, staff recommends the Commissioners ratify the September approval, adding conditions to insure compliance with the City Sign Code.

Throughout the City, message center signs are permitted only on sites developed with public/quasi-public land uses, and the September plan approval included this deviation. Where permitted, the City has adopted standards for message center signs including:

- The message center sign must be integrated into a freestanding monument sign.
  - The name of the facility shall dominate all other sign features.
- A maximum area of 30-square feet in the C-2 District.
- A static display with a minimum one-hour duration.
- No flashing, scrolling, fades, color changes or other imitation of movement is permitted.
- The text must be limited to allow passing motorists to read the entire copy.
- Brightness for the sign must be preset by the manufacturer for a maximum 5000 nits, and the sign must include an automatic dimmer control to adjust brightness for ambient light conditions.

For the review of the message center sign, staff used the regulations for a message center sign located on the site of public/quasi-public use in the C-2 District as a guide. A copy of the plan approved by the City in September, and a copy of the plans for the amendment as proposed are attached.

**FREESTANDING MONUMENT SIGN**

The approved plan includes a 20-foot tall, 30 square foot pylon sign located in the southwest corner of the property adjacent to the Lexington Ave. right-of-way. This amendment proposes a freestanding monument sign in place of the approved pylon sign in the same location. The monument sign will use individual letters and internal illumination. The monument sign has an area of 59 square feet, not including the message center sign that is about 25 square feet, and these signs areas are consistent with the areas specified in the Sign Code. The message center sign is intended to provide the bank flexibility in advertising the full range of services provided at this TCF branch bank. The Sign Code permits monument signs with a maximum height of 12-feet and a maximum area of 60 square feet, and so the proposed sign complies with the size criteria but exceeds the maximum height by about 2 feet. The monument sign will be located approximately 150 feet from the retail area gateway sign in the northwest corner of the property, and so complies with the required 75-feet of sign separation required by the Sign Code.

<b>Freestanding Sign</b>	<b>Dimensions</b>	<b>Sign Area</b>	<b>Height</b>
Approved Pylon	6.66 ft. by 4.5 ft.	30 sq ft.	20 ft.
Approved Message Center	2.5 ft. by 4.5 ft.	10 sq. ft.	NA
Proposed Monument	8.25 ft. by 7.17 ft.	59.13 sq. ft.	13.83 ft.
Proposed Message Center	7.75 ft. by 3.25 ft.	25.2 sq. ft.	NA

Message Center signs are permitted for commercial use only with the approval of a Comprehensive Sign Plan. TCF plans to display services provided by the bank on the message center full-color display, using an 8-second minimum duration for each display, and this is less than the one hour minimum required on the site of a public/quasi-public land use, but consistent with the minimum required for the display duration on a dynamic display billboard. Conditions are recommended to minimize the distraction the sign might present to drivers viewing the sign from Lexington Avenue.

### **STAFF REVIEW**

Comprehensive Sign Plan review considers five elements governing sign design within the site: location, materials, size, color and illumination. When a deviation is proposed approval shall be based on required findings, and these findings are reviewed below:

1. *The plan proposes signs consistent in color, size and materials throughout the site for each type of proposed sign.* Each type of sign (Monument, Wall, Traffic Directional, etc.) uses uniform color and materials, and with colors generally based on the TCF logo.
2. *Approving the deviation is necessary to relieve a practical difficulty existing on the property.* Site access from Lexington Avenue is via a right turn only into the property or else via an access entry from Red Fox Road. The taller monument sign will be visible to motorists using either route to access the bank. TCF has recently implemented use of message center signs as corporate policy. The signs are centrally controlled, instead of locally programmed on-site. This central programming is a concern to staff since uniform messages are used, and this can result in displays that do not conform to the Shoreview requirements, for example, graphics displays, motion, or telephone numbers.
3. *The proposed deviations from the standards of Section 208 result in a more unified sign package and greater aesthetic appeal between signs on the site.* The height of the monument sign insures visibility from north and south bound traffic on Lexington Avenue. Message center signs are not uncommon at bank facilities, and use of a message center is reasonable and consistent with previous City decisions regarding message center signs.
4. *Approving the deviation will not confer a special privilege on the applicant that would normally be denied under the Ordinance.* The configuration of the access to the lot and building is unique for this property with two points of ingress that are right turn only, and only one point of egress. Sign visibility from each access is important.
5. *The resulting sign plan is effective, functional, attractive and compatible with community standards.* The sign plan amendment proposes signs with a consistent design motif based on the TCF corporate logo and signs that conform to the intent of Code.

## **REQUEST FOR COMMENT**

Property owners within 350 feet of the site were notified of the requests. No comments have been submitted in response to the notice.

## **RECOMMENDATION**

Staff reviewed the proposal in accordance with the sign criteria and has included additional conditions to address concerns regarding the proposed signage. If the Planning Commission concurs with the Staff and is able to make affirmative findings for the proposal, the application should be forwarded to the City Council with a recommendation for approval, with the following conditions:

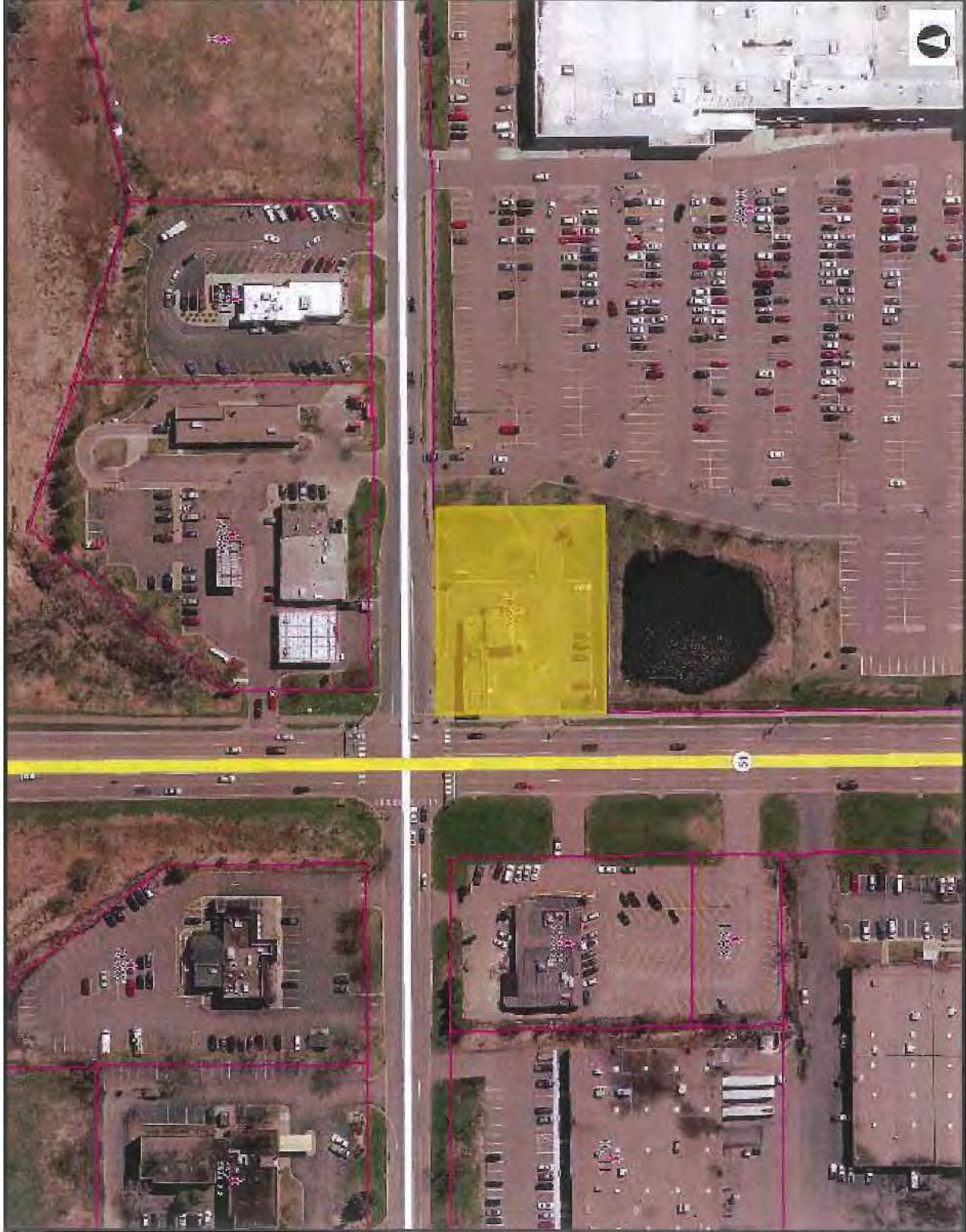
- A. The signs shall comply with the plans submitted for the Comprehensive Sign Plan application. Any significant change will require review by the Planning Commission and City Council.
- B. The applicant shall obtain a sign permit prior to the installation of any signs on the property.
- C. The message center sign shall:
  - 1. Display text using a uniform color and letter height sufficient to be readable by passing motorists without distraction.
  - 2. Messages shall be limited to allow passing motorists to read the entire copy.
  - 3. Messages shall not include telephone numbers, email addresses or internet urls.
  - 4. No graphics shall be displayed on the message center.
  - 5. Messages shall be displayed for a minimum of 8 seconds, and shall change instantaneously.
  - 6. Messages be presented in a static display, and shall not scroll, flash, blink or fade.
- D. Traffic Directional signs shall not be located in the public street right-of-way without the authorization of the appropriate jurisdictional agency.

### Attachments:

- 1. Location Map
- 2. Approved Sign Plan
- 3. Submitted Plan Revisions - Amendment
- 4. Proposed Motion



# TCF Bank - Comprehensive Sign Plan



293.3 146.64 293.3 Feet

NAD\_1983\_HARN\_Adj\_MN\_Ramsey\_Feet  
© Ramsey County Enterprise GIS Division

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.  
THIS MAP IS NOT TO BE USED FOR NAVIGATION

## Legend

- County Offices
- City Halls
- Schools
- Hospitals
- Fire Stations
- Police Stations
- Recreational Centers
- Parcel Points
- Parcels

## Notes

3836 Lexington Avenue

*APPROVED  
 PLAN  
 (Sept. 2012)*

ISSUED SET 3 AUGUST 2012

REVISIONS	DATE	NO.

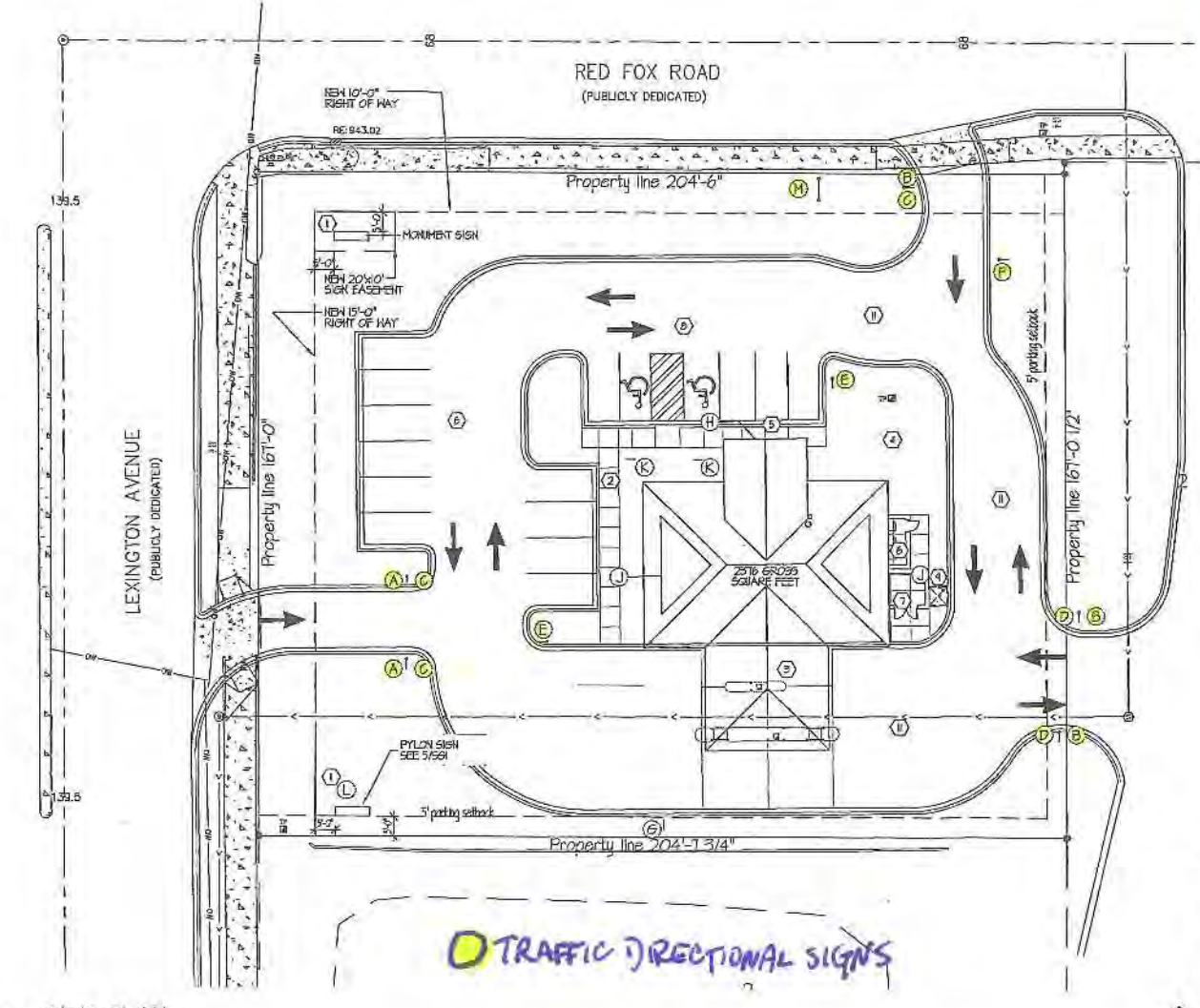
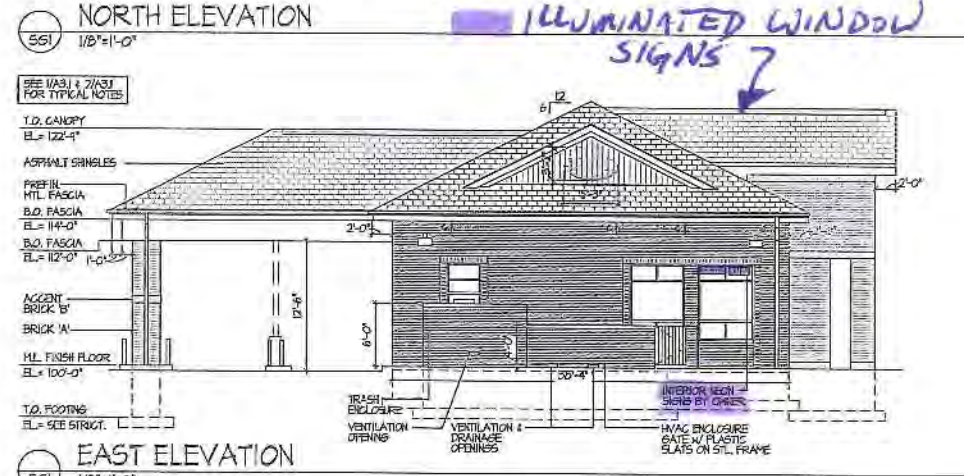
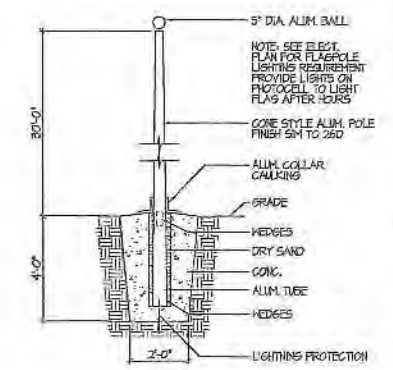
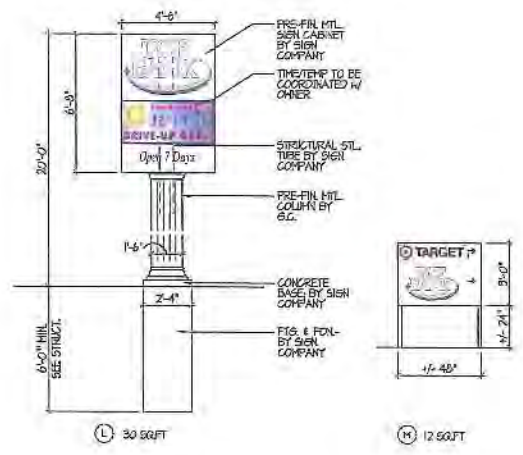
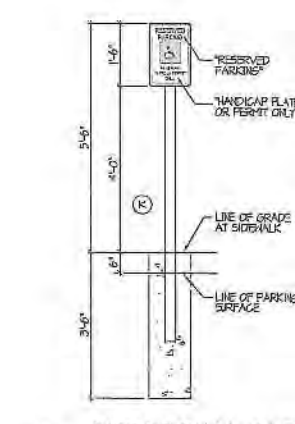
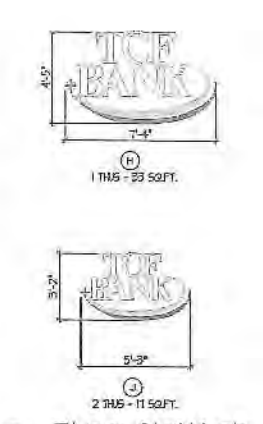
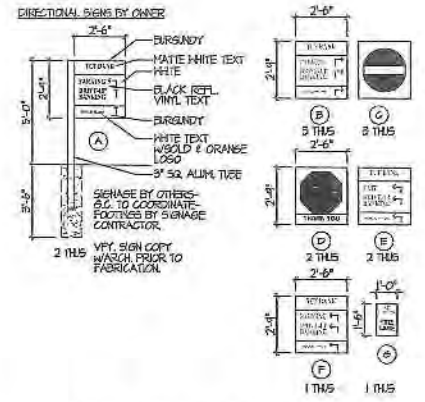
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA

*Mich & Kraft*  
 MICHAEL F. KRAFT

233528 3 AUGUST 2012  
 REG. NO. DATE

SIGNAGE REVIEW PACKAGE

- ### KEY NOTES
- 1 PYLON SIGN
  - 2 CONCRETE SIDEWALK OR PAVING SURFACE SEE CIVIL FOR DETAILS
  - 3 DRIVE UPRI CANOPY & CURB BLADES-SEE 8-T/11
  - 4 FLAG POLE W/ IN-GRADE LIGHT SEE 6/58
  - 5 HANDICAP RAMP
  - 6 CONDENSER ENCLOSURE
  - 7 TRASH ENCLOSURE
  - 8 PAINTED FLN STRIPES-TYP. 6" X 0'-0"



5-1236-01 Aug 01, 2012 - 0:53am

11/12/12

The Shoreview code allows a 60 square foot monument sign to be 12'0" in height. Due to the small individual letters located on the South and West exposures of the building fascia and the TCF Bank corporate sign guidelines, we request a change in your requirements on a monument sign for following reasons.

