



PLANNING COMMISSION

**ISD #15 DISTRICT OFFICE BUILDING
4115 AMBASSADOR BLVD.**

March 21, 2018

7:00 PM

AGENDA

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. Adopt Agenda
4. Approve Minutes February 21, 2018
5. Public Comment
6. Public Hearings
 - a. Planned Unit Development – Laketown Homes, LLC
 - b. Interim Use Permit – Laketown Homes, LLC (Not Required)
 - c. Variance – TH Construction of Anoka Inc.
7. Regular Business Items
8. Discussion by Planning Commissioners
9. Adjournment

Website Link to Agenda and Packets:

There may be a quorum of St. Francis Council Members present at this meeting.

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
PLANNING COMMISSION MINUTES
February 21, 2018**

1. **Call to Order:** The Planning Commission meeting was called to order at 7:00 pm by Chairman Steinke.
2. **Roll Call:** Present were Ray Steinke, Brittney Berndt, Todd Gardner, Joel Olson, Greg Zutz, and William Murray. Absent: Julie Morin. Others in attendance: Councilman Rich Skordahl, Mike Creelman Assistant Community Development Director, Ben Gozola Sambatek/City Planner
3. **Adopt Agenda:** Motion by Zutz second by Berndt to approve the agenda. Motion carried 6-0.
4. **Approval of Positions:**
 - a. Zutz made a motion to elect Steinke as Chair, Second by Gardner, no discussion. Passed 5-0-1
 - b. Zutz made a motion to elect Berndt as Vice Chair, second by Gardner, no discussion. Passed 5-0-1
5. **Approve Minutes:** Motion by Berndt second by Zutz to approve the December 20, 2017 minutes. Motion carried 6-0.
6. **Public Comment:** None received
7. **Public Hearing:**
 - a. **Variance – Woodhaven**
 - Gozola reviewed the packet. Unique lot with east side ROW. Two units are affected by the ROW and this Variance is being requested. MNDOT will not allow access to Hwy 47. Administrative subdivision still needs to be completed, this is something that can be completed within the coming month. Storm water issues will need to be reviewed carefully around the wetland. City staff recommend applicant, Fire Chief and the City engineer looks at a design to reinforce an area for emergency vehicle access.
 - Public Hearing Opened 7:13 p.m.
 - Kelly Kelley, 4100 Degardner Cir NW, wondering about the entrance for the emergency vehicles. What kind of reinforcement would be needed if two different accesses are needed? Wanted to reassure that no road would be extending into the wetland. Orange markers along and in back of property, questioning what those markers are. Have had issues with trespassing and wondering if any type of boarder is purposed.
 - Michael Schrader, A.L.S Properties, address the property owners concerns and explained where they are with the engineering.
 - Public Hearing Closed 7:27 p.m.
 - Steinke, addressed 47 access for the development
 - Gozola, explained the process for MNDOT to review the development.
 - Schrader, addressed history of MNDOT decision.
 - Steinke, addressed number of building pads.
 - Gozola, explained that the development is looking at adding 55 building pads.
 - Murray, questioned the developer about additional parking.
 - Schrader, explained typically they do not allow overnight parking on the streets. Parking is allowed on the street for an event, no designated guest lot.

- Schrader also explained Garages and driveways that are available within the development which help with parking needs.
- Fairbanks, asked about overnight parking.
 - Schrader, explained that there is no overnight parking without prior approval.
- Fairbanks, asked about wooded area along Northwest side of development.
 - Schrader, the development cannot disturb anything outside of their property line.
- Fairbanks, asked about a fence in that location.
 - Schrader, explained that fencing is not preferred.
- Fairbanks, questioned the aesthetic of the structures that abut Highway 47.
 - Schrader, housing unit and a garage will be visible from 47, but screening with trees and shrubbery will be placed along the East side as well.
- Fairbanks, spoke about the two accesses for the development and how the area will become chaotic with several different developments.
 - Schrader, spoke about two accesses being more convent and how the land is laid out works for this development.
- Greg, questioned the developer about physical barriers and if they could be accommodated.
 - Schrader, developer would be opposed to physical barriers and would want to keep it natural landscape.
 - Schrader, with the area becoming more developed this issue may not continue.
- Murray, asked about having a path along Highway 47.
 - Schrader, explained there will be a path leading out to the walk trail along 47.
- Steinke, bright up the possibility of a breakaway post that would allow for emergency vehicles a way into the property from 47.
 - Gozola, add that items like this can be addressed in meetings with the engineers and fire chief, etc.
- Zutz, asked about traffic count in this location and how the traffic will flow.
 - Gozola, for this case the City has guided this area for a particular land use through the Comprehensive Plan.
- Steinke and Schrader discussed the history of the site access.
- Steinke, asked if any buffer is planned between DeGardner properties and development.
 - Schrader, the property lines do directly abut one another, there will be a perimeter buffer that follow the manufactured housing code.
- Fairbanks, added that traffic is a major concern.
 - Schrader, traffic can be seen as a concern, but the area was guided for this land use.
- Skordahl, the City is having dialog with the State and are trying to address these traffic concerns.
- Steinke, provided history of Highway 47 and intersections.

Steinke, made a motion to recommend the Conditional Use permit and Variance be approved by the Council. Second by Gardner. Motion passed 4-2-1

8. **Planning Commission Discussion** – Berndt announced that she will be on medical leave in May, June and possibly July.
9. **Adjournment:** Motion by Zutz second by Berndt to adjourn. Motion carried 6-0. Meeting adjourned at 8:09 pm.

DATE APPROVED:

City of St Francis Planning Commission Agenda Item
Executive Summary

Title of Item: **PLANNED UNIT DEVELOPMENT:** A request from Laketown Homes, LLC, for PUD Development Stage approval (Preliminary Plat), an IUP, and associated rezoning to a Planned Unit Development to establish 112 new lots on 42.5 unaddressed acres to the north of the Rum River Bluffs Planned Unit Development (informally known as the Siwek Farm); PID: 32-34-24-12-0001.

Meeting Date: **3-21-18**

Staff Reporting: **Ben Gozola, City Planner**

Summary: The applicants are seeking PUD Development Stage approval of one-hundred twelve (112) new urban lots on 42.5 acres to the west of County Road 72 and to the north of Rum River Bluffs. The remaining 53.8 acres of land within the Rum River Scenic Overlay District that was examined for development during the concept plan review will go through a separate development stage application process at some point in the future.

Recommendations:

- **Approval of the PUD Development Plan and future rezoning to a PUD subject to conditions.**
- **Template motions can be found on pages 17 & 18, suggested findings of fact on page 18, and recommended conditions on pages 19 & 20.**

List of Attachments:

- A) *Staff Report*
- B) *Engineering Memo*
- C) *Applicant's submittals*

City of St. Francis Planning Department
Rivers Edge PUD Development Stage Plan Review

To: **Planning Commission**

From: **Ben Gozola, City Planner**

Meeting Date: **3-21-18**

Applicant(s): **Laketown Homes, LLC (Dale Willenbring)**

Location: **Siwek Farm (north of the Rum River Bluffs PUD)**

Introductory Information

Request: The applicants are seeking PUD Development Stage approval of one-hundred twelve (112) new urban lots on 42.5 acres to the west of County Road 72 and to the north of Rum River Bluffs.

The remaining 53.8 acres of land within the Rum River Scenic Overlay District that was examined for development during the concept plan review will go through a separate development stage application process at some point in the future.

Site Data:

- *Existing Zoning* – R2 (Single Family Residential)
- *Land Use Guidance* – Low Density Residential (1.5 to 2.5 units per acre)
- *Acres* – 42.5 acres (all of which is within the City's current MUSA)
- *Property Identification Number (PID):* 32-34-24-12-0001

<i>Various Calcs (in acres):</i>	<i>TOTAL PROPERTY AREA</i>	<i>42.5 acres</i>
	<i>WETLAND AREA</i>	<i>2.24 acres</i>
	<i>NET ACREAGE AFTER WETLANDS</i>	<i>≈ 27.96 acres</i>
	<i>TOTAL PROPOSED RESIDENTIAL LOTS</i>	<i>112</i>
	<i>GROSS DENSITY</i>	<i>2.6 UNITS/ACRE</i>
	<i>NET DENSITY</i>	<i>3.13 UNITS/ACRE</i>

Review

Existing Site Character:

- The rolling hills, open farm fields and scattered woodlands on this parcel exemplifies the rural landscape in St. Francis.

Applicant Narrative:

- *St. Francis Land Development, LLC is proposing the development of the first phase of the River's Edge Planned Unit Development, consisting of 112 single family detached residential home sites across 40 acres. This is the first phase of a total 96 acre development. The second phase, to be submitted and developed once the city comp plan is amended, will add around 100 more homesites across 53 acres. The current phase will include a much needed 6 acre active park (4 acres wetland 2 acres usable). This park will have parking for all to use, but be within walking distance of 100+ current homes plus these 200+ future homes. The second phase will include 17 stunningly beautiful acres of passive park on and adjacent to the Rum River. While discussions on how to utilize the park will occur in phase 2, the developer envisions natural hiking trails meandering thru the wetlands and alongside the river. It will be a wonderful city park for all to enjoy.*
- *Phase 1 will contain two types of lifestyle homesites. 70 of these sites will be affordable common single family home sites generally for young families looking for a new detached home or growing families looking for more space. 50 of these homesites will be in a separate area and contain both slab on grade and walkout lower level patio homes. These homes are generally preferred by active retirees and empty nesters looking to downsize. The main level living of these homes is a primary attraction along with limited to no maintenance necessary plus a neighborhood of similarly situated active adults.*
Phase 2 will add a third lifestyle home with larger lots overlooking the river. These will be contain more substantial homes in a wooded and natural setting.
In total, phase 1 and 2 will offer two parks three distinctly different neighborhoods each with a different style of home serving young families thru active retirees.
- *Construction on phase 1 will begin immediately upon approval and weather conditions allowing. The entirety of phase 1 should be graded by April 2018, and streets for the first addition of this phase should be completed by July. It is anticipated phase 1 will be built out in 3 additions. Currently there are two builders very active in St. Francis new construction market that have agreed to build in phase 1. They are out of lots in St. Francis and eager to begin construction of model homes as soon as May. Included [in our submittal] are typical elevations of homes these builders are currently building in St Francis. Also included are typical patio home elevations. It is important to note that these are merely examples of the type of home*

(cont.)	<p>to be built. Also included is an example of a 2 story home and rambler that could be built on the lots overlooking the river in phase II.</p> <ul style="list-style-type: none"> ▪ Outlots for storm water ponding is currently designed to be given to the city should they wish to have control of these ponds. Some neighboring cities do choose to own the Outlots. Alternative, the outlots will be privately owned, however drainage and utility easements will overlay the ponds giving the city access if needed. ▪ Both phase 1 and phase 2 will having ADA compliant sidewalks throughout the neighborhoods, connecting to the sidewalks of the existing neighborhoods and leading to both the active and passive parks plus the county park. ▪ There is ongoing debate over the need and safety of a 2nd access point to the neighborhood. The county will not allow a permanent access at the current right of way. However, the developer has provided an exhibit showing a temporary access that could be used for emergency and construction traffic only. It appears the county might allow this temporary access, although discussions continue. ▪ River's Edge will add over 200 homesites to St Francis with three different life-style neighborhoods and two city parks. Sidewalks will connect new and existing neighborhoods. A second temporary access is envisioned, at least for emergency and construction traffic. Two builders that are currently active in St. Francis are eager to begin construction of homes, having run out of buildable lots. Once completed, Rivers Edge should be a wonderful addition to a great city. <p>The developer wishes to thank their engineer, Marty Champion, along with city staff and their engineers plus feedback given from the planning commission and city council to arrive at this plan.</p>
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PUD STANDARDS REVIEW:

Ownership:	<ul style="list-style-type: none"> ▪ The applicant has provided a title commitment and signed copy of contract for deed to demonstrate ownership.
Comp Plan Consistency:	<ul style="list-style-type: none"> ▪ Page 2-8 states that the density range within the Low Density Residential classification is 1.5 to 2.5 units per net acre. PUDs are allowed provided the City's PUD ordinances are "rigorously" applied and the gross residential density does not exceed 2.5 units per acre. <p>Staff comment: The gross density of the larger development reviewed during concept plan does not exceed this limit. As this is phase I of a two phase development, we find the applicant to be in compliance with this standard.</p>

- (cont.)
- *The comp plan also outlines the following guidance for judging PUDs (pgs 2-8 and 2-9):*
 - *"For PUD design, substantial architectural enhancements will be a minimum component of the amenity package."*
 - *"Enhancements to the quality and quantity of open space are likely to be expected."*
 - *Extraordinary attention to natural environmental detail may also qualify a project for PUD consideration.*

Staff comment: The Commission and Council will need to consider these factors while examining the development plans for Phase I.

- *Land Use Policy A (pg 2-15) states that "residential subdivision design must preserve important natural features and promote St. Francis as a distinct location from its suburban neighbors. Policies supporting the statement include:*
 - *Development should preserve woodlands, wetlands, natural lakes and other natural features.*
 - *New subdivisions must include amenities which establish a small town character and feel.*
 - *Planned roadway connections must be extended and new dead-ends created where future extensions will occur.*

Staff comment: The Commission and Council should determine whether the development plans for Phase I successfully protect natural areas, and make a determination if the layout and amenities produce a "small town" feel. Additionally, the City must ensure planned roadways include connections to adjacent developable land.

- *Land Use Policy C (pg 2-16) seeks creative approaches to the use of land. "New residential subdivisions, especially those utilizing a PUD design process, will be evaluated as to their variety and diversity of housing materials, colors, architectural styles and details, and other factors."*

Staff comment: In its review, the Commission and Council should determine if the PUD will include a diversity of housing materials, colors, styles, etc.

- *Land Use Policy F (pg 2-18) states that the land use plan is designed to be consistent with the Met Council policies relating to new urban development; specifically, an average of 3.0 residential units per developable acre for all future residential areas.*

Staff comment: The proposed net density for Phase I will meet this standard.

- Compatibility:**
- Single-family homes will be consistent with the existing land use to the south and the planned land use in this portion of the City.
 - Given that a similar development plan was already approved on this site in 2006, the City has already determined that development of this area is compatible with adjacent land uses and is not premature. Completion of the recent upgrades to the City's wastewater treatment plant provides further support for sewer extensions.
- Common Open Space:**
- The proposal includes an open area near the center of the development for an active park that could serve both this development and the Rum River Bluffs neighborhood to the South. As the Comp Plan seeks an active city park in this area, staff is supportive of the proposed dedication.
- Operations:**
- The Final PUD documentation shall contain provisions to assure the continued operation and maintenance of all open space and service facilities to a pre-determined reasonable standard.
- Open Space Staging:**
- With the dedication of Outlot A as City Park Land in Phase I, we do find the proportion of dedication to land area being developed in this phase is appropriate.
- Density:**
- The maximum density shall be determined by standards negotiated and agreed upon between the applicant and the City provided the density is consistent with the comprehensive plan.
 - Per the concept plan, density of the entire development will be in-line with comp plan expectations.
- Utilities:**
- Telephone, electric, and/or gas service lines are to be placed underground in accordance with the provisions of all applicable City ordinances.
 - All connections and laterals shall be designed to minimum City standards.
- Roadways:**
- All roadways will need to be designed and constructed to minimum City standards.
- Landscaping:**
- As of 3/14/18, no landscaping plan has been provided.
 - The proposed plan, once created, shall be harmonious with the overall PUD design. We suggest the planning commission make finalization of a plan a condition to be met prior to Council review.

Setbacks: ■ Setback in general will be as follows:

SETBACKS	Typical R2	Villa Lots	Single Family Lots
FRONT	30	25	25
STREET SIDE	20	20	20
SIDE	10 HOUSE, 5 GARAGE	7.5	7.5
REAR	30	25	30
WETLAND	30	30	30

- Perimeter setbacks for residential PUDs are required to be the same as the setback on adjacent property. The applicant is seeking flexibility from this provision for lots along the northern property line (proposed setbacks are 30' as opposed to the required 35' for A3 zoned land). As there are no active uses currently to the north and we anticipate the land to the north will eventually become urbanized and share similar setbacks to this development (Rivers Edge) and Rum River Bluffs, we do not see a problem with permitting a deviation. That said, three of the lots are currently shown incorrectly: Lots 1, 2, and 3, Block 6, show a 25' rear yard setback rather than a 30' setback. The applicant has indicated the rear yard setback on these lots is an error, and all will be shown with 30' setbacks when the plans move to Final Plat.
- As required by code, all buildings within the proposed PUD will be at least fifteen (15') feet from the back of the internal street system curb lines
- All buildings within the proposed PUD will also be at least fifteen (15') feet apart (minimum separation is 12').

Minimum Size: ■ This property far exceeds the PUD minimum of one (1) acre.

