

**City of Grant
City Council Agenda
December 3, 2019**

The regular monthly meeting of the Grant City Council will be called to order at 7:00 o'clock p.m. on Tuesday, December 3, 2019, in the Grant Town Hall, 8380 Kimbro Ave. for the purpose of conducting the business hereafter listed, and all accepted additions thereto.

1. CALL TO ORDER

PUBLIC INPUT

Citizen Comments – Individuals may address the City Council about any item not included on the regular agenda. The Mayor will recognize speakers to come to the podium. Speakers will state their name and address and limit their remarks to two (2) minutes with five (5) speakers maximum. Generally, the City Council will not take any official action on items discussed at this time, but may typically refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.

- (1) _____
- (2) _____
- (3) _____
- (4) _____
- (5) _____

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF REGULAR AGENDA

4. APPROVAL OF CONSENT AGENDA

- A. November 2019 Bill List, \$38,684.61
- B. Kline Bros Excavating, Road Work, \$35,745.00
- C. City of Stillwater, 2nd Half Fire Contract, \$59,767.50

- D. City of Mahtomedi, 4th Quarter Fire Contract, \$35,346.50
 - E. Brochman Blacktopping Co., \$22,848.49
 - F. Municipal Tort Liability, City DOES NOT WAIVE Monetary Limits
5. **STAFF AGENDA ITEMS**
- A. City Engineer, Brad Reifsteck (no action items)
 - B. City Planner, Jennifer Haskamp
 - i. Consideration of Resolution No. 2019-22, Application for Conditional Use Permit to Board up to Sixteen (16) Horses on Property, 9104 68th Street North
 - ii. Consideration of Resolution No. 2019-23, Minor Subdivision Application, 7781 and 7995 Kimbro Avenue North
 - C. City Attorney, Dave Snyder (no action items)
6. **NEW BUSINESS**
- A. Consideration of November 4, 2019 City Council Meeting Minutes (Council Member Rog Abstain)
 - B. Consideration of Resolution No. 2019- 24, 2020 Final Budget
 - C. Consideration of Resolution No. 2019-25, Establishing Final 2020 Levy
 - D. Consideration of Resolution No. 2019-26, MoGrow Inc. 2020 Liquor License Renewal
 - E. Consideration of Resolution No. 2019-27, Schones Inc. 2020 Liquor License Renewal
 - F. Consideration of Resolution No. 2019-28, Loggers Trail Golf Club 2020 Liquor License Renewal
 - G. Consideration of Resolution No. 2019-29, Cozzie’s Tavern Inc. 2020 Liquor License Renewal
 - H. Consideration of Resolution No. 2019-30, Dellwood Barn Weddings, LLC 2020 Liquor License Renewal
 - I. Consideration of Resolution No. 2019-31, Applewood Hills, LLC 2020 Liquor License Renewal
 - J. Consideration of Appointment to Declared Vacant Council Seat
7. **UNFINISHED BUSINESS**
8. **DISCUSSION ITEMS** (no action taken)
- A. Staff Updates (updates from Staff, no action taken)
 - B. City Council Reports/Future Agenda Items (no action taken)
9. **COMMUNITY CALENDAR, December 5th through December 31st, 2019:**
- City Office Closed, Monday, November 11th, Veterans Day Holiday
 - Mahtomedi Public Schools Board Meeting, Thursday, December 12th, Mahtomedi District Education Center, 7:00 p.m.
 - Stillwater Public Schools Board Meeting, Thursday, December 12th, Stillwater City Hall, 7:00 p.m.
 - Washington County Commissioners Meeting, Tuesdays, Government Center, 9:00 a.m.
 - City Office Closed, Tuesday, December 24th and Wednesday, December 25th, Christmas Holiday
10. **ADJOURNMENT**

Fund Name: All Funds

Date Range: 11/01/2019 To 11/30/2019

| <u>Date</u> | <u>Vendor</u> | <u>Check #</u> | <u>Description</u> | <u>Void</u> | <u>Account Name</u> | <u>Total</u> |
|-------------|-----------------------------------|----------------|----------------------------------------|-------------|---------------------------|--------------------|
| | | 14222 | | | | \$ 27.37 |
| | Total For Check | 14222 | | | | \$ 82.11 |
| 11/25/2019 | Sharon Schwarze | 14223 | Mailbox Reimbursement | N | Treasurer | \$ 6,753.00 |
| | Total For Check | 14223 | | | | \$ 6,753.00 |
| 11/25/2019 | Croix Valley Inspector | 14224 | Building Inspector | N | Building Inspection | \$ 1,827.97 |
| | Total For Check | 14224 | | | | \$ 1,827.97 |
| 11/25/2019 | MN Department of Labor & Industry | 14225 | 2nd Quarter Building Permit Surcharge | N | Building Permit Surcharge | \$ 1,692.98 |
| | Total For Check | 14225 | | | | \$ 1,692.98 |
| 11/25/2019 | Graphic Resources | 14226 | Fall Newsletter | N | City Newsletter | \$ 1,341.97 |
| | Total For Check | 14226 | | | | \$ 1,341.97 |
| 11/25/2019 | CenturyLink | 14227 | City Phone | N | City Office Telephone | \$ 138.66 |
| | Total For Check | 14227 | | | | \$ 138.66 |
| 11/25/2019 | Miller Excavating | 14228 | Gravel | N | Gravel Road Costs | \$ 2,251.94 |
| | Total For Check | 14228 | | | | \$ 2,251.94 |
| 11/25/2019 | Todd Smith | 14229 | Monthly Assessment Services - November | N | Property Assessor | \$ 1,991.92 |
| | Total For Check | 14229 | | | | \$ 1,991.92 |
| 11/25/2019 | Jim Christopherson | 14230 | Mailbox Replacement | N | Road Expenses - Other | \$ 27.80 |
| | Total For Check | 14230 | | | | \$ 27.80 |
| 11/25/2019 | John Rog | 14231 | 2019 Extra Meetings | N | Council Meeting Per Diem | \$ 25.00 |
| | Total For Check | 14231 | | | | \$ 25.00 |
| 11/25/2019 | Dennis Kaup | 14232 | 2019 Extra Meetings | N | Council Meeting Per Diem | \$ 50.00 |
| | Total For Check | 14232 | | | | \$ 50.00 |
| 11/25/2019 | Tom Carr | 14233 | 2019 Extra Meetings | N | Council Meeting Per Diem | \$ 50.00 |
| | Total For Check | 14233 | | | | \$ 50.00 |
| 11/25/2019 | Jeff Giefer | 14234 | 2019 Extra Meetings | N | Council Meeting Per Diem | \$ 50.00 |
| | Total For Check | 14234 | | | | \$ 50.00 |
| 11/25/2019 | Jeff Huber | 14235 | 2019 Extra Meetings | N | Council Meeting Per Diem | \$ 100.00 |

Fund Name: All Funds

Date Range: 11/01/2019 To 11/30/2019

| <u>Date</u> | <u>Vendor</u> | <u>Total For Check</u> | <u>Check #</u> | <u>Description</u> | <u>Void</u> | <u>Account Name</u> | <u>F-A-O-P</u> | <u>Total</u> |
|-------------|----------------------|------------------------|----------------|---------------------------|-------------|---------------------------|----------------|--------------|
| 11/25/2019 | City of Stillwater | 14236 | 14235 | 2nd Half Fire Contract | N | Fire - Stillwater | 100-42003-300- | \$ 100.00 |
| | | Total For Check | 14236 | | | | | \$ 59,767.50 |
| 11/25/2019 | AirFresh Industries | 14237 | 14237 | PortaPot #37016 | N | Town Hall Porta Pot | 100-43007-210- | \$ 125.00 |
| | | Total For Check | 14237 | | | | | \$ 125.00 |
| 11/25/2019 | Waste Management | 14238 | 14238 | Recycling | N | Recycling | 100-43011-384- | \$ 4,867.52 |
| | | Total For Check | 14238 | | | | | \$ 4,867.52 |
| 11/25/2019 | Dean Wallace | 14239 | 14239 | Mailbox Replacement | N | Road Expenses - Other | 100-43116-224- | \$ 45.44 |
| | | Total For Check | 14239 | | | | | \$ 45.44 |
| 11/25/2019 | Julia Saunders | 14240 | 14240 | Mailbox Replacement | N | Road Expenses - Other | 100-43116-224- | \$ 45.44 |
| | | Total For Check | 14240 | | | | | \$ 45.44 |
| 11/25/2019 | City of Mahtomedi | 14241 | 14241 | 4th Quarter Fire Contract | N | Fire - Mahtomedi | 100-42002-300- | \$ 35,346.50 |
| | | Total For Check | 14241 | | | | | \$ 35,346.50 |
| 11/25/2019 | KEJ Enterprises | 14242 | 14242 | Nov 2019 Road Contractor | N | Animal Control | 100-42006-300- | \$ 83.00 |
| | | Total For Check | 14242 | | | | | \$ 125.00 |
| | | | | | | Town Hall Mowing | 100-43006-300- | \$ 125.00 |
| | | | | | | Ball Field Maintenance | 100-43009-300- | \$ 166.14 |
| | | | | | | Road Engineering Fees | 100-43102-300- | \$ 167.00 |
| | | | | | | Road Garbage Removal | 100-43105-300- | \$ 20.84 |
| | | | | | | Gravel Road Costs | 100-43106-300- | \$ 41.67 |
| | | | | | | Magnesium Choride | 100-43107-300- | \$ 83.84 |
| | | | | | | Road Sign Replacement | 100-43110-300- | \$ 20.84 |
| | | | | | | Culvert Repair | 100-43111-300- | \$ 5,416.67 |
| | | | | | | Snow & Ice Removal | 100-43113-300- | \$ 2,250.00 |
| | | | | | | Road Brushing | 100-43114-300- | \$ 500.00 |
| | | | | | | Road Side Mowing | 100-43115-300- | \$ 9,000.00 |
| | | Total For Check | 14242 | | | | | \$ 120.75 |
| 11/25/2019 | PERA | 14243 | 14243 | PERA | N | Mayor PERA | 100-41003-100- | \$ 120.75 |
| | | Total For Check | 14243 | | | Council PERA | 100-41007-120- | \$ 241.50 |
| 11/25/2019 | Johnson Turner Legal | 14244 | 14244 | Oct Billing | N | Legal Fees - General | 100-41204-301- | \$ 1,744.00 |
| | | Total For Check | 14244 | | | Legal Fees - Prosecutions | 100-41206-301- | \$ 1,800.00 |
| | | | | | | Escrow | 962-49320-301- | \$ 550.25 |
| | | Total For Check | 14244 | | | | | \$ 4,094.25 |

Fund Name: All Funds

Date Range: 11/01/2019 To 11/30/2019

| <u>Date</u> | <u>Vendor</u> | <u>Check #</u> | <u>Description</u> | <u>Void</u> | <u>Account Name</u> | <u>F-A-O-P</u> | <u>Total</u> |
|-------------|---------------------------|----------------|------------------------|-------------|------------------------|----------------|----------------------|
| 11/25/2019 | Kline Bros Excavating | 14245 | Road Maintenance | N | Gravel Road Costs | 100-43106-301- | \$ 5,840.00 |
| | | 14245 | | | Road Shouldering | 100-43108-301- | \$ 6,910.00 |
| | | 14245 | | | | | \$ 12,750.00 |
| 11/25/2019 | Sprint | 14246 | City Cell Phone | N | Road Expenses - Other | 100-43116-321- | \$ 32.13 |
| | | 14246 | | | | | \$ 32.13 |
| 11/25/2019 | PERA | 14247 | PERA | N | Clerk PERA | 100-41102-120- | \$ 388.07 |
| | | 14247 | | | Clerk PERA Withholding | 100-41108-100- | \$ 336.33 |
| | | 14247 | | | | | \$ 724.40 |
| 11/25/2019 | SHC, LLC | 14248 | Planning | N | City Planner | 100-41209-301- | \$ 1,419.75 |
| | | 14248 | | | Comprehensive Plan | 100-43173-301- | \$ 1,213.50 |
| | | 14248 | | | Escrow | 964-49320-301- | \$ 190.50 |
| | | 14248 | | | | 966-49320-301- | \$ 1,476.65 |
| | | 14248 | | | | 967-49320-301- | \$ 860.75 |
| | | 14248 | | | | | \$ 5,161.15 |
| 11/25/2019 | Scott Mogren | 14249 | Escrow Refund | N | Escrow | 962-49320-810- | \$ 1,598.37 |
| | | 14249 | | | | | \$ 1,598.37 |
| 11/25/2019 | IRS | EFT122 | Payroll Taxes | N | Clerk FICA/Medicare | 100-41103-100- | \$ 395.83 |
| | | EFT122 | | | Clerk Medicare | 100-41105-100- | \$ 75.03 |
| | | EFT122 | | | Federal Withholding | 100-41107-100- | \$ 388.22 |
| | | EFT122 | | | Social Security Expens | 100-41109-100- | \$ 320.80 |
| | | EFT122 | | | | | \$ 1,179.88 |
| 11/26/2019 | Wells Fargo Business Card | 14250 | Staff Year End Meeting | N | Office Supplies | 100-41313-200- | \$ 81.73 |
| | | 14250 | | | | | \$ 81.73 |
| | | | | | | | \$ 192,392.10 |

Total For Selected Checks

KLINE BROS EXCAVATING
 8996 110th St N
 STILLWATER, MN 55082



Invoice

| DATE | INVOICE # |
|----------|-----------|
| 11/24/19 | 2544 |

| BILL TO | JOB ADDRESS |
|---------------------------------------------------------|-------------------------------|
| CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090 | ROAD SHOULDERING 100-43108 |

| DUE DATE |
|----------|
| 12/4/19 |

| DESCRIPTION | QTY | UNIT COST | AMOUNT |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-----------|-----------------|
| 10-31-19 KIMBRO AVE JUST NORTH OF NORTH ENTRANCE OF KIMBRO LANE. DIG UP CULVERT WHERE UTILITIES CROSSED. GAS LINE WAS BACKFILLED WITH BOULDERS AND HAD DAMAGED CULVERT BUT WAS RUSTED OUT ANYWAY | | | 1,800.00 |
| 11-01-19 REPLACE CULVERT ON KIMBRO AVE WITH 15" X 43' HDPE WITH APRONS | | | 3,025.00 |
| 11-01-19 1 LOAD ASPHALT HAULED OUT | 1 | 250.00 | 250.00 |
| 11-01-19 2 LOADS SAND HAULED FOR BACKFILL | 2 | 125.00 | 250.00 |
| 11-01-19 CLEAN DITCH OUT TO FLOW | | | 650.00 |
| 11-01-19 HAUL 4 LOADS OUT | 4 | 125.00 | 500.00 |
| 11-01-19 2 LOADS RC-5 HAULED, 1 FOR ROAD, 1FOR END OF KIMBRO LANE | 2 | 175.00 | 350.00 |
| 11-01-19 LEVEL RC-5 ON KIMBRO LANE | 1 | 85.00 | 85.00 |
| AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERV CHARGE | Total | | 6,910.00 |

KLINE BROS EXCAVATING
 8996 110th St N
 STILLWATER, MN 55082



Invoice

| DATE | INVOICE # |
|----------|-----------|
| 11/24/19 | 2543 |

| BILL TO | JOB ADDRESS |
|---------------------------------------------------------|--------------------------|
| CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090 | ROAD GRAVEL 100-43106 |

| DUE DATE |
|----------|
| 12/4/19 |

| DESCRIPTION | QTY | UNIT COST | AMOUNT |
|-----------------------------------------------------------------------------------------------------------------------|--------------|-----------|-----------------|
| 10-29-19 770B | 7 | 80.00 | 560.00 |
| 10-29-19 740A | 8 | 80.00 | 640.00 |
| 10-29-19 LOADS OF RC-5 HAULED 1 JOCELYN, 2 65TH ST, 3 IDEAL, 1 JEFFERY | 7 | 75.00 | 525.00 |
| 11-04-19 770B | 7.25 | 80.00 | 580.00 |
| 11-04-19 740A | 5 | 80.00 | 400.00 |
| 11-05-19 770B | 5.5 | 80.00 | 440.00 |
| 11-05-19 740A | 6 | 80.00 | 480.00 |
| 11-09-19 FILL HOLES IN ROAD ON JODY AVE N WITH RC-5 | | | 125.00 |
| 11-10-19 770B | 3.5 | 80.00 | 280.00 |
| 11-16-19 770B | 4 | 80.00 | 320.00 |
| 11-17-19 740A | 4.5 | 80.00 | 360.00 |
| 11-21-19 770B | 5.5 | 80.00 | 440.00 |
| 11-21-19 740A | 4.5 | 80.00 | 360.00 |
| 11-22-19 CLEAN OUT END OF CULVERTS ON FIELDRIDGE & HERON, WATER CROSSING ROAD, NEED TO TRY AND CLEAN CULVERT OUT ALSO | | | 330.00 |
| AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERV CHARGE | Total | | 5,840.00 |



| | |
|-----------|------------|
| DATE | INVOICE NO |
| 11/4/2019 | 0055784 |

| |
|-----------------------------------------------------------------------|
| BILL TO |
| City of Grant P O Box 577 111 Wildwood Rd Willemie, MN 55090 |

| |
|-----------------|
| DUE DATE |
| 12/31/2019 |
| BALANCE |

| DESCRIPTION | QUANTITY | EFFECTIVE RATE | AMOUNT | DISCOUNT | CREDIT | BALANCE |
|----------------------------------|----------|----------------|------------------|-------------|-------------|------------------|
| PREVIOUS ACCOUNT BALANCE | | | | | | 0.00 |
| Fire Contract Jan - Dec 2019: | | | | | | |
| 2nd Half Contract (\$119,735.00) | 1.00 | 59,767.50 | 59,767.50 | 0.00 | 0.00 | 59,767.50 |
| INVOICE TOTAL: | | | 59,767.50 | 0.00 | 0.00 | 59,767.50 |

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

For questions please contact us at (651) 430-8800

Customer Name: City of Grant
 Customer No: 100353
 Account No: 0000006 - AR account for 100353

| | |
|-----------------|-------------------|
| DUE DATE | INVOICE NO |
| 12/31/2019 | 0055784 |



Please remit payment by the due date to:

City of Stillwater
 216 North 4th Street
 Stillwater, MN 55082

Invoice Total: 59,767.50
 Discounts: 0.00
 Credit Applied: 0.00
 Ending Balance: 59,767.50

INVOICE BALANCE: \$59,767.50
AMOUNT PAID: _____



December 5, 2018

City of Grant
c/o Kim Points
P.O. Box 577
Willernie, MN 55090

Dear Kim,

Please remit a check in the amount of \$35,346.50 for the 4th quarter fire contract. Please pay December 1, 2019.

If you have any questions, please feel free to give me a call at 651-426-3344.

Thank you,

A handwritten signature in cursive script that reads "Jerene Rogers".

Jerene Rogers
Account Clerk

Brochman Blacktopping Co.