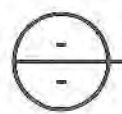
1. TCF Bank wants and needs consistent signage at all their offices. The attached design is the smallest of our sign options that we can install and stay within the corporate guidelines.
2. TCF Bank needs to identify the entrance to the bank. The best way to do that is to have effective signage to northbound traffic.
3. Our standard RGB message center will provide a vehicle to display pertinent information such as weather conditions as well as community service and other information regarding the banks operation.
4. We need a minimum of 89 total square footage with a height of 13.75 feet.
5. The RGB matrix will be 25 square feet. This is the standard matrix at the other TCF Banks locations that have had the RGB sign conversions. All of the TCF Bank locations will have these displays installed programmed from a single source at TCF marketing. To use this expensive equipment effectively, we would also request an eight second hold time (with no flashing or movement of any kind) between and during the display of the message. The changes from one frame to the next would be instantaneous.

The face design of the upper and lower illuminated cabinets will follow your standards of an opaque background with a one inch fabricated raised letters and logo. The letters will be illuminated by low energy LED lighting.

TCF Bank appreciates this opportunity to discuss these issues with the City of Shoreview. We have met with the planning department and discussed these changes in detail.

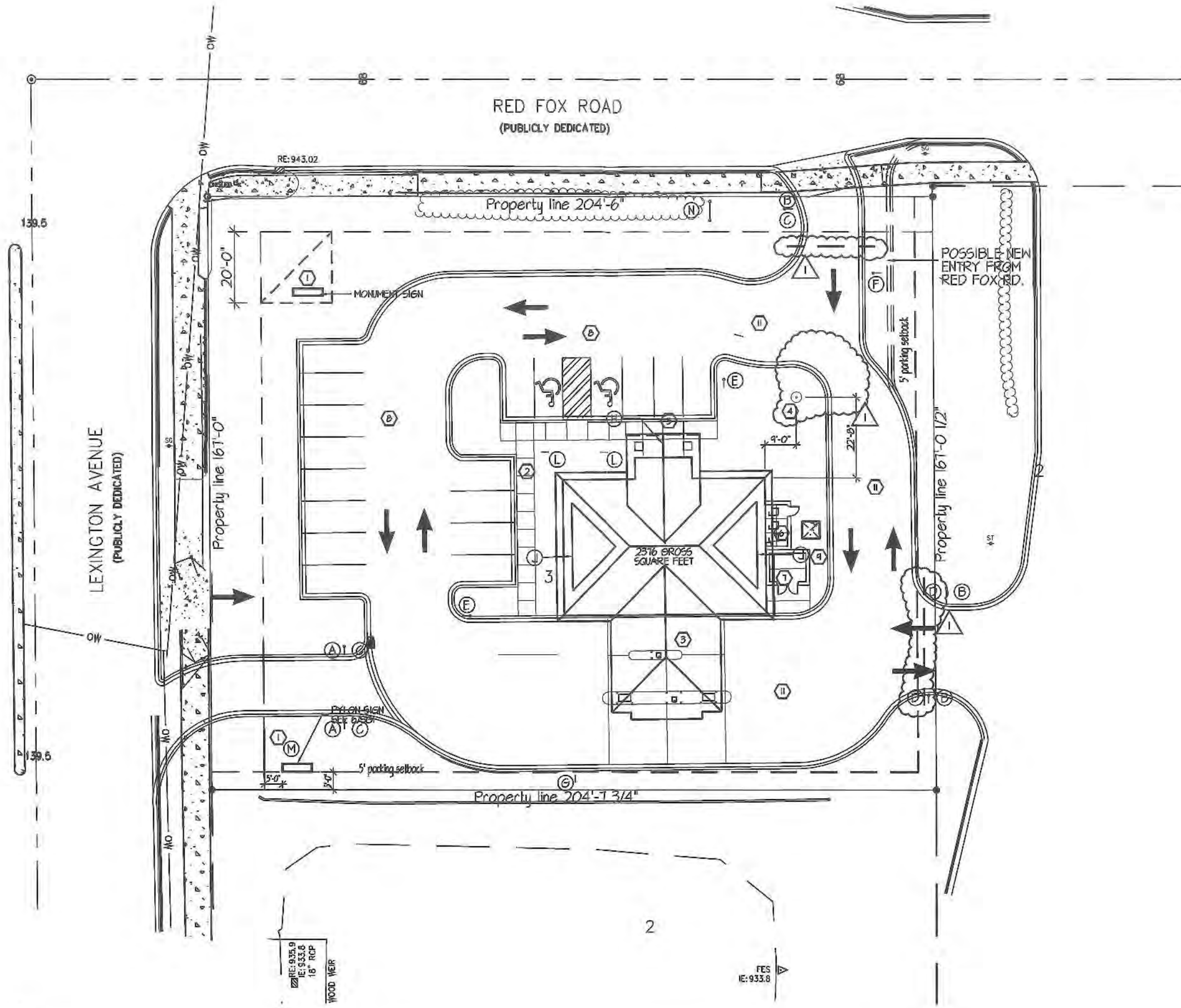
Best Regards,

Dave Shannon  
Color Sign Systems, Inc.  
P.O. Box 124  
Albertville, Mn 55301



# SITE PLAN

1"=30'-0"



SHEET:

PROJECT #: 12136  
 DATE: 06-11-12

TCF BANK  
 NEW BRANCH  
 SHOREVIEW, MINNESOTA

SIGN PLAN  
 AMENDMENT  
 DEC. 2012

9300 Hennepin Town Road  
 Minneapolis, MN. 55347  
 Tel: 952.278.8880  
 Fax: 952.278.8822





OVERALL HEIGHT 13.75'

89 TOTAL SQUARE FEET

9'9"

8'3"

7'9" (LED)

5'6"

3'8"

3'3"  
LED

20"

3'0"

BURGUNDY CABINET

FACE TO BE PAN FORMED LEXAN  
BACKGROUND TO BE OPAQUE  
LETTERS TO BE 1" EMBOSSED  
OR 1" TRIM CAP TRANSLUCENT  
LETTERS AND LOGO

16 mm RGB DISPLAY WITH  
64 BY 144 MATRIX

FACE TO BE PAN FORMED LEXAN  
BACKGROUND TO BE OPAQUE  
LETTERS TO BE 1" EMBOSSED  
OR 1" TRIM CAP TRANSLUCENT  
LETTERS AND LOGO

BRICK BASE TO MATCH  
BUILDING



**COLOR SIGN SYSTEMS, INC.**

P.O. Box 124  
Albertville Mn 55301  
Bus: 763.497.1374  
Fax: 763.497.1375

SIGN NO.	NO./OF	SCALE	DATE
T-7582A.1	1/1	3/8"=1"	11.11.12
CLIENT	DIST. MGR.	DESIGNER	CHECKED BY
TCE BANK	SHANNON	ERICKSON	
LOCATION	CLIENT APPROVAL	CLIENT P.O.#	
SHOREVIEW			

**IMPORTANT NOTICE:**

This is a proprietary design of Color Sign Systems, Inc., designed specifically for this project. It is illegal and unethical to distribute to any other entity for copy or use. This design cannot be used without the written consent of Color Sign Systems, Inc.

## MOTION

**MOVED BY COMMISSION MEMBER:** \_\_\_\_\_

**SECONDED BY COMMISSION MEMBER:** \_\_\_\_\_

To recommend the City Council approve the Comprehensive Sign Plan amendment submitted by TCF Bank for 3836 Lexington Avenue, subject to the following conditions:

- A. The signs shall comply with the plans submitted for the Comprehensive Sign Plan application. Any significant change will require review by the Planning Commission and City Council.
- B. The applicant shall obtain a sign permit prior to the installation of any signs on the property.
- C. The message center sign shall:
  1. Display text using a uniform color and letter height sufficient to be readable by passing motorists without distraction.
  2. Messages shall be limited to allow passing motorists to read the entire copy.
  3. Messages shall not include telephone numbers, email addresses or internet urls.
  4. No graphics shall be displayed on the message center.
  5. Messages shall be displayed for a minimum of 8 seconds, and shall change instantaneously.
  6. Messages be presented in a static display, and shall not scroll, flash, blink or fade.
- D. Traffic Directional signs shall not be located in the public street right-of-way without the authorization of the appropriate jurisdictional agency.

This approval is based on the following findings of fact:

1. *The plan proposes signs consistent in color, size and materials throughout the site for each type of proposed sign.* Each type of sign (Monument, Wall, Traffic Directional, etc.) uses uniform color and materials, and with colors generally based on the TCF logo.
2. *Approving the deviation is necessary to relieve a practical difficulty existing on the property.* The business needs visibility from each elevation facing an access point and that the proposed signs provide that needed visibility. Staff believes that lot access presents a practical difficulty that warrants additional business identification. The corner location at the intersection of Lexington (an arterial) and Red Fox Road (a local street) also contributes to the practical difficulty since Red Fox is the main road for this retail area, but is classified as a local road.
3. *The proposed deviations from the standards of Section 208 result in a more unified sign package and greater aesthetic appeal between signs on the site.* The wall signs proposed give a uniform appearance to each building elevation facing a vehicular access point. Message center signs are not uncommon at bank facilities. Use of the message center is reasonable and consistent with previous City decisions regarding message center signs.

4. *Approving the deviation will not confer a special privilege on the applicant that would normally be denied under the Ordinance.* The configuration of the access to the lot and building is unique for this property with two points of ingress that are right turn only, and only one point of egress.
5. *The resulting sign plan is effective, functional, attractive and compatible with community standards.* The sign plan proposes signs with design and sign areas that generally conform to the provisions of Code.

**VOTE:**

**AYES:**

**NAYS:**

Regular Planning Commission Meeting  
December 13, 2012

t:\2012pcf\2469-12-32\pemotion TCF Sign Plan Amendment

**TO:** Planning Commission  
**FROM:** Kathleen Nordine, City Planner  
**DATE:** December 7, 2012  
**SUBJECT:** File No. 2468-12-31, Variance Request –Michael Morse, 1648 Lois Drive

### **INTRODUCTION**

Michael Morse, 1648 Lois Drive, submitted a variance application to retain and finish the partially-constructed detached accessory structure on his property. In 2011, the Planning Commission heard a similar request and was unable to make the necessary findings to approve the variances requested. The following variances are required:

1. To exceed the maximum area permitted (75% of the dwelling unit foundation area or 750 square feet whichever is more restrictive) – The area of the detached accessory structure is 1,100 square feet exceeding the maximum of 576 square feet permitted.
2. To exceed the combined area of all accessory structures on the property (90% of the dwelling unit foundation area or 1,200 square feet whichever is more restrictive) – The combined area of all accessory structures is 1,100 square feet exceeding the 691 square feet permitted.
3. To exceed the height of the house (15 feet) – a height of 15’11” is proposed.
4. To reduce the required 5-foot setback from a side property line to 2.3 feet.

Please see the attached site plans.

### **BACKGROUND**

The City became aware of the detached accessory structure being constructed on the property in July of 2011. A stop work order was issued on July 8, 2011 and the property owner, Michael Morse was notified of the City’s requirements regarding building and land use permits. Upon further review, the City determined that the structure did not comply with the City’s Development regulations for detached accessory structures on property zoned R-1, Detached Residential. In response, Mr. Morse submitted a variance application requesting variances from the City standards pertaining to the area, height and side yard structure setback requirements.

The Planning Commission considered the variances in July and August, 2011 and denied the request with a 4 to 1 vote due to concerns regarding the area and height of the structure and setback from the western side property line. Mr. Morse appealed the decision to the City Council who held a hearing on September 19, 2011. The Council reviewed the appeal, upheld the Planning Commission’s decision, thereby denying the appeal based on a determination that practical difficulty was not present.

Mr. Morse was subsequently informed that the property needed to be brought into compliance with the City's Development Code by November 1, 2011. The structure remains and has been modified, without obtaining the required permits, through the removal of the roof trusses, placement of tarps over the structure, and the installation of a garage door. The City Council held a hearing on December 19, 2011 and concluded that the structure represents a public nuisance and ordered an abatement. The City then filed a complaint with the District Court seeking an order requiring Mr. Morse to remove the garage by a date certain or permit the City to remove the garage and assess the cost of removal to the property. A decision has not yet been rendered by the Court.

The structure remains on the property in violation of the City's ordinances. Mr. Morse hopes to remedy these violations by receiving the necessary variance approvals to retain and finish the structure. In accordance with the Development Code, Mr. Morse can submit a same or similar application after 6 months from the date of denial.

### **PROJECT DESCRIPTION**

The property is located on Lois Drive, east of Snelling Avenue. It has a width of 75 feet, a depth of 135 feet and an area of 10,125 square feet. Along the eastern boundary is a 5-foot drainage easement that is developed with a public drainage ditch. There is a one-story single family home on the property that has a foundation area of 768 square feet. The home has a height of 15 feet as measured from ground grade to peak. A detached garage approximately 360 square feet in size was also located on the property but demolished in June, 2011 without a building permit. Other improvements include a driveway and deck.

The applicant has stated the detached garage is constructed in the same location as the previous garage. The garage has an overall area of 1,100 square feet, a width of 22 feet and a depth of 50 feet. A survey submitted in 2011 identified that the structure is setback 2.3 feet from the side property line and 11.7 feet from the rear property line.

The garage is designed with a gable style roof and includes a second floor storage area extending the full length of the garage. This storage area has an interior height of 4' 8". The overall height of the structure is proposed at 15' 11".

The submitted plans also identify an addition onto the rear of the home. This proposed 624 square foot addition would increase the foundation area of the home to 1,392 square feet. Since the addition has not been constructed, the proposed foundation area is not used in computing the permitted area for the detached accessory structure. The Commission should note that even with the proposed addition, variances would be required since it exceeds the maximum 750 square feet permitted for a detached accessory structure and encroaches upon the required 5-foot side yard setback.

## **DEVELOPMENT ORDINANCE REQUIREMENTS**

The property is located in the R1, Detached Residential District. In this District, the principal structure must be setback a minimum of 30 feet from the front lot line. A minimum side yard setback of 10-feet is required for living area and 5-feet for accessory structures and driveways/parking areas. Accessory structures must also maintain a minimum 10-foot setback from a rear property line. Impervious surface coverage cannot exceed 40%

On parcels less than 1 acre, the maximum area permitted for a detached garage is 75% of the dwelling unit foundation area or 750 square feet whichever is more restrictive. The combined area of all accessory structures cannot exceed 90% of the dwelling unit foundation area or 1,200 square feet, whichever is more restrictive. The maximum height permitted for detached accessory structures is 18 feet as measured from the roof peak to the lowest finished grade; however in no case shall the height of the structure exceed the height of the dwelling unit. In addition, sidewalls cannot exceed 10 feet and interior storage areas above the main floor cannot exceed an interior height of 6 feet.

The exterior design of the structure must be compatible with the dwelling and be similar in appearance from an aesthetic, building material and architectural standpoint. The proposed design, scale, height and other aspects related to the accessory structure are evaluated to determine the impact on the surrounding area. Building permits may be issued upon the finding that the appearance of the structure is compatible with the structures and properties in the surrounding area and does not detract from the area. The intent of these regulations and the City's Comprehensive Plan's policies is to ensure that the residential character of the property and neighborhood is maintained and that dwelling unit remains the primary feature and use of the property.

### **Variance Criteria**

When considering a variance request, the Commission must determine whether the ordinance causes the property owner practical difficulty and find that granting the variances is in keeping with the spirit and intent of the ordinance. Practical difficulty is defined as:

- 1. Reasonable Manner. The property owner proposes to use the property in a reasonable manner not permitted by the Shoreview Development Regulations.*
- 2. Unique Circumstances. The plight of the property owner is due to circumstances unique to the property not created by the property owner.*
- 3. Character of Neighborhood. The variance, if granted, will not alter the essential character of the neighborhood*

## **APPLICANT'S STATEMENT OF JUSTIFICATION**

The applicant identifies that practical difficulty is present. The proposed structure is consistent in size with other detached accessory structures in the neighborhood. The existing home is small, and although an expansion is planned, the 750 square foot maximum area permitted for

the garage is inadequate to accommodate more than a small vehicle and does not provide room for other items such as a boat, snowmobile, tools or second vehicle. No other indoor storage options exist. The Code depresses the property value and does not permit use and enjoyment of property to the same extent as neighboring property owners.

Location of the structure is impeded by the existing drainage easement located along the southern side property line and restricts the structure to the other side of the property. Encroachment into the side yard setback is needed for a reasonable size garage and is where the prior garage was located.

The applicant states he was unaware a building permit was needed.

Please refer to the attached statement.

### **STAFF REVIEW**

The staff reviewed the request and cannot make affirmative findings for practical difficulty. While the applicant states he intends to expand the home, the addition has not been constructed and cannot be used when applying the Code requirements. The proposed garage does not uphold the spirit and intent of the code due to the size in relation to the home and property, and the proximity to the side property line.

*1. Reasonable Manner. The property owner proposes to use the property in a reasonable manner not permitted by the Shoreview Development Regulations.*

The City's Development Code permits accessory structures on residential properties provided certain requirements are met. The Development Code places limitations on the height and size of these structures to provide property owners to use their property in a reasonable manner. In this case, the Development Code permits a 576 square foot accessory structure (24' x 24') on the property, which is large enough for two vehicles and other personal property. A second accessory structure up to 115 square feet may also be allowed for additional storage. Therefore, the total accessory structure square footage permitted is 691 square feet.