IN GENERAL

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- Lots and Blocks:** ■ All lots, blocks, and cul-de-sacs are generally conforming to minimum and maximum standards established in code, and deviations as may be needed can be approved as part of the PUD process provided the deviation is in the best interest of the development and City.

- (cont.)
- In this case, it appears that two (2) main deviations are being proposed within this PUD:
 1. As noted under setbacks, the applicant is proposing standard urban lot setbacks for all lots bordering the development's northern lot line. Technically by code, the rear yards adjacent to that property line should be the same as the adjacent zoning district requirement (35 feet); 25' setbacks are proposed. The side yard setbacks are the same (10').
 2. The other main deviation being considered is the incorporation of smaller detached townhome lots in the eastern portion of the development.

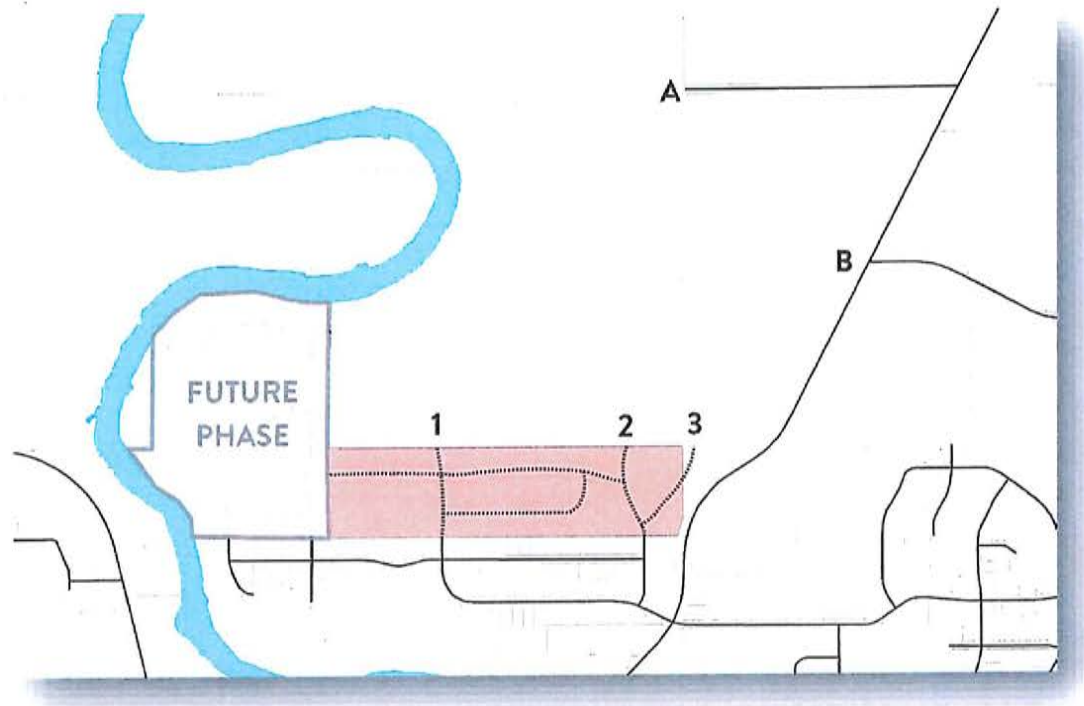
Staff believes that both deviations make sense for this site, and we believe they are in the long-term best interest of both the development and the City. Land to the north of this parcel is guided for future development by the City's comprehensive plan, and will eventually be platted into lots similar to those in Rum River Bluffs. Requiring an additional 10' to the required rear yard setback will not accomplish anything in the short term and serves no long-term benefit. Allowing the applicant to plat lots for patio homes geared towards retirees is an excellent step towards improving the City's life-cycle housing inventory.

- Lot Access:**
- All proposed lots will have direct access to a public road.
 - Future driveways should be located so as to preserve existing trees in as much as possible.
 - Addresses for the individual homes should be posted at each driveway entrance.

- Future parcel development:**
- The proposed subdivision would fully divide the land in Phase I.

- Adjacent parcel dev.:**
- All Rum River Bluff connections are extended as planned into this proposed development.
 - The surrounding land to the north can develop at some point in the future, so it is important to consider how the current proposal will integrate with those future developments.

- (cont.)
- As you can see in the graphic below, there are potentially two nearby roads to the NE that future development should connect to (marked "A" and "B"). The three dead end connections proposed in this phase will adequately service the property to the north and will allow for the needed connections.



- Easements:**
- All standard drainage and utility easements are shown on the submitted preliminary plan document(s).
 - Per the City Engineer, easements as shown on the PUD Development Plans generally look acceptable. The applicant shall work with the Engineer when preparing the final plans to adjust some easements for rear yard drainage paths and stormwater ponds in accordance with the following:
 1. Drainage and utility easements shall be provided for all stormwater ponds and wetlands to the HWL elevation or the buffer, whichever is greater.
 2. Drainage and utility easements shall be provided for rear yard swales to ensure long term operation and maintenance. For rear yard ponding areas, drainage and utility easement shall be provided to the EOF elevation.
- Resident Concerns:**
- To date, staff has not received any public feedback regarding the proposed concept plan.

INFRASTRUCTURE:

<i>In General:</i>	▪ All public improvements constructed to support the development must be designed and constructed in accordance with the City's Private Development Standards. City Engineer review of all proposed infrastructure is covered herein.
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<i>Streets and Transportation:</i>	<ul style="list-style-type: none">▪ The City Engineer provided the following comments which must all be addressed as part of Final plan submittal:<ol style="list-style-type: none">1. It is proposed that the site will gain access from Quay Street and Marigold Street through the existing Rum River Bluffs Development via 235th Avenue. Improvements to Rum River Boulevard (CR 72) are required to be completed as development obligations for the Rum River Bluffs developments.2. A temporary access to Rum River Boulevard (CR 72) is proposed at 236th Avenue in the location of the existing cul-de-sac. Anoka County included comments in its initial review that turn lanes may be required for this proposed new access. This access shall serve as the main construction entrance to the site and shall also provide a secondary emergency vehicle access for the additional homes proposed with this development. All accesses onto Rum River Boulevard (CR 72) are subject to review and approval of the Anoka County Highway Department.3. The street network generally appears adequate to provide access to the proposed new homes and provides connections to the existing development to the south, as well as future development to the north. The plans do not include horizontal curve information, however, all through streets shall be designed for a 30-mph design speed. All other streets must have a minimum horizontal curve radius of 200 feet. Also, street alignments shall be revised slightly such that they intersect at right angles.4. Per City Code, the streets shall be constructed in accordance to the City's public street standards (10-9-4.C). Submit geotechnical report and recommendations for review.5. 237th Street, west of Quay Street, is approximately 800 feet long and will require a temporary cul-de-sac.6. Construct permanent cul-de-sacs at locations identified under Item 9 preliminary plat.
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**Water
System(s):**

- The City Engineer provided the following comments which must all be addressed as part of Final plan submittal:
 1. The plans propose to extend a 12” DIP watermain north via the Quay Street alignment, which is acceptable and will provide water service to the property to the north.
 2. The proposed sanitary sewer system appears adequate to service the proposed new lots.
 3. The construction plans must include all applicable City standard details, which can be found here: <https://www.stfrancismn.org/commdev/page/private-development-standards>

**Sanitary
System(s):**

- The City Engineer provided the following comments which must all be addressed as part of Final plan submittal:
 1. The plans propose to extend the existing 10” PVC sanitary sewer pipe north via the Quay Street alignment, which is acceptable and will provide sewer service to the property to the north.
 2. The proposed water system appears adequate to service the proposed new lots.
 3. The construction plans must include all applicable City standard details, which can be found here: <https://www.stfrancismn.org/commdev/page/private-development-standards>

**Storm water /
Grading /
Erosion:**

- The City Engineer provided the following comments which must all be addressed as part of Final plan submittal:
 1. In accordance with the NPDES Construction Permit requirements, pre-treatment of stormwater runoff must be incorporated prior to discharging into an infiltration basin.
 2. Add the borings to the grading plans and provide the groundwater information on the three piezometers.
 3. Emergency overflows shall be provided for all areas of ponding water to ensure flood protection to the new homes. Please incorporate into the design and/or clearly label.
 4. The north edge of pond 3 and its outlet do not appear to be within a drainage and utility. Add the drainage and utility easements to the grading plan to ensure all flood and drainage ways are protected.
 5. All stormwater facilities shall be designed in accordance with Chapter 10, Section 93 of the City Code, the City of St Francis Private Development standards, and the MPCA stormwater manual requirements. The Geotechnical report has limited

<i>(cont.)</i>	<p>information about the anticipated seasonal high groundwater and infiltration rates. Identify the anticipated seasonal high groundwater at each infiltration basin. The stormwater design is preliminary and may be subject to revisions as more information becomes available.</p> <ul style="list-style-type: none">▪ While there are some concerns for the applicant to address to maintain compliance with stormwater management throughout the build out of Phase I, the City Engineer believes all such matters can be worked out moving forward.
Development Phasing:	<ul style="list-style-type: none">▪ The buildout of Phase one would begin near Quay St. NW, and development would proceed Eastward up to County Road 72.
Utilities:	<ul style="list-style-type: none">▪ All public utilities and facilities such as gas, electrical, sewer, and water supply systems in the flood plain district (if present) shall be flood-proofed in accordance with the building code or elevated to above the regulatory flood protection elevation. Current FEMA maps indicate there is no floodplain currently on this property.▪ Telephone, electric, and/or gas service lines are to be placed underground in accordance with the provisions of all applicable City ordinances.
Parking Facilities:	<ul style="list-style-type: none">▪ Staff did not identify any parking issues for the proposed lots. On-site and on-street parking opportunities should meet all needs within the development.
Required Signage:	<ul style="list-style-type: none">▪ New street signs will be required at all intersections at the developer's expense.
Entrance Monument:	<ul style="list-style-type: none">▪ No entrance monuments are proposed with this development.▪ If desired in the future, the design and location shall be in conformance with code standards.
Fire Hydrants:	<ul style="list-style-type: none">▪ Hydrant locations as proposed are appropriate according to the City Engineer and Fire Chief.
Streetlights:	<ul style="list-style-type: none">▪ Street lights conforming to City specifications shall be installed at the locations approved by the City Engineer.
Sidewalks:	<ul style="list-style-type: none">▪ As requested by the Planning commission, all roads have sidewalk on at least one side, and trails from Rum River Bluffs are continued through this development.

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| Monuments: | ▪ In accordance with Section 11-11-2; reference monuments shall be placed in the subdivision as required by state law. |
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ENVIRONMENTAL & OTHER NEIGHBORHOOD IMPACTS:

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| Environmental
Impacts: | ▪ Staff does not foresee the need for an in-depth environmental analysis based on the current proposal (i.e. EAW, EIS, AUAR, etc.) |
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| Wetlands: | ▪ The City Engineer provided the following comment which must all be addressed as part of Final plan submittal:

1. Sheet 4 summarizes the wetland impacts. Submit a wetland replacement plan in accordance with the Wetland Conservation Act for review and consideration by all the jurisdictional agencies.

▪ As of 3/14/18, the Anoka Conservation District (ACD) has not provided comment on this application. |
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| Shoreland
(Riverway)
District: | ▪ None of the subject property is within the Rum River Management district.
▪ The next phase, once proposed, will be entirely within the Rum River Management district. |
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| Traffic: | ▪ The proposed project will not significantly increase traffic volumes beyond that which was already anticipated with the guided and previously approved land use. No traffic study is requested. |
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| Flood Plain &
Steep Slopes: | ▪ There are no flood plains or steep slope to deal with in this Phase of Rivers Edge. |
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| Docks: | ▪ The project does not include any proposed river access or docks on open water. |
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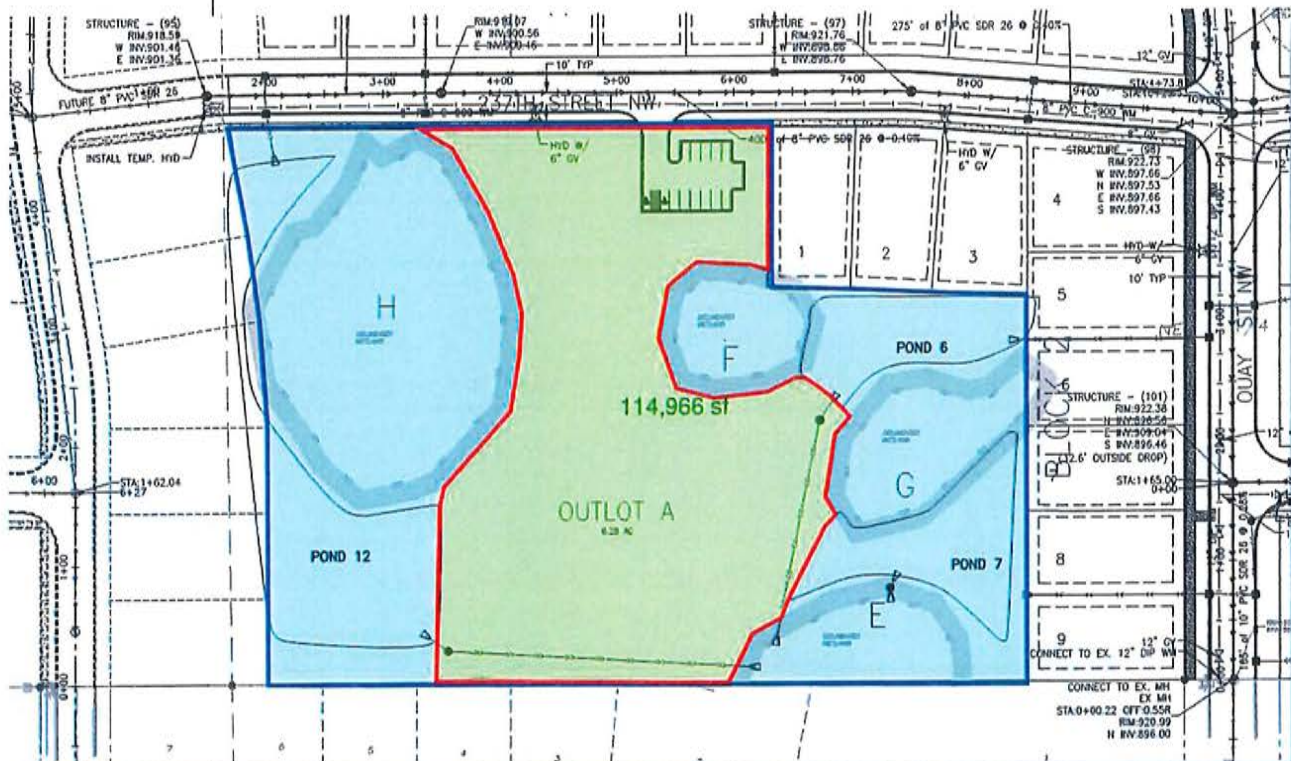
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| Other Permits: | ▪ All necessary permits must be provided to the City. (MPCA, NPDES, MDH, etc. as may be applicable) |
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CHARGES, FEES, & RESPONSIBILITIES:

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| In General: | ▪ As always, the applicant is responsible for all fees related to the review of this application (including but not limited to planning, legal, engineering, wetland, environmental consultants, or other such experts as required by this application). |
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**Park
Dedication:**

- The comprehensive plan guides this area for a "mid-sized" park and a "small passive" park on the river portion of the project.
- Section 11-08-9 of the Subdivision requires all subdivisions of land to dedicate a reasonable portion of land to the City for public use as parks, trails, or open space. The required dedication percentage for a residential development is 10% of the gross acreage being developed.
 1. Entire Development (all phases): $96.1 * 10\%$ required dedication = 9.61 acres of land
 2. Phase I only: $42.5 \text{ acres} * 10\%$ required dedication = 4.25 gross acres of land (or cash-in-lieu/improvements) required
- The centrally located land to the south of 237th Street NW proposed for dedication (Outlot A) would be an excellent location for a park to serve both this development and the Rum River Bluffs development to the south. Outlot A is 6.27 gross acres in size (outlined in **BLUE**), but is encumbered by wetlands, wetland buffers, ponding areas, and dry land which has been rendered unusable due to the locations of wetlands and ponds. As the City is not "...required to accept land which will not be usable for parks and playgrounds or which would require extensive expenditures on the part of the public to make useable," park dedication credit will be limited to the net usable land on Outlot A which is estimated to be 2.64 acres and is shown in **GREEN** below.



- (cont.)
- As the City is accepting both land and cash-in-lieu of land to satisfy Phase I park dedication requirements, the applicant is required to pay a fraction of the park dedication fee that would otherwise be required if only cash were being accepted. The fraction is derived by a numerator (the difference between the percentage of land dedicated and the percentage of land required to be dedicated), and a denominator (the percentage of land to be dedicated as the denominator) [11-08-9(F)(3)]. The percentage of land being dedicated is 6.21
 - $3.79\% \text{ not dedicated} / 10\% \text{ required dedication} = [0.0379 / 0.10] = 0.379 * \$2500 = \$948/\text{unit}$

Sewer Charges:

- Future sewer access charges and/or individual hook up charges will be applicable at the time of Final Plan per city standards and policies.