7020 Lake Elmo Ave N
 Stillwater, MN 55082

MN: 651-439-5379 WI: 715-294-1622

eMail: brochmanpaving@msn.com
 Website: www.brochmanpaving.com

Invoice

| Date | Invoice No. |
|-----------|-------------|
| 9/28/2019 | 7536 |

Bill To:

City Of Grant
 111 Wildwood Road
 P.O. Box 577
 Willernie, MN 55090

Terms Net 30

Due Date 10/28/2019

| Description | Qty | Rate | Amount |
|------------------------------------------------------------------------------------------|-------|-------|--------|
| July 2019 - September 2019 | | | |
| Asphalt Mix - Tons 500 AC500 | 6.02 | 71.94 | 433.08 |
| Truck With Driver (hrs) | 2 | 88.00 | 176.00 |
| Skid Loader With Bucket (hrs) | 1.5 | 78.00 | 117.00 |
| Roller With Operator (hrs) | 1.5 | 73.00 | 109.50 |
| Labor (per man - hours) | 1.5 | 57.00 | 85.50 |
| Labor & Materials for asphalt pothole repairs near 9060 Knollwood (08JUL2019) | | | |
| Asphalt Mix - Tons AC-500 | 10.99 | 71.94 | 790.62 |
| Truck With Driver (hrs) | 7.5 | 88.00 | 660.00 |
| Skid Loader With Bucket (hrs) | 7.5 | 78.00 | 585.00 |
| Roller With Operator (hrs) | 7 | 73.00 | 511.00 |
| Labor (per man - hours) | 12 | 57.00 | 684.00 |
| Labor & Materials for asphalt pothole repairs: Jocelyn & 60th, McKusick Road (15JUL2019) | | | |
| Asphalt Mix - Tons AC-500 | 10.01 | 71.94 | 720.12 |
| Truck With Driver (hrs) | 6 | 88.00 | 528.00 |
| Skid Loader With Bucket (hrs) | 5.5 | 78.00 | 429.00 |
| Roller With Operator (hrs) | 5.5 | 73.00 | 401.50 |
| Labor (per man - hours) | 5.5 | 57.00 | 313.50 |
| Labor & Materials for asphalt pothole repairs: Justen Trail (17JUL2019) | | | |
| Asphalt Mix - Tons AC-500 | 6.97 | 71.94 | 501.42 |
| Truck With Driver (hrs) | 3.5 | 88.00 | 308.00 |
| Skid Loader With Bucket (hrs) | 3.5 | 78.00 | 273.00 |
| Roller With Operator (hrs) | 3.5 | 73.00 | 255.50 |
| Labor (per man - hours) | 3.5 | 57.00 | 199.50 |
| Labor & Materials for asphalt pothole repairs: Hidden Glade (26JUL2019) | | | |

Total:

Payments/Credits:

Balance Due:

Thank you for your business.

Brochman Blacktopping Co.

7020 Lake Elmo Ave N
 Stillwater, MN 55082

MN: 651-439-5379 WI: 715-294-1622

eMail: brochmanpaving@msn.com
 Website: www.brochmanpaving.com

Invoice

| Date | Invoice No. |
|-----------|-------------|
| 9/28/2019 | 7536 |

Bill To:

City Of Grant
 111 Wildwood Road
 P.O. Box 577
 Willernie, MN 55090

Terms Net 30

Due Date 10/28/2019

| Description | Qty | Rate | Amount |
|-------------------------------------------------------------------------------------------------------|-------|-------|--------------------|
| Asphalt Mix - Tons AC-500 | 19.13 | 71.94 | 1,376.21 |
| Truck With Driver (hrs) | 9 | 88.00 | 792.00 |
| Skid Loader With Bucket (hrs) | 9 | 78.00 | 702.00 |
| Roller With Operator (hrs) | 9 | 73.00 | 657.00 |
| Labor (per man - hours) | 9 | 57.00 | 513.00 |
| Labor & Materials for asphalt pothole repairs: Jocelyn, Dellwood Road Ct. N, Indigo Trail (29JUL2019) | | | |
| Asphalt Mix - Tons AC-500 | 1.98 | 71.94 | 142.44 |
| Truck With Driver (hrs) | 2.5 | 88.00 | 220.00 |
| Skid Loader With Bucket (hrs) | 2.5 | 78.00 | 195.00 |
| Roller With Operator (hrs) | 2 | 73.00 | 146.00 |
| Labor (per man - hours) | 2 | 57.00 | 114.00 |
| Labor & Materials for asphalt pothole repairs: Jewel Ave (29JUL2019) | | | |
| Asphalt Mix - Tons AC-500 | 5.98 | 71.94 | 430.20 |
| Truck With Driver (hrs) | 5.5 | 88.00 | 484.00 |
| Skid Loader With Bucket (hrs) | 5.5 | 78.00 | 429.00 |
| Roller With Operator (hrs) | 5.5 | 73.00 | 401.50 |
| Labor (per man - hours) | 5.5 | 57.00 | 313.50 |
| Labor & Materials for asphalt pothole repairs: near 10191 & 10260 Juno Ave N (09AUG2019) | | | |
| Asphalt Mix - Tons AC-500 | 4.08 | 71.94 | 293.52 |
| Truck With Driver (hrs) | 3.5 | 88.00 | 308.00 |
| Skid Loader With Bucket (hrs) | 3.5 | 78.00 | 273.00 |
| Roller With Operator (hrs) | 3.5 | 73.00 | 255.50 |
| Labor (per man - hours) | 3.5 | 57.00 | 199.50 |
| Labor & Materials for asphalt pothole repairs on Hillcrest Dr near end and 62nd Street (15AUG2019) | | | |
| Total: | | | \$16,326.61 |
| Payments/Credits: | | | \$0.00 |
| Balance Due: | | | \$16,326.61 |

Thank you for your business.

Brochman Blacktopping Co.

7020 Lake Elmo Ave N
Stillwater, MN 55082

MN: 651-439-5379 WI: 715-294-1622

eMail: brochmanpaving@msn.com
Website: www.brochmanpaving.com

Invoice

| Date | Invoice No. |
|-----------|-------------|
| 11/8/2019 | 7614 |

Bill To:

City Of Grant
111 Wildwood Road
P.O. Box 577
Willernie, MN 55090

Terms Net 30

Due Date 12/8/2019

| Description | Qty | Rate | Amount |
|--------------------------------------------------------------------------------------------------------------------------------------------------|-------|-------|-------------------|
| October 2019 - Nov 2019 | | | |
| Asphalt Mix - Tons AC-500 | 10.01 | 71.94 | 720.12 |
| Truck With Driver (hrs) | 6 | 88.00 | 528.00 |
| Skid Loader With Bucket (hrs) | 6 | 78.00 | 468.00 |
| Roller With Operator (hrs) | 6 | 73.00 | 438.00 |
| Labor (per man - hours) | 6 | 57.00 | 342.00 |
| Labor & Materials for asphalt pothole repairs: Keats, 65th& 67th St, 88 St.&Jeffrey, 60th & Jarving, 115th St. (02NOV2019) | | | |
| Asphalt Mix - Tons AC-500 | 10.03 | 71.94 | 721.56 |
| Truck With Driver (hrs) | 7.5 | 88.00 | 660.00 |
| Skid Loader With Bucket (hrs) | 7.5 | 78.00 | 585.00 |
| Roller With Operator (hrs) | 6.5 | 73.00 | 474.50 |
| Labor (per man - hours) | 6.5 | 57.00 | 370.50 |
| Labor & Materials for asphalt pothole repairs: 65th & Jocelyn, Grenelefe @ 11635, 115th St & Lockridge, Jody Ave between 10310&10290 (16OCT2019) | | | |
| Asphalt Mix - Tons AC-500 | 5.98 | 71.94 | 430.20 |
| Truck With Driver (hrs) | 3 | 88.00 | 264.00 |
| Skid Loader With Bucket (hrs) | 2.5 | 78.00 | 195.00 |
| Roller With Operator (hrs) | 2.5 | 73.00 | 182.50 |
| Labor (per man - hours) | 2.5 | 57.00 | 142.50 |
| Labor & Materials for asphalt pothole repairs on Leeward Ave N (30OCT2019) | | | |
| Total: | | | \$6,521.88 |
| Payments/Credits: | | | \$0.00 |
| Balance Due: | | | \$6,521.88 |

Thank you for your business.



CONNECTING & INNOVATING
SINCE 1913

LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to pstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.*
- *If the member waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.*
- *If the member waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.*

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: City of Grant

Check one:

The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

The member **WAIVES** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: December 3, 2019

Signature: Jim Pints Position: Administrator/Clerk



STAFF REPORT

To: Planning Commission Members
Kim Points, City Clerk

Date: November 26, 2019

CC: David Snyder, City Attorney

RE: Application for a Conditional Use Permit (CUP) to board up to sixteen (16) Horses on property located at 9104 68th Street N.

From: Jennifer Haskamp
Consulting City Planner

Summary of Request & Background

The Applicant and Owner Summer Lutgen made an application for a Conditional Use Permit (CUP) in August 2019 to permit horse boarding for up to sixteen (16) horses on the subject property. The initial application was deemed incomplete, and additional information was requested from the Applicant so that staff could adequately review the application. Staff worked cooperatively with the Applicant to obtain the needed information, and in mid-October the remaining items were received as requested. The following staff report provides a review and analysis of the Applicant's CUP request.

Planning Commission Summary and Public Hearing

A duly noticed public hearing was held on November 19, 2019 at the regular City Council meeting. Members of the public were in attendance and provided public testimony. A summary of the key concerns expressed during the public hearing are provided:

- Concerns regarding potential, and current lighting, of the Main Barn/Indoor Riding Arena were expressed. Testimony included reference to exterior lighting, as well as indoor lighting that is now visible as a result of recent remodeling activities that included the addition of picture windows to the north and east elevation of the existing arena space.
- Questions regarding manure management plan, and the need to ensure that appropriate management is maintained given the number of horses requested.
- Concerns regarding the paddock area north of the property located at 9186 68th Street North, which now has horses due to a new fenced area (which was not previously fenced/contained).
- Questions and/or concerns regarding the amount of traffic that may be generated from the "commercially" boarded horses. A request was made to limit the number of commercial boardings to reduce traffic and activity on the site.
- Other comments were provided that were not related to the CUP requests, but instead were related to current construction activity on the site including remodeling of both the Barn/Indoor Riding arena as well as the existing homestead.

After the close of the public hearing, the Planning Commissioners discussed the application and considered the public testimony. Ultimately the Planning Commission added a few conditions to staff's proposed draft conditions, and with the conditions as amended, recommended approval of the CUP application to the City Council.



The following staff report is generally as presented at the Planning Commission meeting. Additions hereafter are noted with an underline, and deletions with a ~~strikethrough~~.

Project Summary

| | |
|-----------------------------------------------------------------------------|---------------------------------------|
| Applicant: Summer Lutgen, Owner: Summer Haven Trust | Site Size: 20.01 Acres |
| Zoning & Land Use: A-2 | Request: Conditional Use Permit (CUP) |
| Address: 9104 68 th Street N. Lot 2, Block 1 Brockberg’s Farm | PIDs: 3403021220011 |

The Property Owner and Applicant (hereafter referred to as “Applicant”) is requesting a CUP to allow for horse boarding up to sixteen (16) horses on their residential property. As stated within the Applicant’s narrative, the intent is for both personal and commercial boarding activities on the property. The following summary of the existing site improvements as described within the Applicant’s narrative (Attachment A), and shown on the site plan, as well as the proposed operations are summarized as follows:

Existing Homestead: There is an existing homestead located on the property that was constructed in 1901. The Applicant intends to reside on the property after remodeling of the home is completed. And the principal use of the property will continue to be for residential use.

Main Barn and Indoor Riding Arena: There is an existing large barn with 16 stalls, and an indoor riding arena on the subject property. The existing structure is approximately 22,645 square-feet per GIS records. As summarized within the Applicant’s narrative, the area dedicated to the barn is approximately 72’x100’ and the indoor riding arena is approximately 72’x200’. The barn and riding arena are proposed to remain on the property and will be used to support the proposed boarding facility. The applicant has begun the remodeling process in the Main Barn and Indoor Riding Arena and has added picture windows to all elevations of the Indoor Riding Arena area.

Outdoor Riding Arena: There is an existing pasture area located southwest of the existing home that is proposed to be converted into an outdoor riding arena. The area will be fenced and will be constructed with a permeable surface including draitile to prevent puddling. The proposed area is setback approximately 18-feet from the westerly property line, and 18.5-feet from the southerly property line (frontage on 68th Street N).

Pasture Area: There are several pasture and paddock areas near the existing indoor riding arena and stables, as well as surrounding the access drives. Several of these areas are currently fenced, and per the site plan, will be rebuilt and rehabilitated as necessary. The areas designated on the site plan are outside of, or exclude, the wooded areas on the site.

Main Access and Parking: There is one access driveway connection from 68th Street North that splits internal to the site into two access drives. The westerly drive provides a connection to the homestead, and the easterly driveway provides access to the stables and indoor riding arena. Both drives are existing and appear to be gravel based on the GIS aerial imagery. As noted on the site plan, there are some areas of expansion proposed to accommodate additional parking and/or better access which is described in subsequent sections of this report.



Utilities: The existing homestead is currently served by a private well and individual septic system. There is an area identified on the site plan noted as “Septic System Area” and it is unclear if this area is the current/existing drainfield or proposed and needed as part of the house remodel. Regardless of if new or existing, this area is identified exclusive of any improvements or disturbance based on the site plan.

Operations: The Applicant’s narrative describes a horse boarding facility for both commercial and personal use. As outlined, the Applicant will have approximately five (5) horses for personal use, five (5) horses that may be for sale, and six (6) horses boarded commercially. No events or other activities were identified in the Applicant’s narrative.

Review Criteria

According to the City Code, Conditional Use Permits are subject to the process and review criteria stated in City Code Section 32-152. The City Code further states the following for consideration when reviewing a Conditional Use Permit (32-141):

“(d) In determining whether or not a conditional use may be allowed, the City will consider the nature of the nearby lands or buildings, the effect upon traffic into and from the premises and on adjoining roads, and all other relevant factors as the City shall deem reasonable prerequisite of consideration in determining the effect of the use on the general welfare, public health and safety.”

(e) If a use is deemed suitable, reasonable conditions may be applied to issuance of a conditional use permit, and a periodic review of said permit may be required.”

Further Section 32-146 lays out nine specific standards to consider when reviewing a request for a conditional use permit.

Additionally, Sections 32-328 Horse Boarding and Training; and 32-337 Livestock provide additional criteria when considering CUPs for the proposed use.

Existing Site Conditions

The subject property is approximately 20.01 acres and is irregularly shaped. The property was platted as part of Brockberg’s Farm subdivision and is identified as Lot 2 Block 1. The site is oriented north-south, with primary frontage on 68th Street North which is the southerly property line. The site is currently accessed from a single driveway connection which provides internal access to the existing principal and accessory structures. There is an existing homestead on the property that was constructed in 1901, an existing barn and indoor riding arena, and a few small shed-like structures adjacent to fenced paddock areas. A wetland delineation was completed as part of this application process which identified approximately 4.33-acres of Type 3 and Type 5 wetlands on the subject site. There are intermittent wooded areas on the site surrounding the wetland areas. The existing homestead and barn/indoor riding arena are located on the southerly half of the property.

Comprehensive Plan Review



The site is guided A-2 Small Scale Agricultural which promotes rural residential and agricultural uses. The principal use of the property for a single-family rural residential homesite with an accessory barn/indoor riding arena which is generally consistent with the goals for the A-2 land use designation as stated within the Comprehensive Plan.

Zoning/Site Review

The City of Grant zoning ordinance permits “Horse Boarding and Training Facilities” for operations that exceed 1 horse per 2 grazable acres with a Conditional Use Permit. The following review is provided with respect to how the proposed project conforms, is consistent, or inconsistent with the zoning and site regulations.

Dimensional Standards

The following site and zoning requirements in the A-2 district regulate the site and proposed project:

| Dimension | Standard |
|------------------------------------|-------------------------------------------------|
| Lot Size | 5 acres |
| <i>Grazable Acres</i> | <i>1 Horse per 2 Grazable Acres</i> |
| Frontage – public road | 300' |
| Front Yard Setback | 65' |
| Side Yard Setback | 20' |
| Rear Yard Setback | 50' |
| Height of Structure | 35' |
| Fence | May be on property line, but not within any ROW |
| Driveway Setback | 5' |
| Parking Lot setback | 10' from ROW |
| Wetland Setback Structure (Buffer) | 75' (50') |

Lot Size/Area and
Grazable Acres:

Section 32-337(f) of the ordinance requires a minimum of 5-acres for the keeping of domestic farm animals (horses) and requires a minimum of 2-acres of grazable land. The subject parcel is approximately 20.01 acres excluding right-of-way, and meets the minimum lot size for the keeping of horses. To calculate grazable acres 1-acre for the homestead is excluded as well as wetlands of Type 3, 4 and 5. Based on the submitted information there are approximately 14.68 acres of grazable acres, which would allow seven (7) horses without a CUP. Because the horse density exceeds the permitted grazable acres per horse, and the total number of horses is greater than 10 a CUP is required. Given the requested increase in density, neighbors requested that the number of commercially boarded horses be limited to six (6) to reduce traffic to the site. The Applicant indicated that this condition is acceptable, and a condition has been included in the draft CUP.

The existing lot meets the city’s minimum standards for lot size and area for the keeping of horses and would permit the keeping of 7 horses. The



request to permit an additional nine (9) horses requires a conditional use permit for greater density and because the total number of horses exceeds 10 as described in Section 32-337 subsection (h) and 32-328 (a)(1).

Setbacks & Frontage: The subject property is oriented north-south with primary frontage on the southerly property line on 68th Street North. The existing home is setback approximately 225-feet from the south property lot lines (front yard), 170-feet from the westerly property line (side yard), 350-feet from the easterly property line (side yard) and 900 feet from the northerly property line (rear). The barn/indoor riding arena is setback approximately 250-feet from the front property line, and 30-feet from the easterly property line which is the nearest side yard. During the Public Hearing the adjacent neighbor provided comment regarding the sideyard setback of the indoor riding arena per Section 32-313 (n) that notes that all domestic farm animal buildings shall be setback 100-feet from any property lines. Staff notes that the building is existing, and it is unclear why the structure was permitted to be sited within the setback area. However, staff would note that the “main barn” area, or that area where the horse will be kept is setback approximately 102-feet from the easterly property line, and it is only the Indoor Riding Arena space that is within the setback area.

Generally, the yard setbacks of both the existing home and the barn meet or exceed the City’s ordinance setback requirements with the exception as noted above. The existing principal structure meets the City’s frontage requirements and front yard setbacks. No additions or new structures are proposed as part of this application.

Accessory Building (Barn and Riding Arena) Section 32-313 identifies the permitted number and total size of allowable accessory buildings on lot which is correlated to lot size. For parcels 20-acres or greater, there is no limit on the number or maximum accessory building square footage. *The existing Barn and Indoor Riding Arena are approximately 22,000 square-feet and meets the City’s ordinances for permitted accessory building number and size.*

Parking Area (Location & Spaces): The Applicant’s narrative states that approximately six of the horses will be commercially boarded, while the remaining 10 are generally personal and will not generate additional traffic. Since it is difficult to monitor, even if all horses were commercially boarded because no events are proposed, the amount of parking based on the site plan would likely be adequately and could accommodate up to 16 personal vehicles in the gravel areas surrounding the barn and/or riding arena. While the number of visitors/trips generated will likely exceed a typical single-family residential use on some days the number of visitors can easily be accommodated in the gravel areas identified on the Site Plan near the existing Stables and Indoor Riding arena. *Based on the proposed operations stated within the Applicant’s narrative, staff does not believe any additional parking is warranted on site and the Applicants and any visitors have*



sufficient area to park cars and/or horse trailers on the site.

Driveway/Circulation: The principal structure and accessory buildings are accessed from a single gravel access to 68th Street North, which splits into two driveways internal to the site. The easterly driveway section is connected to the existing barn and riding arena, while the westerly driveway sections connects to the principal structure (home). While there may be some additional trips generated into the site based on the proposed operations, the use is relatively low intensity based on the details provided in the Applicant's narrative. Therefore, it is anticipated that the Applicants will have the ability to control traffic and timing of large vehicles and/or trailers entering and exiting the site to ensure safe ingress and egress particularly to the barn/indoor riding arena. ***Based on the proposed operations, and the existing site layout the driveways and circulation appear adequate to allow for safe ingress and egress into the operations. Staff would recommend adding a condition that large trailers and vehicles of visitors may not be parked on the access driveways and that parking must occur in the designated parking areas.***

Architecture, Building Height, Accessory Structure Floor Plans: The Applicants submitted a floor plan for the barn that is used to support the operations. The height of the structures is not known but the arena ceiling height is identified as 16-feet; however, the building is existing at the date of this permit application and no known changes are proposed to the existing structures.