These standards were adopted by the City to establish the dwelling unit as the dominant and principal use and that accessory structures remain secondary or subordinate. Regulating the size, height and location ensures that accessory structures remain a secondary use. The City's standards do allow the applicant to use the property in a reasonable manner since a detached two-car garage and storage shed are permitted by the Development Code and are proportional to the size of the home and property.

Staff remains concerned about the large size of the proposed structure, 1,100 square foot, and the 2.3-foot setback from the side property line. The proposed size of the garage is not reasonable

for this property due to the lot size, size of the home and proximity to the side property line and results in an appearance that the property is over capacity or overbuilt. When looking at the rear yard, the structure occupies about 25% of the yard area. While neighboring properties also have detached garages located in the rear yard, they tend to occupy less yard space due to the smaller structure size. The proposed structure affects the sense of open space on the applicant's property as well as neighboring properties. At the proposed size, the detached garage is not subordinate to the home. The area of the garage is 140% of the dwelling unit foundation area and the detached garage becomes the dominant feature and use on the property

2. *Unique Circumstances. The plight of the property owner is due to circumstances unique to the property not created by the property owner.*

Staff agrees that the 768 square foot home is small for today's living standards, however, this is not a unique circumstance that warrants the variances requested. There are other homes in the neighborhood that are of a similar size. The Development Code does permit a 576 square foot garage on the property which is reasonable for a home of this size. The spirit and intent of the ordinance is to maintain the residential character of the property by limiting the size of accessory structures so the dwelling unit remains the principal use and dominant feature of the property.

Unique circumstances which warrant the 2.3-foot setback from the side property line do not appear to be present. The applicant has indicated that the structure is placed at the same location as the previous garage. This cannot be verified since the older garage has been demolished. City records indicate this garage was setback 6-feet from the side property line. Older aerials of the property indicate that the structure may have been located a few feet closer to the side property line. A new foundation was constructed for this building.

While there is a drainage easement on the eastern side of the property, this is not a unique characteristic nor does it create the need to shift the building further to the west. The garage could be setback 5-feet from the side property line without interfering with the home and other uses on the property.

3. *Character of Neighborhood. The variance, if granted, will not alter the essential character of the neighborhood.*

The neighborhood is characterized with smaller one and one and one-half story homes that are developed with detached garages. Some of the homes remain the original size as when constructed while others have been expanded. In some instances, there are properties that do have detached accessory structures that exceed the current area and/or height standards. These structures are considered non-conforming and were likely built when different accessory structure standards were in effect.



While staff understands that there are other large detached garages in the area, concerns remain regarding the mass of the structure and the impact on the neighborhood and adjoining properties. Accessory structures are limited in size based on the size of the property and home to maintain the residential character of properties and the neighborhood. The residential character is compromised when detached accessory structures larger than the residential homes are built on standard sized residential lots.

The 2.3-foot setback from the side property line is detrimental to the neighboring property because of the visual impact, drainage – stormwater runoff and potential for encroachment resulting from building construction and maintenance. The building wall along this property line is 50 feet long and contains no building openings. Generally, when structures encroach upon the required structure setbacks, it has been the City’s practice to require mitigation of the visual impact through landscaping and/or building design. Landscaping is not a feasible option due to the lack of space. In addition, building openings are not permitted along the western building wall because it needs to have a one-hour fire resistance rating.

### **PUBLIC COMMENT**

Property owners within 150 feet were notified of this hearing. The majority of comments received express concern and opposition to the requested variances. Neighbors have expressed concern about the proposed size and setback relative to the side property line. In addition, there are questions as to why the structure remains and the City’s enforcement of codes.

### **STAFF RECOMMENDATION**

The request has been reviewed in accordance with the Development Code standards and findings required for practical difficulty. Practical difficulty is not present as the required findings cannot be made. The proposed variances compromises the spirit and intent of the regulations, therefore, Staff is recommending the Commission deny the request based on the following findings:

1. The request does not comply with the spirit and intent of the City’s Development Code and Comprehensive Plan. The proposed size of the detached accessory structure is 40% larger than the foundation area of the dwelling and would cause it to become the dominant structure and use on the property. The size limitations imposed on accessory structures have been enacted so these types of structures remain subordinate to the principal residential dwelling unit. Furthermore, the intent of the minimum 5-foot setback is to retain open space between properties and provide enough area for the structure’s maintenance. The 2.3-foot setback proposed results in a loss of open space and is not adequate to maintain the structure.
2. Reasonable Manner. The applicant can use his property in a reasonable manner as permitted by the Development Code. In accordance with the City’s regulations a two-car 576 square foot detached accessory structure and a storage shed could be constructed on the property at the required 5-foot setback.

3. Unique Circumstances. Unique circumstances are not present. The necessity for the variances is due to the applicant's personal storage needs and desire to store personal items on-site. Although the home has a small foundation area for today's living standards, the Development Code does provide the applicant with options to construct an accessory structure(s) on the property that maintain the spirit and intent of the ordinance. The existing drainage easement on the east side of the property is not a unique circumstance and does not impede on the 5-foot side yard setback required from the west side lot line. No obstructions are present that create the need for the requested variance from the side property line. The structure can be setback 5-feet from the side lot line in accordance with the Development Code.
4. Character of Neighborhood. The neighborhood is characterized with smaller one and one and one-half story homes that are developed with detached garages. While some of these garages may exceed the current area and/or height standards, these structures are considered non-conforming. The proposed size and mass of the structure and setback from the western side lot line does negatively impact the character of the neighborhood and adjoining properties. The residential character of the property is compromised by a structure that exceeds the foundation size of the home. Visual mitigation is not feasible due to the encroachment on the minimum 5-foot side setback required and limited space for landscaping, stormwater management and building maintenance.

Resolution 12-107 is attached for adoption if the Commission finds practical difficulty is present. Note that findings need to be established for this resolution.

Attachments:

- 1) Res. 12-107
- 2) Email from Steve Nelson, Building Official
- 3) Location Map
- 4) Aerial and Site Photos
- 5) Applicant's Statement and Submitted Plans
- 6) Request for Comments
- 7) Motion

t:\pcf 2011\2424-11-17\1648 LoisMorse\pc report.doc

**EXTRACT OF MINUTES OF MEETING OF THE  
PLANNING COMMISSION OF SHOREVIEW, MINNESOTA  
HELD DECEMBER 13, 2012**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the Planning Commission of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City at 7:00 PM.

The following members were present:

And the following members were absent:

Member           introduced the following resolution and moved its adoption.

**RESOLUTION NO. 12-107 FOR VARIANCES ASSOCIATED WITH THE  
CONSTRUCTION OF A DETACHED GARAGE**

WHEREAS, Michael Morse, 1648 Lois Drive, submitted a variance application for the following described property:

*Lot 10, Block 5, Edgetown Acres, subject to Drainage Easement  
Ramsey County, Minnesota  
(This property is commonly known as 1648 Lois Drive)*

WHEREAS, the Development Regulations establish regulations for accessory structures on residential properties; and

WHEREAS, the maximum area permitted is limited to 75% of the dwelling unit foundation area or 750 square feet whichever is more restrictive. The maximum area permitted for 1648 Lois Drive is 576 square feet; and

WHEREAS, the maximum area of all accessory structures is limited to 90% of the dwelling unit foundation area or 1,200 square feet, whichever is more restrictive. The maximum area permitted for 1648 Lois Drive is 691 square feet; and

WHEREAS, the maximum height of a detached accessory structure cannot exceed 18 feet or the height of the dwelling unit. The maximum height permitted for 1648 Lois Drive is 15 feet; and

WHEREAS, the minimum structure setback for a detached accessory from a side property line is 5-feet; and

WHEREAS, the applicant has requested the following variances for a proposed garage on the property;

1. To exceed the maximum area permitted (75% of the dwelling unit foundation area or 750 square feet whichever is more restrictive) – The area of the structure is 1,100 square feet exceeding the maximum of 576 square feet permitted.
2. To exceed the combined area of all accessory structures on the property (90% of the dwelling unit foundation area or 1,200 square feet whichever is more restrictive) – The combined area of all accessory structures is 1,100 square feet exceeding the 691 square feet permitted.
3. To exceed the maximum 15-foot height permitted – height of 15’11” is proposed.
4. To reduce the required 5-foot setback from a side property line to 2.3 feet, and

WHEREAS, the Shoreview Planning Commission is authorized by state law and the City of Shoreview Development Regulations to make final decisions on variance requests.

WHEREAS, on December 13, 2012 the Shoreview Planning Commission made the following findings of fact:

1. Reasonable Manner. The property owner proposes to use the property in a reasonable manner not permitted by the Shoreview Development Regulations. *Add finding*
2. Unique Circumstances. The plight of the property owner is due to circumstances unique to the property not created by the property owner. *Add finding*
3. Character of Neighborhood. The variance, if granted, will not alter the essential character of the neighborhood. *Add finding*

NOW, THEREFORE, BE IT RESOLVED BY THE SHOREVIEW PLANNING COMMISSION that the variance request for property described above, 1648 Lois Drive is approved, subject to the following conditions:

*Add conditions*

The motion was duly seconded by Member \_\_\_\_\_ and upon a vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Adopted this 13th day of December, 2012

\_\_\_\_\_  
Steve Solomonson  
Shoreview Planning Commission Chair

ATTEST:

\_\_\_\_\_  
Kathleen Nordine, City Planner

SEAL

ACCEPTANCE OF CONDITIONS:

\_\_\_\_\_  
Michael Morse, Property Owner



Kathleen Nordine &lt;knordine@shoreviewmn.gov&gt;

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**Planning Case 2468-12-31**

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**Steve Nelson** <snelson@shoreviewmn.gov>

Wed, Nov 28, 2012 at 7:50 AM

To: "NORDINE, KATHLEEN" &lt;knordine@shoreviewmn.gov&gt;

Kathleen:

Reviewing the file for the variance at 1648 Lois Drive, I would like to make sure that if this were to be permitted, the exterior walls must comply with Minnesota Building Code. Table R302.1 would require that exterior walls within 5 feet of the property line would need to be constructed of 1 hour fire resistance with exposure on both sides. Projections (eaves) would require 1 hour fire resistance on the underside of the eave. No openings would be permitted if less than 3 feet from the property line. This is not a condition of approval and not subject to a variance as it is a requirement of the building code as adopted by the State of Minnesota. In case the variance granted, the existing construction does not currently comply with the building code.

Steve

**Steve Nelson***Building Official**City of Shoreview**4600 N Victoria Street**Shoreview, MN 55126**651-490-4691*



# 1648 Lois Drive



269.7

0

134.83

269.7 Feet

NAD\_1983\_HARN\_Adj\_MIN\_Ramsey\_Feet  
 © Ramsey County Enterprise GIS Division

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.  
 THIS MAP IS NOT TO BE USED FOR NAVIGATION

## Legend

- County Offices
- City Halls
- Schools
- Hospitals
- Fire Stations
- Police Stations
- Recreational Centers
- Parcel Points
- Parcels
- GISRASTER.GISPUB.IMAGE
- High: 256
- Low: 0

## Notes

Aerial Map - File No. 2468-12-31

**EXISTING STRUCTURE – 1648 LOIS DRIVE**





Variances sought for the proposed unattached garage at 1648 Lois Drive.

**VARIANCE 1.** Allowing for the construction of the proposed garage on the premises of 1,100 square feet, which is consistent with other, similar structures in the neighborhood but exceeds the area delineated in Shoreview Municipal Code Section 205.082 (D)(5)(a)(ii)(a) of 750 square feet.

**Hardship:** The Applicant's house is a small, post-war structure on a small lot that the owner intends to expand into a more modern and spacious residence. The allowed size of 750 square feet for the garage is grossly inadequate to accommodate more than a small vehicle and does not permit the Applicant to store inside even a few modest additional items such as a boat, snowmobile, tools, or even a second vehicle. Strict enforcement of the City's standard simply does not permit use and enjoyment of Applicant's to the same extent and degree as is allowed by all of the surrounding neighborhood and depresses the value of Applicant's property as well as, indirectly, that of his neighbors. Applicant has no other indoor storage options on his property. The existence of a drainage easement on the other side of his property prevents other kinds of storage or outside access.

All of Applicant's neighbors support the proposal, to the best of Applicant's knowledge and belief.

The Applicant, who intended to build nothing more than what was already constructed in other residences in the neighborhood, was unaware of the need to apply for a permit or variances, so construction of a foundation slab had structure had already begun and was stopped when Applicant was ordered by the City of Shoreview to do so.

---

**VARIANCE 2.** Allowing a 2.3 foot structure setback from the side lot line, which is less than the five-foot requirement provided for in Shoreview Municipal Code Section 205.082 (D)(5)(b)(k)(b).

**Hardship:** Location of any structure on Applicant's relatively small platted lot is impeded by the existence of a drainage easement that restricts the location of outdoor structure on the side of the property away from the proposed garage. Encroachment onto the setback area is necessary to have a reasonably sized garage at the pre-existing garage location without encroachment setbacks from other easements or lot lines.

MICHAEL MUESE 1648 LOTS DRIVE, SHERWOOD

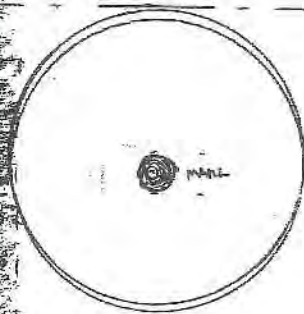
1/8" = 1'-0"

B-29-11

ORIGINAL CONDITIONS

75' LOT SIDE

5' UTILITY EASEMENT



.23 ACRES  
75' WIDE  
195' DEEP  
40% IMPERVIOUS

ORIGINAL CONDITIONS

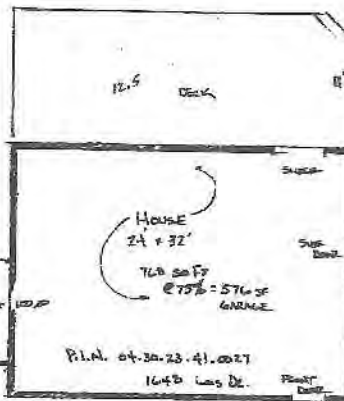
HOUSE & GARAGE ORIENTATION REVERSED IN COMPARISON TO NEIGHBORHOOD DUE TO DRAINAGE DITCH

UNUSABLE NEAR DR TO DRAINAGE DITCH



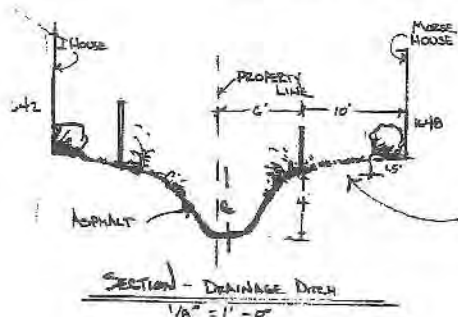
30' ORIGINAL GARAGE  
2.5'

177.00 SF

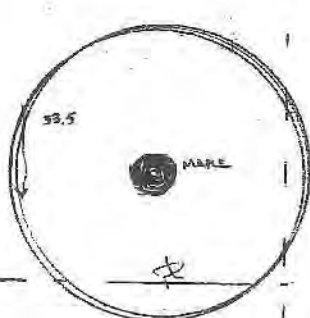


12.5 DECK

EXISTING DRIVE



SECTION - DRAINAGE DITCH  
1/8" = 1'-0"

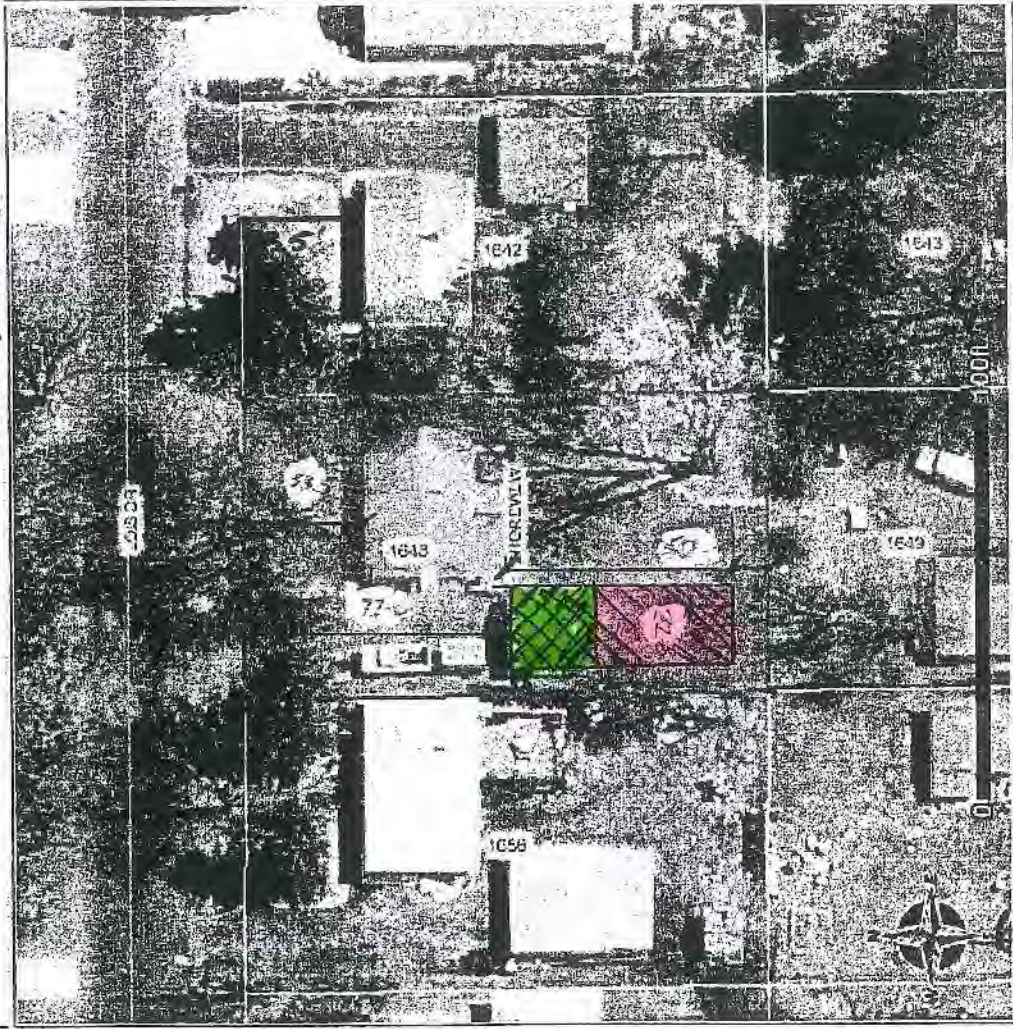


UNUSABLE NEAR  
STEEP

RECEIVED  
OCT 11 2012  
BY

NEWARK HO...

