

**City of Grant
City Council Agenda
January 7, 2020**

The regular monthly meeting of the Grant City Council will be called to order at 7:00 o'clock p.m. on Tuesday, January 7, 2020, 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. CONSIDERATION OF APPOINTMENT TO VACANT COUNCIL SEAT

4. OATH OF OFFICE

5. APPROVAL OF REGULAR AGENDA

6. APPROVAL OF CONSENT AGENDA

A. December Bill List, \$58,578.22

B. Washington County Sheriff, July-Dec 2019, \$65,083.89

- C. 2020 Clerk Pay per Approved 2020 Budget
- 6. 2019 YEAR IN REVIEW, MAYOR JEFF HUBER
- 7. STAFF AGENDA ITEMS
 - A. City Engineer, Brad Reifsteck
 - i. Consideration of Resolution No. 2020-02, Approving Plans and Specifications and Ordering Advertisement for Bids for the 2020 Street Project
 - 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. 2020-03, Authorization for Submission of 2040 Comprehensive Plan Update to Metropolitan Council for Review
 - C. City Attorney, Dave Snyder (no action items)
- 8. NEW BUSINESS
 - i. Consideration of December 3, 2019 City Council Meeting Minutes
 - ii. Consideration of Ordinance No. 2020-60, 2020 Fee Schedule
 - iii. Consideration of Resolution No. 2019-01, Summary Publication of Ordinance No. 2020-60
 - iv. Consideration of 2020 City Council Meeting Schedule
 - v. Consideration of 2020 Appointment List
- 9. UNFINISHED BUSINESS
- 10. DISCUSSION ITEMS (no action taken)
 - A. Staff Updates (updates from Staff, no action taken)
 - B. City Council Reports/Future Agenda Items (no action taken)
- 11. COMMUNITY CALENDAR JANUARY 8 THROUGH JANUARY 31, 2020:
 - Mahtomedi Public Schools Board Meeting, Thursday, January 9th and 23rd, Mahtomedi District Education Center, 7:00 p.m.
 - Stillwater Public Schools Board Meeting, Thursday, January 9th, Stillwater City Hall, 7:00 p.m.
 - Washington County Commissioners Meeting, Tuesdays, Government Center, 9:00 a.m.
 - City Office Closed, Martin Luther King Day, Monday January 20th, 2020
- 12. ADJOURNMENT

Fund Name: All Funds

Date Range: 12/01/2019 To 12/30/2019

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
12/03/2019	Washington County Recorder	14251	Recording	N	Escrow	958-49320-301-	\$ 46.00
	Total For Check	14251					\$ 46.00
12/03/2019	Sir Lines-A-Lot	14252	Kimbro Striping/seal coat	N	Seal Coating/Crack Filling	100-43112-301-	\$ 10,336.78
	Total For Check	14252					\$ 10,336.78
12/03/2019	WSB & Associates	14253	Engineering - October	N	Engineering Fees - General	100-41203-301-	\$ 398.00
		14253			Road Engineering Fees	100-43102-301-	\$ 2,653.50
		14253			Utility/ROW Permits	100-43132-301-	\$ 465.00
		14253			Escrow	955-49320-301-	\$ 2,298.50
	Total For Check	14253					\$ 5,815.00
12/30/2019	Payroll Period Ending 12/30/2019	14254	Dec19	N	Clerk Salary	100-41101-100-	\$ 3,845.86
	Total For Check	14254					\$ 3,845.86
12/30/2019	Xcel Energy	14255	Utilities	N	Town Hall Electricity	100-43004-381-	\$ 119.24
		14255			Well House Electricity	100-43010-381-	\$ 105.84
		14255			Street Lights	100-43117-381-	\$ 45.12
	Total For Check	14255					\$ 270.20
12/30/2019	Washington County Sheriff	14256	July-Dec 2019 Police Services	N	Police	100-42001-301-	\$ 65,083.89
	Total For Check	14256					\$ 65,083.89
12/30/2019	Croix Valley Inspector	14257	Building Inspector	N	Building Inspection	100-42004-300-	\$ 1,879.23
	Total For Check	14257					\$ 1,879.23
12/30/2019	OPG-3	14258	Annual Fee	N	Office Equipment	100-41314-210-	\$ 600.00
	Total For Check	14258					\$ 600.00
12/30/2019	CenturyLink	14259	City Phone	N	City Office Telephone	100-41309-321-	\$ 138.24
	Total For Check	14259					\$ 138.24
12/30/2019	Waste Management	14260	Recycling	N	Recycling	100-43011-384-	\$ 4,867.52
	Total For Check	14260					\$ 4,867.52
12/30/2019	Todd Smith	14261	Monthly Assessment Services - December	N	Property Assessor	100-41208-300-	\$ 1,991.92
	Total For Check	14261					\$ 1,991.92