Water Charges:

- Future water access charges and/or individual hook up charges will be applicable at the time of Final Plan per city standards and policies.

- Other:**
- The City Engineer provided the following comments which also must be addressed:
 1. The Preliminary Plat shall be signed by a Professional Land Surveyor.
 2. Provide boundary line bearing and dimensions for the land to be included in the Preliminary Plat.
 3. Identify total upland area (land above the ordinary high-water mark of existing wetlands, lakes and rivers).
 4. When lots are located on a curve in a road, please provide the lot width at the building setback line.
 5. Provide centerline dimension information for all streets.
 6. Per city code, all encroachments and existing topography (including structures and improvements) of the subject parcel and 100 feet outside the boundary of the subject parcel shall be shown. Update plans accordingly.
 7. Temporary street cul-de-sac easements shall be provided where required at the north end of "Street 3", Marigold Street NW and at the east end of 237th Street NW.
 8. Outlot A should include the immediate area west to the West Line of the NE ¼ of Section 32. Also, the area immediately west of Lot 10, Block 1, should be included in and Outlot to the West Line of the NE ¼ of Section 32.
 9. Provide infiltration rates for the infiltration basins and pavement calculations based on the geotechnical report.

(cont.)

10. Verify low flows have sufficient separation from highest anticipated groundwater. Provide a table that identifies the driveway slope, finished floor, garage floor, lowest floor, HWL, emergency overflow, etc. for each lot.
11. Set the HWL on all low areas and wetlands that are adjacent to the plat (i.e. north of 237th Street). The HWL for all wetlands and low areas that are off the property cannot be increased unless they remain within an existing drainage and utility easement.
12. Cross drainage to areas outside the plat shall not be allowed. Ensure back yards drain to the appropriate catch basin, ponding area or wetland.
13. All cross drainage within the plat shall be within a drainage and utility easement.
14. Storage below the outlet or overflow can be considered in wetlands and ponding areas for rate control. However, for establishing the HWL start the storage at the outlet or overflow elevation.
15. For land locked areas set the HWL with back to back 100-year storms or the 10-day snow melt, whichever is critical.

INTERIM USE PERMIT:

In General:

- As part of the preliminary plat application, the applicant is seeking an interim use permit to authorize pre-grading of the property prior to getting future final plat approval. This is a very common practice by developers who are looking to maximize their development timeline, and staff is generally supportive of such requests provided the subdivision is found to be in the City's best interest and meets all requirements.
- Section 10-10-4(D)(7) states that *"at any time following the approval of a Development Stage Plan by the City Council, and completion and execution of a PUD agreement governing the project, the applicant may, pursuant to the applicable City Code provisions apply for, and the City may issue, grading permits for the area within the PUD for which Development Stage Plan approval has been given. Securities as appropriate may be required of the applicant."*
- Section 10-31-1 then states that "any person who proposes to move the natural surface of the earth via excavation, grading, or filling on any property in the City shall apply for an interim use permit," and thus staff noticed for an interim use permit review as part of this proceeding. However, a subsequent reading of code revealed an exemption for "excavation, filling, or grading in reliance on and in accordance with an approved development plan or grading plan."

(cont.) ▪ **Per the sections noted above, no interim use permit is required, and grading may proceed following execution of a developer's agreement with the City.**

**Minimum
Conditions:**

- Final conditions and terms of a developer's agreement to allow for preliminary grading shall be as determined by the City Engineer.
- At a minimum, the following conditions will apply:
 1. All plan sets which affect grading shall be updated and finalized per the City Engineer prior to pre-grading being authorized;
 2. Transport of equipment to the development site shall adhere to all applicable road restrictions;
 3. No impacts to wetlands will be authorized until/unless the City Engineer has confirmed that all applicable approvals are in place from all agencies with jurisdiction;
 4. A surety in an amount determined by the City Engineer (typically 125%) is provided to ensure all work is completed as proposed;
 5. The applicant shall enter into a developer's agreement with the City for the proposed grading.

Rezoning:

In General:

- Establishment of a PUD district includes a rezoning to depict the area in question as the "Rivers Edge PUD" on the City's official zoning map. Per section 10-75-3 of code, rezoning is only to be authorized under the following conditions:
 - A. The plan is not in conflict with the Comprehensive Plan of the City.
 - B. The plan is designed to form a desirable and unified development within its own boundaries.
 - C. The proposed uses will not be detrimental to present and future land uses in the surrounding area.
 - D. Any exceptions to the standard requirements of this chapter and the Subdivision Regulations Chapter are justified by the design of the development.
 - E. The plan will not create an excessive burden on parks, schools, streets, and other public facilities or utilities that are proposed to serve the Planned Unit Development.

(cont.) F. The PUD will not have an undue and adverse impact on the reasonable enjoyment of the adjoining properties.

Staff Recommendation:

- Provided all recommended conditions of approval are followed and implemented as discussed herein, staff believes this request is compliant to the above requirements for PUD authorization.
- Given the number of issues still to be addressed, we recommend approval of the rezoning be conditioned upon the applicant successfully acquiring approval of Final Plans meeting all conditions of approval. While this process will constitute the public hearing on the proposed rezoning, the ordinance authorizing the map change will not be approved until the Final Plan has been approved.
- Authorization of the rezoning does require a 4/5 vote of Council.

Conclusion

The applicant is seeking approval of a PUD Development Plan for Phase I of the Rivers Edge development.

Staff Recommendations:

- **Approval of the PUD Development Plan and future rezoning to a PUD subject to conditions listed on pages 19 & 20.**

Commission Options:

The Planning Commission has the following options:

- A) APPROVE THE PUD DEVELOPMENT PLAN based on the applicant's submittals and findings of fact.
- B) DENY THE PUD DEVELOPMENT PLAN based on the applicant's submittals and findings of fact.
- C) TABLE THE APPLICATION and request additional information.
- Based on an application date of 2/15/2018, the 60-day review period for the PUD application will expire on 4/16/18. This deadline can be extended an additional 60-days by the City if more time is needed for review.

Template Denial Motion:

- "I move that we deny the requested PUD Development Plan for Rivers Edge based on the following findings of fact:"
 - (provide findings to support your conclusion)

***Template Approval
Motion:***

- “I move we approve the requested PUD Development Plan for Rivers Edge based on the findings of fact listed on page 18 of the report and subject to the conditions listed on pages 19 & 20 as may have been amended here tonight.”

***Suggested Findings
of Fact:***

1. The proposed plans are not in conflict with the Comprehensive Plan of the City.
2. The proposed plan forms a desirable and unified development within the property boundaries.
3. The proposed lot layout protect open spaces important to the City, and creates various styles of lots to increase the life-cycle housing stock within the community.
4. Planned roadways include connections to adjacent developable land as required.
5. The planned residential land uses will be consistent with the existing land use to the south and the long-term planned land uses to the north.
6. The plan successfully addresses the comprehensive plan guidance of providing a "mid-sized" park in this area of the City.
7. The property exceeds the PUD minimum of one (1) acre.
8. All lots, blocks, setbacks, etc, are in conformance with underlying zoning requirements, or deviations as shown on the PUD Preliminary Plan, subject to conditions, are justified by the design of the development.
9. The proposed project will not significantly increase traffic volumes beyond that which was already anticipated with the guided and previously approved land use
10. The plan will not create an excessive burden on parks, schools, streets, and other public facilities or utilities that are proposed to serve the development.
11. The PUD will not have an undue and adverse impact on the reasonable enjoyment of the adjoining properties.

***Recommended
Conditions:***

1. All changes required by the City Engineer in their memo dated 3/13/18 shall be addressed to the satisfaction of the City Engineer prior to approval of the PUD Final Plan and rezoning. Rearrangement of pads, if necessary to address engineering issues, may be administratively permitted provided the new pad arrangement still meets minimum code standards for area, width, etc.
2. A complete landscape plan shall be submitted to staff for review prior to PUD Development Plan review by the City Council.
3. The Final PUD plans shall contain provisions to assure the continued operation and maintenance of all open space and service facilities to a pre-determined reasonable standard.
4. Telephone, electric, and/or gas service lines are to be placed underground in accordance with the provisions of all applicable City ordinances.
5. All connections and laterals shall be designed to minimum City standards.
6. Future driveways should be located so as to preserve existing trees in as much as possible.
7. Addresses for the individual homes should be posted at each driveway entrance.
8. All public utilities and facilities such as gas, electrical, sewer, and water supply systems in the flood plain district (if present) shall be flood-proofed in accordance with the building code or elevated to above the regulatory flood protection elevation.
9. Telephone, electric, and/or gas service lines are to be placed underground in accordance with the provisions of all applicable City ordinances.
10. New street signs will be required at all intersections at the developer's expense.
11. No entrance monuments are authorized for this development.
12. Street lights conforming to City specifications shall be installed at the locations approved by the City Engineer
13. Reference monuments shall be placed in the subdivision as required by state law.
14. All necessary permits (MPCA, NPDES, MDH, etc.) must be provided to the City before activity begins as may be applicable.

- (cont.)
15. The applicant shall be responsible for all fees related to the review of this application (including but not limited to planning, legal, engineering, wetland, environmental consultants, or other such experts as required by this application).
 16. Park dedication requirements for Phase I shall be resolved via dedication of parkland on Outlot A, and a cash-in-lieu of land dedication per lot in accordance with City standards.
 17. Future sewer access charges and/or individual hook up charges will be applicable at the time of Final Plan per city standards and policies.
 18. Future water access charges and/or individual hook up charges will be applicable at the time of Final Plan per city standards and policies.
 19. Prior to commencing any grading of the site, the applicant shall enter into a developer's agreement subject to conditions as determined by the City engineer. At a minimum, the following shall apply as may be amended by the City Engineer:
 - a. All plan sets which affect grading shall be updated and finalized per the City Engineer prior to pre-grading being authorized;
 - b. Transport of equipment to the development site shall adhere to all applicable road restrictions;
 - c. No impacts to wetlands will be authorized until/unless the City Engineer has confirmed that all applicable approvals are in place from all agencies with jurisdiction;
 - d. A surety in an amount determined by the City Engineer (typically 125%) is provided to ensure all work is completed as proposed
 20. Final approval of the rezoning shall be conditioned upon the applicant successfully acquiring approval of Final Plans meeting all PUD Development Plan conditions of approval.

cc: *ALS Properties Woodhaven, LLC*



**ENGINEERING REVIEW
for the City of St. Francis
by
Hakanson Anderson**

Submitted to: City of St. Francis

cc: Joe Kohlmann, City Administrator
Paul Teicher, Public Work Director
Kate Thunstrom, Community Development Director
Benjamin Gozola, City Planner
Craig Jochum, City Engineer

Reviewed by: Shane Nelson, Assistant City Engineer

Date: March 13, 2018

**Proposed
Project:** Rivers Edge

Street Location: N 660 FT OF NE1/4 OF SEC 32 T34 R24, EX RD, SUBJ TO
EASE OF REC

Applicant: Laketown Homes

Owners of Record: David J Siwek
Patrica S Murzyn
Anoka County Highway Department

Jurisdictional Agencies: City of St. Francis, MPCA, Anoka County, MDH
(but not limited to)

Permits Required: City Approval, NPDES Construction Permit, MPCA
Sanitary
(but not limited to) Sewer Extension Permit, MDH Water Extension, DNR
Appropriation Permit, Anoka County Highway
Department Right-of-Way Permit

INFORMATION AVAILABLE

Stormwater Management Plan for Rivers Edge, dated 2/28/18, prepared by Civil Methods, Inc.

Preliminary Plat Submittal Drawings for Rivers Edge, 16 Sheets total, dated 2/28/18, prepared by Campion Engineering Services, Inc. and Wenck Associates

Wetland Delineation Report for River's Edge, dated November 27, 2017, prepared by Minnesota Natural Resources

SITE ACCESS / VEHICULAR TRAFFIC

1. It is proposed that the site will gain access from Quay Street and Marigold Street through the existing Rum River Bluffs Development via 235th Avenue. Improvements to Rum River Boulevard (CR 72) are required to be completed as development obligations for the Rum River Bluffs developments.
2. A temporary access to Rum River Boulevard (CR 72) is proposed at 236th Avenue in the location of the existing cul-de-sac. Anoka County included comments in its initial review that turn lanes may be required for this proposed new access. This access shall serve as the main construction entrance to the site and shall also provide a secondary emergency vehicle access for the additional homes proposed with this development. All accesses onto Rum River Boulevard (CR 72) are subject to review and approval of the Anoka County Highway Department.
3. The street network generally appears adequate to provide access to the proposed new homes and provides connections to the existing development to the south, as well as future development to the north. The plans do not include horizontal curve information, however, all through streets shall be designed for a 30-mph design speed. All other streets must have a minimum horizontal curve radius of 200 feet. Also, street alignments shall be revised slightly such that they intersect at right angles.
4. Per City Code, the streets shall be constructed in accordance to the City's public street standards (10-9-4.C). Submit geotechnical report and recommendations for review.
5. 237th Street, west of Quay Street, is approximately 800 feet long and will require a temporary cul-de-sac.
6. Construct permanent cul-de-sacs at locations identified under Item 9 preliminary plat.

SEWER AND WATER UTILITIES

1. The plans propose to extend the existing 10" PVC sanitary sewer pipe north via the Quay Street alignment, which is acceptable and will provide sewer service to the property to the north.

2. The plans propose to extend a 12" DIP watermain north via the Quay Street alignment, which is acceptable and will provide water service to the property to the north.
3. The proposed sanitary sewer and water system appears adequate to service the proposed new lots.
4. The construction plans must include all applicable City standard details, which can be found here: <https://www.stfrancismn.org/commdev/page/private-development-standards>

GRADING, DRAINAGE AND EROSION CONTROL

1. Sheet 4 summarizes the wetland impacts. Submit a wetland replacement plan in accordance with the Wetland Conservation Act for review and consideration by all the jurisdictional agencies.
2. In accordance with the NPDES Construction Permit requirements, pre-treatment of stormwater runoff must be incorporated prior to discharging into an infiltration basin.
3. Add the borings to the grading plans and provide the groundwater information on the three piezometers.
4. Emergency overflows shall be provided for all areas of ponding water to ensure flood protection to the new homes. Please incorporate into the design and/or clearly label.
5. The north edge of pond 3 and its outlet do not appear to be within a drainage and utility. Add the drainage and utility easements to the grading plan to ensure all flood and drainage ways are protected.
6. All stormwater facilities shall be designed in accordance with Chapter 10, Section 93 of the City Code, the City of St Francis Private Development standards, and the MPCA stormwater manual requirements. The Geotechnical report has limited information about the anticipated seasonal high groundwater and infiltration rates. Identify the anticipated seasonal high groundwater at each infiltration basin. The stormwater design is preliminary and may be subject to revisions as more information becomes available.

PRELIMINARY PLAT

1. Drainage and utility easements shall be provided for all stormwater ponds and wetlands to the HWL elevation or the buffer, whichever is greater.
2. Drainage and utility easements shall be provided for rear yard swales to ensure long term operation and maintenance. For rear yard ponding areas, drainage and utility easement shall be provided to the EOF elevation.
3. The Preliminary Plat shall be signed by a Professional Land Surveyor.
4. Provide boundary line bearing and dimensions for the land to be included in the Preliminary Plat.
5. Identify total upland area (land above the ordinary high-water mark of existing wetlands, lakes and rivers).
6. When lots are located on a curve in a road please provide the lot width at the building setback line.
7. Provide centerline dimension information for all streets.

8. Per city code all encroachments and existing topography (including structures and improvements) of subject parcel and 100 feet outside the boundary shall be shown.
9. Temporary street cul-de-sac easements to be provided where required at the north end of "Street 3", Marigold Street NW. and at the east end of 237th Street NW.
10. Outlot A should include the immediate area west to the West Line of the NE ¼ of Section 32. Also, the area immediately west of Lot 10, Block 1, should be included in and Outlot to the West Line of the NE ¼ of Section 32.

OTHER ITEMS

1. Provide infiltration rates for the infiltration basins and pavement calculations based on the geotechnical report.
2. Verify low flows have sufficient separation from highest anticipated groundwater. Provide a table that identifies the driveway slope, finished floor, garage floor, lowest floor, HWL, emergency overflow, etc. for each lot.
3. Set the HWL on all low areas and wetlands that are adjacent to the plat (i.e. north of 237th Street). The HWL for all wetlands and low areas that are off the property cannot be increased unless they remain within an existing drainage and utility easement.
4. Cross drainage to areas outside the plat shall not be allowed. Ensure back yards drain to the appropriate catch basin, ponding area or wetland.
5. All cross drainage within the plat shall be within a drainage and utility easement.
6. Storage below the outlet or overflow can be considered in wetlands and ponding areas for rate control. However, for establishing the HWL start the storage at the outlet or overflow elevation.
7. For land locked areas set the HWL with back to back 100-year storms or the 10-day snow melt, whichever is critical.