Ramsey County



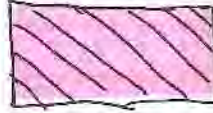
Selected Features  
 Municipalities  
 Road Centerlines  
 (County)

County Road  
 Interstate Hwy  
 State Hwy  
 Roads  
 Water  
 Structures  
 Parcel Polygons  
 2009 Color Aerials  
 Highway Shields  
 Street Name Labels

ORIGINAL  
GARAGE



NEW  
GARAGE



**DISCLAIMER:** This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only.

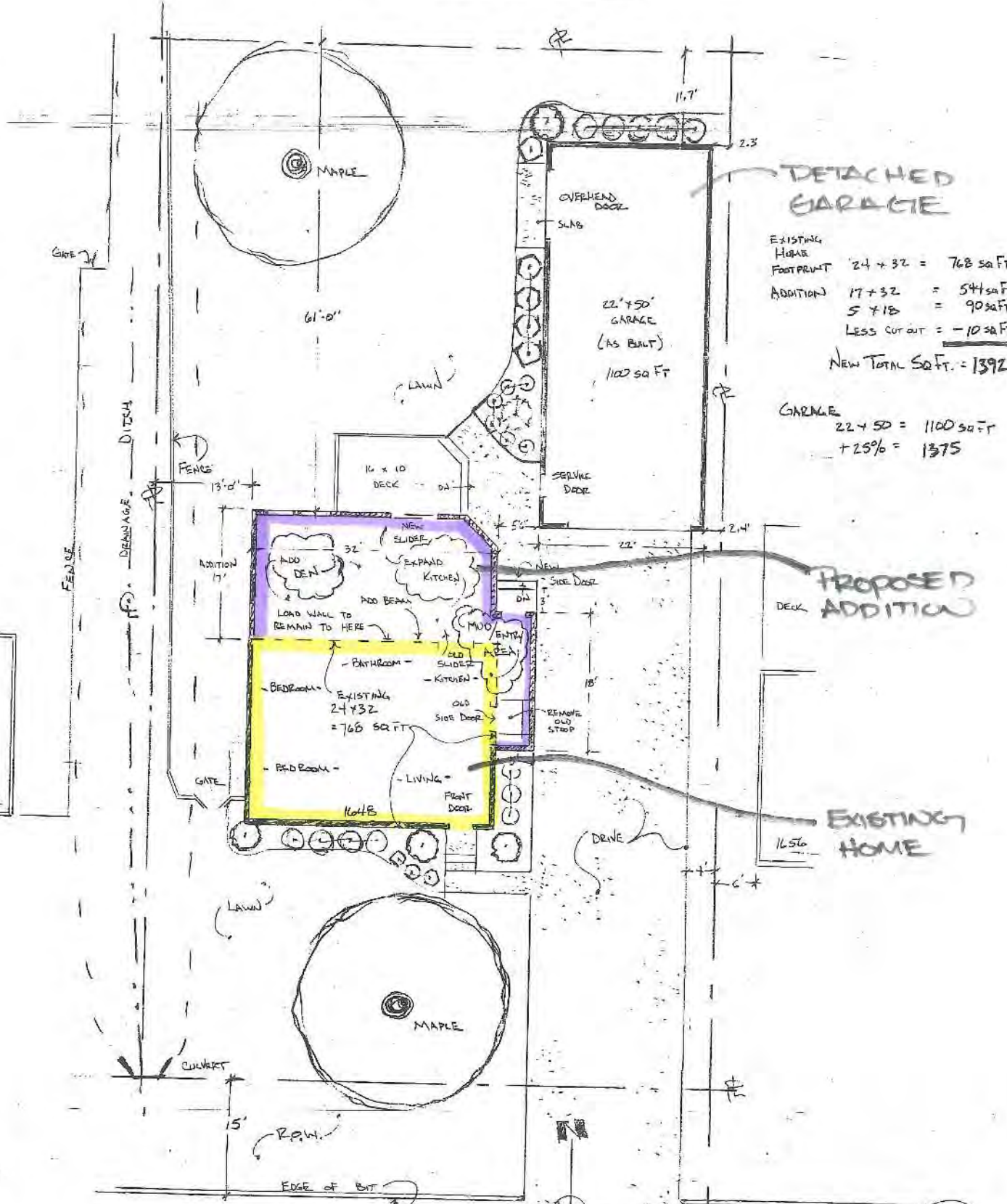
**SOURCES:** Ramsey County (May 31, 2011), The Lawrence Group

MICHAEL MORSE - 1648 LOIS DRIVE - SHOREVIEW

1/8" = 1'-0"

4-24-12

PROPOSED ADDITION



DETACHED GARAGE

EXISTING HOME  
FOOTPRINT 24 x 32 = 768 sq FT

ADDITION 17 x 32 = 544 sq FT  
5 x 18 = 90 sq FT  
LESS CUT OUT = -10 sq FT

NEW TOTAL SQ FT = 1392

GARAGE  
22 x 50 = 1100 sq FT  
+ 25% = 1375

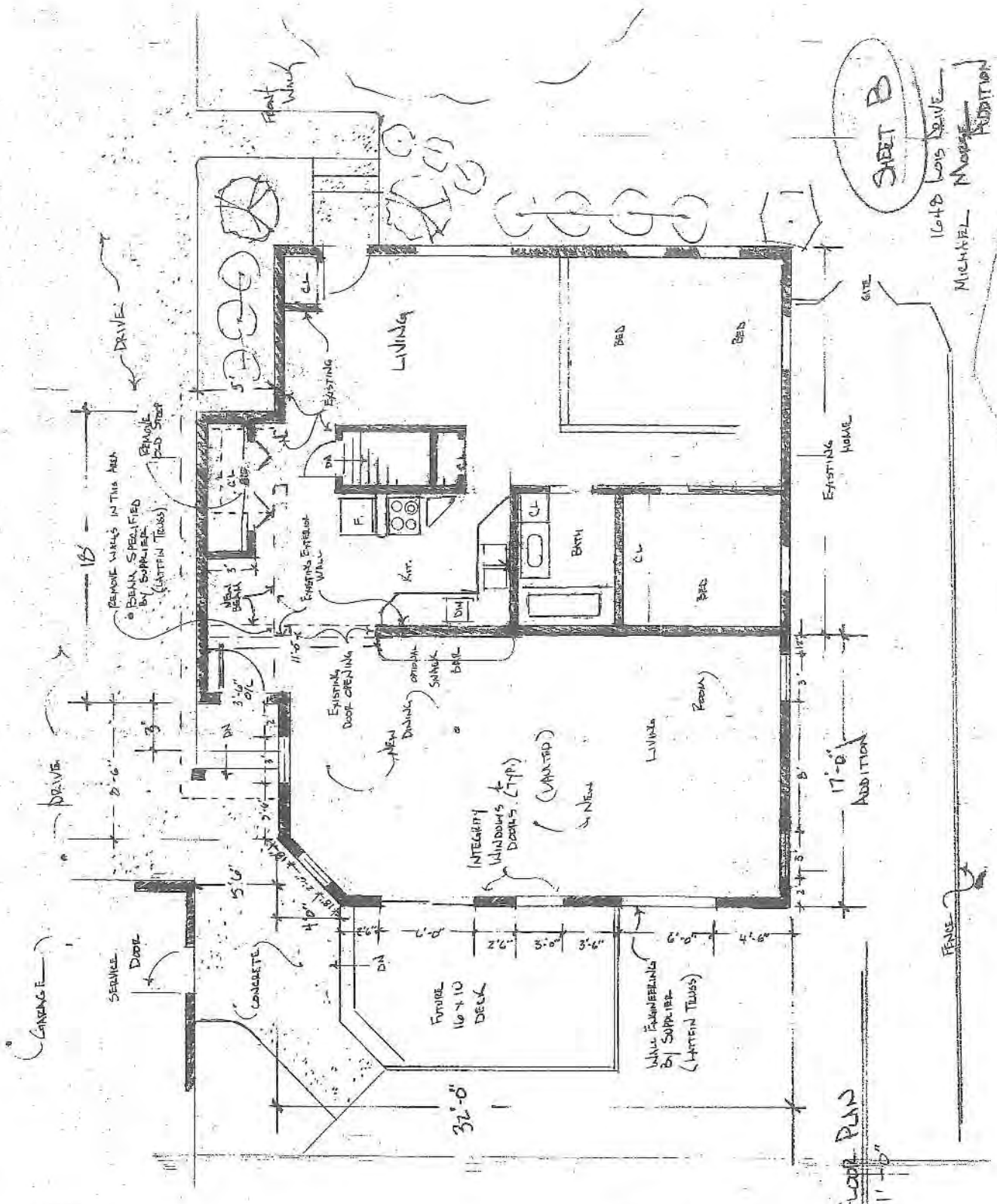
PROPOSED ADDITION

EXISTING HOME

SITE PLAN 1/8" = 1'-0"  
11" = 1'-0"

SHEET A  
MICHAEL MORSE

MICHAEL MORSE 4/2012

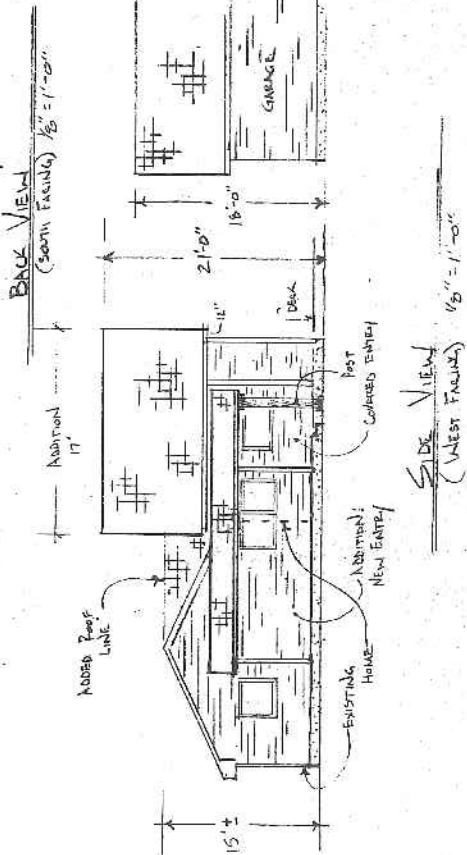
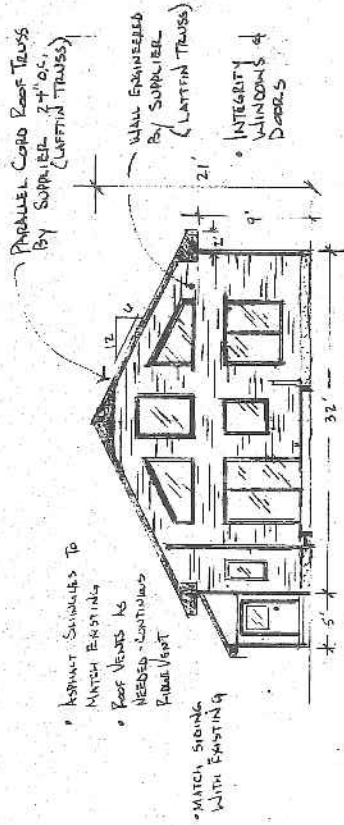


SHEET B

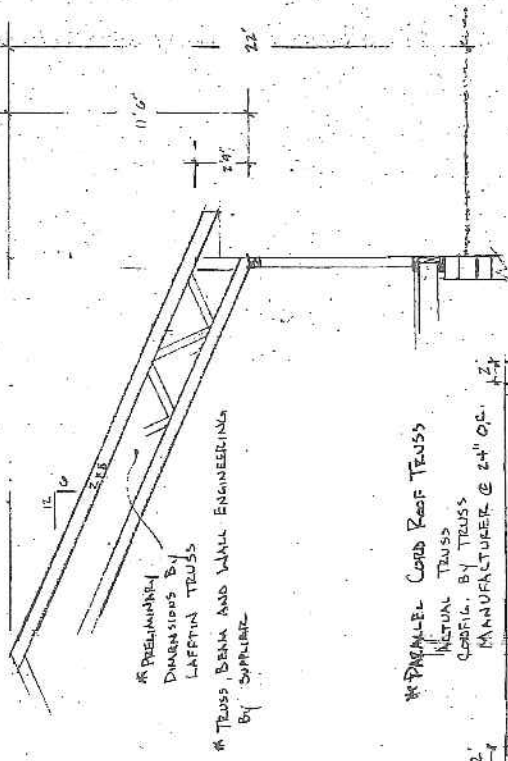
1648 LOIS DRIVE  
 MICHAEL MOORE  
 ADDITION

SCALE  
 1/4" = 1'-0"

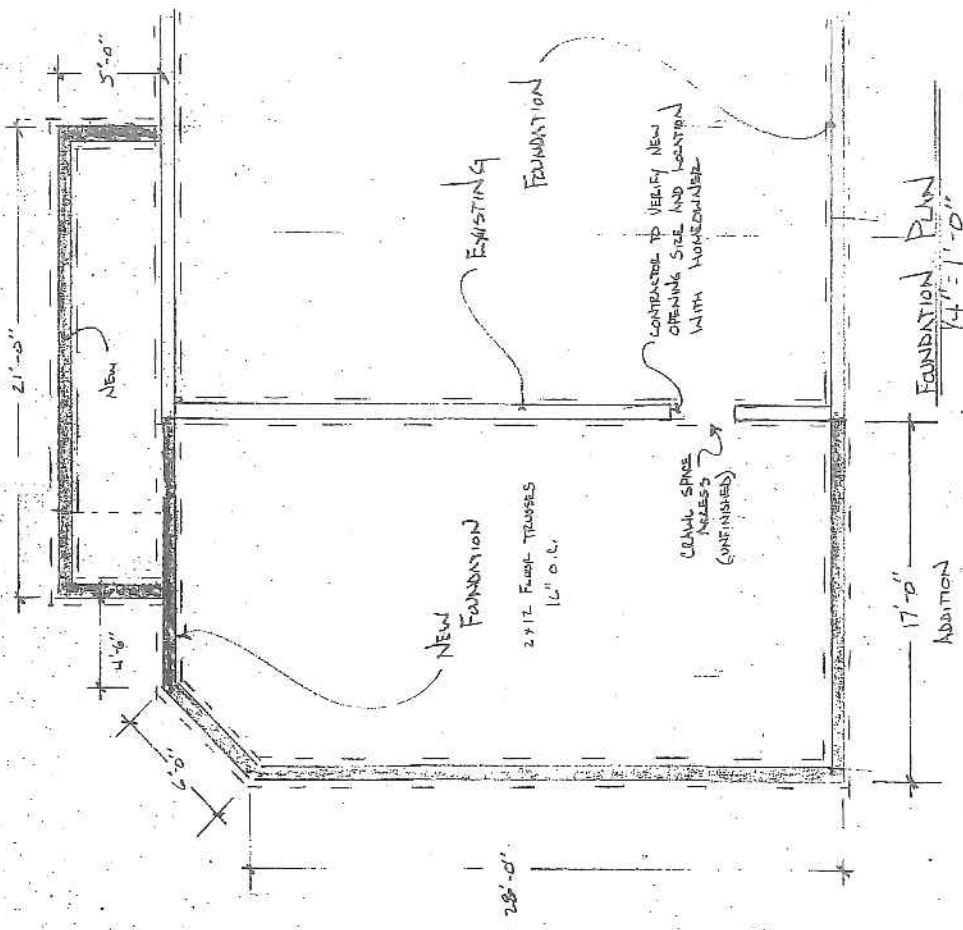
FLOOR PLAN  
 1/4" = 1'-0"



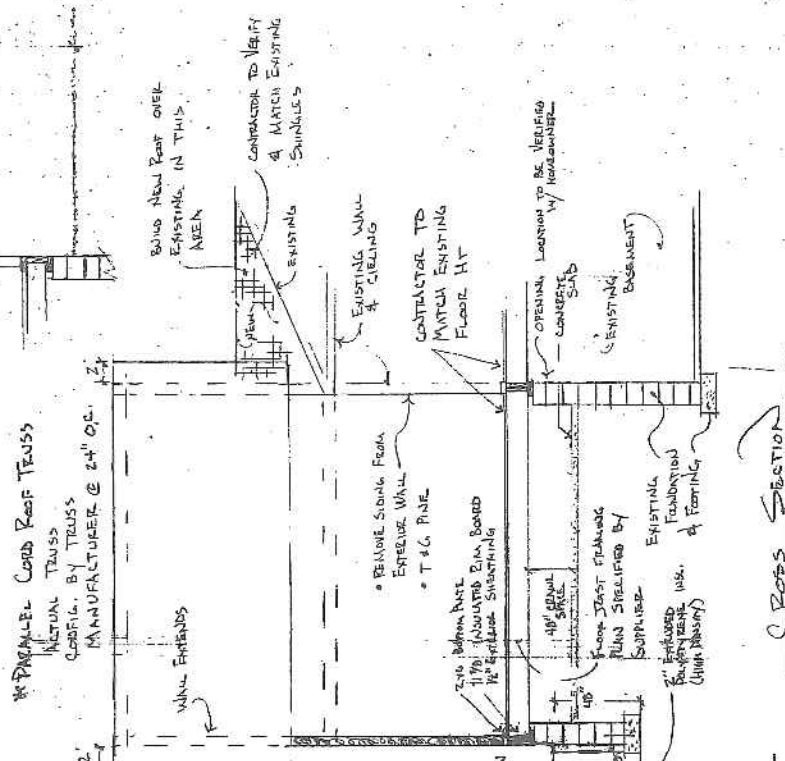
MORSE ADDITION  
 1648 LOIS DR.  
 SHOREVIEW, MN  
 SHEET C



- 1/2" DIA. ANCHOR BOLTS @ 6' O.C.
- DUMP PROOFING
- 12 CBS 8" CMU
- 4" DT
- 20" x 8" CONCRETE FOOTING WITH REINFORCEMENT



1418 LOS DRIVE  
MICHAEL MORSE  
ARCHITECT  
SHEET D



- ROOF**
- ASPHALT SHINGLES
  - CONTINUOUS ROOF VENT
  - 1/2" FIBER INSULATION
  - SHEATHING W/ H CLIPS
  - MIN. R-20 INSULATION
  - 1/2" GYP LBS & WATER SHIELD