Barn:

The floor plan submitted for the Barn shows area for 16 horse stalls, a private tack room and ¼-bathroom, a tack room with full bathroom, a feed room and designated grooming stalls, and two designated wash stalls. Staff conducted research on a previous application to understand what facilities are necessary, particularly in winter and summer (inclement weather), for horses through the University of Minnesota Extension Services. Based on that research, it seems that the only necessary 'improvements' are to make sure that there is a shelter/wind break area available for all horses during winter months. In this case, the barn provides adequate permanent shelter for sixteen (16) horses as indicated within the narrative.

Indoor Arena:

The floor plan submitted for the Indoor Arena shows 14 12'x12' stalls, a grooming stall, open riding area and area for hay storage. This area is proposed to be used to support the main barn area. It is unclear if the stalls shown on the plan are existing, and clarification regarding how the arena spaces and stalls will be used should be discussed with the Applicant. Some remodeling activities of the space are underway, including the addition of picture windows on all elevations of the structure.

.As proposed, the number of stalls and size of the main barn and indoor riding arena are adequate to support up to sixteen (16) horses as



requested..

Utilities (well and septic):

The existing home is served by a well and individual septic system, the septic system area is identified on the Site Plan (Attachment B) and the well is assumed to be located near the existing home. It is unclear if a separate well or septic system was installed for the existing barn and riding arena, but given that there is 1.25 bathrooms as well as wash rooms it is assumed that all utilities have been pulled to the barn and that the septic system is sized appropriately to support the number of bathrooms on site. ***As constructed and installed, the existing utilities meet setback requirements and there are no known additional improvements needed to support the proposed operations. Staff would recommend including a condition to address proper septic system permitting if any additional improvements are made to the barn/indoor riding arena.***

Manure Management Plan/MPCA

While the City's ordinance states that a feedlot permit for the proposed use is required from the MPCA, as researched for a previous application, given the size and scale of the proposed operations a feedlot permit is not applicable. During the public hearing some questions regarding the definition of "feedlot" or "animal lot" were brought forward. As noted within this staff report, the City has generally used both terms interchangeably, and has not provided a distinction between the two terms.

The Applicant's narrative (Attachment A) states that they will construct a large cement manure storage containment area that will be located southwest of the current location behind the barn. The location will allow for run-off to go into the existing man-made pond for infiltration. The Applicant stated that this is a desirable solution based on preliminary review from the Valley Branch Watershed District. Staff would request that the Applicant provide some documentation and/or correspondence from VBWD regarding this method, but generally it seems consistent with previous applications considered. The containment will be cleaned, and waste removed on a monthly basis.

Based on staff's research, and materials presented, provided the Applicant follows the Manure Management Plan (MMP) as submitted, staff believes these practices are adequate and meets the City's ordinances. Staff would recommend a condition be included regarding monthly cleaning/removal of waste from the manure containment area if 16 horses are present on the site. Staff would also recommend a condition that the Applicant provide evidence (email or other written correspondence) that the VBWD is satisfied with the proposed MMP.

Landscape Plan and Fencing

As shown on the Site Plan, the Applicant is proposing to construct and/or rehabilitate an existing paddock area for an outdoor arena that will include a series of ramps and jumps. Additionally, the area will be draitiled and permeable surface installed. The area will be fenced and buffer plantings installed surrounding the south and eastern edges of the area. The Site Plan does not



identify a plant schedule so it is not possible to determine whether the proposed plants will screen the area. The arena area is setback approximately 18.5-feet from the front property line and 18-feet from the westerly property line. The City's ordinances do not address paddock fences, but there are existing fences present on the site in this area.

During the public hearing, a neighbor indicated that the paddock area north of the property located at 9186 68th Street North was recently fenced, and that the area had not previously had fencing. After review of the historic aerials this was verified, and the area was previously unfenced. The neighbor voiced concern about this area being permitted to be fenced to contain horses on the property. After discussion, the Planning Commission included a recommendation that this area is not permitted for the containment of horses (i.e. removal of the paddock/pasture area).

After the meeting, Staff spoke with the Applicant and she stated that the condition proposed by the Planning Commission is a concern. She believes that this area is suitable as pasture area, and that she should be able to use it as part of her property to support the requested Conditional Use permit.

Staff recommends including a condition that a Plant Schedule be prepared and provided as part of the Site Plan to determine the extent of screening and/or buffering. Staff recommends including a condition that all fences must be managed, maintained and kept in good repair to ensure horses remain on the property.

In addition to the outdoor arena improvements, there are a series of stormwater management areas proposed to help control runoff on site. The proposed landscaping appears to meet the City's ordinances; however, additional analysis regarding stormwater management may be needed depending on the amount of grading work proposed.

Staff would recommend including a condition that if site grading work exceeds 50-Cubic Yards that a grading permit must be obtained from the City Engineer.

Lighting Plan

Prior to the Planning Commission meeting Staff was aware of the adjacent neighbor's concern regarding lighting of the subject operations, particularly related to the Main Barn/Indoor Riding Arena structure. As a result, Staff spoke with the Applicant who provided some information regarding the proposed exterior lighting. During the public hearing it was clarified that the lighting concerns included the exterior lighting plan, as well as the indoor lighting of the arena space because new picture windows had been installed which now allow for light spillage from the structure that was not present before remodeling.



As a result of the public testimony, and discussion the Planning Commission recommended that two conditions be included in the CUP; 1) that a photometric plan be submitted to demonstrate compliance with Section 32-321 (a) of the City's ordinance; and 2) that hours of operation be restricted to 9 PM and that the indoor arena lights must be shut-off, with exceptions only permitted in emergencies.

It should be noted that after the Planning Commission meeting the Applicant contacted Staff and indicated that they are concerned with this condition for several reasons. First, if the Photometric Plan provides that the barn meets the Ordinance requirements, then they believe that there hours of operations should not be limited. Second, it is imperative that they have flexibility to ride the hours at times after 9PM because they are show horses and they must be exercised. She provided an example that in the Summer in extreme heat is safer to exercise the horses in the middle of the night, rather than during the day and that she will shift her hours to provide adequate care of the horses. Staff offers the following ordinances language to assist in your discussion: Section 32-321 (a) states, "No light or combination of lights which cast light on a public street shall exceed one footcandle meter reading as measured from the centerline of said street, nor shall any light or combination of lights which cast light on residential property exceed 0.4 footcandles. Staff would suggest that a lighting plan, including indoor lights, must be submitted and must demonstrate that the combination of lights complies with the City's ordinances.

Staff has included both of the Planning Commission's proposed conditions in the draft CUP which is provided as an attachment to this staff report. However, staff would request additional discussion by the City Council regarding the condition specifically related to the hours of operation.

Engineering Standards

The existing facilities, access driveway and gravel areas are proposed to be used for the operation and no significant site improvements are proposed as part of this application. Since no site improvements to the site, the City Engineer does not have any additional comments. However, as previously noted, if grading work exceeds 50 Cubic Yards a grading permit must be obtained, and the City Engineer will review the proposed work and issue any necessary permits.

Other Agency Review

The property is located within the Valley Branch Watershed District (BCWD), and a wetland delineation for the property was completed in 2019. The Applicant should be aware that there may be additional permits required from the VBWD if significant grading activities are proposed related to the stormwater management



and improvement noted on the site plan and it is the responsibility of the Applicant to obtain all necessary permits. *Staff would recommend including a condition that all permits from other agencies having regulatory authority over the operations are the responsibility of the Applicant to obtain and maintain, as applicable.*

Action requested:

The Planning Commission recommended approval of the Conditional Use Permit with Conditions as noted in the Attached draft Resolution.

If the Planning Commission recommends Approval, the following draft Findings are provided for your consideration:

Attachments

Exhibit A: Narrative dated August 17, 2019

Exhibit B: Site Plan (undated)

Exhibit C: Supplemental Information, including building floor plans, submitted October 2019

Exhibit D: Application dated August 2019

City of Grant
P.O. Box 577
Willernie, MN 55090



Phone: 651.426.3383
Fax: 651.429.1998
Email: clerk@cityofgrant.com

| | |
|-------------------|-----------------|
| Application Date: | 8/20/19 |
| Fee: \$400 | Escrow: \$3,000 |

Check # 1011 \$ 3,400.00

CONDITIONAL USE PERMIT

Certain uses, while generally not suitable in a particular Zoning District, may, under certain circumstances be acceptable. When such circumstances exist, a Conditional Use Permit may be granted. Conditions may be applied to the issuance of the Permit and/or periodic review may be required. The Permit shall be granted for a particular use and not for a particular person or firm.

| | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| PARCEL IDENTIFICATION NO (PIN): 34.030.21.22.0011 LEGAL DESCRIPTION: BROCKBERG'S FARM LOT 2 BLOCK 1, SUBDIVISION CD 00270 | | ZONING DISTRICT & COMP PLAN LAND USE: 871,538 SQUARE FEET LOT SIZE: 20.01 ACRES |
| PROJECT ADDRESS: 9104 68TH STREET NORTH GRANT, MN 55082 | OWNER: Name: SUMMER HAVEN TRS Address: 9104 68TH STREET NORTH City, State: GRANT, MN 55082 Phone: 651-706-2534 Email: summerlutgen@gmail.com | APPLICANT (IF DIFFERENT THAN OWNER): PARTIAL COMPLETION BY DAVE SONKA, MNLA CP LANDSCAPE DESIGN STUDIOS 651-239-6460 DAVE@LANDSCAPEDESIGN STUDIOS.COM |
| BRIEF DESCRIPTION OF REQUEST: ** REFER TO OWNER'S DESCRIPTION. HOMEOWNER WISHES TO UPDATE PADDOCK FENCE MATERIAL, ADJUST SOME FENCELINE FOR A RIDING ARENA, IMPROVE THE DRIVEWAY SURFACES, IMPROVE THE BARN AND STABLE, IMPROVE AND MANAGE STORMWATER DRAINAGE AND COLLECTION ON SITE. | | |
| EXISTING SITE CONDITIONS: ** REFER TO OWNER'S DESCRIPTION. AQUIRED PROPERTY WITH FACILITIES AND AMENITIES IN NEED OF UPDATING AND IMPROVEMENT (PADDOCK FENCE, ENCLOSED RIDING ARENA, DRIVEWAY SURFACE, BARN AND STABLES, STORMWATER DRAINAGE AND COLLECTION.) | | |
| APPLICABLE ZONING CODE SECTION(S): Please review the referenced code section for a detailed description of required submittal documents, and subsequent process. 1. Division 5. Conditional Use Permits 32-141 through 157 | | |

Submittal Materials

The following materials must be submitted with your application in order to be considered complete. If you have any questions or concerns regarding the necessary materials please contact the City Planner.

AP – Applicant check list, CS – City Staff check list

| AP | CS | MATERIALS |
|--------------------------|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Site Plan: All full scale plans shall be at a scale not smaller than 1" = 100' and include a north arrow <ul style="list-style-type: none"> ▪ Property dimensions ▪ Area in acres and square feet ▪ Setbacks ▪ Location of existing and proposed buildings (including footprint, and dimensions to lot lines) ▪ Location of utilities ▪ Location of well and septic systems on adjacent properties ▪ Location of current and proposed curb cuts, driveways and access roads ▪ Existing and proposed parking (if applicable) ▪ Off-street loading areas (if applicable) ▪ Existing and proposed sidewalks and trails ▪ Sanitary sewer and water utility plans COPIES: 4 plans at 22"x34", 20 plans at 11"x17" |

Application for: **CONDITIONAL USE PERMIT**
City of Grant


| | | |
|--------------------------|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <p><u>Grading/Landscape Plan:</u> All full scale plans shall be at a scale not smaller than 1" = 100' and include a north arrow</p> <ul style="list-style-type: none"> ▪ Grading Plan ▪ Vegetation, landscaping, and screening plans including species and size of trees and shrubs ▪ Wetland Delineation ▪ Buildable area ▪ Topographic contours at 2-foot intervals, bluff line (if applicable) ▪ Waterbodies, Ordinary High Water Level and 100 year flood elevation ▪ Finished grading and drainage plan sufficient to drain and dispose of all surface water accumulated <p>COPIES: 4 plan sets 22"x34", 20 plan sets 11"x17"</p> |
| <input type="checkbox"/> | <input type="checkbox"/> | <p><u>Architectural/Building Plan (if Applicable):</u> All full scale plans shall be at a scale not smaller than 1" = 100' and include a north arrow</p> <ul style="list-style-type: none"> ▪ Location of proposed buildings and their size including dimensions and total square footage ▪ Proposed floor plans ▪ Proposed elevations ▪ Description of building use <p>COPIES: 4 plan sets 22"x34", 20 plan sets 11"x17"</p> |
| <input type="checkbox"/> | <input type="checkbox"/> | <p><u>Written Narrative Describing your request:</u> A written description of your request for the Conditional Use will be required to be submitted as a part of your application. The description must include the following:</p> <ul style="list-style-type: none"> ▪ Description of operation or use ▪ Number of employees (if applicable, if not state why) ▪ Sewer and water flow/user rates (if applicable, if not state why) ▪ Any soil limitations for the intended use, and plan indicating conservation/BMP's ▪ Hours of operation, including days and times (if applicable) ▪ Describe how you believe the requested conditional use fits the City's comprehensive plan <p>COPIES: 20</p> |
| <input type="checkbox"/> | <input type="checkbox"/> | 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. |
| <input type="checkbox"/> | <input type="checkbox"/> | Mailing labels with names and address of property owners within ¼ mile (1,320 feet). |
| <input type="checkbox"/> | <input type="checkbox"/> | Paid Application Fee: \$400 |
| <input type="checkbox"/> | <input type="checkbox"/> | Escrow Paid: \$3,000 |

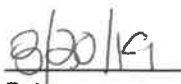
MATERIALS THAT MAY BE REQUIRED UPON THE REQUEST OF THE CITY PLANNER

| | | |
|--------------------------|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <p><u>Survey of the property:</u> 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 ½" x 11" format.</p> |
| <input type="checkbox"/> | <input type="checkbox"/> | Electronic copy of all submittal documents |

This application must be signed by ALL owners of the subject property or an explanation given why this not the case.

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


Signature of Applicant


Date

Signature of Owner (if different than applicant)

Date

Letter of Intent
Conditional Use Permit
For Boarding Facility/Permitted Number of Horses.
Summer Haven Farm
Summer Lutgen
9104 68th St N
Grant, MN 55082

August 17, 2019

Dear City Councilmen and women, and neighbors,

We would greatly appreciate if you would be so kind to read through this letter of intent that accompanies our conditional use permit application for Summer Haven Farm, located at 9104 68th St N. Thank you.

Overview of Proposal

The subject 20 acre property has been a farm since becoming the Brockberg Farm in 1901. In 2004 the old three story cattle barn was taken down due to structural safety concerns and the 72 x 100 sixteen stall horse barn with attached 72 x 200 indoor riding arena was constructed by the Soccoman family and has continued to house horses since. Our intent is to bring this horse farm back up to par (if you're not too familiar with the farm, it had become too much for the last owner and was quite over run and things like the wood fencing was starting to fall apart and was a safety concern) with the neighborhood and area and serve as a semi-private high-end hunter/jumper training facility. With Summers 30 years of experience and success as a competitor in the US and Canada, with uncountable local and national championships, we are than confident that she will make this place the best possible version of itself possible, a farm neighbors and the city will be proud to have here.

We are asking that the CUP grants us the ability to house sixteen horses on the property, as that's the number of stalls the barn was built with and would give us the ability to take extra measures to cut down on things that impact the neighborhood, i.e. traffic, manure removal, etc.. Ten of them would be ours and six would be boarded. We have contracts contingent upon our CUP with three clients, all of them owning two horses each, so rather than the traffic of six single horse owners, it would only be three, two of which already come to ride a few of our horses anyways, so there would be very little increase in barn traffic.

In consideration of our impact on the environment and neighborhood concerns about the potential detrimental impacts from the increase in horse numbers- including manure storage, scent and run-off, farm noise, storm water, excess traffic and the proposed outdoor riding arena, in the paragraphs to follow, we will discuss our solutions to each concern.

*Many of these solutions are based on being granted our CUP allowing sixteen horses. Any less would require cutbacks.

- Manure sights, scents and environmental impact: No one can deny that this situation can become quite an issue, especially for neighbors, but we do not care to have the sight and scent of too much manure either and because we're remodeling to be a high-end professional farm, we have done our best to find a solution that best serves the farm and the neighborhood. We will be constructing a large, yet hidden cement manure storage containment

which will be located just to the southwest of its current location behind the barn that would allow the run-off to go directly and only into the existing manmade pond, that was specifically excavated for the purpose of mitigating stormwater run-off to a holding pond for infiltration. We had a chance to discuss this with a member of the Valley Branch Watershed while she was recently on our property to review the new delineation of the wetlands, and she very much liked the idea of the containment and encouraged its addition. The containment would also make monthly removal a lot easier and keep the entire farm cleaner and there would be no giant mound for neighbors to have to look at and its not exactly a pile anyone cares to look at from the dinner table (monthly removal is based on sixteen horses.)

- **Farm Noise:** Please bare with us just a bit longer! We are doing our best to keep noise to a minimum, but some is simply inevitable, especially while under construction. Once the remodels are through, the noise will be drastically less, however, you will have the occasional horses whiny, tractor and lawn mower noise, and dragging and watering the arenas, which we have already purchased “dustless non-compacting” footing for (it isn’t perfect and does actually require some maintenance, but drastically lower than regular sand would) so it shouldn’t be too much of a nuisance. The number of horses should make very little, if any, impact on the amount or level of noise, and we are very careful to follow the cities noise ordinances, though, we may have made a bit of a raucous while we were trying to settle in and hope you’ll forgive us if we were any sort of nuisance.

- **Storm Water Mitigation and Infiltration:** Being a farm with animal waste and wetlands on the property, properly mitigating stormwater run-off and infiltration prior to reaching the wetlands is a top priority. Though the previous owners did some to help this situation, we feel there’s quite a bit that still can be done to make it even better. Our proposed plan has solutions including well/professionally planned and beautiful landscaping throughout the property, utilizing multiple rain gardens for collecting run-off and allowing infiltration, proper grading and drain tile to properly mitigate the run-off into specific holding areas and prevent it from running into the neighboring properties and/or wetlands, especially without proper infiltration prior.

- **Traffic:** The added traffic from the six boarded horses is also of huge concern to us, as I am certain it is to neighbors and the area in general, but our farm is first and foremost our home, and we do not care for all sorts of traffic either. As stated above, we have three customers in contract contingent to our CUP allowing sixteen, two of which come here to ride regardless of whether or not their horses are here. Also, the basis behind having ten of our own, is to allow four of them to be sale horses to bring in an income but not add to traffic and that many more people around in general. Horses typically get bought and sold at horse shows, so no need to worry about added traffic due to that.

- **Proposed Outdoor Riding Arena:** The arena we have planned to construct would be 200’ x 125’ with drain tile running below the entire arena, so there’s never standing water and to make sure it doesn’t run our footing into the neighboring property and would be located in the southwest corner of the property. The arena will be beautifully landscaped with a “driveway ramp” multi jump obstacle built into the hill, islands of trees, greenery and flowers. Buffer trees would be put in along our west property line and those neighbors will be invited to join us on the decision making process for the placement, amount and type of trees that are put in (we would also be happy to provide them for their side of the line as well, within reason, if they would prefer/appreciate some being on their side) and large rain gardens along the southern side for run off storage and infiltration.