SUMMARY AND/OR RECOMMENDATION

We recommend approval of the Preliminary Plat subject to the conditions as listed herein.

RIVER'S EDGE

PROJECT NARRATIVE

St. Francis Land Development, LLC is proposing the development of the first phase of the River's Edge Planned Unit Development, consisting of 120 single family detached residential home sites across 40 acres. This is the first phase of a total 96 acre development. The second phase, to be submitted and developed once the city comp plan is amended, will add 100 more homesites across 53 acres. The current phase will include a much needed 6 acre active park (4 acres wetland 2 acres usable). This park will have parking for all to use, but be within walking distance of 100+ current homes plus these 200+ future homes. The second phase will include 17 stunningly beautiful acres of passive park on and adjacent to the Rum River. While discussions on how to utilize the park will occur in phase 2, the developer envisions natural hiking trails meandering thru the wetlands and alongside the river. It will be a wonderful city park for all to enjoy.

Phase 1 will contain two types of lifestyle homesites. 70 of these sites will be affordable common single family home sites generally for young families looking for a new detached home or growing families looking for more space. 50 of these homesites will be in a separate area and contain both slab on grade and walkout lower level patio homes. These homes are generally preferred by active retirees and empty nesters looking to downsize. The main level living of these homes is a primary attraction along with limited to no maintenance necessary plus a neighborhood of similarly situated active adults.

Phase 2 will add a third lifestyle home with larger lots overlooking the river. These will be contain more substantial homes in a wooded and natural setting.

In total, phase 1 and 2 will offer two parks three distinctly different neighborhoods each with a different style of home serving young families thru active retirees.

Construction on phase 1 will begin immediately upon approval and weather conditions allowing. If the entirety of phase 1 should be graded by April 2018, and streets for the first addition of this phase should be completed by July. It is anticipated phase 1 will be built out in 3 additions. Currently there are two builders very active in St. Francis new construction market that have agreed to build in phase 1. They are out of lots in St. Francis and eager to begin construction of model homes as soon as May. Included are typical elevations of homes these builders are currently building in St Francis. Also included are typical patio home elevations. It is important to note that these are merely examples of the type of home to be built. Also included is an example of a 2 story home and rambler that could be built on the lots overlooking the river in phase 2.

Outlots for storm water ponding is currently designed to be given to the city should they wish to have control of these ponds. Some neighboring cities do choose to own the outlots. Alternative, the outlots will be privately owned, however drainage and utility easements will overlay the ponds giving the city access if needed.

Both phase 1 and phase 2 will having ADA compliant sidewalks throughout the neighborhoods, connecting to the sidewalks of the existing neighborhoods and leading to both the active and passive parks plus the county park.

There is ongoing debate over the need and safety of a 2nd access point to the neighborhood. The county will not allow a permanent access at the current right of way. However, the developer has provided an exhibit showing a temporary access that could be used for emergency and construction traffic only. It appears the county might allow this temporary access, although discussions continue.

River's Edge will add over 200 homesites to St Francis with three different life-style neighborhoods and two city parks. Sidewalks will connect new and existing neighborhoods. A second temporary access is envisioned, at least for emergency and construction traffic. Two builders that are currently active in St. Francis are eager to begin construction of homes, having run out of buildable lots. Once completed, Rivers Edge should be a wonderful addition to a great city.

The developer wishes to thank their engineer, Marty Campion, along with city staff and their engineers plus feedback given from the planning commission and city council to arrive at this plan.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND/OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 857-44-0002 TO LOCATE ALL EXISTING UTILITIES. THE CONTRACTOR SHALL REPAIR OR REPLACE ANY UTILITIES DAMAGED DURING THE WORK. THE CONTRACTOR SHALL REPAIR OR REPLACE ANY UTILITIES DAMAGED DURING THE WORK. THE CONTRACTOR SHALL REPAIR OR REPLACE ANY UTILITIES DAMAGED DURING THE WORK.

THE ABOVE WORKING CONSTRUCTION IS IN GOVT. TO THE OWNER.

ALL PERSONS YOU ME

GOPHER STATE ONE CALL

TWIN CITY AREA: 651-454-0002
TOL FREE: 1-800-232-1168

RIVERS EDGE
ST FRANCIS, MN

- PROJECT LOCATION

PROJECT DIRECTORY

<p>WELAND CONSULTANT WILMIST ANNUAL RESOURCES, INC. 57. PAULI, AN 25102 PH: 651.785.0041 FAX: 651.785.0041 E-MAIL: WELAND@ANNUALRES.COM</p>	<p>DAVIDSON ENGINEERING SERVICES, INC 1800 POWERS CREEK CENTER LAKE E. PLAIN, MN 55559 PH: 763.579.5172 FAX: 763.579.5172 E-MAIL: DAVIDSON@DAVIDSONENGINE.COM</p>	<p>DAVIDSON ENGINEERING SERVICES, INC 1800 POWERS CREEK CENTER LAKE E. PLAIN, MN 55559 PH: 763.579.5172 FAX: 763.579.5172 E-MAIL: DAVIDSON@DAVIDSONENGINE.COM</p>	<p>LAKETOWN HOLDINGS, LTD. 10000 WILSON RD WACONIA, MN 55092 PH: 952.715.2026 E-MAIL: WILLIAM@LAKETOWNHOLDING.COM</p>
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GOVERNING SPECIFICATIONS:
1. THE MINNESOTA DEPARTMENT
TRANSPORTATION STANDARDS

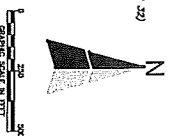
- TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" LATEST EDITION & SUPPLEMENTS.
2. CITY ENGINEERS ASSOCIATION OF MINNESOTA (CEAM) STANDARD UTILITIES SPECIFICATIONS. (LATEST EDITION)
3. ALL APPLICABLE FEDERAL, STATE AND LOCAL LAWS AND ORDINANCE WILL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.
4. CITY OF ST. FRANCIS STANDARD SPECIFICATIONS & DETAILS.

INDEX

SHEET NO.	DESCRIPTION
1	COVER SHEET
2	EXISTING CONDITIONS
3	REMOVAL PLAN
4	CONCEPT PLAN - ENTIRE PROPERTY
5-8	PRELIMINARY PLAT
7-8	SANITARY SEWER & WATERMAIN PLAN
9-10	STREET & STORM SEWER PLAN
11-12	GRADING PLAN
13-14	STORM WATER POLLUTION PREVENTION PLAN
15	DETAILS
16	GRADING & SWEEP NOTES

BENCHMARK

SE CORNER OF THE EAST 1/2
OF THE SW 1/4 OF SECTION 20
(SOUTH 1/4 CORNER OF SECTION 32)
TOWNSHIP 34, RANGE 24
CAST IRON MONUMENT
BENCHMARK: TOP OF MONUMENT
ELEVATION = 921.07 (NGVD 29)



250 275

GRAPHIC SCALE IN DTY

[illegible]

**CAMPION
ENGINEERING
SERVICES, INC.**

• Civil Engineering • Land Planning
 1800 Pioneer Creek Center,
 P.O. Box 249
 Maple Plain, MN 55359
 Phone: 763-479-5172
 Fax: 763-479-4242
 E-Mail: mcampbell@campbelleng.com

Marlin P. Campbell - Lic. # 19001 Date:

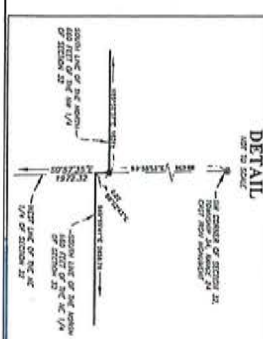
**RIVERS EDGE
LAKETOWN HOMES
ST FRANCIS, MN**

COVER SHEET

PROJECT NO:
17-03

SHEET NO. 1 OF 16 SHEETS

DATE: 02/28/11




STATEMENTS NOTES:

1. This survey was based on a commitment for 500 businesses listed by Stewart Title Suretyty Company, Inc. no. 54-0023, with an effective date of November 22, 2017.
2. Subject property is approx. 4,177,275 S.F. or 95.6 ACRES.
3. Final work was completed on 10/16/2017.
4. Materials obtained by Midland Method Resources Inc.

DATE/NAME CERTIFICATION:


I hereby certify that this survey was completed by me or under my direct supervision and that I am a duly Licensed Surveyor under the laws of the State of Minnesota.


Chris Anderson, LS #2055

02/07/2018
DAM

GENERAL NOTES

Drawings are based on Aedes County Geographic System. Dimensions and surface contours are shown around and are relative to the datum 2023 average lake level. Based on Aedes County Inventions Number 2023 name: Upper No. 1. Location of the intersection of Hwy. No. 47 & 215th Ave. NR. Direction is 216.64 degrees.



WENCK
ASSOCIATES

Responsible Partner: Regional Sales Offices

1400 Avenue 146th Street
West, Suite 100
West Fargo, ND 58139

Ph: 701-779-4200
Fax: 701-779-4201

Order #002 Date: 11/29/2010

CERTIFICATE OF SURVEY

PROJECT: 101 SHEET NO. 2 OF 16

DATE OF FIELD WORK: 10/26-10/28/2010

BY: DJH DRAWN BY: DJH CHECKED BY: DJH

SCALE: 1" = 150'

NO.	DATE	DESCRIPTION
1	02/28/2018	REVISION

N CAMPION ENGINEERING SERVICES, INC.

1000 Highway 2, Land Planning
Lakewood, CO 80026
Phone: 303-473-4142
Fax: 303-473-4142
E-mail: info@campioneng.com

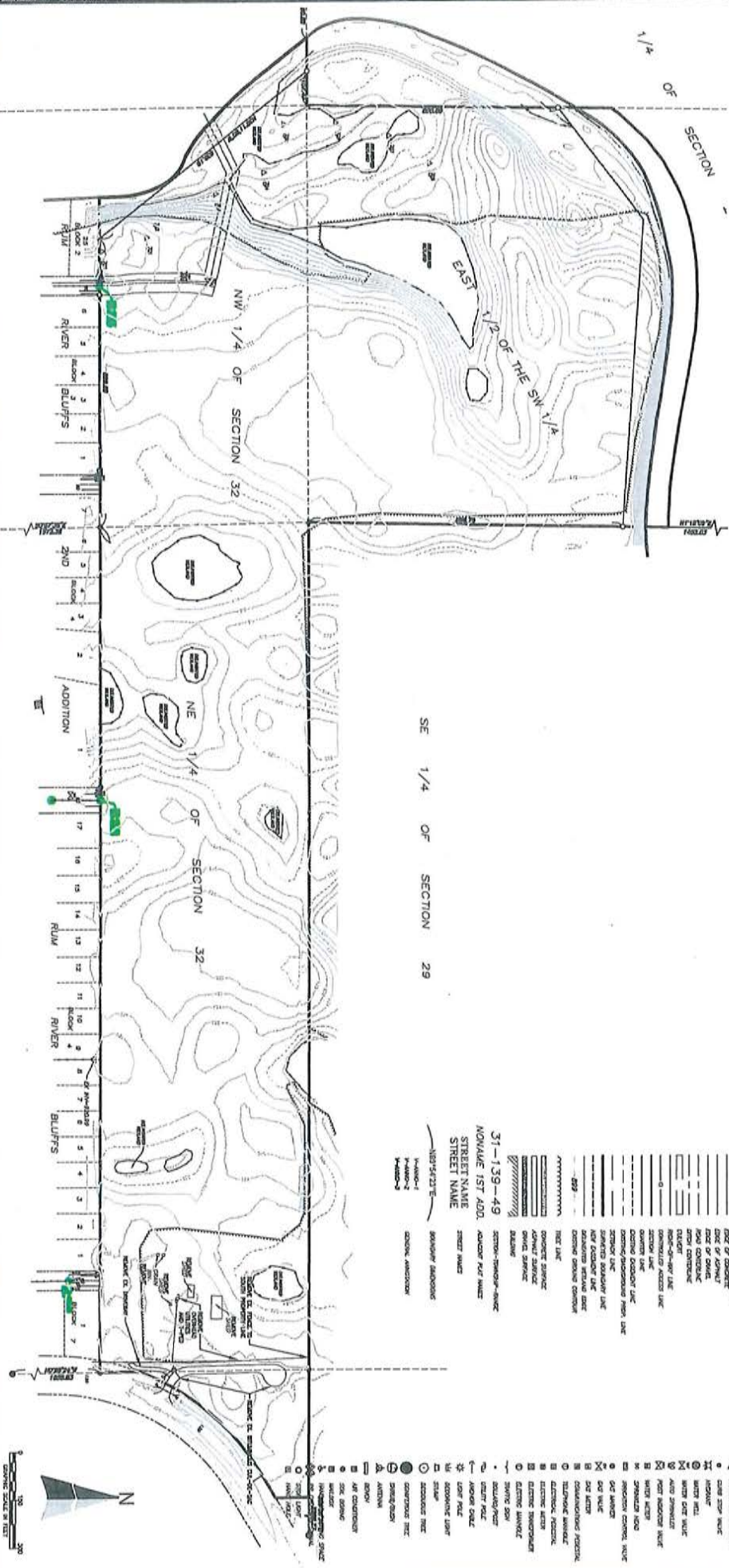
I hereby certify that this plan, specification and/or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Project No. 17-037

RIVERS EDGE LAKETOWN HOMES
ST FRANCIS, MN

REMOVAL PLAN
SHEET NO. 3 OF 16 SHEETS

PROJECT NO. 17-037
DATE 02/28/2018

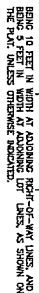


SE 1/4 OF SECTION 29

31-139-49
NOMADIST 1ST ADD.
STREET NAME
STREET NAME

LEGEND

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LEGAL PROTECTION OF INTELLECTUAL PROPERTY

THE NORTH 400 FEET OF THE NORTHWEST QUARTER OF SECTION 32, TOWNSHIP 34, RANGE 24, ANOKA COUNTY, MINNESOTA, LYING EAST OF THE RIVER, AND THAT PART OF THE WEST 400 FEET OF THE NORTHWEST QUARTER OF SECTION 33, TOWNSHIP 34, RANGE 24, ANOKA COUNTY, MINNESOTA, LYING NORTHWEST OF THE NORTH-OF-WAY OF COUNTY ROAD NO. 72 (RIVER BLVD.)

LEVEL OF PROTECTION OF PROPHETIC KNOWLEDGE IN FIRST DISCIPLE PLAIN:

NORTH 1/4 CORNER

SECTION ONE OF THE SE
1/4 OF SECTION 36
N.W. CORNER OF SECTION 36
THIRTIETH TOWNSHIP 34 NORTH
RANGE 7E

SOUTH LINE OF THE SE
1/4 OF SECTION 36

THAT PART OF THE WEST 400 FEET OF THE NORTHEAST QUARTER OF SECTION 33, TOWNSHIP 34, RANGE 24, ANOKA COUNTY, MINNESOTA, LYING
NORTHERLY OF THE NORTH-OF-WAY OF COUNTY ROAD NO. 72 (BUNA RIVER BLVD.)