- FLOOR**
- ALUMINUM ROOF EXAL
  - ALUMINUM FLASH
  - 2x6 SUB FLOOR

- FOUNDATION**
- 11/16" I.F. FLOOR JOISTS @ 16" O.C.
  - 3/4" SUB FLOOR
  - 2x6 STUD WALL @ 16" O.C.
  - 2x6 DOUBLE TOP PLATE
  - INSULATION TO MIN. CODE - BATT
  - POLY V.B.
  - 1/2" GYP

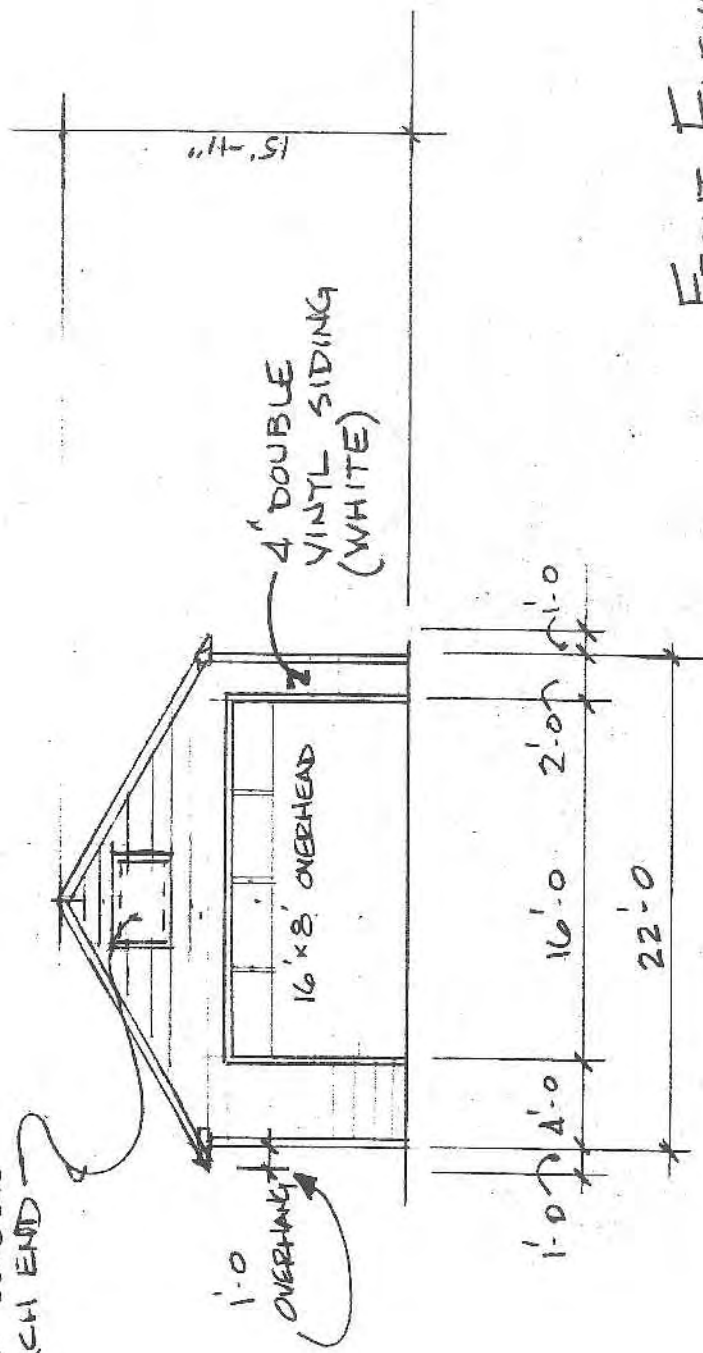
- FOOTING**
- 12 CBS 8" CMU
  - 4" DT
  - 45" GRAVEL FILL

- WALLS**
- 12 CBS 8" CMU
  - 45" GRAVEL FILL
  - 20" x 8" CONCRETE FOOTINGS
  - 4" DT
  - 4" DT
  - 45" GRAVEL FILL

CROSS SECTION  
1/4" = 1'-0"

FOUNDATION PLAN  
1/4" = 1'-0"

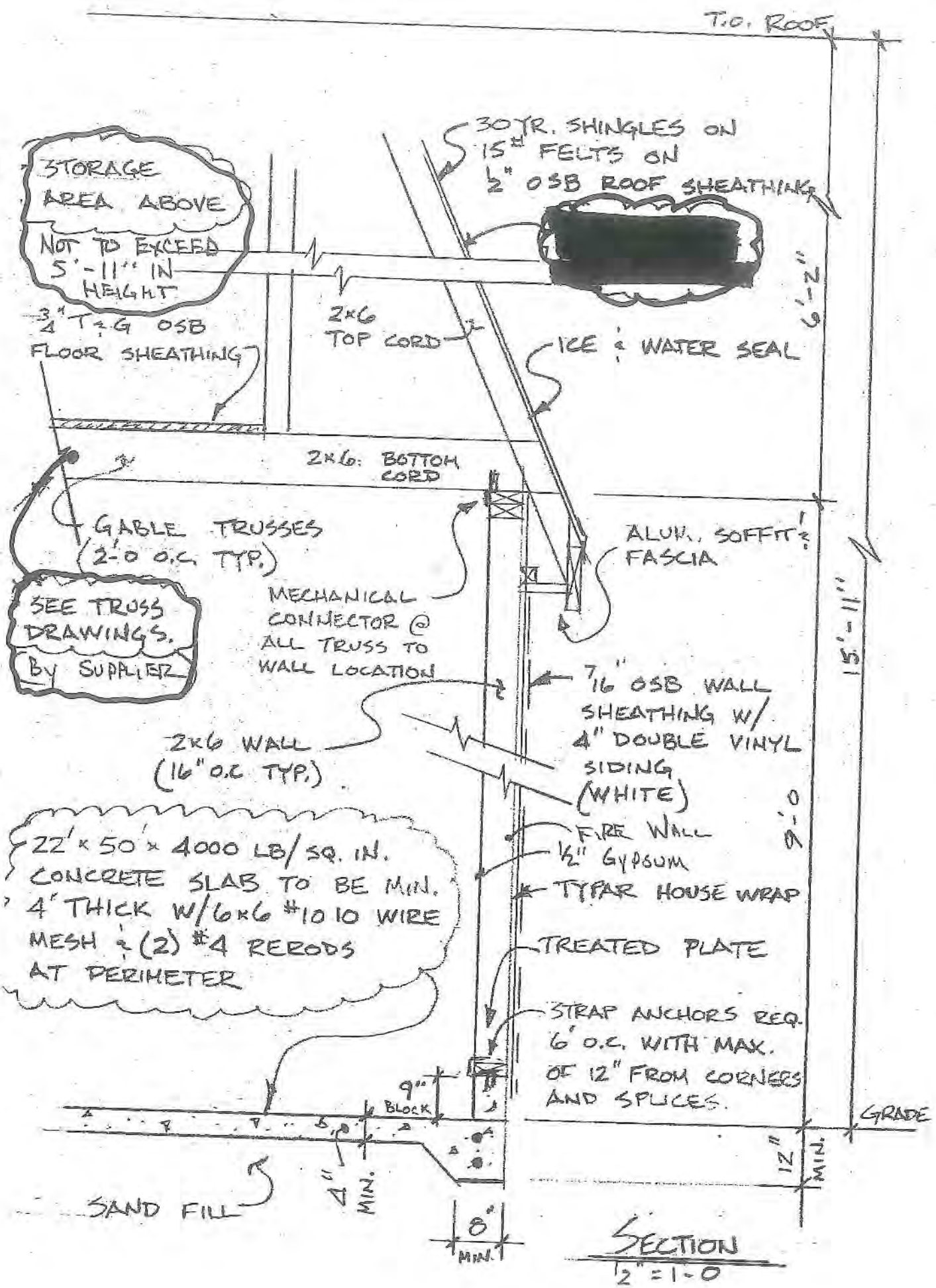
OPTIONAL WINDOW  
VINYL SLIDER  
(1) EACH END



FRONT ELEVATION

1/8" = 1'-0"





T.O. ROOF

STORAGE AREA ABOVE NOT TO EXCEED 5'-11" IN HEIGHT

30YR. SHINGLES ON 15# FELTS ON 1/2" OSB ROOF SHEATHING

3/4" T & G OSB FLOOR SHEATHING

2x6 TOP CHORD

ICE & WATER SEAL

6'-2"

2x6 BOTTOM CHORD

GABLE TRUSSES (2'-0" O.C. TYP.)

ALUM. SOFFIT & FASCIA

SEE TRUSS DRAWINGS BY SUPPLIER

MECHANICAL CONNECTOR @ ALL TRUSS TO WALL LOCATION

2x6 WALL (16" O.C. TYP.)

7/16" OSB WALL SHEATHING W/ 4" DOUBLE VINYL SIDING (WHITE)

15'-11"

22'x50'x4000 LB/SQ. IN. CONCRETE SLAB TO BE MIN. 4" THICK W/ 6x6 #10 WIRE MESH & (2) #4 REBARS AT PERIMETER

FIRE WALL 1/2" GYPSUM TYFAR HOUSE WRAP

TREATED PLATE

STRAP ANCHORS REQ. 6' O.C. WITH MAX. OF 12" FROM CORNERS AND SPLICES.

SAND FILL

9" Block

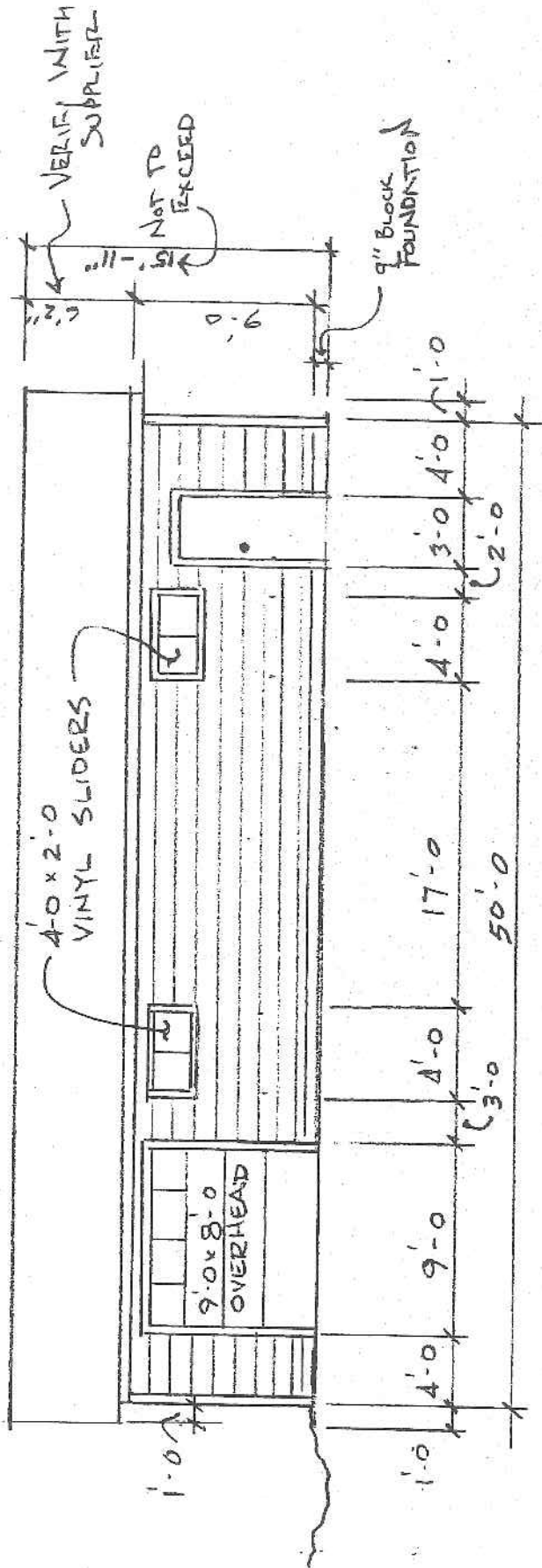
4" MIN.

0" MIN.

12" MIN.

GRADE

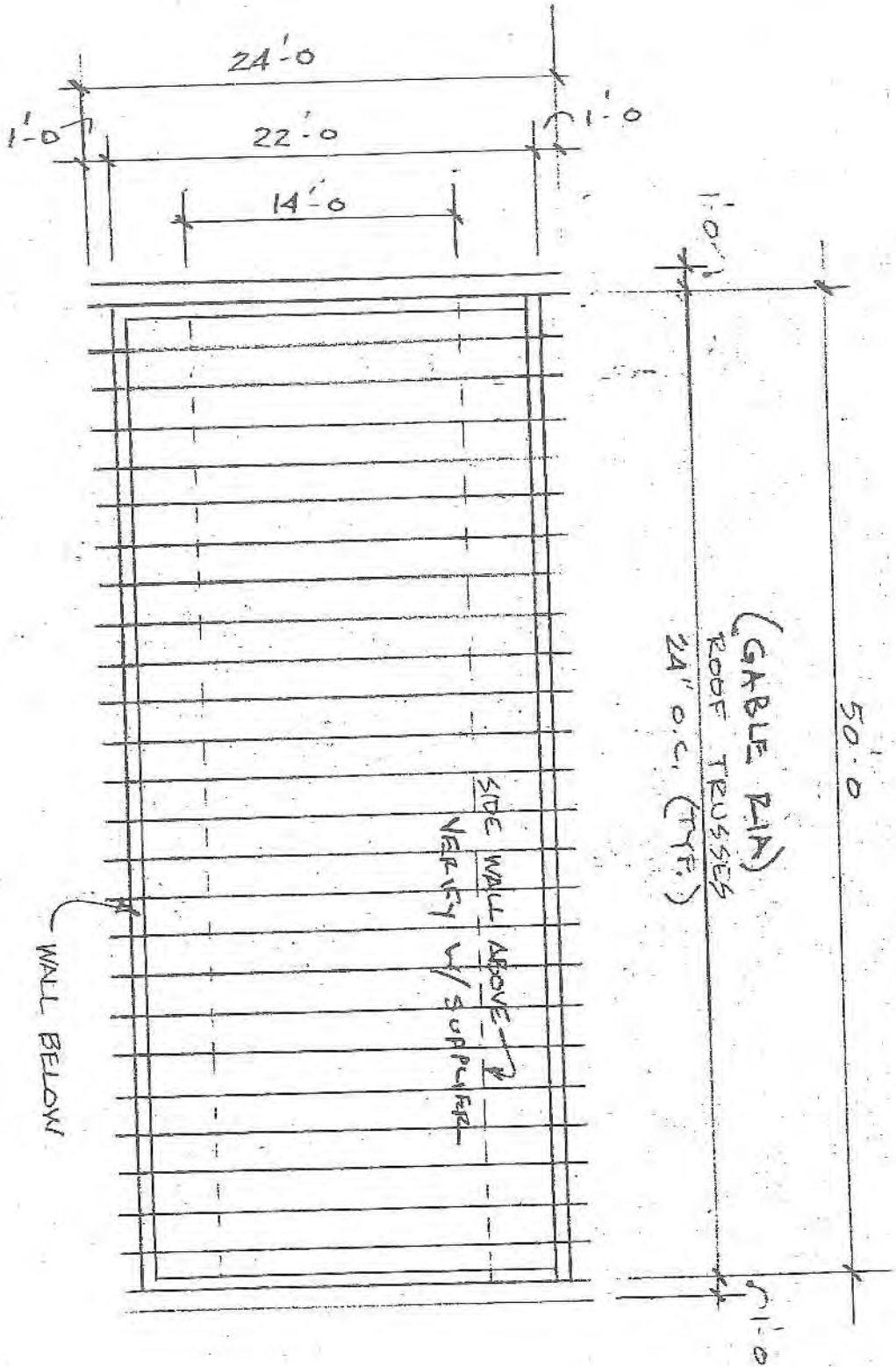
SECTION 1/2" = 1'-0"



SIDE ELEVATION

8" = 1'-0"

Roof Framing  
1" = 1'-0"

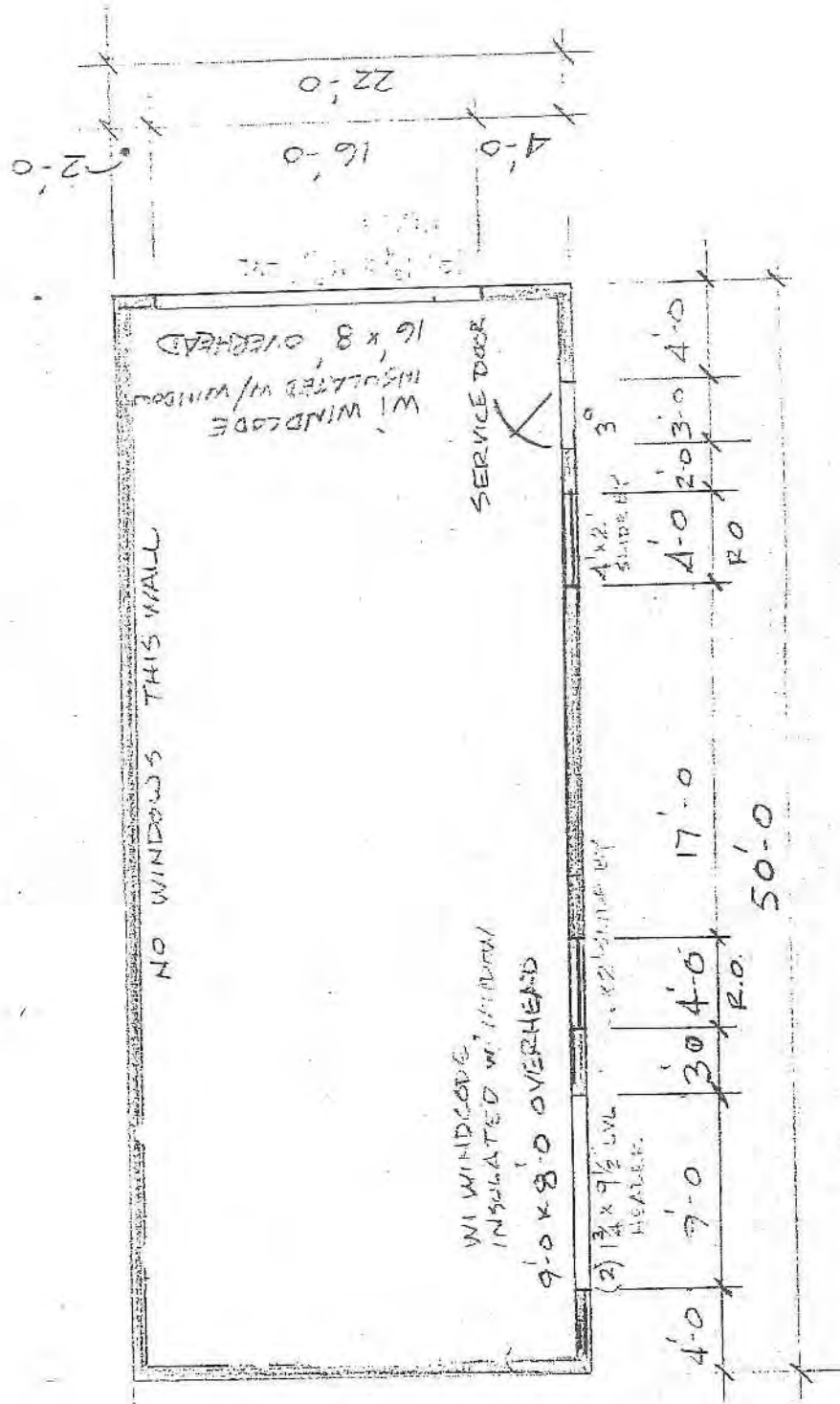


(GABLE END)  
ROOF TRUSSES  
24' o.c. (TRF.)