We are dedicated to creating a farm that everyone can appreciate, whether it be due to adding value to the area, how pleasant it will be on the eyes, or for the love of horses and

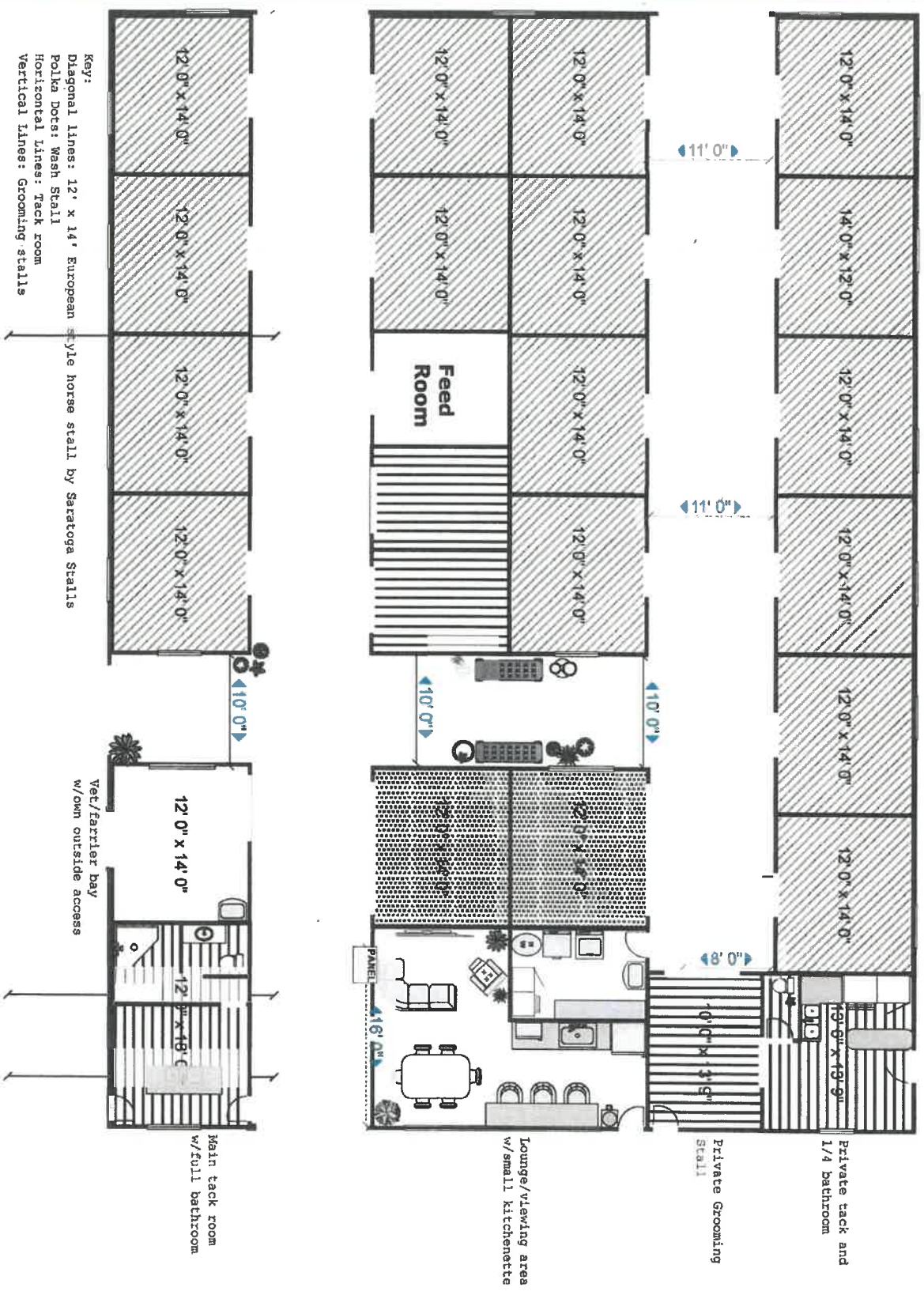
farms and feel our plans could not possibly better support the *City of Grant, Minnesota 2008 Comprehensive Plan*, which on page 38 states the following as three of *The City of Grant's Land Use Goals through 2030*:

Goal 1: Ensure the preservation of existing rural character through appropriate rural development guidelines and ordinances.

Goal 2: Protect the natural resource base of the community.

Goal 3: Preserve and protect agricultural land and facilities, agricultural lifestyles, and encourage hobby farms and commercial agricultural uses within the City.

Thank you so much for taking the time to read our proposal for which we have applied for our conditional use permit with the City of Grant. If you have any questions or concerns we did not cover or if you would like to clarify or get more info on something we have, we encourage you to attend the public hearing, which you will be notified of when that will be by the City of Grant.



Key:
 Diagonal Lines: 12' x 14' European style horse stall by Saratoga Stalls
 Polka Dots: Wash Stall
 Horizontal Lines: Tack room
 Vertical Lines: Grooming stalls

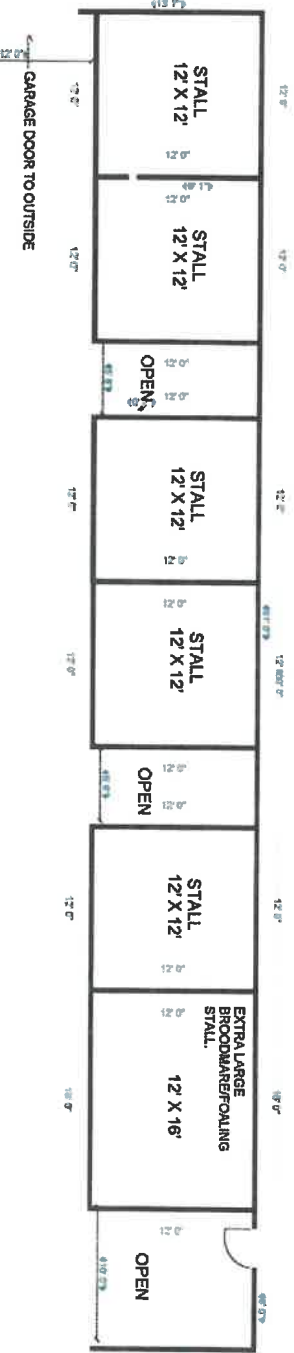
Vet/farrier bay
 w/own outside access

Main tack room
 w/full bathroom

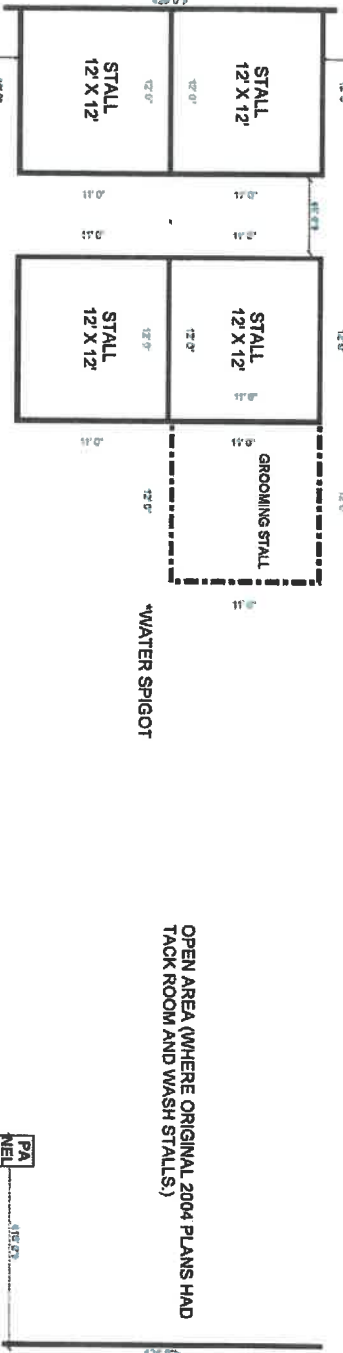
Lounge/Viewing area
 w/ small kitchenette

Private Grooming
 Stall

Private tack and
 1/4 bathroom

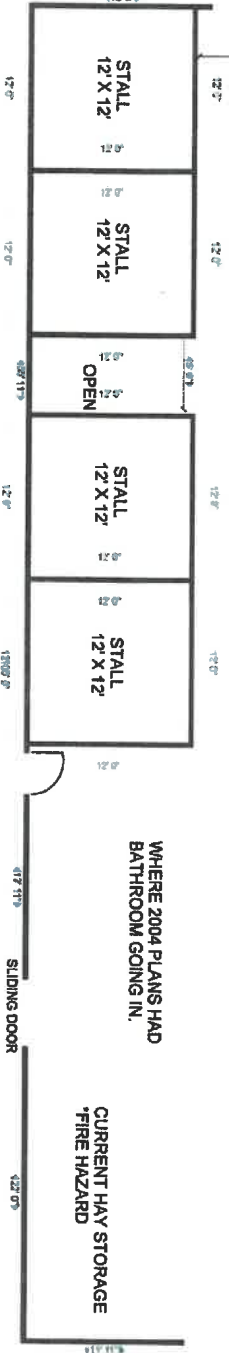


ENTRANCE INTO INDOOR ARENA W/GARAGE DOOR



EXISTING 72' X 200' INDOOR RIDING ARENA

ENTRANCE INTO INDOOR ARENA W/GARAGE DOOR



WHERE 2004 PLANS HAD BATHROOM GOING IN.
CURRENT HAY STORAGE *FIRE HAZARD

SLIDING DOOR

**CITY OF GRANT, MINNESOTA
RESOLUTION NO. 2019-22**

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR
9104 68TH STREET NORTH
(SUMMER HAVEN HORSE BOARDING)**

WHEREAS, Summer Lutgen (“Applicants”) has submitted an application for a Conditional Use Permit to permit the boarding of up to sixteen (16) horses on the property located at 9104 68th Street North (“Subject Property”) in the City of Grant, Minnesota; and

WHEREAS, the Applicants reside on the Subject Property; and

WHEREAS, the Horse Boarding use will be accessory to the principal use; and

WHEREAS, the Planning Commission has considered the Applicant’s request at a duly noticed Public Hearing which took place on November 19, 2019; and

WHEREAS, on November 19, 2019 the Planning Commission recommended approval of the application subject to certain conditions; and

WHEREAS, the City Council has considered the recommendation of the Planning Commission and the Applicant’s request at a regular City Council meeting which took place on December 3, 2019.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANT, WASHINGTON COUNTY, MINNESOTA, that it does hereby approve the request of Summer Lutgen for a Conditional Use Permit, based upon the following findings pursuant to Section 32-147 of the City’s Zoning Ordinance which provides that a Conditional Use Permit may be granted “if the applicant has proven to a reasonable degree of certainty” that specific standards are met. The City Council’s Findings relating to the standards are as follows:

- The Horse boarding operations use conforms to the City's Comprehensive Plan for rural residential and agricultural uses.
- Horse boarding and training of equines at a density that exceed 1 animal unit per 2 grazable acres is conditionally permitted per the City's zoning code.
- The Horse boarding operations will not be detrimental to or endanger the public health, safety or general welfare of the city, its residents, or the existing neighborhood.
- The Horse boarding operations is compatible with the existing neighborhood.
- The Horse Boarding operations meets the conditions or standards adopted by the city through resolutions or other ordinances.
- The Horse boarding operations will not create additional requirements for facilities and services at public cost beyond the city's normal low-density residential and agricultural uses.

FURTHER BE IT RESOLVED that the following conditions of approval of the Conditional Use Permit shall be met:

1. The Applicant shall meet and comply with all of the conditions stated within the Conditional Use Permit dated December 3, 2019 (the "Permit").
2. The Permit shall be reviewed in compliance with the City's CUP review process, which may be on an annual basis.
3. Any violation of the conditions of the Permit may result in the revocation of said Permit.
4. All escrow amounts shall be brought up to date and kept current.
5. The Owner shall obtain any necessary permits from Washington County, Minnesota Department of Health, Valley Branch Watershed District, Washington Conservation District, the MPCA or any other regulatory agency having jurisdiction over the proposed use, which are necessary in carrying out its operations on the premises.

Adopted by the Grant City Council this 3rd day of December 2019.

Jeff Huber, Mayor

State of Minnesota)
) ss.
County of Washington)

I, the undersigned, being the duly qualified and appointed Clerk of the City of Grant, Minnesota do hereby certify that I have carefully compared the foregoing resolution adopted at a meeting of the Grant City Council on _____, 2019 with the original thereof on file in my office and the same is a full, true and complete transcript thereof.

Witness my hand as such City Clerk and the corporate seal of the City of Grant, Washington County, Minnesota this _____ day of _____, 2019.

Kim Points
Clerk
City of Grant

**SUMMER HAVEN HORSE BOARDING
CONDITIONAL USE PERMIT
CITY OF GRANT**

APPLICANT: Summer Lutgen

LEGAL DESCRIPTION: Attachment A

PID: 3403021220011

ZONING: A-2

ADDRESS: 9104 68th Street North
Grant, MN

DATE: December 3, 2019

This is a Conditional Use Permit to allow for the personal and commercial boarding of horses as shown on the Site Plan and within the narrative dated August 17, 2019. Any expansion of the Horse Boarding facilities, or intensification of the operations, shall require an amendment to this Conditional Use Permit.

All uses shall be subject to the following conditions and/or restrictions imposed by the City Council, City of Grant, Washington County, Minnesota, and applicable ordinances, statutes or other laws in force within the City:

1. This permit shall be recorded against the subject property.
2. The Applicants shall be permitted to keep sixteen (16) on the property provided all conditions are met. The number of commercially boarded horses shall be no more than six (6), and the remaining 10 horses shall be for personal uses.
3. The Applicant shall submit an updated site plan that shows the location of the manure containment area, the existing driveway east of the Indoor Riding Arena and all other physical site improvements. Site Plan verification shall be completed by Staff, and any necessary adjustment to ensure setbacks are met shall be completed to the satisfaction of Staff.
4. The Applicant shall submit a plant schedule to correspond with the proposed landscape and buffer plan so that proper buffering can be verified.
5. If it is determined the easterly driveway meets setback, appropriate vegetative screening shall be install between the driveway and easterly property line. The Site Plan shall be updated to include this screening, and the corresponding adjustments to the plant schedule made to demonstrate the species and size of the trees to be planted.

6. The Applicant shall follow the manure management plan as provided with this application. If 16 horses are on-site, the manure in the containment area must be removed monthly to ensure compliance with the permit. If fewer horses are present, a proportional adjustment to the removal schedule shall be allowed. If any changes are proposed to the monthly removal schedule when boarding is at maximum capacity, a revised manure management plan shall be submitted to the City for review and consideration.
7. The Applicant shall provide written correspondence from the Valley Branch Watershed District indicating acceptance/approval of the potential runoff from the manure containment area to the designated pond area.
8. If site grading work exceeds 50 Cubic Yards, the Applicant shall obtain a grading permit from the City's engineer.
9. The Applicant shall maintain and manage all fenced areas to ensure the horses are kept on the property.
10. The Applicant shall not use the pasture area adjacent to the northerly property line of 9186 68th Street North as part of the horse boarding operations.
11. The Applicant shall monitor traffic internal to the site to ensure the access driveways are passable. Large trailers shall be parked in the designated parking areas and shall not be parked on the access driveways.
12. A Photometric Plan shall be submitted to demonstrate that the combination of lighting at the easterly property line complies with the City's adopted lighting ordinance contained in Section 32-321 (a).
13. The Indoor Riding Arena hours of operation shall be limited to dawn to 9 PM daily, and all lights shall be turned off within the arena space after 9 PM. This restriction shall not apply to emergency situations, where use of the arena space is necessary after 9 PM to protect the health and safety of the equines on the property.
14. If any additional bathrooms or other high-volume water uses are constructed in the barn/indoor riding arena the Applicant shall be responsible for obtaining proper permits and approvals for the Septic System from Washington County Environmental Services.
15. All operations on site shall meet the MPCA's noise standards and regulations.
16. It shall be the responsibility of the Applicants to obtain all necessary permits from Washington County, MPCA, Valley Branch Watershed District, Washington County Soil and Water Conservation District, or any other agency having jurisdiction over the subject use.
17. Any future expansion or intensification of the Horse Boarding operations shall require an amendment to the Permit. Intensification shall include, but not be limited to any events or the permanent keeping of additional horses.
18. No signage is approved as part of this permit. Any future signage shall be subject to the sign ordinance in place at time of application and may require an amendment to the CUP.
19. No public events or shows are approved as part of this permit; if any public events or shows are desired an amendment to this permit may be required.
20. All escrow amounts shall be brought up to date and kept current.

21. This permit shall be reviewed in compliance with the City's CUP review process, which maybe on an annual basis.

22. Any violation of the conditions of this permit may result in the revocation of said permit.

IN WITNESS WHEREOF, the parties have executed this agreement and acknowledge their acceptance of the above conditions.

CITY OF GRANT:

Date: _____

Jeff Huber, Mayor

Date: _____

Kim Points, City Clerk

State of Minnesota)
)ss.
County of Washington)

On this _____ day of _____, 2019, before me, a Notary Public, personally appeared Tom Carr and Kim Points, of the City of Grant, a Minnesota municipal corporation within the State of Minnesota, and that said instrument was signed on behalf of the City of Grant by the authority of the City Council, and Jeff Huber and Kim Points acknowledge said instrument to be the free act and deed of said City of Grant.

Notary Public

APPLICANT/OWNER:
Summer Lutgen

Date: _____

By: _____

Its: _____

Date: _____

Kim Points, City Clerk

State of Minnesota)
)ss.
County of Washington)

On this _____ day of _____, 2019, before me, a Notary Public, personally appeared _
_____ the Owner who acknowledged that said instrument was authorized and
executed on behalf of said Applicant.

Notary Public

EXHIBIT A



STAFF REPORT

TO: Mayor and City Council
Kim Points, City Administrator/Clerk

CC: Dave Snyder, City Attorney

From: Jennifer Haskamp, Consulting City Planner

Date: November 26, 2019

RE: Application for Minor Subdivision (Lot Line Rearrangement)
7781 and 7995 Kimbro Avenue N,
Grant, MN

Background

The Applicants and Owners Isaac and Jenna Klaehn, and Owners Pat and Deanna Herold, are requesting an exchange of lands or minor subdivision of property located at 7781 and 7995 Kimbro Avenue North. The proposed exchange of land is for an approximately 33-foot wide strip of land that provides private access to three abutting lots (7955, 7975, and 7995 Kimbro) which is currently owned by Herolds which is a non-contiguous parcel at 7781 Kimbro Ave N.

Planning Commission Summary and Public Hearing

A duly noticed public hearing was held at the regular Planning Commission meeting on November 19, 2019 at 6:30 PM. There were no members of the public present, and no testimony was provided or submitted.

Once the public hearing was closed, the Planning Commission discussed the application briefly before making a motion to recommend approval of the minor subdivision to the City Council with the conditions as noted in the attached resolution.

The following staff report is generally as presented to the Planning Commission. Additions are noted with an underline.

Project Summary

| | |
|------------------------------------------|--------------------------------------------------------------------|
| Applicants & Owners 7995 Kimbro Ave N | Isaac and Jenna Klaehn |
| Owner 7781 Kimbro Ave N | Pat and Deanna Herold |
| PIDs: | 260302112004 and 2603021120001 |
| Lot Size: | <u>7995 Kimbro – 4.5 Acres</u> <u>7781 Kimbro – 26.29 Acres</u> |



| | |
|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| Zoning & Land Use: | A-2 |
| Request: | Lot Line Rearrangement (Minor Subdivision) to transfer approximately 42,900 square feet from 7781 Kimbro Avenue N to 7995 Kimbro Avenue N. |

The Applicant and Owners are requesting a lot line rearrangement of two existing lots to transfer approximately 42,900 square feet from the property located at 7781 Kimbro Avenue N to 7995 Kimbro Avenue N. The proposed lot line rearrangement will not result in any new lots, and the 42,900 square foot strip of land will continue to be used to provide access to the properties located at 7955, 7975 and 7995 Kimbro Avenue N. The current private access is owned by the Herolds whose property is located at 7781 Kimbro Avenue N which is a non-contiguous parcel. The purpose of the lot line rearrangement is for the access strip to be owned by a property owner with contiguous land. The purpose of the land will not change as a result of the exchange, and the land will continue to be used as a private access for the three lots which abut the property.