Fund Name: All Funds

Date Range: 12/01/2019 To 12/30/2019

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
12/30/2019	Wells Fargo Business Card	14262	AVG/Road Signs	N	Office Equipment	100-41314-200-	\$ 93.58
		14262			Road Sign Replacement	100-43110-220-	\$ 481.91
	Total For Check	14262					\$ 575.49
12/30/2019	Lisa Senopole	14263	Video Tech	N	Cable Costs	100-41212-100-	\$ 180.00
	Total For Check	14263					\$ 180.00
12/30/2019	AirFresh Industries	14264	PortaPot #37380	N	Town Hall Porta Pot	100-43007-210-	\$ 125.00
	Total For Check	14264					\$ 125.00
12/30/2019	KEJ Enterprises	14265	Dec 2019 Road Contractor	N	Animal Control	100-42006-300-	\$ 83.00
		14265			Town Hall Mowing	100-43006-300-	\$ 125.00
		14265			Ball Field Maintenance	100-43009-300-	\$ 125.00
		14265			Road Engineering Fees	100-43102-300-	\$ 166.14
		14265			Road Garbage Removal	100-43105-300-	\$ 167.00
		14265			Gravel Road Costs	100-43106-300-	\$ 20.84
		14265			Magnesium Chloride	100-43107-300-	\$ 41.67
		14265			Road Sign Replacement	100-43110-300-	\$ 83.84
		14265			Culvert Repair	100-43111-300-	\$ 20.84
		14265			Snow & Ice Removal	100-43113-300-	\$ 5,416.67
		14265			Road Brushing	100-43114-300-	\$ 2,250.00
		14265			Road Side Mowing	100-43115-300-	\$ 500.00
	Total For Check	14265					\$ 9,000.00
12/30/2019	Johnson Turner Legal	14266	Nov Billing	N	Legal Fees - General	100-41204-301-	\$ 1,177.75
		14266			Legal Fees - Prosecutions	100-41206-301-	\$ 1,800.00
	Total For Check	14266					\$ 2,977.75
12/30/2019	WSB & Associates	14267	Engineering - November	N	Engineering Fees - General	100-41203-301-	\$ 1,539.00
		14267			Road Engineering Fees	100-43102-301-	\$ 222.50
		14267			Utility/ROW Permits	100-43132-301-	\$ 186.00
		14267			Escrow	955-49320-301-	\$ 650.50
	Total For Check	14267					\$ 2,598.00
12/30/2019	Sprint	14268	City Cell Phone	N	Road Expenses - Other	100-43116-321-	\$ 35.07
	Total For Check	14268					\$ 35.07
12/30/2019	Kline Bros Excavating	14269	Road Maintenance	N	Gravel Road Costs	100-43106-301-	\$ 1,896.00
	Total For Check	14269					\$ 1,896.00
12/30/2019	SHC, LLC	14270	Planning	N	City Planner	100-41209-301-	\$ 5,414.00
		14270			Escrow	966-49320-301-	\$ 1,016.00