SIDE WALL ABOVE -  
NEARBY W/ SUPPLIER

WALL BELOW

JOB: MIKE MORRIS  
 1648 LOIS DR.  
 SHOREVIEW, MN. 55126



PLAN 1/8" = 1'-0"

Ref: Dec. 13th Planning Meeting

Comments:

The proposed garage and home addition look great. It's good to see residence want to remain in Shoreview and update their property/home. We need more tax base and this will help. I wish there were more people in the neighborhood that would consider improvements but I know many are financially strapped. This is a very tough economy for many home owners. I'm happy Michael Morse has the funds to make these improvements.

Name:

Darlene Lund

Address:

1043 Lois Drive

Comments:

Dear City Planner

In regards to Michel's garage on  
1648 Lois Dr I'm just hoping that  
he can get it closed in before  
the snows come

Name: A Mach

Address: 1628 Lois Dr

December 6, 2012


Dear Ms. Nordine,

Regarding the on-going issue of the non-compliant structure at 1648 Lois Drive, and in response to your November 28, 2012 letter (attached), we are deeply disappointed by the City of Shoreview's inability to require, in a timely manner, the property owner to comply with State/City building codes, City ordinances, State Fire Codes, State and Federal stormwater requirements; in addition to hazardous material disposal requirements, including asbestos.

Accordingly, we hereby respectfully request the following:

- 1) The City file, within seven (7) business days, the appropriate notices of violation to the property owner regarding the owner's failure to acquire, and submit, the required demolition and building permits.
- 2) The City acquire, within seven (7) business days, the required State and Federal notification, documentation and permits to satisfy all relevant stormwater management obligations for site activities which resulted in construction of the non-compliant structure.
- 3) The City provide, within seven (7) business days, a complete chronology, and status update, regarding the City's legal actions against the property owner; to be distributed to all neighbors within 350 feet of the subject property.
- 4) The City file, within seven (7) business days, a cease and desist order with the property owner to prevent further use of the illegally installed, and uninspected, electrical and plumbing utilities within the structure; to prevent potential risks to human health and the environment.
- 5) The City seek, within seven (7) business days, all relevant information regarding the disposal of demolition materials originating from the subject property, which were potentially hazardous and/or regulated substances, including, but not limited to, asbestos, lead and polychlorinated biphenyls (PCBs); to limit potential liability to the City and the citizens/taxpayers.

Sincerely,



Gordon J. Girtz  
Coalition for Common Sense in Government;  
and Public and Environmental Health Advocacy, LLC  
1636 Lois Drive  
Shoreview, MN 55126

My husband and I are concerned home owners on Lois Drive. We have been watching and listening to the pros and cons of this situation for ~~12~~ months. Some day we may want to sell our home, and down-size. With the large unfinished building, no roof, covered in plastic, encroaching our property this could very well be a problem. We have a required 5 foot set-back on our side property, and that has shrunk to 2.3 feet. This could very well hinder the sale of our home. Mr. Morse was told numerous times to get a building permit, before he began the building. He blatantly disregarded this advice. He knowingly built this structure as planned all along without any permits or guidance from the Planning Commission. When the carpenters were told to stop construction on the building in June 2011 they did. Then slowly a lot of finishing work was accomplished. Framing of doorways, single and double doors, and electricity was added. The rafters came down and the plywood roof went on. Eventually that was covered with blue and brown tarps.

Why was any of this allowed? What is the point of codes, laws and rules if they are scoffed at? The City of Shoreview has been very generous to Mr. Morse, giving him every opportunity to get this building within code. Mr. Morse has taken every advantage of the City and his neighbors. He continues to have his own rules. The City now has engaged in court proceedings against Mr. Morse, costing us the taxpayers money which should be used in other ways. Now Mr. Morse has proposed another addition – this to his existing home. Has Mr. Morse applied for a building permit? Is this another ploy to extend the use of the building in question? The four variances I don't believe have changed in ~~12~~ months. None of them were passed in previous Planning Committees and Council Meetings. Why are we looking at the same information again?

When Mr. Morse approached the neighbors about building a new garage there was no indication it would be this size, or so many variances would not meet code. This is old business that should have been settled ~~12~~ months ago!

Mr. Morse made choices that he knew were wrong. This structure needs to be greatly modified or torn down. There are several neighbors watching this, who want buildings just like this on their properties! Shoreview, are you ready for that?

I have kept quiet about this whole dilemma, and hoped Mr. Morse would work with the City, setting things right. Well, we have waited ~~12~~ months and nothing has changed. Please tell the citizens of Shoreview that blatant, bad behavior has consequences – that arrogance and negative choices cannot be rewarded. This is serious business. Know that it affects all of Shoreview, especially the area in question – Edgetown Acres. It has disrupted the harmony of our neighborhood and that's the saddest thing of all.

James E. Martin  
Cheryl E. Martin  
1656 Lois Ave







To the City Planner, Planning Commission and City Council:

I could hardly believe my eyes, when I saw that you folks were sending out YET ANOTHER REQUEST FOR COMMENT on the Michael Morse case! A few months ago you held a Council Meeting and citizens waited about two hours into the meeting, to hear what the latest move would be on this when Michael Morse appeared, which he was scheduled to do. However, much to our amazement, he did not appear – once more showing complete disregard for you, and Shoreview citizens' time and tax money. And once again, giving time and energy to something that should never have taken up the Council's time once it became apparent to everyone that the City Planners seemed to be caught up in his game playing. A citizen of Shoreview disregarded the city's building code and has managed to continue to try to wear you down so you would finally just give him what he wants in hopes that this will just go away. In other words, he is still not in compliance! So where is the problem here? You remind me of the child who can't have the candy he wants, so he makes a huge fuss until the mother buckles under and gives in, just to stop the ruckus. In fact, one fellow (who testified in favor of Mr. Morse) make the comment that as soon as you give an OK on this structure, he will begin the next day to build his own "Morse garage".

You know, hundreds of people have more "stuff" than they can store on their property, so these hundreds of people simply use public storage, a thriving business. I've never heard anyone suggest this as an option here, but it would seem to be the only decent answer, and a simple one.

Shoreview has made us proud in so many areas, and it's hard to believe that our pride is being trampled on by one person's self-indulgence, and in the City Planners apparent refusal to do their job. I'm sure they see themselves as trying to be agreeable and helpful, but their good intentions are being given to someone who carefully laid out a plan to get something not allowed by our code - and he is being rewarded by having this Grand Show go on for about 1½ years now.

We want this to STOP. NOW. PLEASE!

A Shoreview citizen from a very disturbed Lois Drive. (Regarding the house extension, could you please address the outrageous garage extension first. When that has been settled (according to code) then is the proper time to address the house issue)

## Neighbor comments on Variance requested for 1648 Lois Dr.

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DATE: December 4th, 2012

TO: Shoreview Planning Commission

FROM: Toby and Katy Gibbs  
1649 Lois Dr.  
Shoreview, MN 55126

RE: Variances requested by Mr. Morse "to retain and finish the partially-completed detached accessory structure on his property at 1648 Lois Drive."



We initially supported Mr. Morse on the building of a garage based on his verbal description. Given what has been built we realize that we did not have a complete understanding of the project. We have had good neighborly relations with Mr. Morse, so it's difficult for us to express our opposition on something that may have a substantial impact him. We are choosing to do so because the situation that is unfolding and any decisions made will have a long term impact on the neighborhood we call home and intend to do so for decades. So we believe we need to be upfront about our concerns to the Planning Commission, the City Council, and our neighborhood in general.

In addition to the details of the structure, we have also been greatly disheartened by the contempt for his neighbors and for the City that Mr. Morse's actions convey. On a project that he must have known would impact his neighbors and his neighborhood, Mr. Morse willfully ignored the permit process that he was fully aware of *and* has continued to ignore the City's orders to cease construction by finishing off the garage with doors, electrical, TV, tool stations, storage systems, etc. As a result of these actions we do not have faith that he would honor any future arrangement that would allow him to build the *proposed* addition "later" if the City allows him to finish the garage now, if that is indeed what he is proposing with this recent submission. Fortunately, as you noted in the Request for Comment letter, the addition does not currently exist so it cannot be a factor in the Commission's decision.

We support all the City has done so far and would like to see the Commission and Council continue to require significant modification to the garage. Modifications that seem quite reasonable to us for the City, Mr. Morse and the neighborhood would be something like: the proposed 15'11" height, modifications to provide a 5' setback from West property line, and modifications to reduce the footprint of the structure to a maximum of 90% of the existing home foundation size.

It's truly puzzling and disappointing to us as to why Mr. Morse has approached such a significant investment with such recklessness and disrespect for so many people and put so much at risk for himself and his family. It's sad for us to acknowledge this, but his actions have spoken far louder than his words.

Additional thoughts on the current proposal:

1. ***This proposal is for the exact same garage as proposed last summer which was rejected. It does not address and of the code violations. It does not address the concerns that the neighbors have with the garage. It does not propose any amendments for the way Mr. Morse has ignored previous City rulings and general City laws.***
2. This proposal strikes me a delay tactic. Don't know if for personal or legal reasons.
3. This proposal is an effort to downplay the size of the garage. By making the garage variance request look less significant as a percentage related to the house (because the house footprint

RECEIVED  
DEC 06 2012  
BY: \_\_\_\_\_

Comments:

Attached

Name: Concerned neighbor

Address: \_\_\_\_\_



- Project was done without any effort to obtain a permit knowing full well it would not be approved
- Knowing this Mike did an informal survey of his neighbors to see if there was going to be strident opposition of the structure
- As someone who was surveyed I originally thought the garage was in the ballpark with some of the other garages in the neighborhood cited for comparison purposes
- While I did not approve of his methods I was led to believe those neighbors impacted by direct proximity to the structure did not object, I therefore did not see any reason to get involved
- However the project took a turn that caused concern
- The garage turned into a towering barn like structure much taller than advertised
- Setbacks were ignored which in my opinion creates a public safety issue as well as a further encroachment issues with neighbor

Due to the above, knowing that Mike was aware of the zoning rules I do not feel that any efforts have been made to comply with building ordinances, and no consideration was made for the neighbors affected by the monstrous appearance of the garage and the safety issues involved in the total disregard of the setbacks. These problems could have been solved by obtaining the necessary building permits and following through until the completion of his project. If setbacks, variances and building codes were to be discussed they could have been discussed before the pouring of the concrete and the construction of the two story barn like garage. I feel that residents should comply with rules and regulations that are on the books, building permits, land requirements, etc., and that the neighborhood should not be asked to get involved in the enforcement of these rules. If the county is handing out free variances at this time I would like to put an addition on the front of my house that can be used as a three season porch and mudroom.

## MOTION

**MOVED BY COMMISSION MEMBER:** \_\_\_\_\_

**SECONDED BY COMMISSION MEMBER:** \_\_\_\_\_

To deny the following variances requested by Mike Morse, 1648 Lois Drive, to retain and finish the partially-constructed detached accessory structure on his property:

1. To exceed the maximum area permitted (75% of the dwelling unit foundation area or 750 square feet whichever is more restrictive) – The area of the detached accessory structure is 1,100 square feet exceeding the maximum of 576 square feet permitted.
2. To exceed the combined area of all accessory structures on the property (90% of the dwelling unit foundation area or 1,200 square feet whichever is more restrictive) – The combined area of all accessory structures is 1,100 square feet exceeding the 691 square feet permitted.
3. To exceed the height of the house (15 feet) – a height of 15'11" is proposed.
4. To reduce the required 5-foot setback from a side property line to 2.3 feet.

Said denial is based on the following findings of fact:

1. The request does not comply with the spirit and intent of the City's Development Code and Comprehensive Plan due to the proposed size of the detached accessory structure. The accessory structure would become a dominant structure and use on the property and not be subordinate to the principal residential dwelling unit. With the proposed 2.3-foot setback from the side property line, open space between properties is not maintained and space is restricted to maintain the structure from the applicant's property.
2. Reasonable Manner. The applicant can use his property in a reasonable manner as permitted by the Development Code. In accordance with the City's regulations a two-car 576 square foot detached accessory structure and a storage shed could be constructed on the property at the required 5-foot setback.
3. Unique Circumstances. Unique circumstances are not present as there are other similar size homes in the neighborhood and the Development Code does provide the applicant with options to construct a reasonably sized accessory structure(s) on the property. The existing drainage easement on the east side of the property is not a unique circumstance and does not impede on the 5-foot side yard setback required from the west side lot line.
4. Character of Neighborhood. The proposed size and mass of the structure and setback from the western side lot line does negatively impact the character of the neighborhood and adjoining properties. The residential character of the property is compromised by a structure that exceeds the foundation size of the home. Visual mitigation is not feasible due to the encroachment on the minimum 5-foot side setback required and limited space for landscaping, stormwater management and building maintenance.

**VOTE:**

**AYES:**

**NAYS:**



Kathleen Nordine <knordine@shoreviewmn.gov>

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## Request for comment on Variance request at 1648 Lois Drive

1 message

---

**Jen Parlin** <jen.parlin@moundsvIEWSchools.org>

Fri, Dec 7, 2012 at 11:08 AM

To: knordine@shoreviewmn.gov

Hello,

My name is Jen Parlin and my family and I reside at 1657 Hillview Road, Shoreview, MN. Our property is located South and west of the property in question- the corner of our yards touch, and we are on the side that the accessory structure is placed on. I intended to bring my response to City Hall this morning but was unable, so I hope that this format is acceptable.

We are not in favor of approving this request, and have grave concerns about it remaining as is. The primary issue that we see with the structure is that it is a garage, which can and usually does contain flammable materials. The close proximity to the houses and buildings surrounding it, combined with the fact that a fire in a garage can sometimes go unnoticed because it is not a residence make me worry that a fire could cause significant damage to the surrounding properties, including but not limited to structural damage and destruction to both garages and primary residences. Because the structure was built without the variances in place, I may conclude that the proper permits were not obtained as well. This leaves me to worry that city code was not followed, as well as safe building practices. The height of the structure may make it susceptible to strong winds, ice issues and other problems caused by nature- the lack of permit makes me worry that in the case of intense stresses and injury to the structure, it may sustain damages that in turn cause damage to surrounding properties. Also, I am concerned that the lack of variance, hence the lack of permit may indicate lack of insurance as well on the structure. Were any of these events to occur, how would the damages be recouped to the neighbors that are not in violation of city codes and laws?

I also take issue with the cavalier nature of this building. The city codes, laws, variances and permit requirements are in place for a reason. To circumvent these and 'get away with it' it may tell other residents that city laws are not of concern, thus allowing for more dangerous structures to be put in place.

I thank you for your time with this, and for your dedication to the city of Shoreview.

Jen Parlin



**TO:** Planning Commission  
**FROM:** Kathleen Nordine, City Planner  
**DATE:** December 7, 2012  
**SUBJECT:** File No. 2470-12-33, Conditional Use Permit – Jarnot, 1000 Oakridge Avenue

### **INTRODUCTION**

Dennis Jarnot, 1000 Oakridge Avenue, submitted a Conditional Use Permit application to expand a second detached accessory structure on his property. A Conditional Use Permit is needed to exceed the maximum area permitted for both a detached accessory structure and the combined floor area permitted for all accessory structures on a single-family residential property that is greater than 1 acre in size.

### **PROJECT DESCRIPTION**

The property is located on Oakridge Avenue, east of Hanson Road. This portion of Oakridge Avenue is a private roadway that provides access to several parcels. The property is zoned R-1, Detached Residential as are the adjacent properties. Properties north of Oakridge Avenue are also located in the Shoreland Management District of Turtle Lake.

The property is 1.56 acres in size and has a width of approximately 113' and a depth of about 601'. The property is developed with a two-story single family home that has a foundation area of 1,983 square feet. Accessory structures include an attached 753 square foot garage, a detached 720 square foot garage and 168 square foot storage shed. The detached accessory structures are located in the rear yard.

The Commission should note that the property owner did construct the storage shed years ago without a building permit. The 1993 building permit issued for the home, including the attached and detached garages, stated that no further accessory structures are permitted on the property. At that time, the maximum area permitted for accessory structures on residential property was 1,500 square feet. Because the combined square footage of the attached and detached accessory structure was 1,473 square feet, a third accessory structure was not permitted.

The staff recently became aware of the storage shed through a code enforcement case and informed Mr. Jarnot that the shed was not permitted and would need to either be removed or permitted through the Conditional Use Permit process. Mr. Jarnot has chosen to seek a Conditional Use Permit and is proposing to expand the structure and relocate it on the property. The storage shed would be expanded by constructing a 616 square foot addition (22' x 28') which would adjoin the south building wall. The total area for this building would increase to 784 square feet.

The Conditional Use Permit is requested to exceed the 288 square foot maximum floor area permitted for a second detached accessory structure and the maximum 1,200 square foot floor area permitted for all accessory buildings on the property. The existing attached garage (753 square feet) and an existing detached accessory building (720 square feet) will remain on the property. The combined floor area proposed for all the accessory buildings (attached and detached) increases to 2,257 square feet with the combined area of the detached accessory structures being 1,537 square feet. On lots larger than one acre, the floor area of accessory structures may be increased with the approval of a Conditional Use Permit. Please see the attached plans.