Review Criteria

The City's subdivision ordinance allows for minor subdivisions and lot line adjustments as defined in Section 30-9, 30-10 and 30-11. The sections of the code that relate to dimensional standards and other zoning considerations are provided for your reference:

- Secs. 12-261
- Secs. 32-184
- Secs. 32-246
- Secs. 32-313

Existing Site Conditions

There are two parcels that are the subject of this Application including the property located at 7995 Kimbro Avenue North and 7781 Kimbro Avenue North, and there are two additional affected parcels located at 7955 and 7975 Kimbro Avenue North. The lots in their current configuration were created in the 1960s, which predated the City's ordinance that require a lot to have frontage on a public road. As a result, the lots located at 7975 and 7995 Kimbro Avenue were considered legally conforming even though they did not have frontage on a public road. Both parcels were permitted to be accessed from a private driveway easement that was owned by the property located at 7781 Kimbro Avenue North which abuts their southerly lot line. The private driveway access area is a strip of land approximately 33' wide by 1300' long and extends the full width of the properties located at 7955, 7975 and 7995 Kimbro Avenue. The existing private driveway currently provides access to all three lots, and no access is provided to any other surrounding land or parcels.

Comprehensive Plan Review



The adopted Comprehensive Plan sets a maximum density of 1 unit per 10 acres in the A-2 land use designation. The proposed minor subdivision/lot line rearrangement of the two Parcels does not result in any new lots being created. The minor subdivision/lot line rearrangement as proposed meets the density requirements as established in the Comprehensive Plan.

Zoning/Site Review

Dimensional Standards

The following site and zoning requirements in the A-2 district are defined as the following for lot standards and structural setbacks:

| Dimension | Standard |
|---------------------------------------|----------|
| Lot Area | 5 acres |
| Lot Width (public street) | 300' |
| Lot Depth | 300' |
| FY Setback – County Road (Centerline) | 150' |
| Side Yard Setback (Interior) | 20' |
| Rear Yard Setback | 50' |
| Maximum Height | 35' |

The proposed configuration does not result in any new lots and it does not change the existing conditions since the land transfer is simply a transfer of ownerships. It should be noted that the strip of land does not meet the City's roadway standards, and that the strip of land was created to a historic cartway standard. As such, a new access road could not be installed within the strip and meet the City's roadway specifications.

Access & Driveways

No new access will be created as a part of this request, and all properties will continue to use their existing access. However, given that the strip of land that is proposed for transfer as part of this subdivision provides access to not only the subject lot, but also to the two adjacent lots to the west it is imperative that access to all three lots be protected and preserved. Since the land is owned by a private property owner, it is essential that the private driveway easement be maintained into perpetuity so that the properties at 7955 and 7975 Kimbro Avenue are preserved. *Staff would recommend that a condition be included in the approval that the driveway easement must be perpetual, and that the easement must be submitted to the City Attorney for review and approval prior to recording the deeds.*

Additional Considerations

The proposed configuration is generally subject to the standards that are contained within Chapter 30 for minor subdivisions in the City. Some additional considerations regarding this request are as follows:



- The configuration results in an irregular shaped lot, which is generally discouraged in the City's subdivision standards for design. However, the situation is unique in that the strip of land that is transferred is generally for access and was sized to a historic standard cartway.
- Shared driveways are discouraged particularly to public right-of-way. This condition is existing and is considered legally non-conforming. However, as noted in previous sections the private (shared) driveway access must be preserved to ensure access to 7955 and 7975 Kimbro Avenue North.
- The transfer of approximately an acre results in the property at 7995 increasing to approximately 5.5 acres, and increases the allowable accessory structure square footage and quantity per Section 32-313 of the City's Code. The property at 7781 Kimbro remains greater than 20 acres, and thus there is no impact to the permitted accessory building square footage or quantity.

Other Agency Review

There are no other agencies that are required to review the subject application. The proposed rearrangement does not create any new lots or propose any new structures, driveway accesses, construction or other site work. As a result, no other agency review is necessary.

Requested Action

The Planning Commission unanimously recommends approval of the Minor Subdivision to the City Council with the conditions as noted in the draft Resolution.

Attachments:

Attachment A: Application

Attachment B: Minor Subdivision exhibit, June 5, 2019

Attachment C: Resolution 2019-23

City of Grant
P.O. Box 577
Willernie, MN 55090



Phone: 651.426.3383
Fax: 651.429.1998
Email: clerk@cityofgrant.com

| | |
|-------------------|-----------------|
| Application Date: | |
| Fee: \$400 | Escrow: \$4,000 |

MINOR SUBDIVISIONS

A minor subdivision is any subdivision containing not more than two lots fronting on an existing street, not involving any new street or road, or the extension of municipal facilities, or the creation of any public improvements, and not adversely affecting the remainder of the parcel or adjoining property.

| | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|
| PARCEL IDENTIFICATION NO (PIN): 2603021120001 LEGAL DESCRIPTION: NW 1/4 - NE 1/4 EXC 5417.8' of N4508.1' + EXC 5208.9' of N 659.7' of W 241.9' thereof SUBJ TO EASE SECTION 26 TWSHP 030 RANGE 021 | | ZONING DISTRICT & COMP PLAN LAND USE: Residential LOT SIZE: 26028 acrc |
| PROJECT ADDRESS: 7781 Kimbro Ave N Grant, MN 55082 | OWNER: Name: Pat + Deanna Herald Address: 7781 Kimbro Ave N City, State: Grant, MN Phone: 612-805-3789 Email: PHerald@heraldprecision.com | APPLICANT (IF DIFFERENT THAN OWNER): Isaac + Jenna Hoehn 7995 Kimbro Ave N Grant, MN 55082 507-438-2538 KLI30401@gmail.com |
| DESCRIPTION OF REQUEST: subdivide north edge 33' x 1300' rectangular portion of 2603021120001 (7781 Kimbro Ave N) and combine with 2603021120004 (7995 Kimbro Ave) - Reference provided documents | | |
| EXISTING SITE CONDITIONS: Section to combine with 2603021120004 is a shared driveway for 2603021120004, 2603021120003, + 2603021120002. Rock surface, natural gas, overhead + underground power, and cable running from Kimbro Ave N. | | |
| APPLICABLE ZONING CODE SECTION(S): Please review the referenced code section for a detailed description of required submittal documents, and subsequent process. | | |
| 1. Chapter 30; Section 30-9 | | |

Submittal Materials

The following materials must be submitted with your application in order to be considered complete. If you have any questions or concerns regarding the necessary materials please contact the City Planner.

AP - Applicant check list, CS - City Staff check list

| AP | CS | MATERIALS |
|--------------------------|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Site Plan: Technical drawing demonstrating existing conditions and proposed changes (Full scale plan sets shall be at a scale not less than 1:100) <ul style="list-style-type: none"> ▪ North arrow and scale ▪ Name, address, phone number for owner, developer, surveyor, engineer ▪ Streets within and adjacent to the parcel(s) including driveway access points ▪ Topographic data at two (2) foot contour intervals and steep slopes ▪ Proposed lot sizes (with dimensions) indicating setbacks for newly created lots ▪ Buildable area with acres and square footage identified ▪ Wetland limits (delineation) ▪ Drainage plans ▪ Soil tests for the installation of an on-site septic system. |

Application for: **MINOR SUBDIVISION**
City of Grant

| | | |
|--------------------------|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | <ul style="list-style-type: none"> ▪ Septic system and well location ▪ Building locations and dimensions with setbacks ▪ Vegetation and landscaping ▪ Wetland Delineation ▪ Shoreland classifications: waterbodies, Ordinance High Water Level, 100 year flood elevation, and bluff line ▪ Name of subdivision with lot and block numbers of property, if platted <p>COPIES: 20 copies (4 sets at 22" x 34" and 16 at 11" x 17" format)</p> |
| <input type="checkbox"/> | <input type="checkbox"/> | A certificate of survey, by a registered land surveyor for each parcel will be required. The survey must show newly created lots and the original lot, limits of any wetland, one acre of buildable area, and elevation of the building site above any lake, stream, wetland, etc. |
| <input type="checkbox"/> | <input type="checkbox"/> | 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. |
| <input type="checkbox"/> | <input type="checkbox"/> | Mailing labels with names and address of property owners within 1,320 feet, contact Washington County Surveyor's Office: (651) 430-6875 |
| <input type="checkbox"/> | <input type="checkbox"/> | Minor Subdivision submittal form completed and signed by all necessary parties |
| <input type="checkbox"/> | <input type="checkbox"/> | Paid Application Fee: \$400 |
| <input type="checkbox"/> | <input type="checkbox"/> | Escrow Paid: \$4,000 |

Review and Recommendation by 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, disapproval or table by motion the application. The Commission may impose necessary conditions and safeguards in conjunction with their recommendation.

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 is the only body with the authority to make a final determination and either approve or deny the application for minor subdivision.

This application must be signed by ALL owners of the subject property or an explanation given why this not the case.

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

Signature of Applicant

Signature of Owner

10/15/19
Date

10-15-19
Date

Isaac & Jenna Klaehn
7995 Kimbro Ave N
Grant, MN 55082
Klis0401@gmail.com
507-438-2538

To whom it may concern,

Below is a list of governmental agencies contacted in regards to the application for minor subdivision of PIN 260302112001 (7781 Kimbro Ave N, Grant, MN). Note that the subdivision application does not include any physical modification of land or addition to/creation of any structure, thus not requiring a permit.

City of Grant
Washington County
Browns Creek Watershed District
Northern Natural Gas

Washington County stated once approval is received from the City, we will need to record the documents with the Washington County Department of Property Records and Taxpayer Services. BCWD and NNG did not have any request or requirement. Email correspondence with the mentioned agencies can be made available upon request. If any specific agency is not represented on this document, please contact applicants listed above.

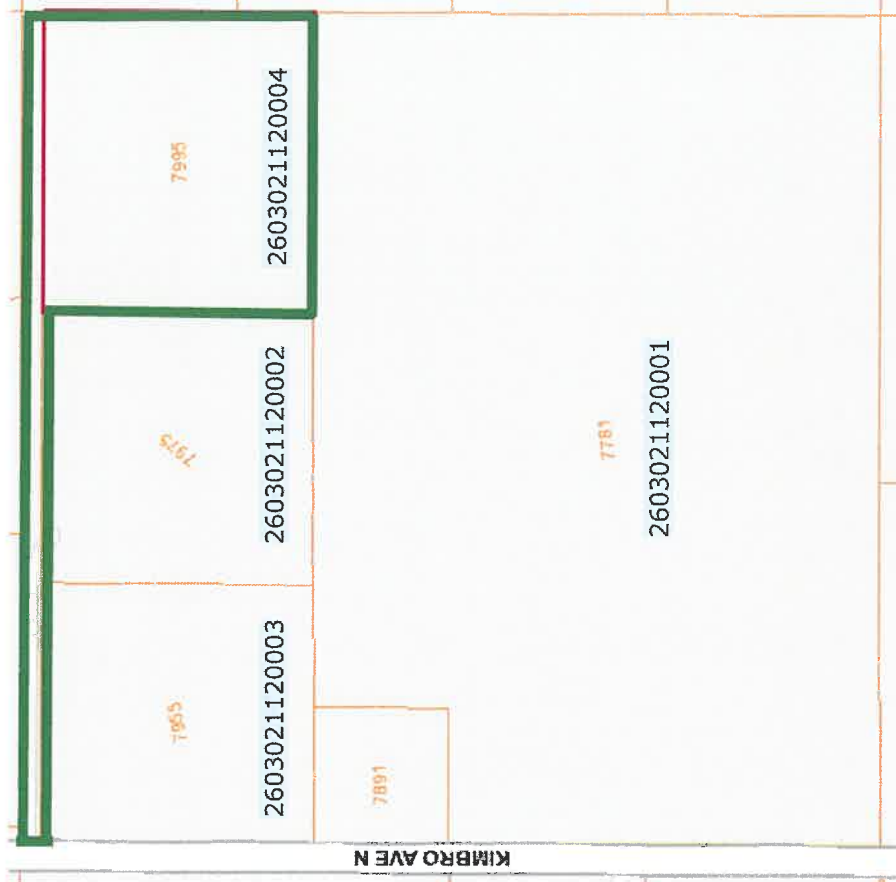
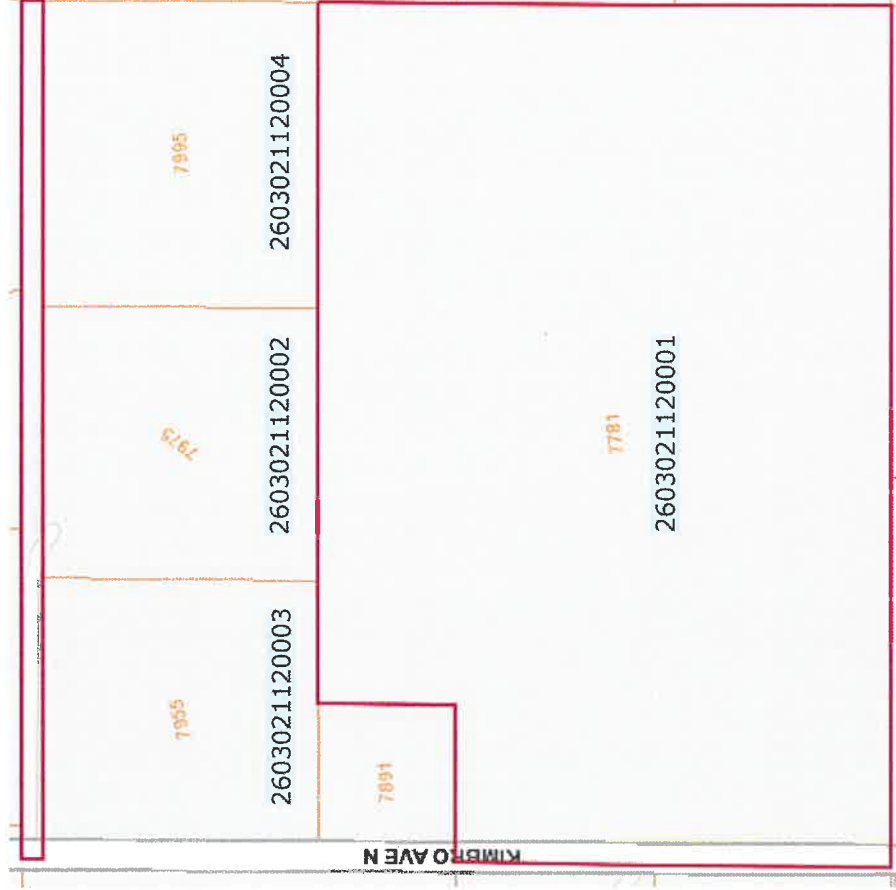
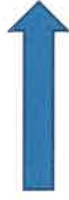
Thank you,
Isaac & Jenna Klaehn

Current State

7781 property contains 33'x~1300'
shared driveway on northern edge

Proposed

Combine 33'x~1300' shared driveway
with 7995 property



Note that the subdivision application does not include any physical
modification of land or addition to/creation of any structure

**CITY OF GRANT, MINNESOTA
RESOLUTION NO. 2019-23**

**RESOLUTION APPROVING A REQUEST FOR MINOR SUBDIVISION AT
7995 AND 7781 KIMBRO AVENUE NORTH**

WHEREAS, Isaac and Jenna Klaehn (“Applicants”) and Pat and Deanna Herold (“Owners”) have submitted an application for a Lot Line Rearrangement/Minor Subdivision of the properties located at 7995 Kimbro Avenue North (“Subject Property”) and 7781 Kimbro Avenue North in the City of Grant, Minnesota; and

WHEREAS, the Owners have agreed to sell approximately 0.98 Acres of land to the Applicants; and

WHEREAS, the Applicant wishes to purchase the land which provides direct access to the Subject Property; and

WHEREAS, the proposed lot line rearrangement will not result in any new lots being created but will rearrange the existing lot lines; and

WHEREAS, the City Council has considered the Applicant’s request at a duly noticed Public Hearing which took place on November 19, 2019.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANT, WASHINGTON COUNTY, MINNESOTA, that it does hereby approve the request of Isaac and Jenna Klaehn and Pat and Deanna Herold for a Minor Subdivision as described in Chapter 30, based upon the following findings pursuant to Section 30-4 of the City’s Subdivision Ordinance. The City Council’s Findings relating to the standards are as follows:

- The minor subdivision and combination will not negatively affect the physical characteristics of the lots or the neighborhood.
- The proposed minor subdivision conforms to the city’s comprehensive plan.

- The minor subdivision does not create any new lots, and no new structures or intensity are proposed as part of this request.
- The minor subdivision will not be detrimental to or endanger the public health, safety or general welfare of the city, its residents, or the existing neighborhood.

FURTHER BE IT RESOLVED that the following conditions of approval of the Minor Subdivision shall be met:

1. A private Driveway Easement shall be prepared to the satisfaction of the City Attorney to ensure access is maintained into perpetuity for the lots located at 7955, 7975 and 7995 Kimbro Avenue North.
2. The City Attorney shall review and stamp the deeds associated with the created parcels.
3. All escrow amounts shall be brought up to date and kept current.

Adopted by the Grant City Council this 3rd day of December 2019.

Jeff Huber, Mayor

State of Minnesota)
) ss.
County of Washington)

I, the undersigned, being the duly qualified and appointed Clerk of the City of Grant, Minnesota do hereby certify that I have carefully compared the foregoing resolution adopted at a meeting of the Grant City Council on _____, 2019 with the original thereof on file in my office and the same is a full, true and complete transcript thereof.

Witness my hand as such City Clerk and the corporate seal of the City of Grant, Washington County, Minnesota this ____ day of _____, 2019.

Kim Points

Clerk
City of Grant

CITY OF GRANT
MINUTES

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DATE : November 4, 2019
TIME STARTED : 7:00 p.m.
TIME ENDED : 9:08 p.m.
MEMBERS PRESENT : Councilmember Carr, Kaup, Giefer,
and Mayor Huber
MEMBERS ABSENT : Councilmember Rog

Staff members present: City Attorney, Dave Snyder; City Engineer, Brad Reifsteck; City Planner, Jennifer Swanson; City Treasurer, Sharon Schwarze; and Administrator/Clerk, Kim Points

CALL TO ORDER

The meeting was called to order at 7:00 p.m.

PUBLIC INPUT

(1) Mr. Bob Tufty, 6365 Jasmine Avenue, came forward and stated the weather this year has been terrible on all roads and praised the Kline Bros. for doing a good job in keeping up.

(2) Ms. Danielle Jeffrey, 9700 68th Street Court, came forward and asked the Council to keep the Sunnybrook Lake area in mind this spring with potential flooding and maintaining access for the residents.

PLEDGE OF ALLEGIANCE

SETTING THE AGENDA

Council Member Kaup moved to approve the agenda, as presented. Council Member Giefer seconded the motion. Motion carried unanimously.

CONSENT AGENDA

| | |
|----------------------------------------------------------------------------------|----------|
| October 2019 Bill List, \$54,734.37 | Approved |
| Kline Bros. Excavating, Road Work, \$37,745.00 | Approved |
| Resolution No. 2019-19, Designating Precinct Polling Location for 2020 Elections | Approved |
| Agreement for Election Services, Washington County | Approved |

1
2 **Council Member Kaup moved to approve the consent agenda, as presented. Council Member**
3 **Giefer seconded the motion. Motion carried unanimously.**

4
5 **STAFF AGENDA ITEMS**

6
7 **City Engineer, Brad Reifsteck**

8
9 **PUBLIC HEARING, Consideration of Resolution No. 2019-18, Ordering the Improvements for**
10 **the 2019 Street Improvement Project** – City Engineer Reifsteck advised the action to be considered
11 is to adopt a resolution ordering the public improvements for the following Streets:

- 12
13 • Janero Court N
14 • Juno Ave N.
15 • Justen Trail N
16 • Joliet Ave N
17 • Grenelefe Ave N
18 • 101st St N.
19 • Jody Ave & Ct N
20 • Kellman Ct
21 • 103rd Street & Ct N

22
23 The City Council authorized preparation of the Feasibility Report for the project area on May 7th ,
24 2019 and received the Feasibility Report on September 3rd, 2019. The City notified affected property
25 owners and persons expressing interest in the project of the scheduled Improvement Hearing within
26 the minimum 10-day notification requirement and published the notice of hearing in the City’s
27 official newspaper for two weeks. A Public Hearing was conducted on October 1, 2019. The Public
28 Hearing was closed without resolution.