Fund Name: All Funds

Date Range: 12/01/2019 To 12/30/2019

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
		14270				967-49320-301-	\$ 412.75
		Total For Check					\$ 6,842.75
12/30/2019	PERA	14271	PERA	N	Clerk PERA	100-41102-120-	\$ 388.07
		14271			Clerk PERA Withholding	100-41108-100-	\$ 336.33
		Total For Check					\$ 724.40
12/30/2019	Isaac Klaehn	14272	Escrow Refund	N	Escrow	967-49320-810-	\$ 2,653.13
		Total For Check					\$ 2,653.13
12/30/2019	IRS	EFT123	Payroll Taxes	N	Clerk FICA/Medicare	100-41103-100-	\$ 395.83
		EFT123			Clerk Medicare	100-41105-100-	\$ 75.03
		EFT123			Federal Withholding	100-41107-100-	\$ 388.22
		EFT123			Social Security Expens	100-41109-100-	\$ 320.80
		Total For Check					\$ 1,179.88
		Total For Selected Checks					\$ 123,662.11



WASHINGTON CTY SHERIFF
 15015 62ND ST N
 PO BOX 3801
 STILLWATER MN 55082

Invoice	
Invoice Number:	168109
Account Number:	27164
Due Date:	1/3/20
Amount Enclosed:	\$ _____
Federal Tax Id:41-6005919	

To: GRANT CITY
 PO BOX 577
 WILLERNIE MN 55090

Please return top portion with payment. Thank You.

Invoice						
Date	Number	Type	Due Date	Remark	Amount	
12/11/19	168109	Invoice	1/3/20	JUL-DEC 2019 POLICE SERVICES	\$65,083.89	
I declare under the penalties of law that this account claim or demand, is just and correct and no part of it has been paid. Please make check payable to Washington County and mail to the address above.					Invoice Total	\$65,083.89
					Sales Tax	
					Balance Due	\$65,083.89

Memorandum

To: *Honorable Mayor and City Council, City of Grant*
Kim Points, Administrator, City of Grant
From: *Brad Reifsteck, PE, City Engineer*
WSB & Associates, Inc.

Date: December 31, 2019

Re: 2020 Street Improvement Project – Plan Approval and Authorizing Ad for Bid.

Actions to be considered:

To adopt a resolution approving Plans and Specifications and Ordering Advertisement for Bids for 2020 Street Improvement Project. The project includes the following streets:

- Janero Court North;
- Justen Trail North;
- Grenelefe Avenue North

Facts:

The City Council authorized preparation of plans and specifications for the project on November 4, 2019.

- The City Council authorized preparation of a Feasibility Report for the project on May 7th, 2019,
- Received the Feasibility Report on September 3rd, 2019 and
- Ordered the public improvement for the project following a noticed public hearing held at the October 1, 2019 and November 4th, 2019 regular council meeting.

A bid date and time has been proposed for Thursday February 6, 2019. At that time all bids shall be opened, tabulated for mathematical accuracy, and prepared for City Council consideration at the March 3, 2019 regular council meeting.

Action: Discussion. Adopt Resolution

Attachments: Resolution

**CITY OF GRANT
RESOLUTION NO. 2020-02**

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING
ADVERTISEMENT FOR BIDS
FOR THE 2020 STREET IMPROVEMENT PROJECT**

WHEREAS, the City Council (“Council”) of the City of Grant, Minnesota (“City”) has identified the following streets a Capital Improvement Project for Fiscal Year 2020; and

- Janero Court North;
- Justen Trail North;
- Grenelefe Avenue North

WHEREAS, those improvements shall include pavement rehabilitation; and,

WHEREAS, pursuant to a resolution passed by the Council November 4, 2019, the consultant City Engineer Brad Reifsteck, WSB & Associates, has prepared plans and specifications for the Project; and,

WHEREAS, the City notified affected property owners and persons expressing interest in the project of the scheduled Improvement Hearing (“Hearing”) within the minimum 10-day notification requirement and published the notice of hearing in the City’s official newspaper for two weeks; and,

WHEREAS, the Hearing was conducted at the regular City Council meeting on October 1, 2019 and November 4, 2019; and,

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GRANT, MINNESOTA:

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. An advertisement for bids shall be prepared and published in the official paper on January 8, 2019, that specifies the work to be done and that all bids will be received by the City Clerk until 10:00 a.m., C.S.T., on Thursday, February 6, 2020, at which time they will be publicly opened at Town Hall by the City Clerk and City Engineer, tabulated, and presented to the City Council for consideration at the March 3, 2020 City Council meeting.