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Page 10 of 10



STREET
CROSSING

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FRANCIS, MN

CONCEPT PLAN-ENTIRE PROPERTY
SHEET NO. 4 OF 16 SHEETS

PROJECT NO:
17-037



**CAMPION
ENGINEERING
SERVICES, INC.**

• Civil Engineering • Land Planning
1800 Pioneer Creek Center,
P.O. Box 240
Maple Pktn., MN 55330
Phone 763-478-5172
Fax 763-478-4242
E-Mail: engineering@pioneercenter.com

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

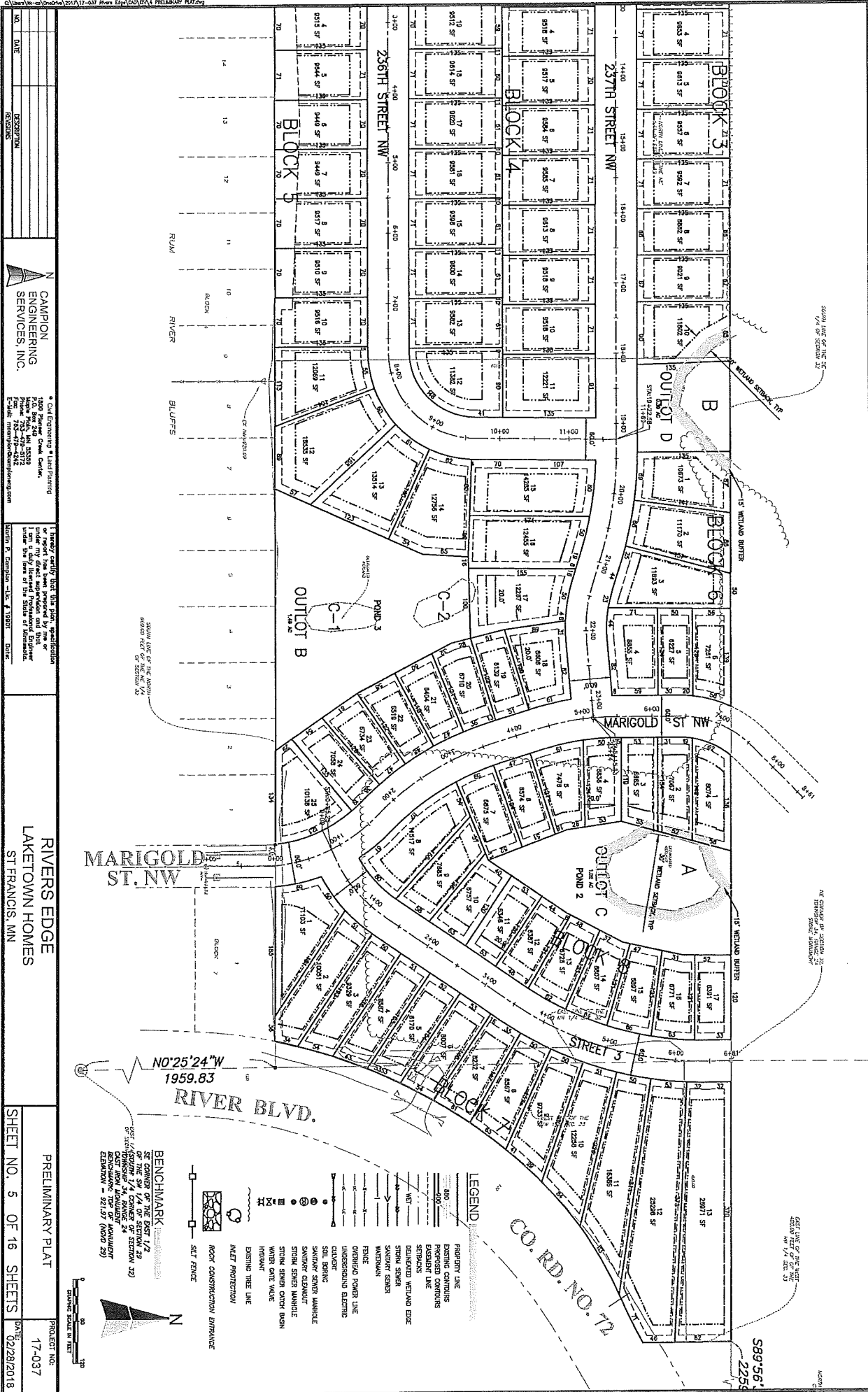
RIVERS EDGE
LAKETOWN HOMES
ST FRANCIS MISSION

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CONCEPT PLAN-
SHEET NO. 4

PROPERTY	DATE
16 SHEETS	

No: -037





PRELIMINARY PLAT	PROJECT NO: 17-037
SHEET NO. 6 OF 16 SHEETS	DATE: 02/28/2018



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CAMPION ENGINEERING SERVICES, INC.

1000 Prairie Creek Center,
St. Francis, MN 55070
Phone: 763.477.4242
Fax: 763.477.4242
E-Mail: info@campioneng.com

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

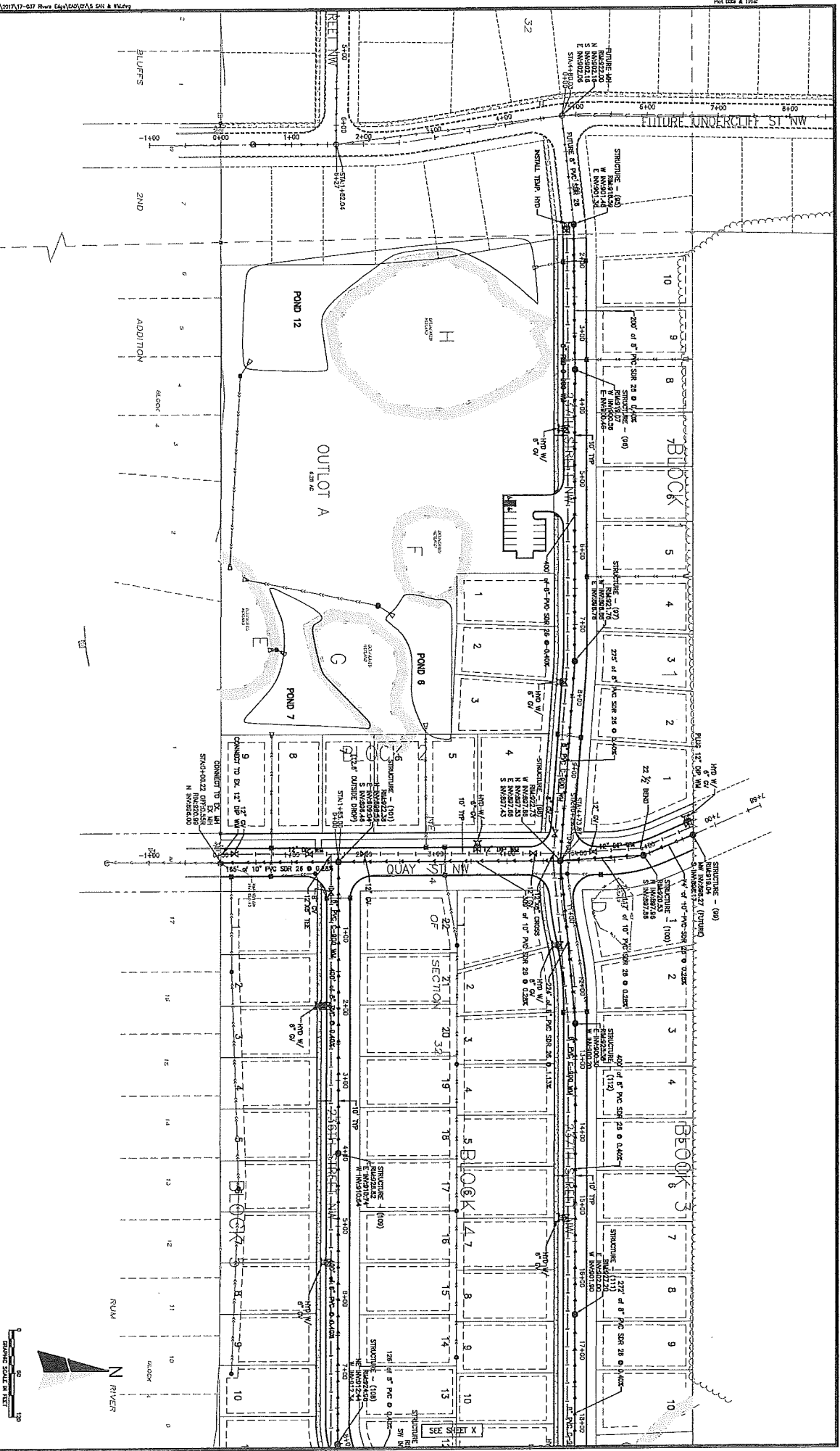
Jeffrey P. Campion - Lic. # 19001 - Civil

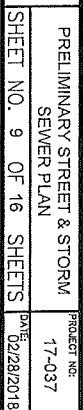
RIVERS EDGE LAKETOWN HOMES ST FRANCIS, MN

PRELIMINARY SANITARY SEWER & WATERMAIN PLAN

SHEET NO. 8 OF 16 SHEETS

DATE: 02/28/2018





NO.	DATE	DESCRIPTION	REVISIONS

N CAMPION ENGINEERING SERVICES, INC.

1000 Paving Creek Center,
PO Box 200, St. Paul, MN 55108
Phone 763-439-5172
Fax 763-439-5172
E-Mail: info@campioneng.com

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

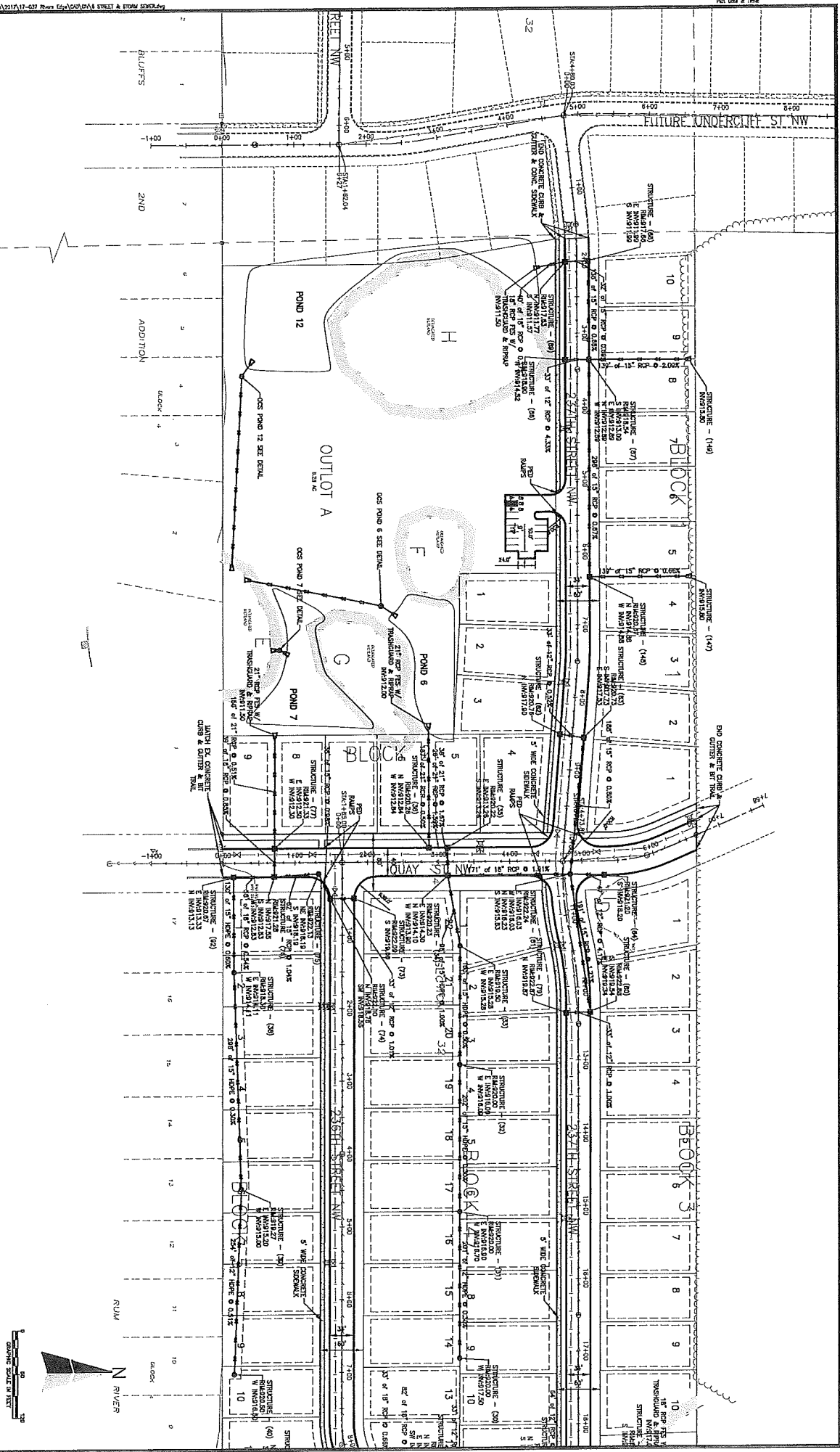
RIVERS EDGE LAKETOWN HOMES ST FRANCIS, MN

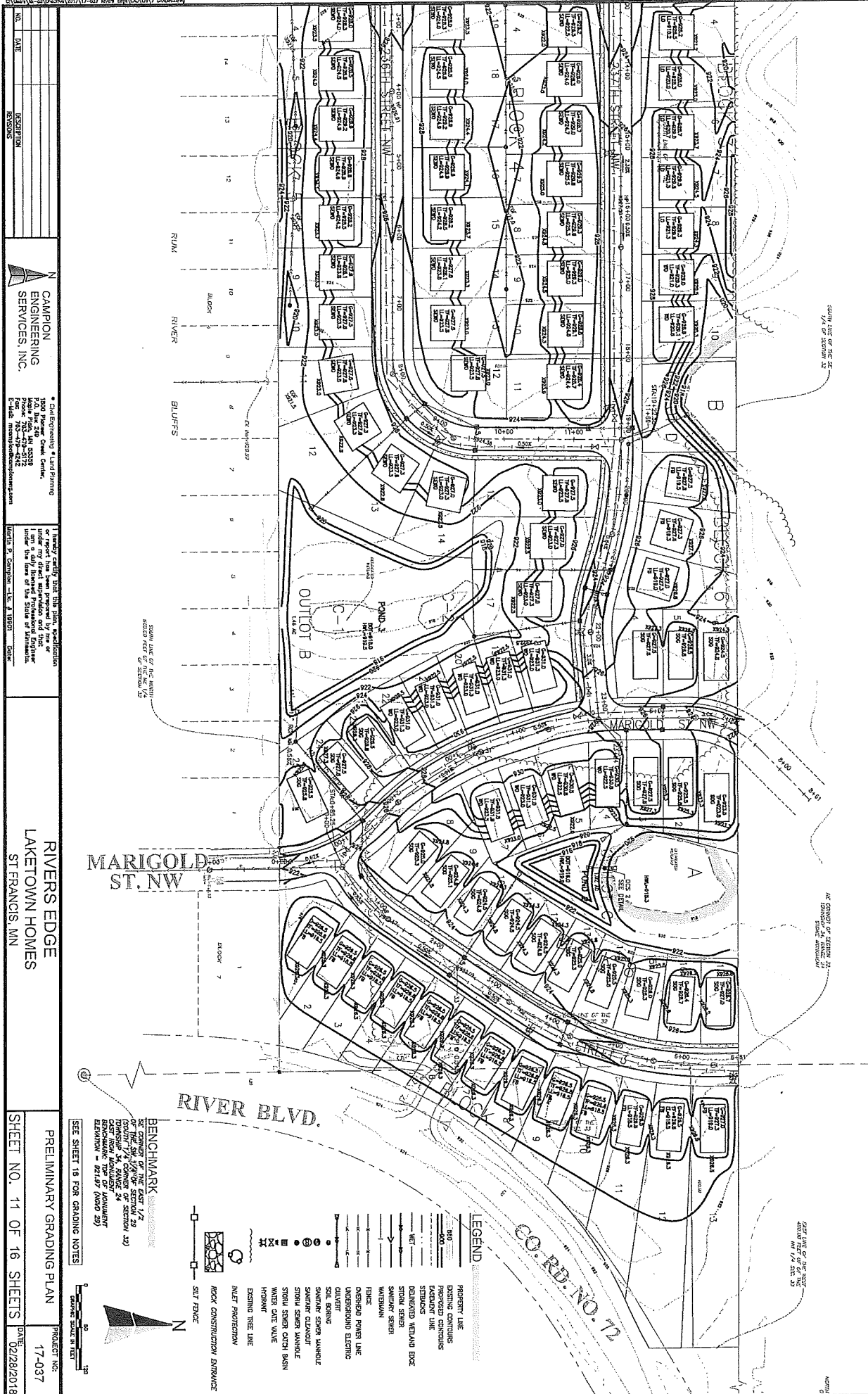
PRELIMINARY STREET & STORM SEWER PLAN

PROJECT NO: 17-037

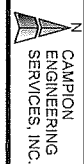
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DATE: 02/28/2018