29
30 A second Public Hearing was scheduled for Monday November 4, 2019 at 7:00 pm. City staff was
31 directed by Council to survey the residents within the project limits to determine if most of the
32 property owners approve or disapprove the project. The improvements are anticipated to be funded by
33 special assessments to benefitting properties, in accordance with the Assessment Policy, adopted by
34 City Council.

35
36 City Engineer Reifsteck noted the survey cards are not legally binding but a way to gather more
37 information for the City Council. By ordering the improvement the City will have plans and
38 specifications as well as obtain bids. The Council has the authority to order the project.

39
40 City Engineer Reifsteck reviewed the results of the survey noting 52% did not respond.

41
42 **Council Member Kaup moved to open the public hearing at 7:08 p.m. Council Member Giefer**
43 **seconded the motion. Motion carried unanimously.**

1 Mr. Tony Vosooney, 9790 Janero Court N, came forward and stated he thinks everyone can agree the
2 roads need fixing. He encouraged the Council to order the project as it is beneficial to everyone to get
3 the entire project done. He suggested a longer term for pay back on the assessments to help with the
4 costs.

5
6 Mr. Bob Brandt, 9800 Janero Court N, came forward and agreed it is beneficial to do the entire
7 project and makes sense for all end users.

8
9 Ms. Mary Ann Linser, 10317 Jody Avenue Ct, came forward and stated Joliet would be done at a
10 higher standard than the other roads in the project area. She inquired about the process for vacating
11 the other end of Joliet so access to Joliet is only at 110th Street.

12
13 Mr. Jim Drost, 8682 Jamaca, came forward and stated he grew up on roads that were bad. New cars
14 get old very fast on bad roadways.

15
16 Ms. Erin Donovan, 9840 Justen Trail, came forward and stated the other cul-de-sac off Justen was not
17 included in the project but they would also benefit from the project. She stated she does not believe
18 the City's assessment policy is being followed.

19
20 Mr. Pat Beskar, 9255 96th Street, came forward and inquired about an updated cost for a simpler fix
21 to the road.

22
23 City Engineer Reifsteck stated 96th Street Court and 110th Street was originally included in the project
24 but they did not want to petition and they preferred to have the roadway sealcoated.

25
26 **Council Member Kaup moved to close the public hearing at 7:20 p.m. Council Member Giefer**
27 **seconded the motion. Motion carried unanimously.**

28
29 **Council Member Kaup moved to adopt Resolution No. 2019-18, as revised to include Janero,**
30 **Justen Trail/96 and Grenelefe. Council Member Giefer seconded the motion. Motion carried**
31 **with Council Member Carr voting nay.**

32
33 **City Planner, Jennifer Swanson**

34
35 **PUBLIC HEARING, Consideration of Resolution No. 2019-20, Variance Request for Septic,**
36 **6764 Manning Avenue North** – City Planner Swanson advised the Applicant William Johnson
37 (“Applicant”) on behalf of the Owner Lillian Johnson, has requested a variance from wetland setbacks
38 for installation of a new septic system on the property located at 6764 Manning Avenue North. The
39 Applicant is working to sell the property on behalf of his mother, and during the real estate
40 transaction process the existing system was determined to be noncompliant. The Applicant has been
41 working with Washington County to acquire a permit for installing the new system, and they were
42 notified by the County that the location of the replacement system is within the City's required
43 wetland setbacks and thus would need to obtain a variance from the city prior to being issued a permit
44 for installation of the new system.

1 The Applicant would like to have the new system installed this fall so that the property can be sold.
2 Given the timing of this request, Staff has duly noticed the public hearing for the November 4, 2019
3 City Council meeting so that a determination can be made.

4
5 The following staff report summarizes the requested variance, and existing conditions of the site. A
6 draft resolution of approval with conditions is provided for your review and consideration.
7 (Attachment A).

8
9 **Project Summary**

| | |
|----------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| Applicant: William Johnson (Conservator) Owner: Lillian Johnson | Site Size: 1.46 Acres Location: 6064 Manning Avenue North Existing Home: Constructed in 1959 Zoning & Land Use: A1 |
| Request: Variance from wetland setbacks and grading buffer to install a replacement subsurface sewage treatment system (ISTS) at the existing home | |

10
11
12 As referenced above, the Applicant has requested the following variance:

- 13
- 14 ▪ Request for variance from wetland setback requirements to allow for installation of a
- 15 replacement septic system on the subject property.

16
17 The Applicant has stated that the existing sewage treatment system that served the home is
18 noncompliant and must be replaced prior to selling the home. According to the Applicant’s narrative,
19 and the documentation provided by the septic designer, the only location on site that can adequately
20 support a replacement system is the proposed location which encroaches into both the sewage
21 treatment setback from a wetland and the no-build wetland buffer.

22
23 City Planner Swanson stated City Code Sections 32-59 and 32-60 establishes the criteria to review
24 and approve variance requests. The variance application process requires the Applicants to prepare a
25 statement of reasons why the request is made describing the hardship (or practical difficulty)
26 describing how, “the proposed use of the property and associated structures in question cannot be
27 established under the conditions allowed by this chapter or its amendments and no other reasonable
28 alternate use exists; however, the plight of the landowner must be due to physical conditions unique
29 to the land, structure or building involved and are not applicable to other lands, structures or buildings
30 in the same zoning district....Economic considerations alone shall not constitute a hardship.” The
31 Applicant’s statement can be found in Attachment B, which includes description from the Septic
32 Designer describing the reason for the proposed septic location.

33
34 The subject property is a small lot surrounded by larger tracts of land and is regularly shaped. The
35 existing lot is likely an original homestead location that at one time was probably associated with the
36 surrounding agricultural uses. The lot has primary frontage and access on Manning Avenue North
37 which is the eastern property line. The site is heavily vegetated, with a small clearing for the principal
38 and accessory structures. Based on the GIS and National Wetland Inventory (NWI) information there

1 is a wetland/pond area on the western edge of the property, and the site generally slopes east-to-west.
 2 There is an existing principal structure which was constructed in 1959, and it is assumed that the
 3 current septic system was installed in and around the time the principal structure was constructed.
 4 There is an existing detached garage located southwest of the principal structure, which is adjacent to
 5 the principal structure and both are accessed from a curvilinear driveway that connects to Manning
 6 Avenue N. Because the lot size is relatively small, the area exclusive of the developed area, wetlands,
 7 and setback areas is constrained leaving few available locations to site a new/replacement septic
 8 system.

9
 10 The wetland setbacks are established in Chapter 12 of the City’s Code, which breaks down the
 11 applicable standards for wetland by type, unclassified and classified water bodies. The following
 12 description of the variance and standard is identified in the following table (See Attachment B for site
 13 plan):
 14

| Standard | Required | Proposed | Variance | Description |
|----------------|----------|----------|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Wetland | 75' | 50' +/- | 25' +/- | There is an existing wetland/pond area located west and northwest of the existing home. Given existing conditions, the principal structure is located approximately 50-feet at its closest location to the wetland. Any replacement system west of the home will encroach into the 75-foot setback given the location of the principal structure on the property. |
| Wetland Buffer | 50' | ~40' | 10' | The no-grade/no-touch buffer is measured from the wetland edge. Since a wetland delineation was not completed, the exact edge of the wetland cannot be verified and therefore contours were used by the septic designer. As a result, it is possible that at time of grading and installation the buffer area may be disturbed. |

15
 16 Lot Size/Constraints

17 The Applicants’ lot was created some time in the 1950s and the existing home was constructed in
 18 1959. At the time, the lot and home likely complied with the adopted lot standards and may have
 19 been a part of a larger farmstead. Since the 1970s lot size and area standards have changed and as a
 20 result the lot is now considered a legal non-conforming lot with respect to size, area and dimensions.
 21 Given that the existing lot area and dimensions are significantly smaller than those that regulate lots
 22 today, it would be nearly impossible to site a replacement septic system on the property and meet all
 23 the current setback requirements. The lot is naturally constrained not only by natural features on the
 24 property (wetlands and hydric soils) but also by the non-conforming nature of the lot area and
 25 dimensions. Further, due to the location of the existing home, the detached accessory garage and the
 26 well which serves the residence the location that a septic system could be sited is further reduced. To
 27 that end, the proposed plan requires the drainfield to be located in front of the home (east) and for a

1 2” supply line be installed for the pressurized drainfield further demonstrating the constraints
2 associated with the lot. Staff believes the proposed location of the replacement system is reasonable
3 and is properly located based upon topography and other natural site limiting factors, and that the
4 variances requested has been minimized to the extent possible. Additionally, the Applicant must
5 remedy the situation to comply with the standards for septic systems as identified by Washington
6 County to sell the property.

7
8 The City Engineer is reviewing the attached Certificate of Survey and submitted materials. Staff will
9 provide a verbal update at the City Council meeting if any additional concerns are identified.

10
11 The site is located in the Browns Creek Watershed District, and the Applicant has been in contact
12 with Karen Kill to determine whether any permits are required. As noted in the email exchange
13 between Ms. Kill and Mr. Johnson, buffer requirements are not triggered on this property because it is
14 not a change in use. However, it was noted that a grading permit may be required from BCWD if
15 quantities exceed 50 CY. As referenced previously, the Applicants must obtain a permit from the
16 Washington County Department of Public Health and Environment prior to installation of the system,
17 as they are the permitting authority for new and replacement septic systems in the City.

18
19 The following draft findings related to the hardship (practical difficulty) are provided for your review
20 and consideration:

- 21
- 22 ▪ The Applicants must replace the failing system to comply the standards of the Washington
23 County Department of Public Health and Environment, and for the safety of the home and any
24 of its occupants.
- 25 ▪ Replacement of the failing system is a health, safety, and welfare issue and must be completed
26 to the satisfaction of Washington County to protect the current, and any future, homeowners
27 as well as any adjacent properties which could be affected if the noncompliant system were to
28 remain.
- 29 ▪ The subject property is considered a legal non-conforming lot with respect to size, area and
30 dimensions which constrains the buildable area on the site and limits the available locations to
31 site a replacement septic system.
- 32 ▪ The available area to site a replacement system is constrained given the existing home,
33 accessory buildings, driveway and wetland/pond area onsite.

34
35 *Draft Conditions as noted in the Attached Resolution:*

- 36
- 37 ▪ The Applicants shall be required to obtain the proper permits from the Washington County
38 Department of Public Health and Environment prior to installation of the replacement system.
- 39 ▪ The replacement system must be placed outside of all wetland/ponding areas on the site.
- 40 ▪ The Applicants shall be required to obtain any necessary permits and/or approvals from the
41 Browns Creek Watershed District prior to installation. A copy of any correspondence or
42 permits shall be provided to the city prior to installation of the new system.

1 City Planner Swanson advised Staff recommends approval of the requested variances with conditions
2 as noted. A draft resolution of approval for your review and consideration is provided in Attachment
3 A.

4
5 **Council Member Giefer moved to open the public hearing at 8:02 p.m. Council Member Kaup**
6 **seconded the motion. Motion carried unanimously.**

7
8 No one was present to speak during the public hearing.

9
10 **Council Member Kaup moved to close the public hearing at 8:03 p.m. Council Member Carr**
11 **seconded the motion. Motion carried unanimously.**

12
13 **Council Member Kaup moved to adopt Resolution No. 2019-20, as presented. Council Member**
14 **Giefer seconded the motion. Motion carried unanimously.**

15
16 **City Attorney, Dave Snyder (no action items)**

17
18 **NEW BUSINESS**

19
20 **Consideration of October 1, 2019 City Council Meeting Minutes** – Staff noted draft meeting
21 minutes were included in the City Council packets for review.

22
23 **Council Member Kaup moved to approve the October 1, 2019 City Council Meeting Minutes,**
24 **as presented. Council Member Giefer seconded the motion. Motion carried with Council**
25 **Member Carr abstaining.**

26
27 **Consideration of Resolution No. 2019-21, Accepting Resignation and Declaring a Vacancy –**
28 Mayor Huber stated he is not happy to report that tonight will be Council Member Kaup’s last
29 meeting as he is resigning.

30
31 **Council Member Carr moved to adopt Resolution No. 2019-21, as presented. Council Member**
32 **Giefer seconded the motion. Motion carried unanimously.**

33
34 **UNFINISHED BUSINESS**

35
36 There was no unfinished business.

37 **DISCUSSION ITEMS (no action taken)**

38
39 **Staff Updates (updates from Staff, no action taken)**

40
41 **City Council Reports/Future Agenda Items**

42
43 No items were placed on a future agenda.

44
45 **COMMUNITY CALENDAR NOVEMBER 5 THROUGH NOVEMBER 30, 2019:**

- 1 **City Office Closed, Monday, November 11th, Veterans Day Holiday**
- 2 **Mahtomedi Public Schools Board Meeting, Thursday, November 14th, Mahtomedi District**
- 3 **Education Center, 7:00 p.m.**
- 4 **Stillwater Public Schools Board Meeting, Thursday, November 14th, Stillwater City Hall, 7:00**
- 5 **p.m.**
- 6 **Washington County Commissioners Meeting, Tuesdays, Government Center, 9:00 a.m.**
- 7 **City Office Closed, Thursday and Friday, November 28th and 29th, Thanksgiving Holiday**

8
9 **ADJOURNMENT**

10
11 **Council Member Kaup moved to adjourn the meeting at 8:37 p.m. Council Member Giefer**

12 **seconded the motion. Motion carried unanimously.**

13
14
15
16
17
18
19

20 These minutes were considered and approved at the regular Council Meeting December 3, 2019.

21
22
23

24 _____

25 Kim Points, Administrator/Clerk

24 _____

25 Jeff Huber, Mayor

City of Grant Draft Budget September, 2019

| | 2017 | | 2018 | | 2019 YTD | | 2020 Budget | |
|--------------------------------------------------|------------------|------------------|------------------|------------------|----------------|------------------|------------------|-------------|
| | Actual | Budget | Actual | Budget | Actual 7/30 | Budget | | Percent |
| Income | | | | | | | | |
| 301-000 · TAXES | | | | | | | | |
| 301-100 · General Tax Levy | 1,101,713 | 1,105,458 | 1,144,465 | 1,151,088 | 634,184 | 1,193,404 | 1,242,757 | 104% |
| 303-100 · Franchise Tax - Cable | 23,868 | 26,381 | 26,941 | 26,381 | 31,358 | 32,000 | 22,000 | 69% |
| 303-150 · Cable Expense Reimbursement | 1,333 | 2,000 | 1,260 | 2,000 | 0 | 2,000 | 2,000 | 100% |
| 303-200 · Franchise Tax - Utilities | 56,263 | 55,290 | 57,174 | 55,290 | 29,245 | 56,263 | 56,263 | 100% |
| 334-400 · Non Levy Mobile Home | 73 | 50 | 50 | 50 | 0 | 73 | 73 | 100% |
| Total 301-000 · TAXES | 1,183,251 | 1,189,179 | 1,229,890 | 1,234,809 | 694,787 | 1,283,740 | 1,323,093 | 103% |
| 304-001 · LICENSES AND PERMITS | | | | | | | | |
| 304-000 · Liquor Licenses | 15,200 | 14,000 | 15,400 | 14,000 | 15,200 | 15,400 | 15,400 | 100% |
| 305-000 · Other Licenses/Permits/Fees | 585 | 2,000 | 447 | 2,000 | 312 | 2,000 | 2,000 | 100% |
| 305-500 · Utility Permits | 1,195 | 500 | 1,600 | 500 | 800 | 1,600 | 1,600 | 100% |
| 306-000 · Permits-Building | 142,449 | 120,000 | 187,854 | 120,000 | 80,561 | 140,000 | 140,000 | 100% |
| 306-010 · Permits-Heating | 6,237 | 5,000 | 7,099 | 5,000 | 3,807 | 6,000 | 6,000 | 100% |
| 306-020 · Permits-Plumbing | 2,430 | 2,000 | 3,245 | 2,000 | 1,215 | 2,500 | 2,500 | 100% |
| 306-045 · Permits - Variance | 2,000 | 800 | 1,000 | 800 | 0 | 800 | 800 | 100% |
| 306-046 · Permits-CUP | 400 | 1,200 | 400 | 1,200 | 0 | 1,200 | 1,200 | 100% |
| 306-060 · Certificate of Compliance | 350 | 250 | 300 | 250 | 150 | 250 | 250 | 100% |
| 306-063 · Pre-Application Mtg Fee | 300 | 800 | 1,800 | 800 | 600 | 800 | 800 | 100% |
| 306-055 · Grading Permit | 0 | 900 | 400 | 900 | 8,842 | 800 | 800 | 100% |
| 307-000 · Subdivision-Adm Fee | 2,175 | 1,200 | 3,500 | 1,200 | 400 | 1,600 | 1,600 | 100% |
| Total 304-001 · LICENSES AND PERMITS | 173,321 | 148,650 | 223,044 | 148,650 | 111,888 | 172,950 | 172,950 | 100% |
| 334-000 · INTERGOVERNMENTAL REVENUE | | | | | | | | |
| 334-150 · Small City Assist | 39,716 | 0 | 39,716 | 39,716 | 0 | 0 | 0 | 100% |
| 334-201 · Ag Preserve | 4,021 | 0 | 3,909 | 4,000 | 0 | 4,000 | 4,000 | 100% |
| 334-300 · Fiscal Disparity-City | 35,169 | 35,272 | 39,295 | 35,272 | 29,971 | 40,410 | 40,410 | 100% |
| 334-500 · PERA Rate Increase | 155 | 155 | 155 | 155 | 0 | 155 | 155 | 100% |
| 334-700 · Recycling Grant Washington Cty | 7,960 | 7,950 | 7,960 | 7,950 | 7,968 | 7,960 | 7,960 | 100% |
| Total 334-000 · INTERGOVERNMENTAL REVENUE | 87,022 | 43,377 | 91,035 | 87,093 | 37,939 | 52,525 | 52,525 | 100% |
| 389-000 · MISCELLANEOUS | | | | | | | | |
| 334-600 · Assessment Searches | 40 | 120 | 40 | 120 | 40 | 120 | 120 | 100% |

**City of Grant
Draft Budget
September, 2019**

| | 2017 | | 2018 | | 2019 YTD | | 2020 Budget |
|--------------------------------------|------------------|------------------|------------------|------------------|----------------|------------------|-------------|
| | Actual | Budget | Actual | Budget | Actual 7/30 | Budget | Percent |
| 361-000 · Fines and Fees-County | 9,243 | 12,000 | 7,816 | 12,000 | 4,460 | 10,000 | 100% |
| 361-100 · Penalties | 410 | 0 | 235 | 0 | 168 | 0 | 0 |
| 388-000 · Lease Revenue-Tower | 20,388 | 19,167 | 21,000 | 19,167 | 0 | 20,388 | 100% |
| 388-300 · Refunds and Reimbursements | 1,130 | 1,000 | 186 | 1,000 | 471 | 1,000 | 100% |
| 389-400 · Misc Income-Roads | 5,057 | 6,000 | 4,016 | 6,000 | 5,018 | 5,000 | 100% |
| 350-000 · Interest Income | 6,843 | 2,000 | 19,467 | 3,000 | 11,117 | 6,000 | 325% |
| Total 369-000 · MISCELLANEOUS | 43,112 | 40,287 | 52,760 | 41,287 | 21,274 | 42,508 | 132% |
| 390-001 · DEBT SERVICES | | | | | | | |
| 301-700 · Special Assessments Levy | 41,897 | 10,000 | 32,992 | 10,000 | 10,092 | 10,000 | 100% |
| Total 390-001 · DEBT SERVICES | 41,897 | 10,000 | 32,992 | 10,000 | 10,092 | 10,000 | 100% |
| 4999 · Uncategorized Income | | | 0 | 0 | 0 | 0 | 0 |
| Total Income | 1,528,602 | 1,431,493 | 1,629,721 | 1,521,839 | 875,979 | 1,561,723 | 103% |