ADOPTED this 7th day of January, 2020.

Jeff Huber, Mayor

Attest:

Kim Points, City 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 drain tile 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 Serback 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. ACQUIRED 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 whlny, 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 ordlnances, 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

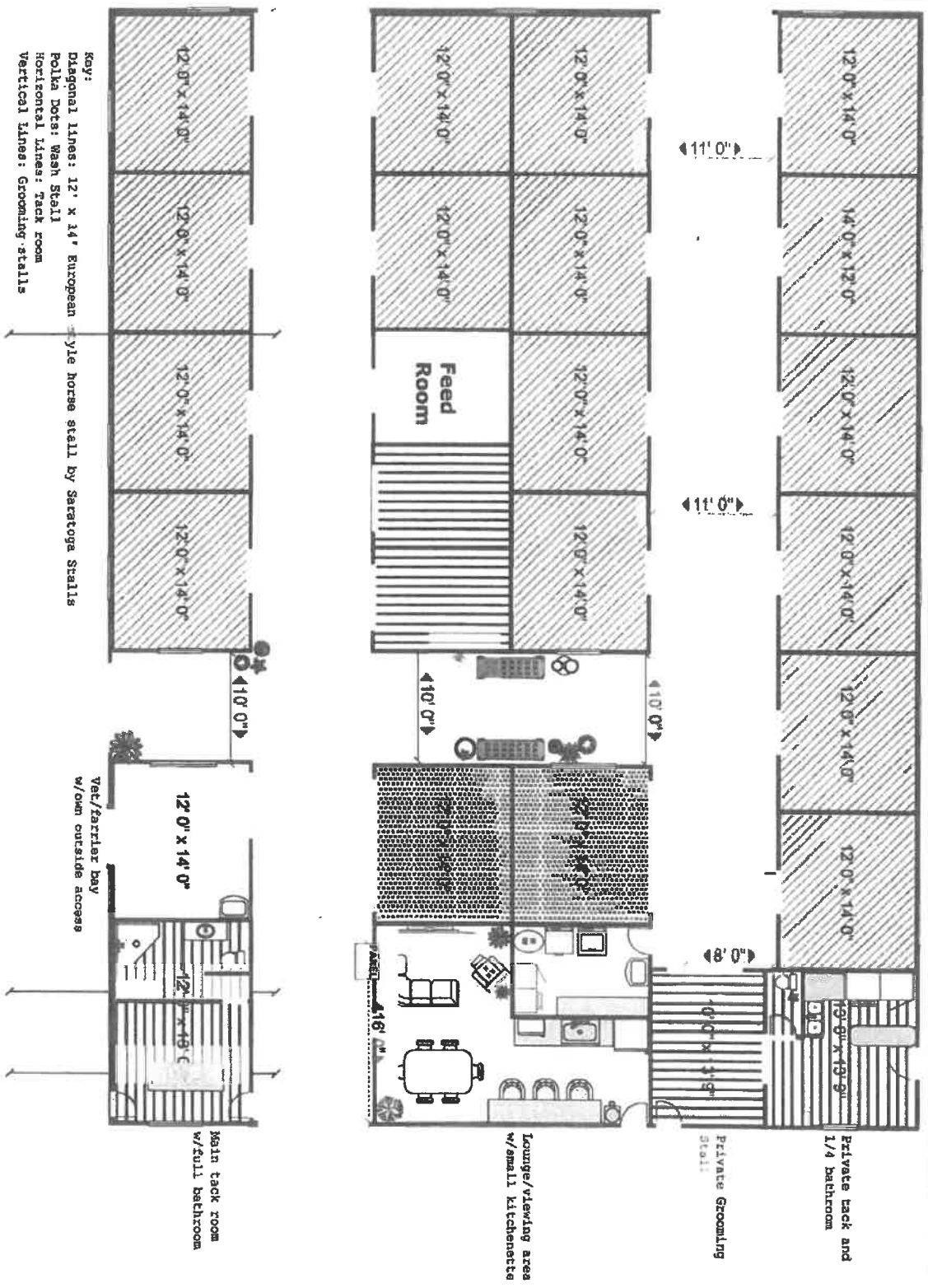
farms and feel our plans could not possibly better support the *City of Grant, Minnesota 2008 Comprehensive Plan*, which on page 38 states the following as three of *The City of Grant's Land Use Goals through 2030*:

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

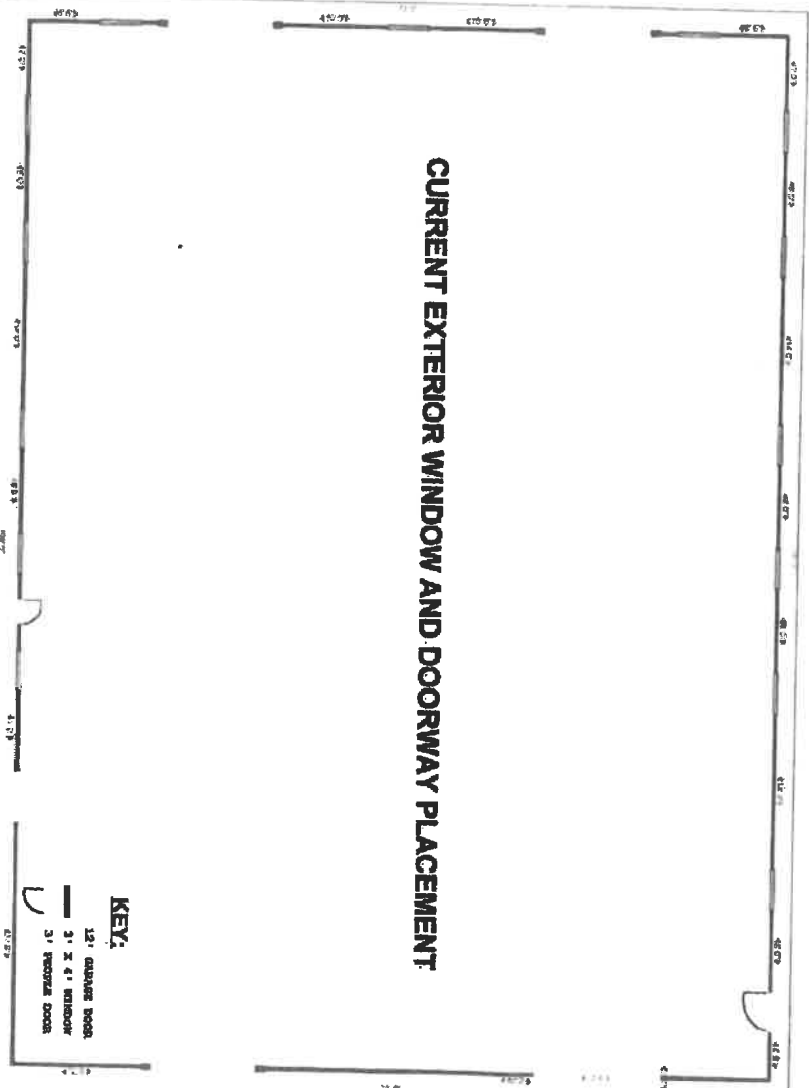
Lounge/viewing area
 w/small kitchenette

Private Grooming
 Stall

Private tack and
 1/4 bathroom

CURRENT EXTERIOR WINDOW AND DOORWAY PLACEMENT

**I N D O O R
A R E N A**



<p>DATE: 08/20/08 DRAWN BY: [Name] CHECKED BY: [Name]</p>	<p>PROJECT: [Name] SHEET: [Number]</p>	<p>SCALE: [Scale]</p>	<p>REVISIONS:</p>	<p>APPROVED BY: [Signature]</p>
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**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

**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



- **Rice Creek Watershed District (LWMP specific):** WSB has incorporated and modified the LWMP to reflect RCWD requested changes.
- **Stillwater Township:** Provided correspondence indicating no comments.
- **Minnesota Department of Natural Resources:** All comments were optional, and requested consideration of the City modifying its policies to address things such as pollinator friendly habitat, etc. To respond to these comments, the implementation chapter has included language stating that the City will explore some of the requested inclusions over this planning period.