### **DEVELOPMENT CODE**

The accessory structure regulations were revised in 2006 and stricter standards were created to ensure the compatibility of these structures with surrounding residential uses. On parcels 1 acre or larger in size, accessory structures may exceed the maximum allowable square footage permitted as a Conditional Use Permit provided certain standards are met. The maximum area permitted for a second detached accessory structure and the total of all detached accessory structures is 288 square feet. The combined area of all accessory structures cannot exceed 90% of the dwelling unit foundation area or 1,200 square feet, whichever is more restrictive.

Said structures shall be setback a minimum of 5 feet from a side lot line and 10 feet from a rear lot line. The maximum height permitted for detached accessory structures is 18 feet as measured from the roof peak to the lowest finished grade; however in no case shall the height of the structure exceed the height of the dwelling unit. In addition, sidewalls cannot exceed 10 feet and interior storage areas above the main floor cannot exceed an interior height of 6 feet.

The exterior design of the structure must be compatible with the dwelling and be similar in appearance from an aesthetic, building material and architectural standpoint. The proposed design, scale, height and other aspects related to the accessory structure are evaluated to determine the impact on the surrounding area. Building permits may be issued upon the finding that the appearance of the structure is compatible with the structures and properties in the surrounding area and does not detract from the area. The intent of these regulations and the City's Comprehensive Plan's policies is to ensure that the residential character of the property and neighborhood is maintained and that dwelling unit remains the primary feature and use of the property.

### ***Conditional Use Permit***

Conditional uses are uses that are generally compatible with uses permitted in the particular zoning district but may pose some concerns. These concerns are addressed by establishing standards for the use and allowing them through a permitting process that requires a public hearing. Conditions may be attached to the permit to address the impacts said use may have on surrounding properties. If the proposed conditional use satisfies the conditions of the ordinance, then generally, the landowner is entitled to the permit. These permits "run with the land" and remain in effect as long as the conditions

of the permit are observed. If the landowner violates the terms of the permit, the permit can be revoked by the City Council after notices is given and a hearing held.

Standards have been adopted for accessory structures that exceed the maximum areas permitted in the Development Code. These standards included in Attachment A. The proposed use must also be in harmony with and conform to the Comprehensive Plan policies and Development Code standards.

### **APPLICANT'S STATEMENT**

The applicant states that the storage building will be used to store personal items such as seasonal vehicles, lawn equipment, snowmobiles, a boat and other items. It will not be used on a daily basis. The number of detached accessory structures will remain at 2 and the proposed design, including the stucco finish is consistent with the home. Other properties in Shoreview that are of a similar size have accessory structures that exceed the maximum area permitted.

### **STAFF REVIEW**

The proposal was reviewed in accordance with the standards identified in the Development Code.

#### ***Comprehensive Plan***

The property is guided for low-density residential uses. In general, accessory structures are permitted on residential properties provided certain standards are met. The applicant has indicated that the structure will be used to house personal property related to the residential use of the property. These items include lawn related equipment and tools, snowmobiles, boat, etc. The existing detached garage is also used for personal property and includes collector automobiles. The structure will not be used for commercial or business related activity.

While the combined size of all the accessory structures exceed the area of the home, these structures do not appear to be the dominant use of the property. The existing single family home remains the primary feature on the property due to the size, style and location of the home. In addition, the residential character of the property is maintained because of the property's large lot size.

This use is consistent with the residential use of the property and neighborhood.

#### ***Development Code – Conditional Use Permit Standards***

The proposed accessory structure complies with the location, height, design and setback requirements for a second detached accessory structure. Access to the structure will not occur or be needed on a daily basis.

The standards also require the accessory structure to be screened from view of adjacent properties and public streets through the use of landscaping, berming, fencing or a combination thereof. Due to the placement of the structure in the rear yard, visibility will be limited to adjoining properties. Two trees will need to be removed for the structure's construction and do not require replacement because they are not considered landmark

trees. The existing vegetation along the side property line will be retained and aid in screening the structure from the adjacent properties. The visual impact of the structure on adjoining properties will be mitigated through the retention of the existing vegetation, size of the property, distance from nearby homes and location in the rear yard.

### **PUBLIC COMMENT**

Property owners within 350' of the property were notified of the application. Comments in support of the request have been received.

### **RECOMMENDATION**

A Conditional Use Permit may be granted provided the proposed use is listed as a conditional use for the district in which it is located and upon showing that the standards and criteria of the Development Code are satisfied. Again, the criteria for a Conditional Use Permit includes; the use is in harmony with the general purposes and intent of the Development Code and Comprehensive Plan, that the structure/land use conforms with the Comprehensive Plan, the use is compatible with the existing neighborhood and the development standards are met. An accessory structure of this size is compatible with the neighborhood provided the Conditional Use Permit standards are adhered to. Staff is recommending the Planning Commission recommend the City Council approve the Conditional Use Permit subject to the following:

1. The project must be completed in accordance with the plans submitted with the applications. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission.
2. The existing vegetation along that portion of the side property line adjacent to the proposed structure must remain and be maintained.
3. A minimum setback of 10-feet is required from the adjoining side property line.
4. The exterior design and height of the structure shall be residential in scale and be consistent with the existing single family home. The height of the structure as measured from the lowest ground grade to the peaks shall not exceed 18'. The exterior sidewalls shall not exceed 10' in height and any interior storage area above the main floor shall not exceed 6' in height.
5. The structure shall be used for storage purposes of household and lawn supplies and equipment. The structure cannot be used as a residence.
6. The structure shall not be used in any way for commercial purposes.

#### **Attachments:**

1. Attachment A
2. Location Map
3. Applicant's Statement and Submitted Plans
4. Comments received
5. Motion Sheet

# ATTACHMENT A

- (1) The accessory structure shall be located in the rear yard of the property except as otherwise permitted by this ordinance.
- (2) The accessory structure shall be setback a minimum of 10 feet from the side property line and 10 feet from the rear property line; however, the City may require greater setbacks to mitigate impacts on adjoining properties.
- (3) For parcels 1 acre or larger in size, the lot shall have a minimum area of 1 acre above the ordinary high water line of a lake, ponding area or wetland on the property.
- (4) The accessory structure shall be screened from view of adjacent properties and public streets through the use of landscaping, berming, fencing or a combination thereof.
- (5) The structure shall comply with the standards of Section 205.082(D)(5) of this ordinance.

## ***Conditional Use Permit Criteria***

Certain land uses are designated as a conditional use because they may not be suitable in a particular zoning district unless conditions are attached. In those circumstances, conditions may be imposed to protect the health, safety and welfare and to insure harmony with the Comprehensive Plan.

In addition to the standards identified above, the City Council must find that the use complies with the following criteria.

- (1) The use is in harmony with the general purposes and intent of the Development Ordinance.
- (2) The use is in harmony with the policies of the Comprehensive Guide Plan.
- (3) Certain conditions as detailed in the Development Ordinance exist.
- (4) The structure and/or land use conform to the Land Use Chapter of the Comprehensive Guide Plan and are compatible with the existing neighborhood.



# 1000 Oakridge Avenue Aerial Map



## Legend

- County Offices
- City Halls
- Schools
- Hospitals
- Fire Stations
- Police Stations
- Recreational Centers
- Parcel Points
- Parcels
- GISRASTER.GISPUB.IMAGE\_
- High : 255
- Low : 0

## Notes

Aerial Map - File No. 2470-12-33

This map is a user generated static output from an internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

539.3 269.65 539.3 Feet



NAD\_1983\_HARN\_Adj\_MN\_Ramsey\_Feet  
 © Ramsey County Enterprise GIS Division

Dennis Jarnot  
1000 Oakridge Ave  
Shoreview Mn 55126

November 13, 2012

Proposed Accessory Building: 1000 Oakridge Ave

House foundation 1983 Sq Ft- Attached Garage 753 Sq Ft- Detached Garage 720 Sq Ft  
plus new Detached Garage 784 (two combined total 1537 sq ft) 1.56 acres

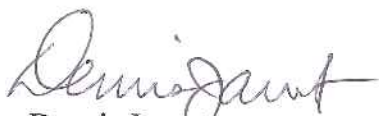
This storage building would be for personal use to store seasonal vehicles and additional items such as lawn equipment, snowmobiles, boat and other items. It is not used everyday and it meets the maximum requirements of having only two accessory buildings.

This building would be of like appearance of house and would be comparable to other projects approved by city of similar size lots.

Example

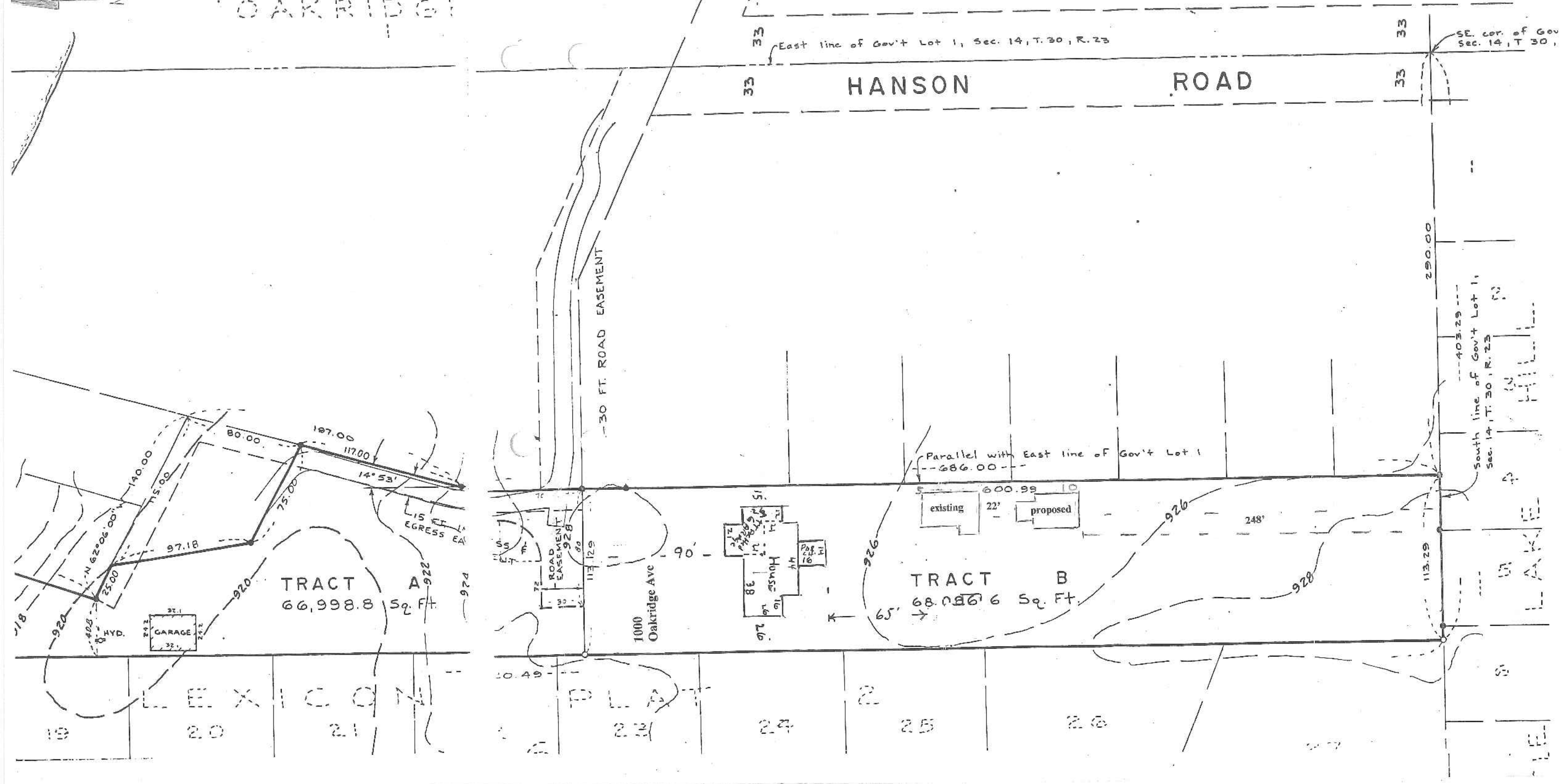
1451 Cty Rd I- House foundation size 1480 Sq Ft- Attached Garage 440- Detached  
Garage 1500 Sq Ft 1.84 acres

4151 Rice Street- House foundation size 2160 Sq Ft- Attached Garage 2160 Sq Ft  
Detached Garage 1440 Sq Ft 1.87 acres

  
Dennis Jarnot

# MAP PLAN FOR REGISTERED LAND SURVEY

OAKRIDGE





NOTE: WRITTEN DIMENSIONS ON THESE PLANS SHALL TAKE PRECEDENCE OVER ALL SCALED DIMENSIONS. VARIATIONS FROM THESE DIMENSIONS AND CONDITIONS OF THE ABOVE DRAWING.

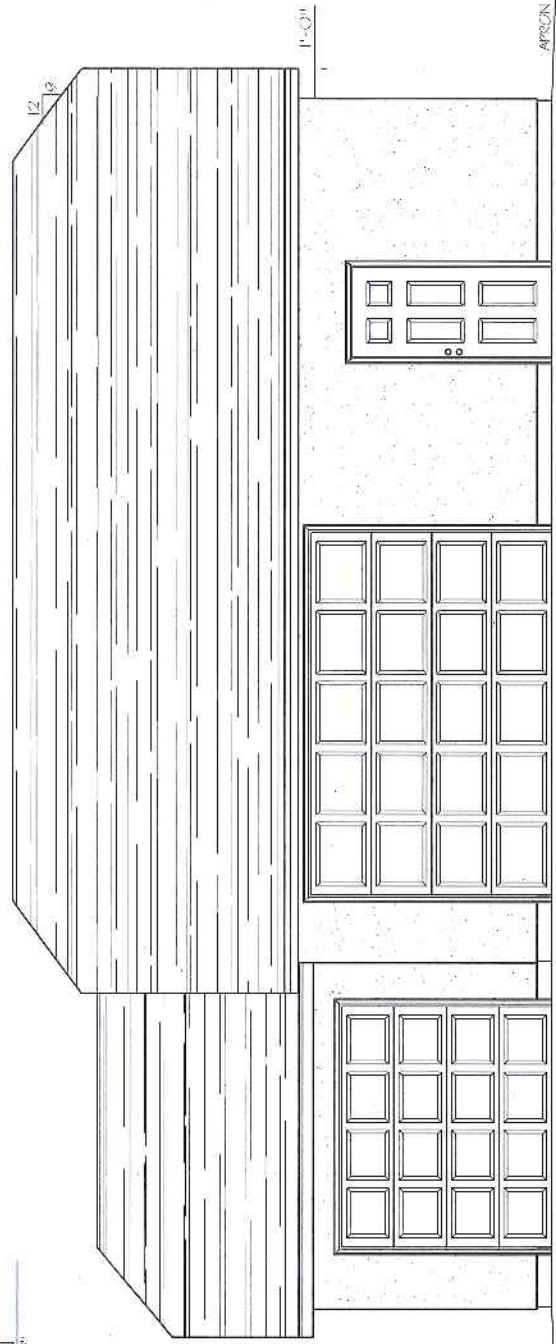
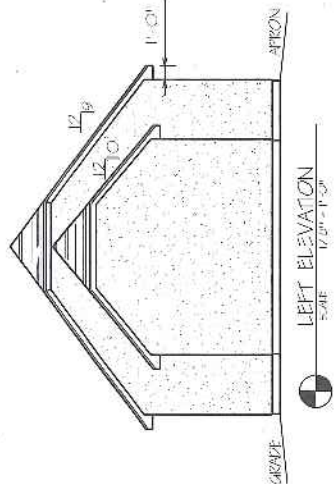
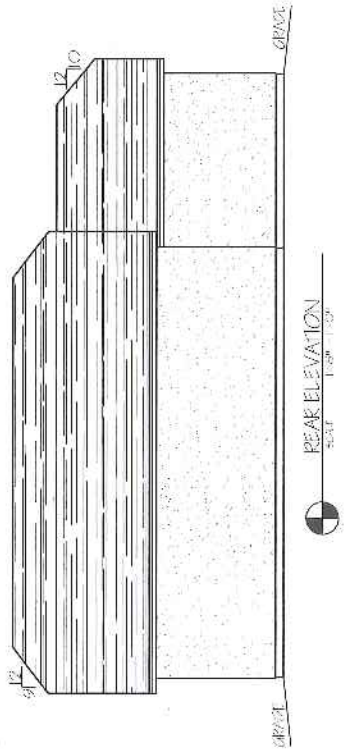
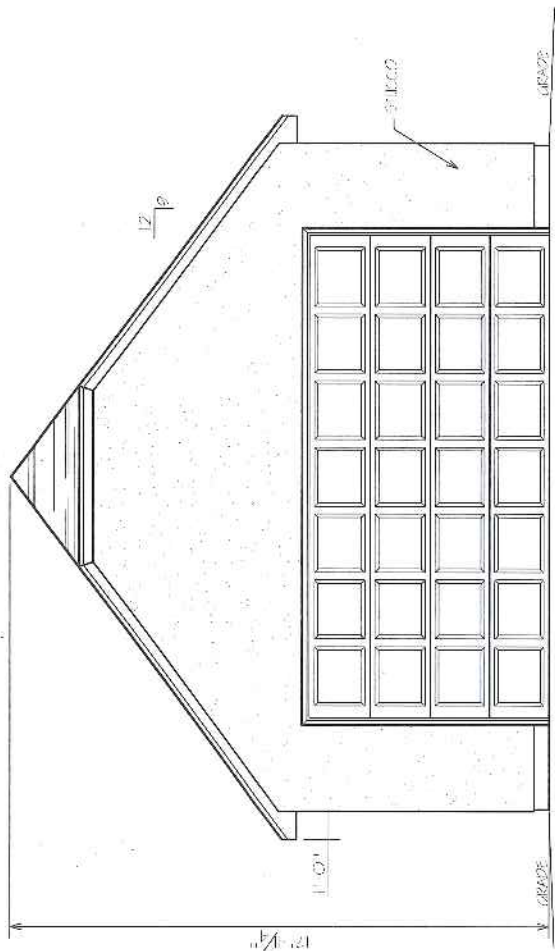
*JW Design*  
 2838 H. ADDRESS WAY  
 BOSTON, MA 02135  
 TEL: 617.552.5182