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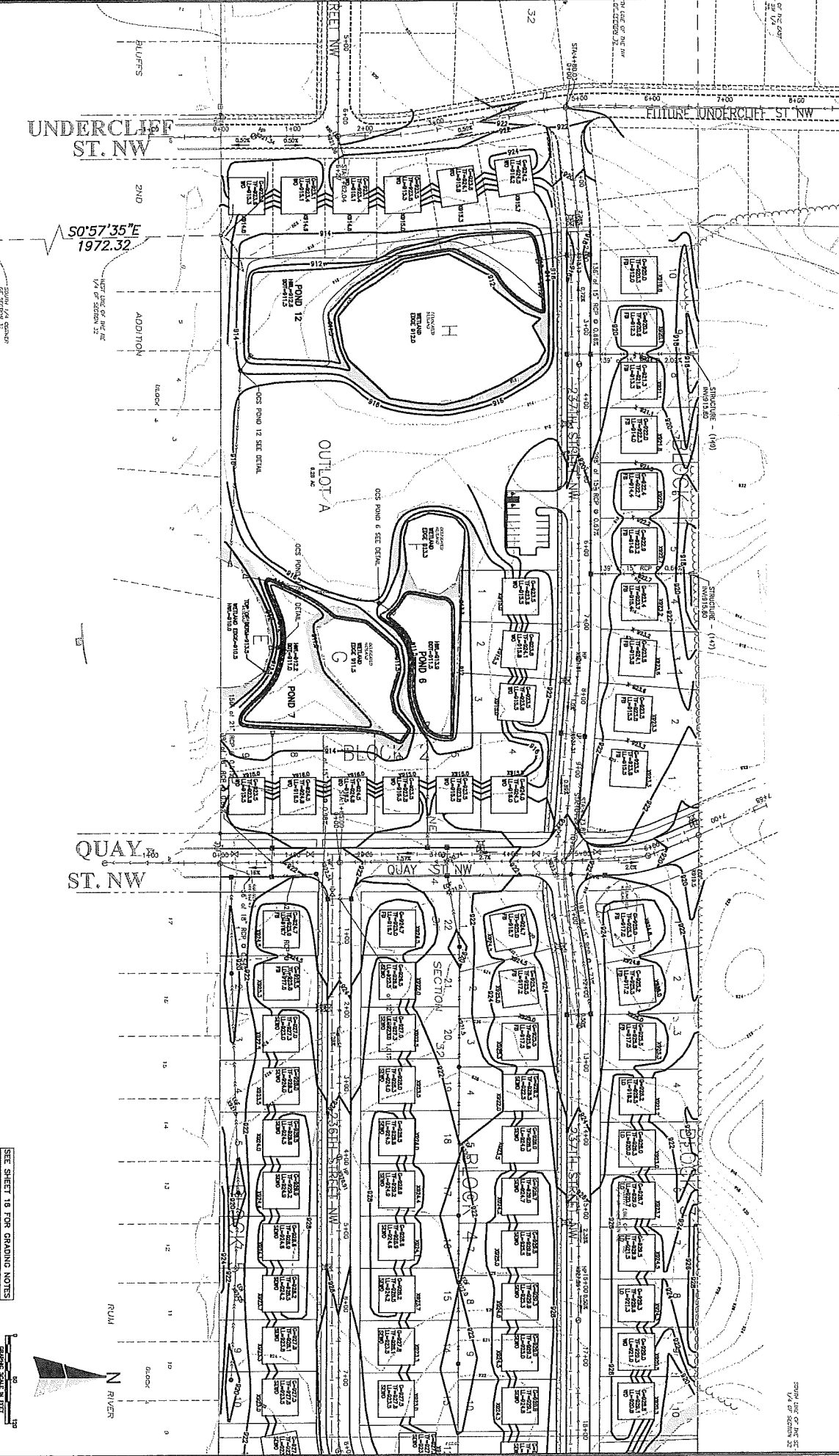
• Civil Engineering & Land Planning
1000 Flying Cloud Center,
Minnetonka, MN 55393
Phone: 763-477-5172
E-Mail: minnetonka@necampion.com

I hereby certify that this plan, specification
or report was prepared by me or
under my direct supervision and
I am a duly licensed Professional Engineer
under the laws of the State of Minnesota.
Walter P. Campbell, L.E., #19901 Civil

RIVERS EDGE
LAKETOWN HOMES
ST FRANCIS, MN

PRELIMINARY GRADING PLAN
SHEET NO. 12 OF 16 SHEETS

PROJECT NO.
17-037
DATE
02/28/2018

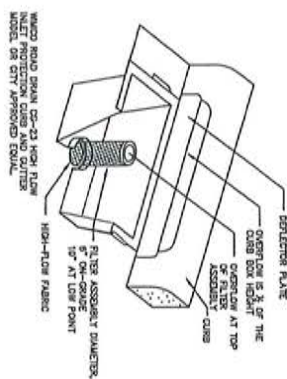


SEE SHEET 18 FOR GRADING NOTES

GRAPHIC SCALE IN FEET







NOTE: STRUCTURE REQUIRES TWO (2) PACE CREDIT



NOTE: STRUCTURE REQUIRES TWO (2) PIECE GRATE



NOTE: STRUCTURE REQUIRES TWO (2) PEEK GRATE



NOTE: STRUCTURE REQUIRES TWO (2) PIECE CHAIRS



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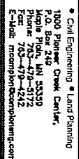
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REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS. THE LOCATIONS OF SMALL UTILITIES SHALL BE OBTAINED BY THE CONTRACTOR BY CALLING COPIER STATE ONE CALL AT 800-232-1165 OR 531-434-0002.



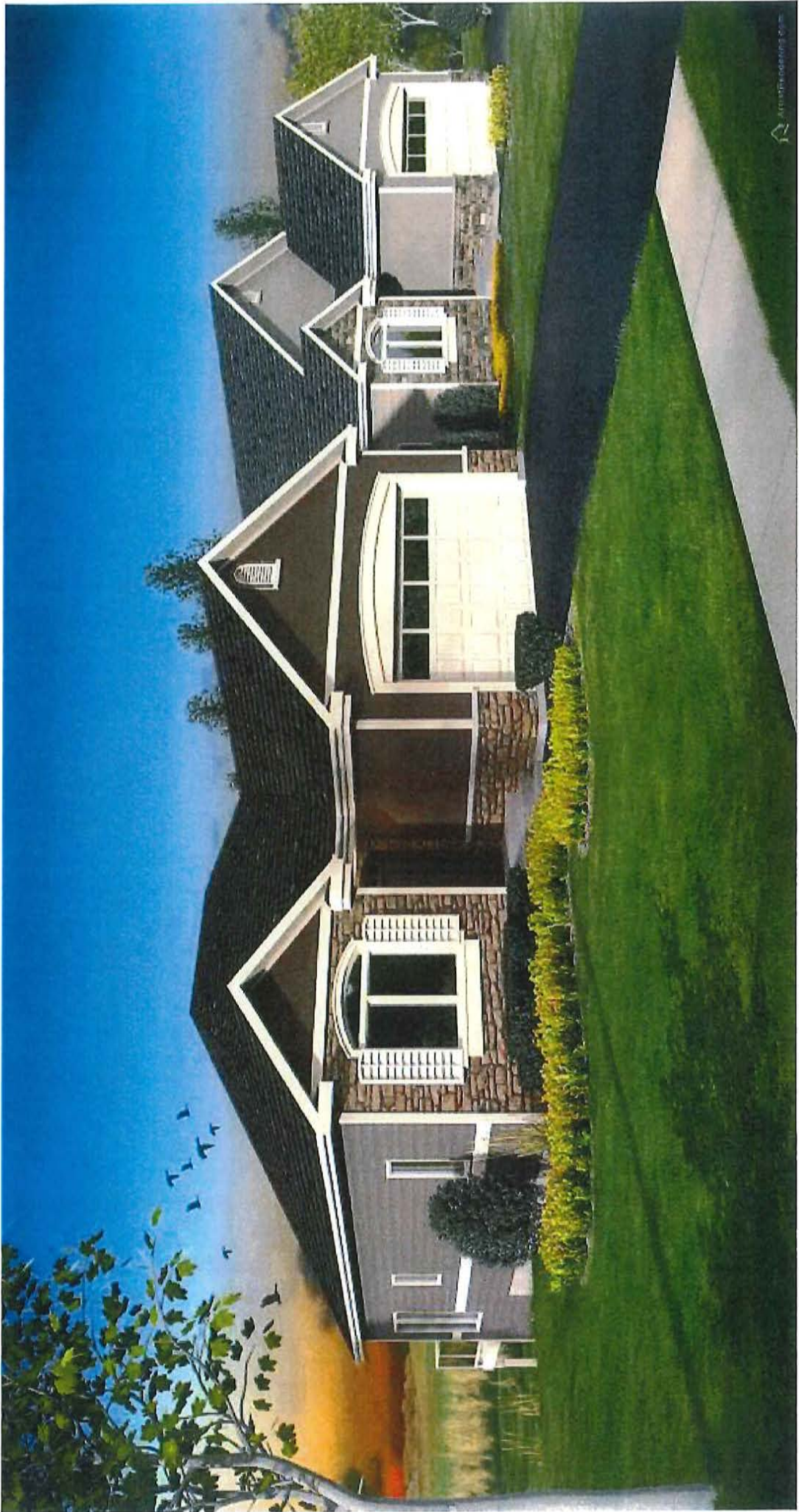
**RIVERS EDGE
LAKETOWN HOMES
ST FRANCIS, MN**

PROJECT NO:	17-03
DATE:	02/28/17

THEORY OF ALGEBRA

- EROSTON CONTROL BLANKET REDUCES WINDS**

1. TEMPORARY EROSION BLANKET SHALL BE BIODEGRADABLE, DOUBLE-LAYER STRAW (NORTH AMERICAN GREEN SIS10 OR APPROXIMATELY EQUIV.) AND EROSION MATS SHALL HAVE A MINIMUM PLANTING LENGTH OF 10 YARDS.
2. EROSION BLANKET PLACED ON SLOPES 3:1 OR GREATER SHALL BE ROLLED DOWN SLOPE AND WITH 4" MINIMUM LAP AND STAPLED AT 1' O.C.
3. CONSTRUCT A 6"X12" ANCHOR TRENCH 3' BEYOND CREST AND THE OF SLOPE. STAKE EROSION BLANKET IN TRENCH AT 1' O.C.





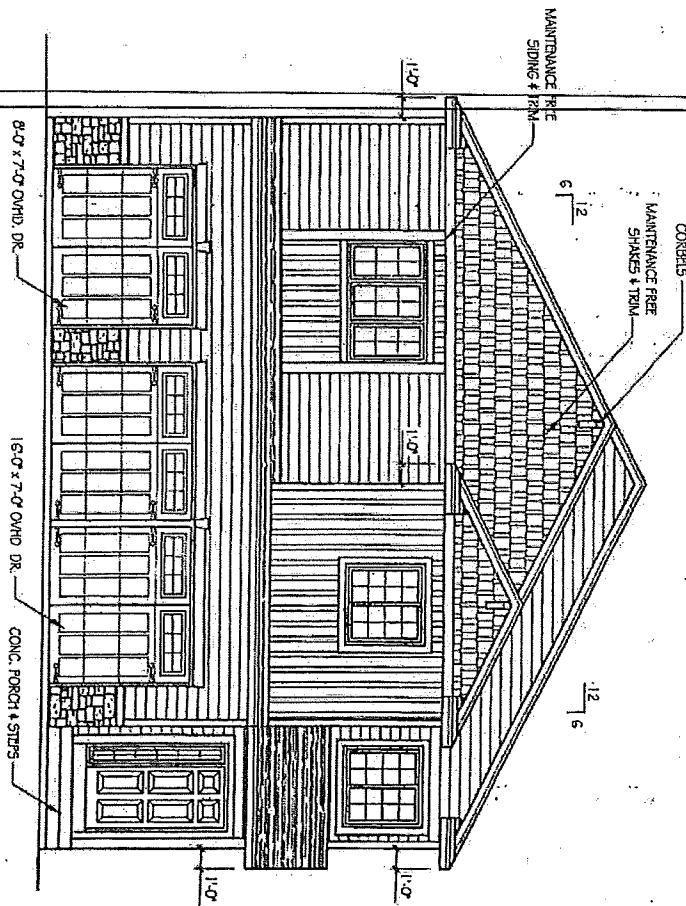








FRONT ELEVATION



DISCLAIMER
IN PREPARATION OF THIS PLAN EVERY ATTEMPT HAS BEEN MADE TO AVOID MISTAKES. DESIGNER CANNOT GUARANTEE AGAINST HUMAN ERROR. CONTRACTOR TO VERIFY ALL DIMENSIONS AND CONDITIONS AND BE RESPONSIBLE FOR THE SAME. THESE DESIGNS, CONDITIONS AND SPECIFICATIONS ARE INSTRUMENTS OF SERVICE AND AS SUCH REMAIN THE EXCLUSIVE PROPERTY OF COUNTRY LUMBER AND ARE NOT TO BE COPIED WITHOUT THE WRITTEN CONSENT OF COUNTRY LUMBER.

COUNTRY LUMBER

DESIGN CENTER

12978 OAK VIEW AVE. SECKEN, MN. 55308
PHONE: (763) 262-4750
FAX: (763) 262-4443
1-800-247-0293

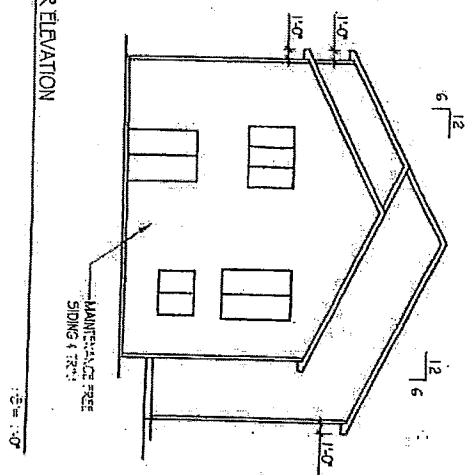
DESIGN FOR:
PROGRESSIVE BUILDERS
LOT 15 B3

Rona River Terrace

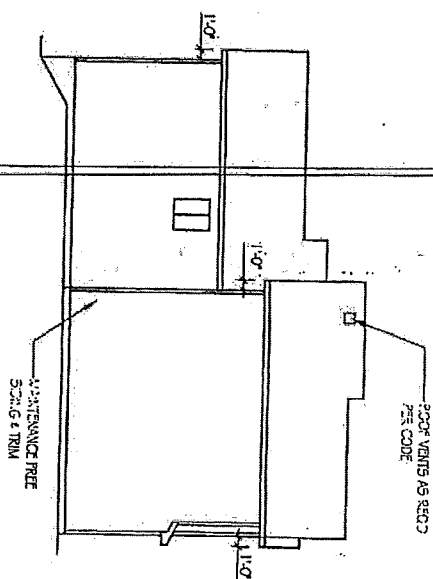
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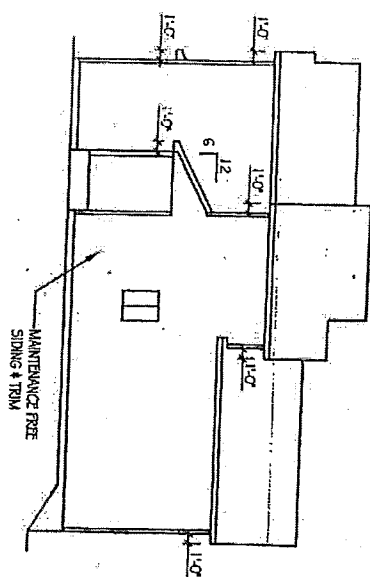
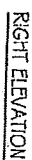
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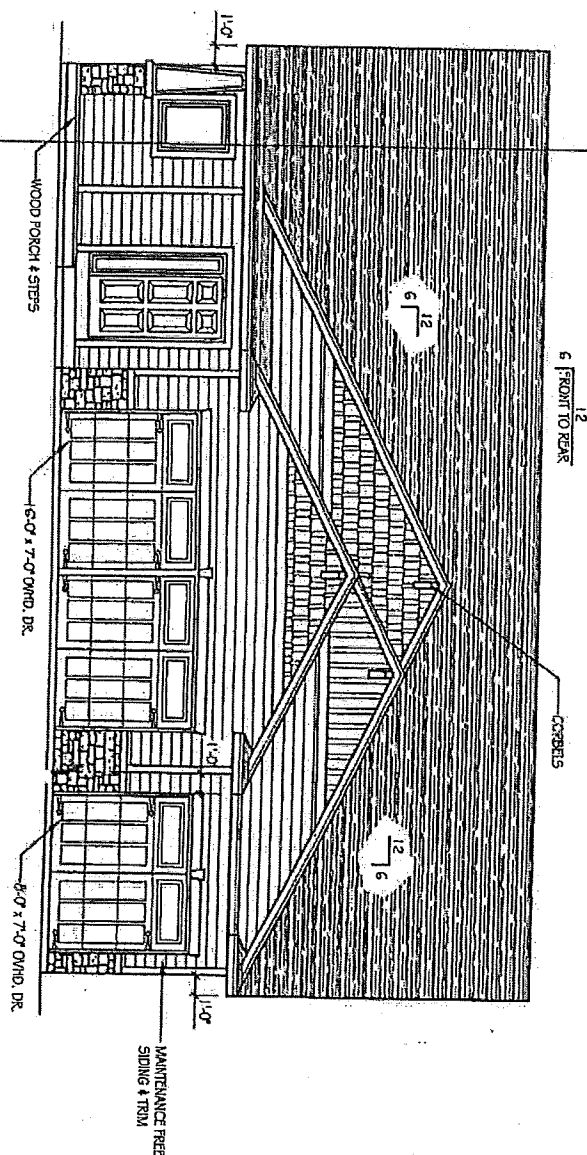
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SUNGLASS TRIM
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—MAINTENANCE FREE
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Oct. 1 - 1891.