No other comments were received. This will be noted in the transmittal to the Metropolitan Council when the draft is submitted.

2040 CPU Draft

The draft with incorporated changes will be available electronically on the City's website, and a link will be forwarded to all Council members once edits are complete. After the Metropolitan Council reviews the draft staff will update the draft chapters to reflect their required comments/edits. Once a final document is complete, a hard copy will be prepared and distributed to all members of the City Council and the Planning Commission.

Planning Commission & Public Hearing

Prior to submitting the final draft to the Metropolitan Council for review, the City was required to hold a duly noticed public hearing to consider the draft. The duly noticed public hearing was held at the regular November 19, 2019 Planning Commission meeting. There were no members of the public in attendance who provided comment or testimony, and no written testimony was submitted. The Planning Commission closed the public hearing and subsequently recommended to the City Council that it authorize the submittal of the draft for formal review by the Metropolitan Council.

Next Steps

- City Council authorizes Staff to submit the 2040 Comprehensive Plan to the Metropolitan Council.
- Metropolitan Council provides comment letter, if applicable. Staff incorporates needed changes. If substantive, issues will be brought back to the City Council prior to making changes.
- Formal resolution adopting the 2040 Comprehensive Plan is adopted after Metropolitan Council approval.

Requested Action

Staff is requesting the City Council direct staff to submit the 2040 Comprehensive Plan Update for consideration by the Metropolitan Council. The resolution authorizing submittal is attached for our consideration.

**CITY OF GRANT, MINNESOTA
RESOLUTION NO. 2020-03**

WHEREAS, Minnesota Statutes section 473.864 requires each local governmental unit to review and, if necessary, amend its entire comprehensive plan and its fiscal devices and official controls at least once every ten years to ensure its comprehensive plan conforms to metropolitan system plans and ensure its fiscal devices and official controls do not conflict with the comprehensive plan or permit activities that conflict with metropolitan system plans; and

WHEREAS, Minnesota Statutes sections 473.858 and 473.864 require local governmental units to complete their “decennial” reviews by December 31, 2018; and

WHEREAS, the City of Grant requested and received an extension to complete their Comprehensive Plan update; and

WHEREAS, the City Council, Planning Commission, and the City Staff have prepared a proposed Comprehensive Plan intended to meet the requirements of the Metropolitan Land Planning Act and Metropolitan Council guidelines and procedures; and

WHEREAS, pursuant to Minnesota Statutes section 473.858, the proposed Comprehensive Plan was submitted to adjacent governmental units and affected special districts and school districts for review and comment on May 15, 2019, and the statutory six-month review and comment period has elapsed; and

WHEREAS, the Planning Commission has considered the proposed Comprehensive Plan and all public comments, and thereafter submitted its recommendations to the City Council; and

WHEREAS, the Planning Commission conducted a public hearing on November 19, 2019 at their regular meeting to consider the draft Comprehensive Plan; and

WHEREAS, the City Council has reviewed the proposed Comprehensive Plan and those recommendations, public comments, and comments from adjacent jurisdictions and affected districts; and

WHEREAS, Minnesota Statutes section 473.858 requires a local governmental unit to submit its proposed Comprehensive Plan to the Metropolitan Council following recommendation by the planning commission and after consideration but before final approval by the governing body of the local governmental unit.

WHEREAS, based on its review of the proposed Comprehensive Plan and Planning Commission and staff recommendations, the City Council is ready to submit its proposed plan to the Metropolitan Council for review pursuant to Minnesota Statutes section 473.864; and

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANT, WASHINGTON COUNTY, MINNESOTA; that it does hereby authorize that:

- 1. The City Planner is directed to distribute said Comprehensive Plan to the Metropolitan Council by January 17, 2020 pursuant to Minnesota Statutes section 473.864.

Adopted by the Grant City Council this 7th day of January 2020.

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 _____, 2020 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 _____, 2020.

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, Rog, Giefer,
and Mayor Huber
MEMBERS ABSENT : None

Staff members present: City Attorney, Dave Snyder; 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) Ms. Angela Wentz, 68th Court North, came forward and inquired about any further progress on potential road flooding in the spring in the Sunnybrook area.