City of Grant Draft Budget September, 2019

| | 2017 | | 2018 | | 2019 YTD | | 2020 Budget | |
|-----------------------------------------------|----------------|----------------|----------------|----------------|---------------|----------------|----------------|-------------|
| | Actual | Budget | Actual | Budget | Actual 7/30 | Budget | | Percent |
| Expense | | | | | | | | |
| 400-000 · GENERAL GOVERNMENT | | | | | | | | |
| 401-001 · Mayor and Council | | | | | | | | |
| 401-000 · Mayor Salary | 2,900 | 2,900 | 2,900 | 2,900 | 0 | 2,900 | 2,900 | 100% |
| 401-010 · Mayor-City PERA | 121 | 377 | 0 | 377 | 0 | 377 | 377 | 100% |
| 401-020 · Mayor-City FICA/Medicare | 222 | 222 | 222 | 222 | 0 | 222 | 222 | 100% |
| 403-000 · Council Salaries | 9,660 | 9,660 | 9,660 | 9,660 | 0 | 9,660 | 9,660 | 100% |
| 403-001 · Council Meeting Per Diem | -25 | 1,000 | 300 | 1,000 | 0 | 1,000 | 1,000 | 100% |
| 403-010 · Council-City PERA | 0 | 672 | 121 | 672 | 0 | 672 | 672 | 100% |
| 403-020 · Council-City FICA/Medicare | 739 | 784 | 739 | 784 | 0 | 784 | 784 | 100% |
| 403-030 · Council Mileage | 0 | 250 | 0 | 250 | 89 | 250 | 250 | 100% |
| 408-100 · Election Expense | 930 | 500 | 9,672 | 10,326 | 830 | 900 | 13,337 | 1482% |
| Total 401-001 · Mayor and Council | 14,547 | 16,365 | 23,613 | 26,191 | 919 | 16,765 | 29,202 | 174% |
| 402-001 · Finance | | | | | | | | |
| 402-000 · City Clerk Salary | 58,527 | 58,527 | 60,283 | 60,283 | 36,220 | 62,091 | 63,954 | 103% |
| 402-010 · Clerk-PERA | 4,369 | 4,390 | 4,521 | 4,522 | 2,716 | 4,658 | 4,798 | 103% |
| 402-020 · Clerk-FICA/Medicare | 4,477 | 4,477 | 4,612 | 4,611 | 2,771 | 4,749 | 4,891 | 103% |
| 409-000 · Treasurer | 6,365 | 6,365 | 6,556 | 6,556 | 0 | 6,753 | 6,956 | 103% |
| Total 402-001 · Finance | 73,759 | 73,759 | 75,972 | 75,972 | 41,707 | 78,251 | 80,599 | 103% |
| 405-001 · Consultants | | | | | | | | |
| 405-000 · Audit Fees | 16,475 | 13,000 | 12,785 | 13,000 | 13,135 | 13,390 | 13,792 | 103% |
| 406-000 · Engineering Fees-General | 29,072 | 22,000 | 10,909 | 22,000 | 6,563 | 22,000 | 22,000 | 100% |
| 406-100 · MS 4 Expenses | 5,034 | 2,500 | 2,285 | 2,500 | 1,753 | 2,500 | 2,500 | 100% |
| 407-100 · Legal Fees - General | 27,122 | 25,000 | 26,159 | 25,000 | 8,114 | 25,000 | 26,000 | 104% |
| 407-160 · Legal Fees - Complaints | 30,701 | 35,000 | 10,566 | 35,000 | 355 | 35,000 | 20,000 | 57% |
| 407-300 · Legal Fees - Prosecutions | 20,614 | 18,500 | 20,430 | 18,500 | 10,800 | 20,400 | 21,600 | 106% |
| 413-100 · Assessor | 24,754 | 26,000 | 24,348 | 26,000 | 14,259 | 26,000 | 26,000 | 100% |
| Total 405-001 · Consultants | 153,771 | 142,000 | 107,483 | 142,000 | 54,978 | 144,290 | 131,892 | 91% |
| 406-001 · Other Services & Charges | | | | | | | | |
| 406-010 · Dry Hydrants | 0 | 250 | 0 | 250 | 0 | 250 | 250 | 100% |
| 408-000 · Insurance | 8,520 | 9,000 | 9,911 | 9,000 | 9,027 | 9,000 | 9,298 | 103% |

**City of Grant
Draft Budget
September, 2019**

| | 2017 | | 2018 | | 2019 YTD | | 2020 Budget | |
|-----------------------------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|-------------|
| | Actual | Budget | Actual | Budget | Actual 7/30 | Budget | | Percent |
| 410-120 · Dues | 4,525 | 4,000 | 4,449 | 4,000 | 50 | 4,525 | 4,582 | 101% |
| 410-125 · Workshops | 589 | 1,000 | 607 | 1,000 | 125 | 1,000 | 1,000 | 100% |
| 410-200 · Assessment Expense | 55 | | 375 | | 452 | 400 | 400 | 100% |
| 410-290 · Miscellaneous Expense | 46 | 200 | 245 | 200 | 0 | 200 | 200 | 100% |
| 410-300 · Newsletter Costs | 2,623 | 2,500 | 2,708 | 2,500 | 1,373 | 2,800 | 2,800 | 100% |
| 410-301 · Publishing Costs | 1,409 | 2,000 | 816 | 2,000 | 192 | 2,000 | 2,000 | 100% |
| 410-400 · Telephone | 1,660 | 2,000 | 1,620 | 2,000 | 825 | 1,700 | 1,700 | 100% |
| 410-411 · Postage | 270 | 500 | 300 | 500 | 100 | 500 | 500 | 100% |
| 410-412 · Post Office Box Rental | 116 | 112 | 112 | 112 | 120 | 112 | 120 | 107% |
| 410-420 · Web Site Costs | 375 | 1,000 | 272 | 1,000 | 437 | 500 | 500 | 100% |
| 410-500 · Office Supplies | 400 | 1,309 | 503 | 1,309 | 287 | 1,000 | 1,000 | 100% |
| 410-501 · Office Equipment | 5,590 | 7,600 | 793 | 1,000 | 621 | 1,000 | 1,000 | 100% |
| 410-510 · Bank Fees | 12 | | 55 | | 31 | 0 | 0 | |
| 410-600 · Rental City Office | 5,358 | 6,514 | 5,400 | 6,514 | 0 | 6,514 | 6,514 | 100% |
| 411-100 · Equipment Repair | 163 | 500 | 102 | 500 | 150 | 500 | 500 | 100% |
| 481-000 · Penalty Expenses | 0 | | 50,000 | | 0 | 0 | 0 | |
| Total 406-001 · Other Services & Charges | 31,712 | 38,485 | 78,266 | 31,885 | 13,790 | 32,001 | 32,384 | 101% |
| Total 400-000 · GENERAL GOVERNMENT | 273,788 | 270,609 | 285,334 | 276,048 | 111,394 | 271,307 | 274,057 | 101% |
| 413-000 · PUBLIC SAFETY | | | | | | | | |
| 413-200 · Zoning Administrator/Planner | 23,542 | 35,000 | 15,064 | 30,000 | 19,234 | 30,000 | 20,000 | 67% |
| 413-205 · Zoning Admin Pre-App Meeting | 900 | 800 | 1,500 | 600 | 300 | 800 | 800 | 100% |
| 417-000 · Police Services | 121,550 | 117,591 | 127,078 | 124,832 | 322 | 128,577 | 136,200 | 106% |
| 417-100 · Siren Warning System | 739 | 1,000 | 1,656 | 1,000 | 0 | 1,000 | 1,000 | 100% |
| 418-100 · Fire Services - Mahtomedi | 133,270 | 132,850 | 137,268 | 136,836 | 70,693 | 141,386 | 145,628 | 103% |
| 418-200 · Fire Services - Stillwater | 112,862 | 115,143 | 116,248 | 118,597 | 59,868 | 119,735 | 123,327 | 103% |
| 419-100 · Building Inspector | 57,157 | 100,000 | 72,439 | 100,000 | 20,794 | 125,000 | 125,000 | 100% |
| 419-400 · Surcharge Building Permit | 5,230 | 12,000 | 6,450 | 12,000 | 771 | 12,000 | 12,000 | 100% |
| 420-000 · Animal Control | 1,294 | 1,500 | 1,176 | 1,500 | 581 | 1,500 | 1,500 | 100% |
| Total 413-000 · PUBLIC SAFETY | 456,543 | 515,884 | 478,878 | 525,365 | 172,563 | 559,998 | 565,455 | 101% |
| 414-000 · PUBLIC WORKS | | | | | | | | |
| 414-001 · City Hall | | | | | | | | |

**City of Grant
Draft Budget
September, 2019**

| | 2017 | | 2018 | | 2019 YTD | | 2020 Budget | |
|---------------------------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-------------|
| | Actual | Budget | Actual | Budget | Actual 7/30 | Budget | | Percent |
| 414-100 · City Hall Supplies | 676 | 800 | 902 | 800 | 93 | 800 | 2,000 | 250% |
| 414-200 · City Hall Repairs | 150 | 7,500 | 456 | 3,500 | 676 | 3,500 | 3,500 | 100% |
| 414-300 · Utilities - 8380 Kimbro Avenue | 867 | 2,500 | 1,510 | 2,500 | 1,545 | 2,000 | 2,000 | 100% |
| 414-400 · City Hall Yardman | 1,500 | 1,500 | 1,500 | 1,500 | 875 | 1,500 | 1,500 | 100% |
| 490-000 · Real Estate Taxes City | 4,150 | 2,700 | 7,400 | 4,150 | 7,306 | 7,400 | 7,400 | 100% |
| Total 414-001 · City Hall | 7,343 | 15,000 | 11,768 | 12,450 | 10,494 | 15,200 | 16,400 | 108% |
| 414-002 · Other Services and Charges | | | | | | | | |
| 414-401 · Park Upkeep Expense | 1,500 | 1,500 | 1,500 | 1,500 | 875 | 1,500 | 1,500 | 100% |
| 430-225 · Porto Pot Expense | 1,500 | 1,700 | 1,625 | 1,750 | 1,075 | 1,750 | 1,750 | 100% |
| 430-226 · Well House-7175 - 101st St. No. | 947 | 500 | 1,342 | 500 | 308 | 500 | 500 | 100% |
| 431-380 · Street Lighting | -110 | 1,400 | 567 | 1,400 | 185 | 1,400 | 1,400 | 100% |
| 432-300 · Recycling | 55,027 | 60,000 | 57,668 | 60,000 | 29,497 | 61,800 | 63,654 | 103% |
| 480-000 · Cable Costs | 1,312 | 2,000 | 1,292 | 2,000 | 1,448 | 2,000 | 2,000 | 100% |
| Total 414-002 · Other Services and Charges | 60,175 | 67,100 | 63,994 | 67,150 | 33,388 | 68,950 | 70,604 | 103% |
| 414-003 · Roads | | | | | | | | |
| 501-300 · Grader Contractor | 51,360 | 50,000 | 43,840 | 50,000 | 38,160 | 50,000 | 50,000 | 100% |
| 503-020 · Mower Maintenance | 0 | 400 | 0 | 400 | 0 | 400 | 400 | 100% |
| 505-000 · Engineering Fees | 6,152 | 5,000 | 6,383 | 5,000 | 11,976 | 5,000 | 6,000 | 120% |
| 510-500 · Road Supplies | 0 | 500 | 71 | 500 | 0 | 500 | 500 | 100% |
| 510-600 · Garbage Removal-Roads | 3,118 | 4,000 | 2,786 | 4,000 | 3,223 | 4,000 | 4,000 | 100% |
| 510-700 · Gravel Costs-Roads | 49,420 | 50,000 | 57,869 | 50,000 | 20,264 | 50,000 | 50,000 | 100% |
| 510-701 · Gravel Reclaiming | 1,420 | 2,400 | 2,260 | 2,400 | 2,350 | 2,400 | 2,400 | 100% |
| 510-702 · Ditch Repair | 16,891 | 18,000 | 18,646 | 18,000 | 18,295 | 18,000 | 18,000 | 100% |
| 510-721 · Magnesium Chloride | 71,925 | 68,000 | 69,107 | 68,000 | 292 | 68,000 | 68,000 | 100% |
| 510-722 · Road Shouldering | 0 | 10,000 | 10,070 | 10,000 | 1,348 | 10,000 | 10,000 | 100% |
| 510-723 · Road Potholes& Asphalt Repair | 90,441 | 67,000 | 57,630 | 67,000 | 20,639 | 67,000 | 67,000 | 100% |
| 510-724 · Sign Replacement | 2,125 | 5,000 | 1,080 | 5,000 | 587 | 5,000 | 5,000 | 100% |
| 510-725 · Culverts | 14,995 | 15,000 | 14,510 | 15,000 | 10,571 | 25,000 | 25,000 | 100% |
| 510-728 · Seal Coating & Crack Filling | 33,768 | 68,000 | 7,637 | 68,000 | 0 | 68,000 | 68,000 | 100% |
| 510-730 · Snow & Ice Removal-Roads | 88,597 | 95,000 | 84,484 | 95,000 | 55,662 | 95,000 | 95,000 | 100% |
| 510-740 · Brushing-Roads | 27,000 | 27,000 | 27,000 | 27,000 | 15,750 | 27,000 | 27,000 | 100% |

**City of Grant
Draft Budget
September, 2019**

| | 2017 | | 2018 | | 2019 YTD | | 2020 Budget | |
|----------------------------------------|------------------|------------------|------------------|------------------|----------------|------------------|------------------|-------------|
| | Actual | Budget | Actual | Budget | Actual 7/30 | Budget | | Percent |
| 510-741 · Mowing-Roads | 6,000 | 6,000 | 6,000 | 6,000 | 3,500 | 6,000 | 6,000 | 100% |
| 510-745 · Road Expenses-Other | 919 | 500 | 4,799 | 500 | 1,000 | 500 | 500 | 100% |
| 510-750 · Street Lights | 600 | | 0 | | 0 | 0 | 0 | |
| Total 414-003 · Roads | 464,730 | 491,800 | 414,172 | 491,800 | 203,617 | 501,800 | 502,800 | 100% |
| 414-004 · Street Projects | | | | | | | | |
| 510-770 · Special Road Projects | 108,042 | 81,100 | 53,933 | 129,026 | 0 | 208,000 | 165,061 | 79% |
| 510-785 · Petitioned 65th Street | 9,148 | | 44,247 | | 58 | 0 | 0 | |
| 510-790 · County/ State Road Projects | 605 | 20,000 | 0 | 40,000 | 9,120 | 40,000 | 20,000 | 50% |
| Total 414-004 · Street Projects | 117,795 | 101,100 | 98,180 | 199,026 | 9,178 | 248,000 | 185,061 | 75% |
| Total 414-000 · PUBLIC WORKS | 650,044 | 675,000 | 588,114 | 740,426 | 256,677 | 833,950 | 775,065 | 93% |
| Total Expense | 1,380,375 | 1,461,493 | 1,352,326 | 1,541,839 | 540,634 | 1,665,255 | 1,614,576 | 97% |
| Net Income | 148,227 | -30,000 | 277,395 | -20,000 | 335,345 | -103,632 | -0 | 0% |

| | |
|---------------------------------------------------|----------------|
| 2018 Carry Forward Funds | |
| County Projects | 20,000 |
| Special Roads Projects Guard Rail | 30,000 |
| Special Roads Projects Gravel | 15,000 |
| Reserves - General | 37,000 |
| Total | 102,000 |
| 2018 Seal Coating and Deferred Maintenance | 82,000 |
| | 184,000 |

| | | |
|------------------------------------------|--|---------------|
| 12 31 2018 Reserves | | 1,597,859 |
| 2018 Carryforward Funds | | 184,000 |
| Self Funded Special Assessments | | 58,825 |
| Taxes Receivable | | 22,984 |
| 2019 Carryforward - Special Roads | | 29,173 |
| 75% of Non-carryforward Expenses | | 1,210,932 |
| Reserves Needed | | 1,505,914 |
| Available Reserves | | 91,945 |

WASHINGTON COUNTY PRELIMINARY PAY 2020 VALUES OF TAXABLE PROPERTY

Note: these values are very preliminary and reflect the values as mailed on Valuation Notices in March 2019. They are prior to Boards of Appeal and Equalization and include state determined utility values from the prior year. Tax Capacities are estimates based on laws in effect for Pay 2019. They are subject to change.