DENNIS JANOT  
 1000 OAKRIDGE AVE  
 STORREVIEW MA

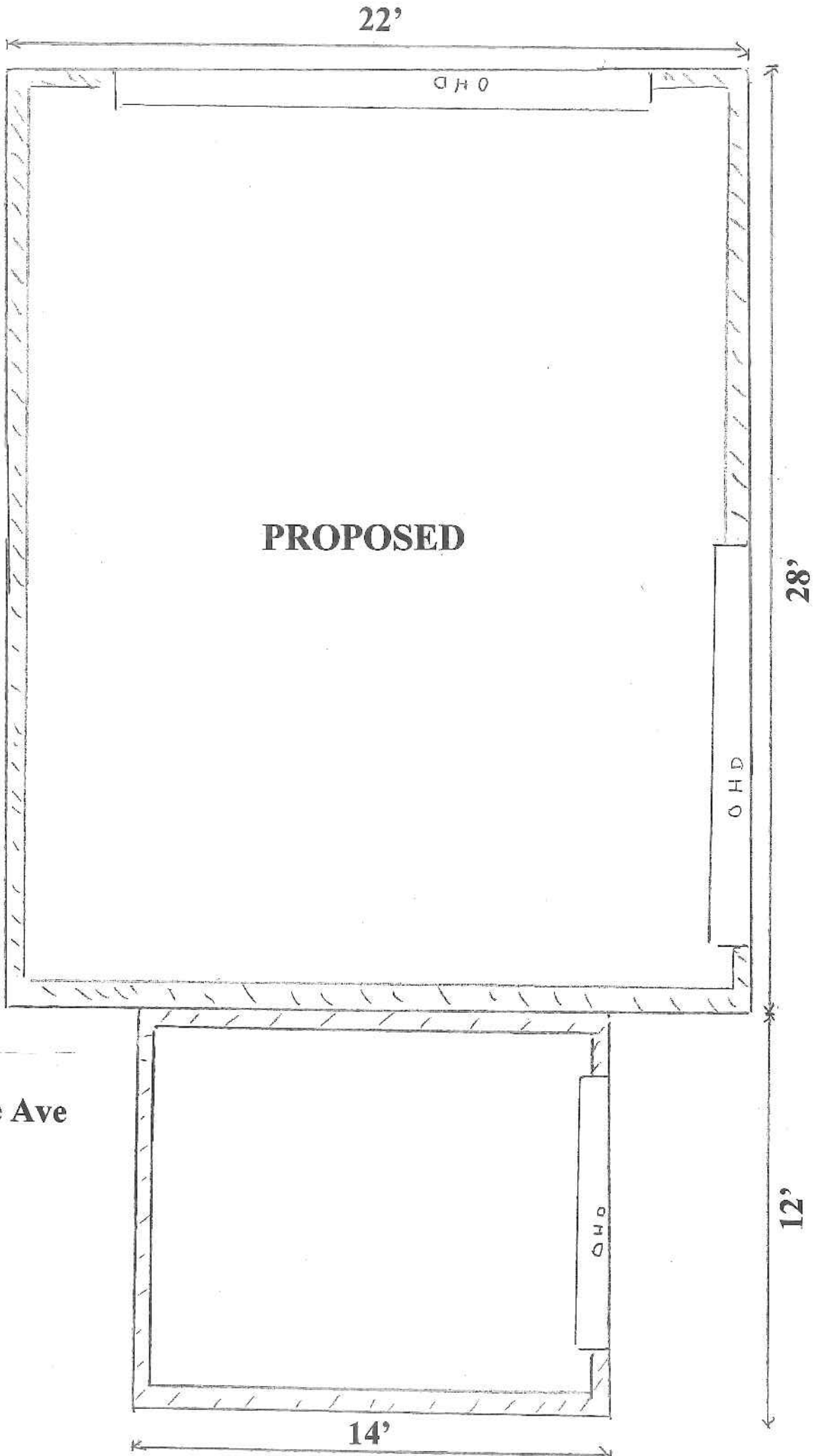
DRAWN BY  
 LEWIS

DATE:  
 11.7.12

SHEET  
 1 OF 1



THESE PLANS AND PRINTS REMAIN THE EXCLUSIVE CONFIDENTIAL PROPERTY OF J.W. DESIGN, AND MAY BE USED BY OTHERS ONLY FOR THE PURPOSE SPECIFICALLY AUTHORIZED BY BLESSET. UNAUTHORIZED COPYING OR REPRODUCTIONS OF ANY PORTION IS FORBIDDEN.



**Dennis Jarnot**  
**1000 Oakridge Ave**  
**Shoreview Mn**

1/4" = 1 Foot

Comments:

I have no objections

Name: Virgil Law  
Address: 4940 Turtle Pond Rd

RECEIVED  
DEC 05 2012  
BY: \_\_\_\_\_

Comments:

I do not have any objection to Dennis Jamot  
Adding to his present building.

Michael L. Linn  
4967 Turtle Ln E  
Shoreview MN 55126

Name: \_\_\_\_\_  
Address: \_\_\_\_\_

## MOTION

**MOVED BY COMMISSION MEMBER:** \_\_\_\_\_

**SECONDED BY COMMISSION MEMBER:** \_\_\_\_\_

To recommend the City Council approve the Conditional Use Permit submitted by Dennis Jarnot, 1000 Oakridge Avenue, for a second detached accessory structure on the property, subject to the following conditions:

1. The project must be completed in accordance with the plans submitted with the applications. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission.
2. The existing vegetation along that portion of the side property line adjacent to the proposed structure must remain and be maintained.
3. A minimum setback of 10-feet is required from the adjoining side property line.
4. The exterior design and height of the structure shall be residential in scale and be consistent with the existing single family home. The height of the structure as measured from the lowest ground grade to the peak shall not exceed 18'. The exterior sidewalls shall not exceed 10' in height and any interior storage area above the main floor shall not exceed 6' in height.
5. The structure shall be used for storage purposes of household and lawn supplies and equipment. The structure cannot be used as a residence.
6. The structure shall not be used in any way for commercial purposes.

Said approval is based on the following findings of fact:

1. The proposed accessory structure will be maintain the residential use and character of the property and is therefore in harmony with the general purposes and intent of the Development Ordinance.
2. The primary use of the property will remain residential and is in harmony with the policies of the Comprehensive Guide Plan.
3. The conditional use permit standards as detailed in the Development Ordinance for residential accessory are met.
4. The structure and/or land use conform to the Land Use Chapter of the Comprehensive Guide Plan and are compatible with the existing neighborhood.

**VOTE:**

**AYES:**

**NAYS:**

Regular Planning Commission Meeting

December 13, 2012

t:\2012pcf\2470-12-33\pcmotion

# OPEN MEETING LAW

## 1. Purpose.

The purpose of Minnesota's Open Meeting Law is:

- a.) to prohibit public actions from being taken at secret meetings where it is impossible for the interested public to detect improper influence;
- b.) to ensure the public's right to be informed; and
- c.) to afford the public an opportunity to present its views.

## 2. Who is Subject to the Open Meeting Law? See Minn. Stat. § 13D.01

- All city council, school board, county board and town board meetings and executive sessions (with a few narrow exceptions).
- State agencies, boards, commissions and departments.
- Committee, subcommittee, board, department, or commission meetings of the public body.
- Meetings of governing bodies of local public pension plans.
- Housing and redevelopment authority meetings.
- Economic development agency meetings.

## 3. What is a "Meeting?" See Moberg v. Independent Sch. Dist. No. 281, 336 N.W. 2d 510 (Minn. 1983); St. Cloud Newspapers, Inc. v. District 742 Community Schs., 332 N.W.2d 1 (Minn. 1983).

The Open Meeting Law statute does not define the term "meeting." Minnesota courts have ruled that the Open Meeting Law applies to gatherings of officials where at least a *quorum* is present and issues relating to official business are discussed or information relating to official business is received or action (such as a vote) is taken.

- Examples:
  - chamber of commerce gatherings with councilmembers;
  - staff planning sessions with councilmembers;
  - neighborhood land use gatherings with councilmembers;

- hockey association discussions with councilmembers;
  - field trips;
  - retreats;
  - council meeting with fire department
- Telephone conversations, e-mail, letters among a quorum to create a consensus or decision.
  - Applies to deliberations as well as actions.
  - Applies to commissions, task forces.
  - Applies to serial meetings.
  - Applies to “after meeting” meetings and “before meeting” meetings.
  - Applies to intergovernmental meetings.
  - Does not apply if the gathering is only discussing non-governmental matters (the social or casual gathering).
  - Does not apply to generalized training sessions held by the League of Cities.
  - Does not apply to less than a quorum where the gathered members have no decision-making authority.
  - According to the Attorney General, a quorum of the council may attend a planning commission meeting without notice of a council meeting if the councilmembers just observe and do not participate or discuss.

**4. Electronic Communications.**

- See League memos that follow these materials.

**5. What Actions Can/Must be Closed?**

A. Labor Negotiations *Minn. Stat. § 13D.03*

The governing body of a public employer *may*, by a majority vote in a public meeting, decide to hold a closed meeting to consider strategy for labor negotiations.

- The time of commencement and place of the closed meeting must be announced at the public meeting.

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA  
HELD FEBRUARY 17, 2009**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on February 17, 2009 at 7:00 p.m.

The following members were present: Mayor Martin; Councilmembers Quigley, Wickstrom and Withhart;

And the following members were absent: Councilmember Huffman

Councilmember Wickstrom introduced the following resolution and moved its adoption.

**RESOLUTION NO. 09-13**

**A RESOLUTION ESTABLISHING PROCEDURES FOR CITIZEN COMMENTS**

**WHEREAS**, The City Council believes it is important to have a Citizen Comments item on the agenda to allow members of the public to address the Council on matters that are not on an agenda; and

**WHEREAS**, the City Council believes that establishing a procedure for Citizen Comments is critical to having effective and efficient meetings and promoting respectful dialogue between the public and City Council.

**NOW, THEREFORE, BE IT RESOLVED** that the Shoreview City Council adopt the following Procedures for the Citizen Comments portion of the agenda:

1. When addressing the Council, please stand at the podium located near the large screen and speak into the microphone so comments can be heard by the audience and as part of the cablecast. Begin by stating your name and address.
2. Speakers will be limited to a maximum of three minutes. The Presiding Officer may allow additional time at their discretion.
3. All remarks should be directed to the entire City Council. Personal attacks on Councilmembers, city staff or members of the public are not allowed. It is inappropriate to use Citizen Comments for purposes of making political speeches, including threats of political action.



4. The Council will generally not engage in debate or dialogue with speakers during the Citizens Comments portion of the agenda. They may refer the issue to staff or ask that it be scheduled on a future agenda, if necessary.
5. Speakers will not be allowed to comment on the same subject more than 2 times within a 12-month period. The Presiding Officer has the right to make this determination.

**BE IT FURTHER RESOLVED** that the Procedures for Citizen Comments will go into effect at the meeting following their adoption; and

**BE IT FURTHER RESOLVED** that staff is directed to incorporate the Rules of Procedures for Citizens Comments into the City Council Rules of Procedures for Council meetings at the time that the current policy is updated.

The motion of the foregoing resolution was duly seconded by Member Withhart and upon a vote being taken thereon, the following voted in favor thereof: Mayor Martin; Councilmembers Quigley, Wickstrom and Withhart.

And the following voted against the same: None.

**WHEREUPON**, said resolution was declared duly passed and adopted the 17<sup>th</sup> day of February, 2009.

STATE OF MINNESOTA)

COUNTY OF RAMSEY )

CITY OF SHOREVIEW )

I, the undersigned, being the duly qualified City Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council on the 17<sup>th</sup> day of February, 2009, with the original thereof on file in my office and the same is full, true and complete transcript therefrom insofar as the same relates to the establishment of guidelines for the Citizen Comments portion of the agenda.

**WITNESS MY HAND** officially as such City Manager and the corporate seal of the City of Shoreview, Minnesota this 18<sup>th</sup> day of February, 2009.

---

Terry C. Schwerm, City Manager

## **Policy for Electronic Communications between Councilmembers, Committees and Commissions in the City of Shoreview**

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This policy applies to all members of the City Council, committees, commissions, sub-committees, etc. in the City of Shoreview.

For purposes of this policy, references to Councilmembers include members of all other city committees and groups subject to the Open Meeting Law.

For purposes of this policy, references to the City Manager include staff liaisons to City committees and commissions.

For purposes of this policy, “electronic means” means email, instant messaging, chatrooms, and related electronic conversation.

This policy applies regardless of whether the Council Member is using a city-provided email address and account, his/her personal email address or account, or one provided by his/her employer.

### **Meeting materials**

Electronic communication of meeting materials should generally be conducted in a one-way communication from the City Manager.

- Councilmembers may receive agenda materials, background information, and other meeting materials via email attachment or other electronic means (such as file sharing) from the city manager or designee.
- If a Councilmember has questions or comments about materials received, he/she should inquire via electronic means directly back to the city manager. A Councilmember should not copy other Councilmembers on his/her inquiry.
- If the clarification is one of value to other Councilmembers, the city manager or designee may send follow-up materials or information to the council.

Materials relating to agenda items of a meeting must also be made available to the public at the meeting.

### **Communication outside of council meetings**

- Councilmembers should generally act with caution when using electronic means to communicate with one another, being mindful of the Minnesota Open Meeting Law.
- If a Councilmember wishes to share information with other members, he/she should do so through the city manager. The Councilmember may request the city manager to distribute materials to others. The communication should not invite response to or discussion between any Councilmembers, including replies to the

person making the distribution request. This should be considered a method for providing one-way information to other members of the council. Any materials relating to agenda items for city business must be provided to the public at the meeting.

- If a Councilmember wishes to address only one other member through electronic means on any topic related to city business, he/she can do so directly, but should be mindful of the following:
  - One-to-one communication is ideal.
  - The recipient of an electronic message or inquiry should reply only to the sender, should not copy others on the reply and should not forward the original email to other Councilmembers.
  - The sender of an electronic message should not forward or copy the recipient's reply to any other Councilmember.
- If a Councilmember receives an electronic communication from any source related to city business and distributed to multiple Councilmembers (i.e. an email sent to the entire council from a member of the public; or an email sent to three Councilmembers from a local business), he/she should reply only to the sender. The reply should not be copied to all on the original distribution or forwarded to any other Councilmember.
- If a Councilmember receives listserv distributions, electronic newsletters, or participates in electronic discussion forums where other Councilmembers are also likely to participate (such as chat rooms), the Councilmember should not reply to any distribution or comment so that the reply is copied to the entire distribution group, or any part of the group that might include other Councilmembers. The Councilmember should instead respond only to the sender of any message or inquiry.

#### **Classification and Retention of electronic communications**

- Regardless of whether electronic communications by Councilmembers are taking place on a city-provided computer, home computer or other computer system, classification of information as public, private or other is governed by the Minnesota Government Data Practices Act (Minn. Stat. Chap. 13) and should be treated accordingly.
- Councilmembers should retain electronic communications in keeping with city policies and procedures, whether such communication takes place on a city-provided computer, home computer or other computer system. The retention period for transitory messages, email or phone messages of short-term interest that are considered incidental and non-vital correspondence are retained until read. Messages that relate to transactions of City business should be retained in accordance with applicable retention schedule. The retention period for general correspondence is 3 years. Historical correspondence, such as official correspondence that documents important events or major functions dealing with a specific topic or issue within the City are permanent records.

**Part 1, Main Motions.** These motions are listed in order of precedence. A motion can be introduced if it is higher on the chart than the pending motion.

§ indicates the section from Robert's Rules.

§	PURPOSE:	YOU SAY:	INTERRUPT?	2ND?	DEBATE?	AMEND?	VOTE?
§21	Close meeting	I move to adjourn	No	Yes	No	No	Majority
§20	Take break	I move to recess for ...	No	Yes	No	Yes	Majority
§19	Register complaint	I rise to a question of privilege	Yes	No	No	No	None
§18	Make follow agenda	I call for the orders of the day	Yes	No	No	No	None
§17	Lay aside temporarily	I move to lay the question on the table	No	Yes	No	No	Majority
§16	Close debate	I move the previous question	No	Yes	No	No	2/3
§15	Limit or extend debate	I move that debate be limited to ...	No	Yes	No	Yes	2/3
§14	Postpone to a certain time	I move to postpone the motion to ...	No	Yes	Yes	Yes	Majority
§13	Refer to committee	I move to refer the motion to ...	No	Yes	Yes	Yes	Majority
§12	Modify wording of motion	I move to amend the motion by ...	No	Yes	Yes	Yes	Majority
§11	Kill main motion	I move that the motion be postponed indefinitely	No	Yes	Yes	No	Majority
§10	Bring business before assembly (a main motion)	I move that [or "to"] ...	No	Yes	Yes	Yes	Majority

**Part 2, Incidental Motions.** No order of precedence. These motions arise incidentally and are decided immediately.

§	PURPOSE:	YOU SAY:	INTERRUPT?	2ND?	DEBATE?	AMEND?	VOTE?
§23	Enforce rules	Point of Order	Yes	No	No	No	None
§24	Submit matter to assembly	I appeal from the decision of the chair	Yes	Yes	Varies	No	Majority
§25	Suspend rules	I move to suspend the rules	No	Yes	No	No	2/3
§26	Avoid main motion altogether	I object to the consideration of the question	Yes	No	No	No	2/3
§27	Divide motion	I move to divide the question	No	Yes	No	Yes	Majority
§29	Demand a rising vote	I move for a rising vote	Yes	No	No	No	None
§33	Parliamentary law question	Parliamentary inquiry	Yes	No	No	No	None
§33	Request for information	Point of information	Yes	No	No	No	None

**Part 3, Motions That Bring a Question Again Before the Assembly.**  
 No order of precedence. Introduce only when nothing else is pending.

§	PURPOSE:	YOU SAY:	INTERRUPT?	2ND?	DEBATE?	AMEND?	VOTE?
§34	Take matter from table	I move to take from the table ...	No	Yes	No	No	Majority
§35	Cancel previous action	I move to rescind ...	No	Yes	Yes	Yes	2/3 or Majority with notice
§37	Reconsider motion	I move to reconsider ...	No	Yes	Varies	No	Majority