FRONT ELEVATION



DISCLAIMER
IN PREPARATION OF THIS PLAN EVERY ATTEMPT HAS BEEN MADE TO AVOID MISTAKES. DESIGNER CANNOT GUARANTEE AGAINST HUMAN ERROR. CONTRACTOR TO VERIFY ALL DIMENSIONS AND CONDITIONS AND BE RESPONSIBLE FOR THE SAME. THESE DESIGNS, CONCEPTS AND SPECIFICATIONS ARE INSTRUMENTS OF SERVICE AND AS SUCH REMAIN THE EXCLUSIVE PROPERTY OF COUNTRY LUMBER AND ARE NOT TO BE COPIED WITHOUT THE WRITTEN CONSENT OF COUNTRY LUMBER.

COUNTRY LUMBER

DESIGN CENTER

12575 OAK VIEW AVE. BECKER, MN. 55308
PHONE: (763) 262-4450
FAX: (763) 262-4449
1-800-247-0205

DESIGN FOR:
PROGRESSIVE BUILDERS
LOT 3 BLOCK 2 NORLAND PARK 2ND

DRAWN BY: RK

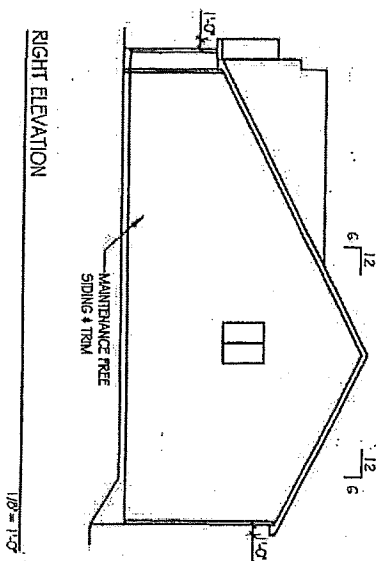
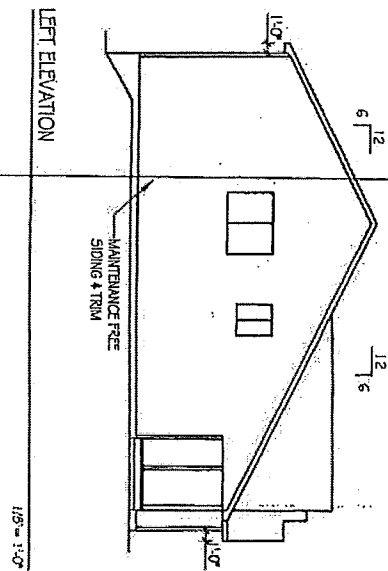
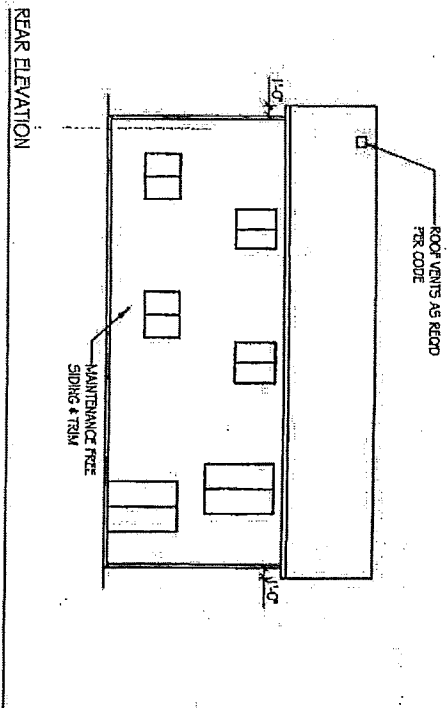
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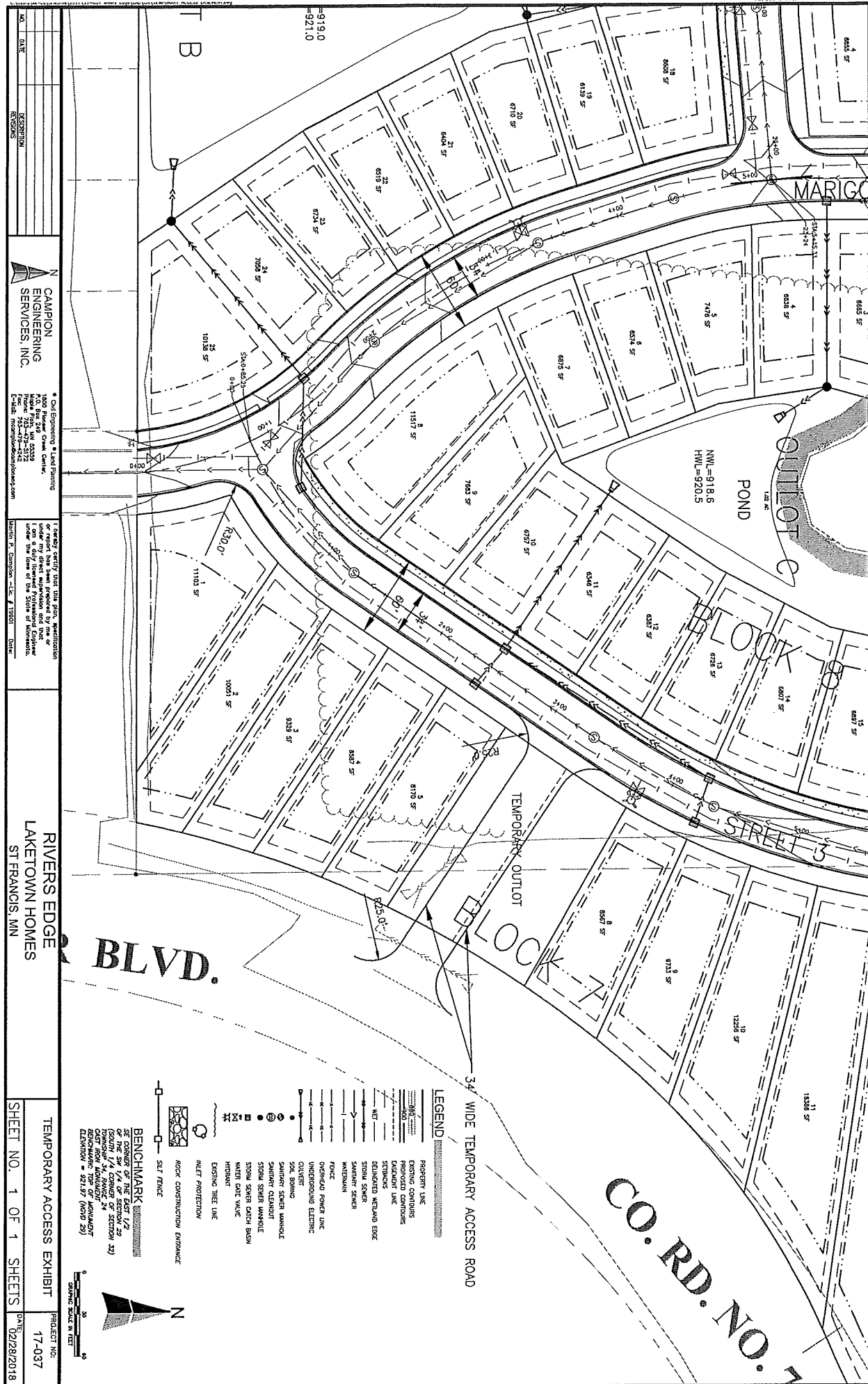
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Delineated Wetlands Map
River's Edge
St. Francis, MN

Figure 5

City of St Francis Planning Commission Agenda Item
Executive Summary

Title of Item: **VARIANCES.** A request from TH Construction of Anoka Inc. seeking side yard setback variances to allow all proposed units on Lots 24 through 35, Block 5, in Stone House Ridge 2nd Addition, to look uniform in appearance. The lot layouts resulting from the curvature of the road in this area dictates that continuing the same style of home within the neighborhood will result in side yard encroachments on some of these lots.

Meeting Date: **3-21-18**

Staff Reporting: **Ben Gozola, City Planner**

Summary: The applicant is seeking side yard setback variances to allow all proposed units on Lots 24 through 35, Block 5, in Stone House Ridge 2nd Addition to look uniform in terms of appearance and spacing. Following approval of Stone House Ridge 2nd Addition, the original lot layouts were ultimately determined to be non-conducive to hosting modern style twinhomes, and the City expressed willingness to review side yard setback variances when needed rather than requiring re-platting of the lots. A similar variance was approved across the street in 2005, and market conditions are finally such that the remaining lots can now be built out. The developer believes the new housing footprint is critical to the success of this final phase of build out.

Recommendations:

- **Approval of the requested variances.**
- **Template motions can be found on pages 7 & 8, and suggested findings of fact and recommended conditions are on page 8.**

List of Attachments:

- A) *Staff Report*
- B) *Applicant's submittals*

City of St. Francis Planning Department
Report

To: **Planning Commission**
From: Ben Gozola, City Planner
Meeting Date: **3-21-18**
Applicant: **T.H. Construction of Anoka Inc.**
Property Owner: (same)
Location: **Lots 24 through 35, Block 5, in Stone House Ridge 2nd Addition**
Zoning: **PUD (R2 Underlying zoning)**

Introductory Information

Proposed Project: The applicant is seeking side yard setback variances to allow all proposed units on Lots 24 through 35, Block 5, in Stone House Ridge 2nd Addition to look uniform in terms of appearance and spacing.

History: Following approval of Stone House Ridge 2nd Addition, the original lot layouts were ultimately determined to be non-conducive to hosting modern style twinhomes, and the City expressed willingness to review side yard setback variances when needed rather than requiring re-platting of the lots (the thought being that the PUD concept allows for flexibility in setback requirements, and road curvatures in this area created skinny lots which couldn't accommodate market-driven home styles).

Staff surmises that the Great Recession likely ended construction of twinhomes in this neighborhood shortly following approval of the 2005 variance, and market conditions have finally swung (12 years later) such that building new units is economically feasible again. Unfortunately, the market is ever-changing and today's home buyers & builders are seeking different amenities within this housing segment which require changes to the proposed building footprint. Examining aerials of this development, it appears this would be the 3rd twinhome style to be introduced in this development.

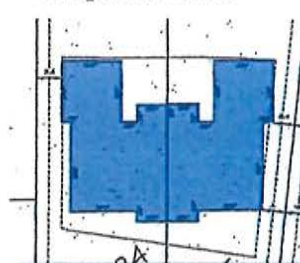
≈ **Earliest Units**



≈ **Next Units**



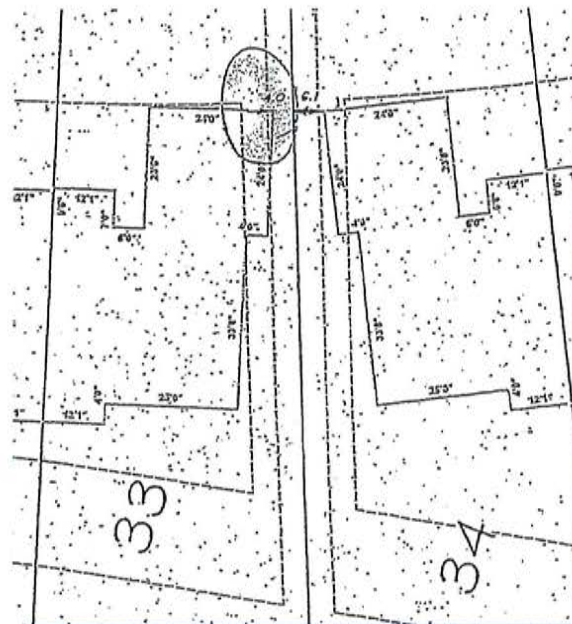
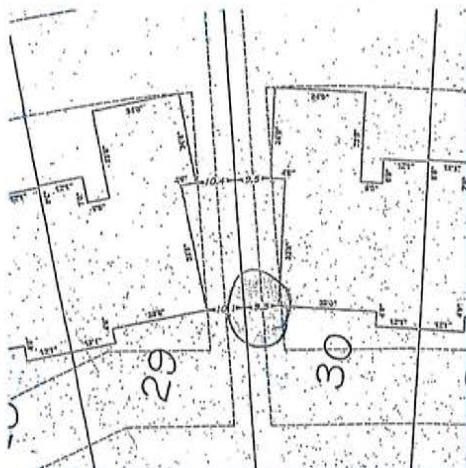
Proposed Units



Variance Request(s):

The submitted application requests the following variances:

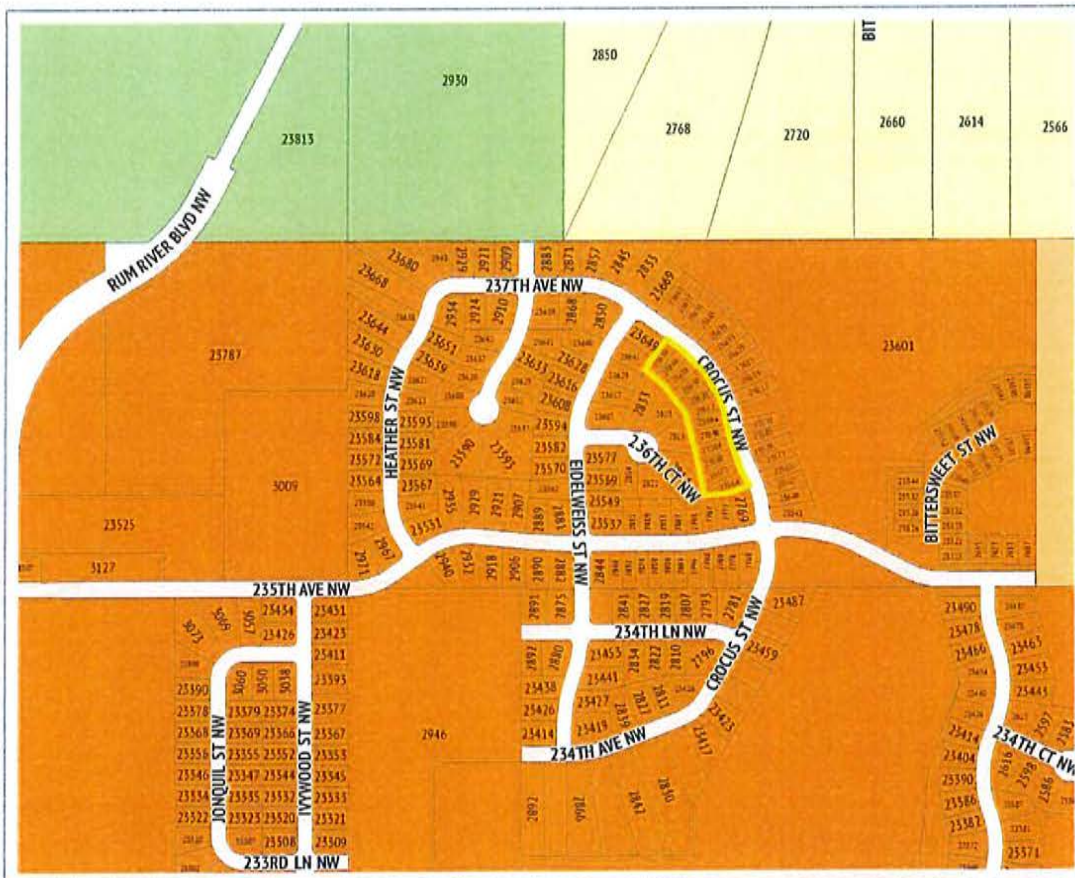
1. **A 1.1 foot side yard setback variance from the required 10 foot side yard setback for Lot 25.** The requested variance would place the adjacent homes 19.0 feet apart as opposed to 20.0 feet apart.
2. **A 0.7 foot side yard setback variance from the required 10 foot side yard setback for Lot 30.** The requested variance would place the two homes 19.4 feet apart as opposed to 20.0 feet apart.
3. **A 6.0 foot side yard setback variance from the required 10 foot side yard setback for Lot 33.** The requested variance would place the two homes 10.1 feet apart as opposed to 20.0 feet apart.
4. **A 3.9 foot side yard setback variance from the required 10 foot side yard setback for Lot 34.** The requested variance would place the two homes 10.1 feet apart as opposed to 20.0 feet apart.