| Tax Authority | Final Pay 2019 | | | | Preliminary Pay 2020 | | | | Change from 2019 to Preliminary 2020 | | | 2020 EMV | | | 2020 TMV | | | |
|--------------------------|------------------------|----------------------|------------------|--------------|------------------------|----------------------|------------------|--------------|--------------------------------------|-----|-------|----------|---------------|-----|----------|---------------|----|-------|
| | Estimated Market Value | Taxable Market Value | New Construction | Tax Capacity | Estimated Market Value | Taxable Market Value | New Construction | Tax Capacity | EMV | TMV | NC | TC | Change Due to | NC | Other | Change Due to | NC | Other |
| | | | | | | | | | | | | | | | | | | |
| 0002 Baytown | 416,572,700 | 408,351,100 | 13,638,200 | 4,332,755 | 442,746,500 | 433,917,200 | 9,619,100 | 4,623,971 | 6% | 6% | -29% | 7% | 2% | 4% | 2% | 4% | 2% | 4% |
| 0004 Denmark | 427,999,100 | 391,450,900 | 3,330,500 | 4,006,275 | 457,458,800 | 422,719,800 | 5,516,100 | 4,379,986 | 7% | 8% | 66% | 9% | 1% | 6% | 1% | 6% | 1% | 7% |
| 0009 May | 697,464,400 | 651,039,900 | 6,284,900 | 6,826,058 | 761,744,100 | 709,521,100 | 5,552,500 | 7,470,637 | 9% | 9% | -12% | 9% | 1% | 8% | 1% | 8% | 1% | 8% |
| 0011 Grey Cloud Island | 47,847,100 | 46,678,400 | 703,000 | 505,161 | 50,666,800 | 49,633,500 | 591,200 | 537,007 | 6% | 6% | -16% | 6% | 1% | 5% | 1% | 5% | 1% | 5% |
| 0014 Stillwater Twp | 406,202,800 | 381,141,300 | 2,976,300 | 3,887,796 | 463,995,700 | 439,589,500 | 5,635,300 | 4,547,170 | 14% | 15% | 89% | 17% | 1% | 13% | 1% | 13% | 1% | 14% |
| 0017 West Lakesland | 686,288,700 | 674,535,400 | 5,377,800 | 7,062,338 | 738,471,200 | 726,995,700 | 3,126,200 | 7,653,203 | 8% | 8% | -42% | 8% | 0% | 7% | 0% | 7% | 0% | 7% |
| 0100 Afton | 671,679,400 | 643,567,400 | 7,081,600 | 6,896,310 | 744,464,000 | 718,506,100 | 7,559,400 | 7,754,888 | 11% | 12% | 7% | 12% | 1% | 10% | 1% | 10% | 1% | 10% |
| 0200 Bayport | 310,655,000 | 299,578,700 | 7,030,000 | 3,474,754 | 351,172,200 | 339,088,200 | 14,017,700 | 3,883,897 | 13% | 13% | 99% | 12% | 5% | 9% | 5% | 9% | 5% | 9% |
| 0300 Birchwood | 153,719,500 | 150,998,300 | 270,000 | 1,581,781 | 168,029,100 | 165,884,700 | 431,500 | 1,747,207 | 9% | 10% | 60% | 10% | 0% | 9% | 0% | 9% | 0% | 10% |
| 0400 Scanada | 687,575,800 | 654,671,900 | 7,136,400 | 6,723,403 | 769,122,200 | 734,450,800 | 7,258,600 | 7,574,959 | 12% | 12% | 2% | 13% | 1% | 11% | 1% | 11% | 1% | 11% |
| 0500 Dellwood | 351,789,500 | 349,062,000 | 3,894,400 | 3,981,487 | 353,582,400 | 352,445,200 | 2,989,900 | 4,041,451 | 1% | 1% | -41% | 2% | 1% | 0% | 1% | 0% | 1% | 0% |
| 0600 Forest Lake | 2,296,633,200 | 2,189,686,200 | 26,478,700 | 24,794,718 | 2,428,900,100 | 2,339,420,700 | 44,859,900 | 26,292,962 | 6% | 6% | 69% | 6% | 2% | 4% | 2% | 4% | 2% | 4% |
| 0700 Hugo | 1,853,516,200 | 1,744,837,400 | 29,448,200 | 18,910,761 | 2,026,166,200 | 1,920,557,600 | 43,249,900 | 20,794,625 | 9% | 10% | 47% | 10% | 2% | 7% | 2% | 7% | 2% | 8% |
| 0800 Lake Elmo | 1,723,100,200 | 1,648,277,500 | 95,767,600 | 18,529,489 | 1,980,088,200 | 1,911,338,300 | 118,618,100 | 21,426,481 | 15% | 15% | 24% | 16% | 7% | 8% | 7% | 8% | 7% | 9% |
| 0900 Lakesland Shores | 60,315,700 | 58,974,800 | 0 | 646,713 | 63,468,900 | 62,197,200 | 959,800 | 884,021 | 5% | 5% | 0% | 5% | 2% | 4% | 2% | 4% | 2% | 4% |
| 1000 Mathemedi | 1,125,198,100 | 1,103,704,800 | 7,495,100 | 11,892,117 | 1,206,677,700 | 1,188,274,800 | 14,574,000 | 12,825,689 | 7% | 8% | 94% | 8% | 1% | 6% | 1% | 6% | 1% | 6% |
| 1100 Marine on St Croix | 144,197,900 | 142,068,100 | 614,100 | 1,533,345 | 158,057,600 | 156,502,000 | 606,500 | 1,887,381 | 10% | 10% | -1% | 10% | 0% | 9% | 0% | 9% | 0% | 10% |
| 1200 Newport | 360,994,100 | 342,770,700 | 8,909,300 | 4,323,389 | 399,154,500 | 379,151,100 | 8,845,300 | 4,739,420 | 11% | 11% | -1% | 11% | 2% | 8% | 3% | 8% | 3% | 8% |
| 1300 St Paul Park | 403,393,600 | 367,953,900 | 2,520,000 | 4,237,642 | 464,321,800 | 432,585,500 | 1,884,400 | 4,971,648 | 15% | 16% | -25% | 17% | 0% | 15% | 1% | 17% | 1% | 17% |
| 1400 Landfall | 8,823,000 | 8,823,000 | 1,704,900 | 172,737 | 10,217,100 | 10,217,100 | 0 | 200,611 | 16% | 16% | -100% | 16% | 0% | 16% | 0% | 16% | 0% | 16% |
| 1500 Stillwater City | 2,447,760,700 | 2,372,792,800 | 23,099,900 | 26,958,594 | 2,663,249,200 | 2,595,726,000 | 38,437,000 | 29,458,799 | 9% | 9% | 66% | 9% | 2% | 7% | 2% | 7% | 2% | 8% |
| 1600 Willernie | 46,345,100 | 42,705,200 | 687,300 | 475,111 | 53,961,900 | 50,818,000 | 582,800 | 558,849 | 16% | 19% | -15% | 18% | 1% | 15% | 1% | 18% | 1% | 18% |
| 1700 Oak Park Heights | 836,845,900 | 818,810,900 | 10,375,400 | 12,682,595 | 881,657,400 | 865,340,000 | 864,700 | 13,183,982 | 5% | 6% | -82% | 4% | 0% | 5% | 0% | 6% | 0% | 6% |
| 1800 St Mary's Point | 77,713,200 | 76,173,000 | 145,700 | 827,974 | 81,293,100 | 79,879,000 | 287,300 | 868,489 | 5% | 5% | 97% | 5% | 0% | 4% | 0% | 4% | 0% | 4% |
| 1900 Lakesland | 256,752,100 | 248,522,300 | 739,900 | 2,693,147 | 258,135,100 | 249,899,400 | 297,400 | 2,713,765 | 1% | 1% | -60% | 1% | 0% | 0% | 0% | 0% | 0% | 0% |
| 2000 Lake St Croix Beach | 117,263,400 | 110,546,000 | 444,600 | 1,130,088 | 127,251,600 | 121,185,900 | 912,500 | 1,238,737 | 9% | 10% | 105% | 10% | 1% | 8% | 1% | 8% | 1% | 9% |
| 2100 Pine Shrimps | 60,732,500 | 59,998,600 | 325,500 | 614,642 | 60,817,500 | 60,046,300 | 354,800 | 616,130 | 0% | 0% | 0% | 0% | 0% | 1% | 0% | 1% | 0% | -1% |
| 2200 Cottage Grove.. | 3,621,147,800 | 3,407,440,600 | 62,040,700 | 37,558,965 | 3,907,634,500 | 3,702,094,700 | 82,573,700 | 40,753,081 | 8% | 9% | 33% | 9% | 2% | 6% | 2% | 6% | 2% | 6% |
| 2500 Woodbury | 9,495,119,700 | 9,162,013,300 | 193,653,100 | 106,383,864 | 10,245,731,500 | 9,927,525,500 | 229,562,800 | 115,472,561 | 8% | 8% | 19% | 9% | 2% | 5% | 3% | 6% | 3% | 6% |
| 2600 Oakdale | 2,793,312,500 | 2,644,686,200 | 9,616,500 | 31,130,296 | 3,006,449,000 | 2,871,177,700 | 12,500,800 | 33,627,632 | 8% | 9% | 30% | 8% | 0% | 7% | 0% | 8% | 0% | 8% |
| 2700 Grant | 856,898,000 | 829,680,900 | 6,269,800 | 8,769,757 | 938,892,900 | 911,173,500 | 6,436,100 | 9,688,105 | 10% | 10% | 3% | 10% | 1% | 9% | 1% | 9% | 1% | 9% |
| 7500 Hastings | 3,024,300 | 3,024,300 | 0 | 51,757 | 2,967,400 | 2,967,400 | 49,800 | 47,889 | -2% | -2% | 0% | -8% | 2% | -4% | 2% | -4% | 2% | -4% |
| 9400 White Bear Lake | 52,425,500 | 50,855,900 | 128,400 | 628,930 | 53,793,000 | 52,331,000 | 56,600 | 842,105 | 3% | 3% | -56% | 2% | 0% | 3% | 0% | 3% | 0% | 3% |
| Grand Total | 33,489,305,800 | 32,095,423,600 | 538,197,000 | 364,222,769 | 36,320,337,200 | 34,983,170,500 | 668,121,600 | 396,717,148 | 8% | 8% | 24% | 9% | 2% | 6% | 2% | 6% | 2% | 7% |

**CITY OF GRANT, MINNESOTA
RESOLUTION NO. 2019-24**

RESOLUTION ADOPTING FINAL CITY BUDGET FOR 2020

WHEREAS, the City of Grant established a preliminary certification of the City of Grant's levy at its September 3, 2019 meeting; and

WHEREAS, the City of Grant held a public hearing for the 2020 final budget on December 3, 2019 at 6:00 p.m.; and

WHEREAS, the City Council for the City of Grant wishes to establish its final 2020 budget which must be certified to the Washington County Auditor/Treasurer by December 27, 2019;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANT, WASHINGTON COUNTY, MINNESOTA, as follows:

BE IT RESOLVED, that the City Council of the City of Grant, Washington County, Minnesota hereby adopts a final City budget for 2020 in the amount of \$1,614,576.00.

The motion for adopting the foregoing resolution was acted upon by motion and seconded, and upon a vote being taken thereon, the following voted via voice:

Mayor Jeff Huber -
Council Member Carr-
Council Member Giefer-
Council Member Rog -

Whereupon, said resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Clerk, passed by the City Council, City of Grant, Washington County, Minnesota, on this 3rd day of December, 2019.

Jeff Huber, Mayor

Kim Points, Administrator/Clerk

**CITY OF GRANT, MINNESOTA
RESOLUTION NO. 2019-25**

**RESOLUTION ESTABLISHING THE FINAL LEVY CERTIFICATION FOR THE
CITY'S GENERAL FUND AT \$1,283,167.00**

WHEREAS, the State of Minnesota requires the City to adopt a final levy certification for its General Fund; and

WHEREAS, the City Council is required to adopt its 2020 final levy certification on or before December 27, 2019; and

WHEREAS, THE City of Grant held a public hearing for the 2020 final levy on December 3, 2019 at 6:00 p.m.; and

WHEREAS, the City Council of the City of Grant wishes to comply with State law in this area;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF GRANT, WASHINGTON COUNTY, MINNESOTA**, as follows:

Establish the 2020 General Fund Final Levy's certification at **\$1,283,167.00**.

The motion for adopting the foregoing resolution was acted upon by motion and seconded, and upon a vote being taken thereon, the following voted via voice:

Mayor Jeff Huber –
Council Member Carr -
Council Member Giefer -
Council Member Rog-

Whereupon, said resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Clerk, passed by the City Council, City of Grant, Washington County, Minnesota, on this 3rd day of December, 2019.

Jeff Huber, Mayor

Attest:

Kim Points, Administrator/Clerk

Resolution No. 2019-26

Resolution to Approve On-Sale/Sunday Liquor License for MoGrow Inc. (DBA: Indian Hills)

WHEREAS, MoGrow Inc. submitted an application for the issuance of an On-Sale/Sunday Intoxicating Liquor License; and

WHEREAS, the Washington County Sheriff's Department completed the required Background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale/Sunday Intoxicating Liquor License to the applicant listed below for the period of January 1, 2020 through December 31, 2020:

MoGrow Inc.
6667 Keats Avenue N
Stillwater, MN 55082
Licensee: Michael Regan

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the Administrator/Clerk.

PASSED: December 3, 2019 by the City Council of the City of Grant.

Jeff Huber, Mayor

Kim Points, Administrator/Clerk

Resolution No. 2019-27

Resolution to Approve On-Sale/Sunday Liquor License for Schone's Inc.

(DBA: Gasthaus Bavarian Hunter)

WHEREAS, Shone's Inc. submitted an application for the issuance of an On-Sale/Sunday Intoxicating Liquor License; and

WHEREAS, the Washington County Sheriff's Department completed the required Background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale/Sunday Intoxicating Liquor License to the applicant listed below for the period of January 1, 2020 through December 31, 2020:

Schone's Inc.
8390 Lofton Avenue N
Stillwater, MN 55082
Licensee: Kimberly Quade

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the Administrator/Clerk.

PASSED: December 3, 2019 by the City Council of the City of Grant

Jeff Huber, Mayor

Kim Points, Administrator/Clerk

Resolution No. 2019-28

Resolution to Approve On-Sale/Sunday Liquor License for Loggers Trail Golf Club (DBA: Loggers Trail Golf Club)

WHEREAS, Loggers Trail Golf Club submitted an application for the issuance of an On-Sale/Sunday Intoxicating Liquor License; and

WHEREAS, the Washington County Sheriff's Department completed the required Background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale/Sunday Intoxicating Liquor License to the applicant listed below for the period of January 1, 2020 through December 31, 2020:

Loggers Trail Golf Club
11950 80th Street N
Stillwater, MN 55082
Licensee: Daniel Pohl

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the Administrator/Clerk.

PASSED: December 3, 2019 by the City Council of the City of Grant

Jeff Huber, Mayor

Kim Points, Administrator/Clerk

Resolution No. 2019-29

Resolution to Approve On-Sale/Sunday Liquor License for Cozzie's Tavern Inc.

(DBA: Cozzie's Tavern)

WHEREAS, Cozzie's Tavern Inc. submitted an application for the issuance of an On-Sale/Sunday Intoxicating Liquor License; and

WHEREAS, the Washington County Sheriff's Department completed the required Background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale/Sunday Intoxicating Liquor License to the applicant listed below for the period of January 1, 2020 through December 31, 2020:

Cozzie's Tavern Inc.
11154 60th Street N
Stillwater, MN 55082
Licensee: Chris Cosgrove

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the Administrator/Clerk.

PASSED: December 3, 2019 by the City Council of the City of Grant.

Jeff Huber, Mayor

Kim Points, Administrator/Clerk

Resolution No. 2019-30

Resolution to Approve On-Sale Liquor License for Dellwood Barn Weddings, LLC

(DBA: Dellwood Barn Weddings)

WHEREAS, Dellwood Barn Weddings, LLC submitted an application for the issuance of an On-Sale Intoxicating Liquor License; and

WHEREAS, the Washington County Sheriff's Department completed the required Background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale Intoxicating Liquor License to the applicant listed below for the period of January 1, 2020 through December 31, 2020:

Dellwood Barn Weddings, LLC
7373 120th Street North
White Bear Lake, MN 55082
Licensee: Scott Jordan

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the Administrator/Clerk.

PASSED: December 3, 2019 by the City Council of the City of Grant.

Jeff Huber, Mayor

Kim Points, Administrator/Clerk

Resolution No. 2019-31

Resolution to Approve On-Sale/Sunday Liquor License for Applewood Hills LLC

(DBA: Applewood Hills)

WHEREAS, Applewood Hills LLC submitted an application for the issuance of an On-Sale/Sunday Intoxicating Liquor License; and

WHEREAS, the Washington County Sheriff's Department completed the required Background check and found nothing to prevent issuance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grant that the City Council does hereby approve issuance of an On-Sale/Sunday Intoxicating Liquor License to the applicant listed below for the period of January 1, 2020 through December 31, 2020:

Applewood Hills, LLC
11840 60th Street N
Stillwater, MN 55082
Licensee: Mathew Grees

BE IT FURTHER RESOLVED that licensing is contingent upon said applicant making payment of their taxes and submission of appropriate license fees, necessary liability insurance, to the Administrator/Clerk.

PASSED: December 3, 2019 by the City Council of the City of Grant.

Jeff Huber, Mayor

Kim Points, Administrator/Clerk

Date: November 17, 2019

To: Honorable Mayor & City Council Members

From: Jack Kramer Building Official

Zoning Enforcement:

1. Robert & Elizabeth Parr 10527-118th. St. Violation of City Code Section 32-332 Noise Control (a) Noise Prohibited (b) Noise Limits and Section 32-245 Table of Uses.

a. The property owner is operating a trucking operation in which the City has received a formal complaint regarding noise .The complaint indicated that the owner is allowing the start-up and idling of the semi-trucks in the early morning hours. The zoning district does not allow for the use of a trucking operation.

I began the investigation in July and I was advised by the owner that the trucks were to be moved off-site. I sent another letter on November 16, 2019 indicating that further complaints shall result with legal action by the City Attorney.

Building Permit Activity:

Nineteen (19) Building Permits were issued for a valuation of \$ 1,410,206.50

Respectfully submitted,

A handwritten signature in black ink that reads "Jack Kramer". The signature is written in a cursive, flowing style.

Jack Kramer

Building Official

| | | | | | | | | | | |
|---------------|--------------|----------------|-----------------------|-----------|---------------|-----------------|--------------|-------------|-------------|-----------|
| 2019-213 | HVAC | Scheuerell | 11675 Lansing Ave. N | 9/13/2019 | N/A | | | | | |
| 2019-214 | Plumbing | Scheuerell | 11675 Lansing Ave. N | 9/13/2019 | N/A | \$ 80.00 | \$ 60.00 | \$ - | \$ 1.00 | |
| 2019-215 | Shed | Rue | 10270-87th. Ln.N. | 9/18/2019 | \$ 8,600.00 | \$ 80.00 | \$ 60.00 | \$ - | \$ 1.00 | |
| 2019-216 | HVAC | Rivas | 9370 Ivy Ave.Ane. N. | 9/18/2019 | N/A | \$ 167.25 | \$ 125.43 | \$ - | \$ 4.30 | |
| 2019-217 | HVAC | Ruth | 9820 Justen Trail. n. | 9/18/2019 | N/A | \$ 80.00 | \$ 60.00 | \$ - | \$ 1.00 | |
| 2019-218 | Re-Roof | Bergmann | 8720 Kimbro A | 9/18/2019 | \$ 4,975.00 | \$ 80.00 | \$ 60.00 | \$ - | \$ 1.00 | |
| 2019-219 | Plumbing | Harris | 8949-68th. St. N. | 9/18/2019 | N/A | \$ 82.27 | \$ 61.70 | \$ - | \$ 2.48 | |
| 2019-220 | HVAC | Swanson | 7665-120th. St. N. | 9/18/2019 | N/A | \$ 80.00 | \$ 60.00 | \$ - | \$ 1.00 | |
| 2019-221 | Pole Bldg. | Stangl | 9963 Jamaca Ave. N. | 9/20/2019 | \$ 25,098.00 | \$ 80.00 | \$ 60.00 | \$ - | \$ 1.00 | |
| 2019-222 | Solar System | James | 11755-102nd. St.N. | 9/21/2019 | \$ 13,076.50 | \$ 401.85 | \$ 301.38 | \$ 261.20 | \$ 12.54 | |
| 2019-223 | House & Gar. | Scheuerell | 11675 Lansing Ave. N | 9/23/2019 | \$ 460,340.00 | \$ 237.25 | \$ 177.93 | \$ 154.21 | \$ 6.53 | |
| 2019-224 | Garage | Kelly | 11204 Dellwood Rd.N. | 9/23/2019 | \$ 124,160.00 | \$ 3,015.35 | \$ 2,261.51 | \$ 1,959.97 | \$ 230.17 | |
| 2019-225 | Re-Roof | Zinns | 434 Maple St. N. | 9/24/2019 | \$ 4,000.00 | \$ 1,133.75 | \$ 850.31 | \$ 736.93 | \$ 62.08 | |
| 2019-226 | Pole Bldg. | Costa | 9411 Dellwood Rd.N. | 9/24/2019 | \$ 4,000.00 | \$ 97.25 | \$ 73.93 | \$ - | \$ 2.00 | |
| 2019-227 | Re-Roof | Kulich | 10343 Dellwood Rd. N. | 9/25/2019 | \$ 52,000.00 | \$ 657.75 | \$ 493.31 | \$ 427.53 | \$ 26.00 | |
| 2019-228 | House & Gar. | Kootenia Homes | 7495 Inwoodway N. | 9/26/2019 | \$ 15,000.00 | \$ 251.25 | \$ 188.43 | \$ - | \$ 7.50 | |
| 2019-229 | Re-Roof | Glenn | 9780 Hidden Glade Rd | 9/26/2019 | \$ 653,000.00 | \$ 3,965.25 | \$ 2,973.93 | \$ 2,577.41 | \$ 326.90 | |
| 2019-230 | Windows | Englenalt | 8280 Joliet Ave. N. | 9/28/2019 | \$ 45,000.00 | \$ 539.75 | \$ 404.81 | \$ - | \$ 22.50 | |
| 2019-231 | Demo Permit | Scheuerell | 11675 Lansing Ave. N | 9/28/2019 | \$ 4,957.00 | \$ 111.25 | \$ 83.43 | \$ - | \$ 2.47 | |
| Monthly total | | | | | | \$ 100.00 | \$ 75.00 | \$ - | \$ - | |
| | | | | | | \$ 1,410,206.50 | \$ 11,240.22 | \$ 8,431.10 | \$ 6,117.25 | \$ 711.47 |