Findings

Site Data:

- Existing Uses – vacant duplex home sites
- Existing Zoning – PUD (R-2 Underlying Zoning)
- Property Identification Numbers (PIDs): 33-34-24-21-0126, 33-34-24-12-0117, 33-34-24-12-0120, and 33-34-24-12-0121



Lots 24 through 35, Block 5, Stone House Ridge 2nd Addition



Location within the City of St Francis



SITE IDENTIFICATION MAP



- | | |
|----------------------------|---|
| Comp Plan Guidance: | ▪ The comprehensive plan guides this portion of the community for medium density residential. |
|----------------------------|---|

Application Review:

<i>Applicable Code Definitions:</i>	<p>DWELLING, TWO-FAMILY: A structure designed exclusively for occupancy by two (2) families living independently of each other.</p> <ul style="list-style-type: none"> • Twinhome: A two-family dwelling with two (2) units side-by-side. <p>PLANNED UNIT DEVELOPMENT: A development procedure whereby a mixing of buildings and uses can occur which cannot be otherwise addressed under this Ordinance, and/or whereby internal site design standard deviations from this Ordinance may be allowed to improve site design and operation.</p> <p>SETBACK: The minimum horizontal distance between a structure and lot line, ordinary high-water mark, or right-of-way easement. Distances are to be measured from the most outwardly extended portion of the structure at ground level, except as provided hereinafter.</p> <p>VARIANCE: A modification of or variation from the provisions of this Ordinance consistent with the State enabling statute for municipalities, as applied to a specific property and granted pursuant to the standards and procedures of this Ordinance, except that a variance shall not be used for modification of the allowable uses within a district and shall not allow uses that are prohibited.</p> <p>YARD, SIDE: A yard between the side line of the lot and the nearest line of the principal building and extending from the front lot line of the lot to the rear yard.</p>
<i>Applicable Codes:</i>	<ul style="list-style-type: none"> ▪ Zoning Section 8 – Administration -- Variances Outlines the process for variances in St. Francis ▪ Zoning Section 10 – Planned Unit Development The codes under which Stone House Ridge 2nd Addition were approved. ▪ Zoning Section 57 – R2 Urban Single Family Residential Development Outlines the underlying zoning standards for properties in this area of the City (15' building separations...10 foot side yard separation from living areas and 5 foot side yard separation from a garage)
<i>Applicant's Narrative:</i>	<ul style="list-style-type: none"> ▪ "Requesting variance for 3 – 'side setback' issues to allow all units to be uniform in appearance."

Variance Review: By state statute, there are three definitive criteria that all variances must address: consistency with the ordinance, consistency with the comprehensive plan, and the establishment of “practical difficulties.”

General Variance Standards [Section 10-8-4]

A. A variance shall only be granted when it is in harmony with the general purposes and intent of the ordinance.

Staff Analysis: Per the 2005 variance for similar purposes, the City found the underlying PUD allows for flexibility in setback standards, and the nature of twinhomes having to sit on a shared centered lot line prevents flexibility in shifting units absent a revision to the plat. **Criteria met.**

B. A variance shall only be granted when it is consistent with the comprehensive plan.

Staff Analysis: The comprehensive plan guides the subject lots for the proposed type of development, and but for the length of time these lots have been on the market and changing market conditions, variances may not have been necessary. As the proposed units are consistent with what is expected and as the City has already previously recognized flexibility in this neighborhood is appropriate, we find this **criteria is also met.**

C. A variance may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance.

Economic considerations alone do not constitute a practical difficulty. In order for a practical difficulty to be established, all of the following criteria shall be met:

1. The property owner proposes to use the property in a reasonable manner. In determining if the property owner proposes to use the property in a reasonable manner, the board shall consider, among other factors, whether the variance requested is the minimum variance which would alleviate the practical difficulty and whether the variance confers upon the applicant any special privileges that are denied to the owners of other lands, structures, or buildings in the same district.

Staff Analysis: The applicant is seeking to build modern twin home units on lots that have already been previously determined to be too small for the changing twin home market. In two of the proposed cases, the 20' separation between structures is nearly met, and in the final case (Lots 33 & 34), the curvature of the road and lot positions dictate that separation will be reduced to 10.1 feet. While not ideal, the only alternative to eliminate the variances would be to require the applicant to build units they believe there is not a market for in 2018. As such, **we find the request is reasonable.**

(cont.)

2. The plight of the landowner is due to circumstances unique to the property not created by the landowner.

Staff Analysis: The applicant was not responsible for the lot lines in this development as platted, nor was the applicant responsible for the changing desires of the housing market. As the City has previously found this plight to be reasonable within this development, we find this **criteria is met**.

3. That the granting of the variance will not alter the essential character of the neighborhood in which the parcel of land is located.

Staff Analysis: This criteria is somewhat subjective and must be discussed by the Planning Commission. Staff believes that the nature of the surrounding area is already defined by different styles of twin homes, and the addition of a third style will not be out of place. The counter argument would be that the specific style of home proposed (with projecting footprints on each side) is too dissimilar to the first two styles which share similar footprints. While **staff finds this criteria is met**, we acknowledge the difference in the footprint could be viewed as disrupting the area's character. That said, we would point out the previous analysis which acknowledges changing market conditions, and the fact that amenities which drive housing sales in 2018 are different than expectations in the mid 2000's.

D. The variance does not involve a use that is not allowed within the respective zoning district.

Staff Analysis: Development of the subject lots has always been guided for twinhomes, so the proposal is in line both with the comprehensive plan and the PUD. **Criteria met.**

Resident Concerns: ▪ As of 3-15-18, staff has received no feedback for or against the proposals.

Additional Information: ▪ none

Engineering Review: ▪ The City Engineer will need to complete reviews of individual building permits as they come forward on these lots to ensure that drainage can be properly facilitated down shared lot lines. The applicant shall be required to institute any special provisions called for by the City Engineer to handle and treat runoff in accordance with code.

Conclusion:

The applicant is seeking approval of the following variances:

- **A 1.1 foot side yard setback variance from the required 10 foot side yard setback for Lot 25.** The requested variance would place the adjacent homes 19.0 feet apart as opposed to 20.0 feet apart.
- **A 0.7 foot side yard setback variance from the required 10 foot side yard setback for Lot 30.** The requested variance would place the two homes 19.4 feet apart as opposed to 20.0 feet apart.
- **A 6.0 foot side yard setback variance from the required 10 foot side yard setback for Lot 33.** The requested variance would place the two homes 10.1 feet apart as opposed to 20.0 feet apart.
- **A 3.9 foot side yard setback variance from the required 10 foot side yard setback for Lot 34.** The requested variance would place the two homes 10.1 feet apart as opposed to 20.0 feet apart.
- **Staff is recommending approval of all variances.**

Options:

The Planning Commission has the following options:

- A) RECOMMEND APPROVAL OF THE REQUESTED VARIANCES (based on the applicant's submittals and findings of fact).
- B) RECOMMEND DENIAL OF THE REQUESTED VARIANCES (based on the applicant's submittals and findings of fact).
- C) TABLE THE ITEMS and request additional information.
- Because the point of the requested variances is to allow for consistency between the units, either all proposed variance should be approved or all should be denied.
- Based on an application date of 2-26-18, the 60-day review period for this application expires on 4-27-18. This deadline can be extended an additional 60 days if more time is needed.

Template Denial Motion:

1. "I move to recommend **denial** of the requested side yard setback variances based on the following findings of fact..."
(provide findings to support your conclusion)

Template Approval Motion:	2. "I move to recommend approval of the requested side yard setback variances based on the findings of fact and recommended conditions listed on page 8 of the staff report."
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Findings of Fact:	<ol style="list-style-type: none">1. The City has previously determined the underlying PUD allows for flexibility in setback standards.2. The nature of twin homes development is units must rest on a shared center lot line, so flexibility to position units is greatly inhibited short of replatting lots.3. The comprehensive plan guides the subject lots for use by twin homes as proposed.4. Market conditions have changed since the early 2000's requiring different amenities in homes to make them attractive to buyers in 2018.5. The applicant was not responsible for the lot lines in this development as platted.6. Two different styles of twinhomes have already been approved built within Stone House Ridge, so the addition of a third style is not inconsistent with build out to date.
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Recommended Conditions:	<ol style="list-style-type: none">1. The applicant shall obtain all necessary permits and approvals from the City and other applicable entities with jurisdiction prior to any construction.2. Construction shall follow the survey and plans as submitted or as required to be updated by the City Engineer.3. The City Engineer shall have the option to inspect the property at the applicant's expense during the construction process to ensure on-going compliance with all engineering requirements.4. The variance shall expire one year from the date of resolution; City Council approval will be required for any subsequent extension.
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cc: T.H. Construction of Anoka Inc.

received
2/26/18 - *CB*

Community Development Department
Phone: 763.753.2630
Fax: 763.753.9881

Application Date:	2/26/18
Fee:	350.00
Escrow:	1500.00

VARIANCE APPLICATION

PROPERTY INFORMATION <small>If multiple properties, attach separate sheet</small>	PARCEL ID #:	COMP PLAN FUTURE LAND USE:	
	LEGAL DESCRIPTION:	ZONING DISTRICT:	
	Lot 25, 30 + 33 Block 5 Stone House Ridge 2nd Add.	LOT SIZE:	
	PROJECT ADDRESS: 23646, 23694, 23580 Crocus St NW		
OWNER INFORMATION	NAME:	T.H. Construction of Anoka Inc	
	ADDRESS:	617 E. Main St #3	
	CITY:	STATE:	ZIP:
	Anoka	MN	55303
	PHONE:	EMAIL:	
	763-422-8809	thofanoka@gmail.com	
APPLICANT <small>If different than owner</small>	NAME:	PHONE:	
	Tony Hennen	612-791-5618	
DESCRIPTION OF REQUEST	Requesting variances for 3-"side setback" issues to allow all units to be uniform in appearance		

Submittal Materials

The following materials must be submitted with your application in order to be considered complete. A complete application must be made no later than the deadline for the Planning Commission meeting for which you wish to be heard. If you have any questions or concerns regarding the necessary materials, please contact the Community Development Department.

APPLICATION SUBMISSION MATERIALS

Site Plan: A scalable site plan, no larger than 11"x17", must be submitted which demonstrates the following:

- ☒ Property dimensions
- ☒ Grading plan
- ☒ Landscaping, including location of significant trees and/or woodlands
- ☒ Location of utilities
- ☒ Location of existing and proposed buildings (including total square footage, footprint and dimensions to lot lines)
- ☒ Location of existing and proposed curb cuts, driveways and access roads
- ☒ Existing and proposed parking, off-street loading areas (if applicable)
- ☒ Easements (if applicable)
- ☒ Sidewalks and trails

COPIES: 1 hard copy full scale 11" x 17" or 8 1/2" x 11" format and one electronic copy. Additional sizes and copies may be requested and required by the City for application completion.

Statement acknowledging that you have contacted the other governmental agencies such as Watershed Districts, County departments, State agencies, or others that may have authority over your property for approvals and necessary permits.
Names, addresses, and signatures of ALL owner(s), and any other person having legal interest, of the property.
Variance application form completed
Variance Questionnaire Answers
Paid application fee and escrow

MATERIALS THAT MAY BE REQUIRED UPON THE REQUEST OF THE CITY PLANNER

Survey of the property: A certified land survey is required if the variance extends within five (5) feet of the property line. An official survey, by a licensed surveyor, must be submitted with the application. The survey shall be scalable and in an 11" x 17" or 8 1/2" x 11" format.
Electronic copy of all submittal documents
Any other information which may be deemed necessary to make proper decision


Application fees and expenses: by signing this application form, the applicant agrees that all fees and expenses incurred by the City for the processing of this application, including costs for professional services, are the responsibility of the property owner to be paid immediately upon receipt or the City may approve a special assessment for which the property owner specifically agrees to be assessed for 100 percent per annum and waives any and all appeals under Minnesota Statutes 429.081 as amended. All fees and expenses are due whether the application is approved or denied or withdrawn. Escrow fees collected at the time of application may not cover actual expenses, any additional fees will be billed.

Review and Recommendation of the Planning Commission. The Planning Commission shall consider oral or written statements from the applicant, the public, City Staff, or its own members. It may question the applicant and may recommend approval, denial, or continue the application.

Review and Decision by the City Council. The City Council shall review the application after the Planning Commission has made its recommendation. The City Council makes a final determination to either approve or deny the application. Upon receiving a final determination from City Council, and before any permits are used, the resolution shall be recorded by the County.

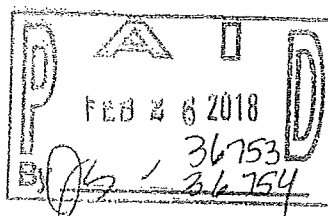
I, the undersigned, hereby apply for the considerations described above and declare that the information and materials submitted in support of this application are in compliance with adopted City policy and ordinance requirements are complete to the best of my knowledge. I further understand that this application will be processed in accordance with established City review procedures and Minnesota Statutes 15.99 as amended, at such time as it is determined to be complete. Pursuant to Minnesota Statutes 15.99, the City will notify the applicant within fifteen (15) business days from the filing date of any incomplete or other information necessary to complete the application. Failure on my part to supply all necessary information as requested by the City may be cause for denying this application.

We, the undersigned, have read and understand the above.

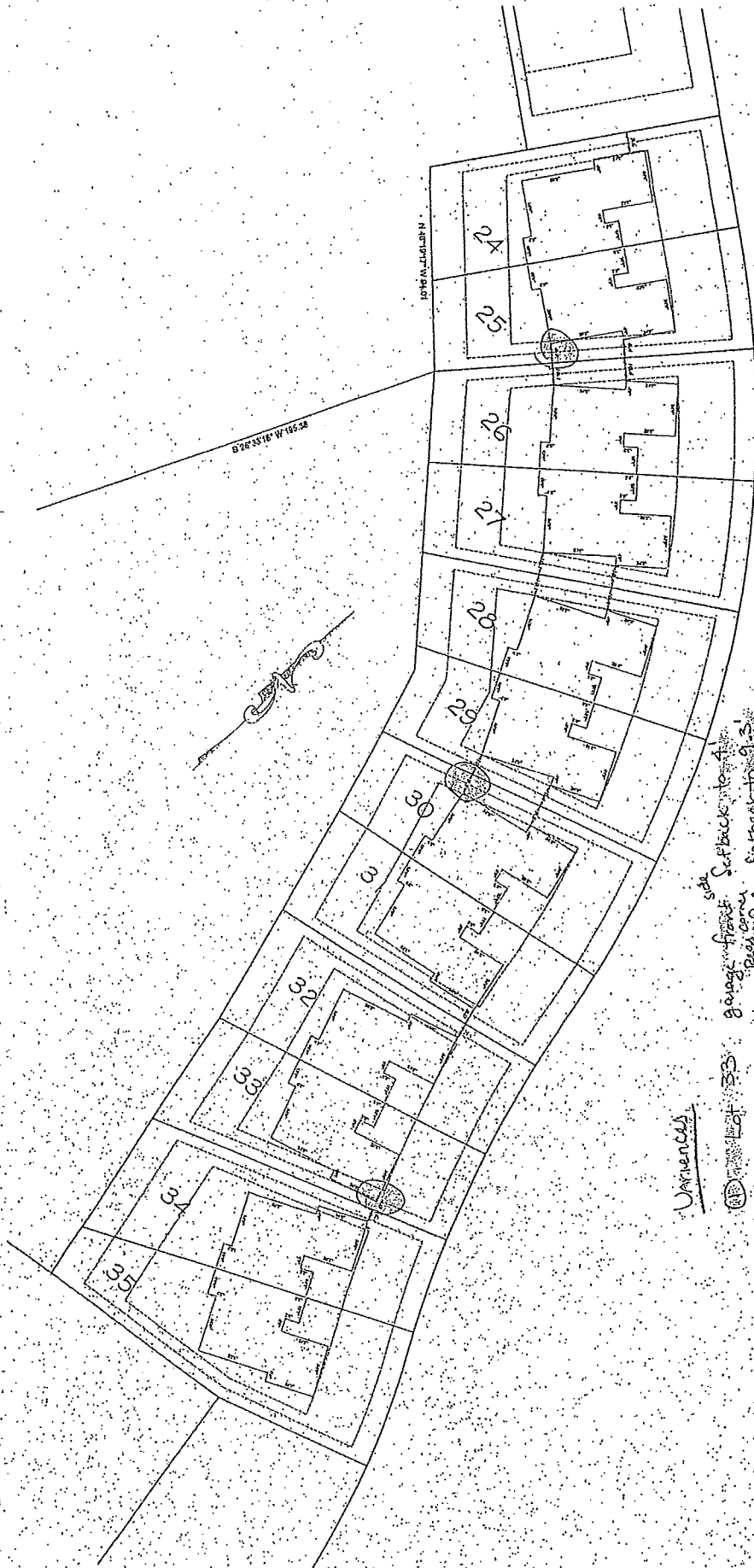

 Signature of Applicant
 Date 2/21/18
 Anthony L. Henner
 T.H. Construction of Anoka, Inc.
 Signature of Owner (if different than Applicant) _____ Date _____

Signature of Applicant

Date



Stone House Ridge End
 Lots 24-35, Block 5 Sketch



Variations

- ① Lot 33: 8'0\"/>