PLEDGE OF ALLEGIANCE

SETTING THE AGENDA

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

CONSENT AGENDA

November 2019 Bill List, \$54,734.37	Approved
Kline Bros. Excavating, Road Work, \$35,745.00	Approved
City of Stillwater, 2 nd Half Fire Contract, \$59,767.50	Approved
City of Mahtomedi, 4 th Quarter Fire Contract, \$34,346.50	Approved
Brochman Blacktopping Co., \$22,848.49	Approved

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

3
4 STAFF AGENDA ITEMS

5
6 City Engineer, Brad Reifsteck (no action items)

7
8 City Planner, Jennifer Swanson

9
10 Consideration of Resolution No. 2019-22, Application for Conditional Use Permit to Board up
11 to Sixteen (16) Horses on Property, 9104 68th Street North – City Planner Swanson advised the
12 applicant is not present this evening due to an illness. The City is in the appropriate time requirements
13 for consideration and the item could be tabled so the applicant can be present to answer any questions
14 from the Council.

15
16 Council Member Rog moved to table Consideration of Resolution No. 2019-22 to the January
17 2020 City Council meeting. Council Member Carr seconded the motion. Motion carried
18 unanimously.

19
20 Consideration of Resolution No. 2019-23, Minor Subdivision Application, 7781 and 7995
21 Kimbro Avenue North – City Planner Swanson advised the Applicants and Owners Isaac and Jenna
22 Klaehn, and Owners Pat and Deanna Herold, are requesting an exchange of lands or minor
23 subdivision of property located at 7781 and 7995 Kimbro Avenue North. The proposed exchange of
24 land is for an approximately 33-foot wide strip of land that provides private access to three abutting
25 lots (7955, 7975, and 7995 Kimbro) which is currently owned by Herolds which is a non-contiguous
26 parcel at 7781 Kimbro Ave N.

27
28 A duly noticed public hearing was held at the regular Planning Commission meeting on November
29 19, 2019 at 6:30 PM. There were no members of the public present, and no testimony was provided or
30 submitted.

31
32 Once the public hearing was closed, the Planning Commission discussed the application briefly
33 before making a motion to recommend approval of the minor subdivision to the City Council with the
34 conditions as noted in the attached resolution.

35
36 The following staff report is generally as presented to the Planning Commission. Additions are noted
37 with an underline.

38
39 **Project Summary**

Applicants & Owners 7995 Kimbro Ave N	Isaac and Jenna Klaehn
Owner 7781 Kimbro Ave	Pat and Deanna Herold

N	
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.

1
 2 The Applicant and Owners are requesting a lot line rearrangement of two existing lots to transfer
 3 approximately 42,900 square feet from the property located at 7781 Kimbro Avenue N to 7995
 4 Kimbro Avenue N. The proposed lot line rearrangement will not result in any new lots, and the
 5 42,900 square foot strip of land will continue to be used to provide access to the properties located at
 6 7955, 7975 and 7995 Kimbro Avenue N. The current private access is owned by the Herolds whose
 7 property is located at 7781 Kimbro Avenue N which is a non-contiguous parcel. The purpose of the
 8 lot line rearrangement is for the access strip to be owned by a property owner with contiguous land.
 9 The purpose of the land will not change as a result of the exchange, and the land will continue to be
 10 used as a private access for the three lots which abut the property.

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

- 15 Secs. 12-261
- 16 Secs. 32-184
- 17 Secs. 32-246
- 18 Secs. 32-313

19
 20 City Planner Swanson advised there are two parcels that are the subject of this Application including
 21 the property located at 7995 Kimbro Avenue North and 7781 Kimbro Avenue North, and there are
 22 two additional affected parcels located at 7955 and 7975 Kimbro Avenue North. The lots in their
 23 current configuration were created in the 1960s, which predated the City’s ordinance that require a lot
 24 to have frontage on a public road. As a result, the lots located at 7975 and 7995 Kimbro Avenue were
 25 considered legally conforming even though they did not have frontage on a public road. Both parcels
 26 were permitted to be accessed from a private driveway easement that was owned by the property
 27 located at 7781 Kimbro Avenue North which abuts their southerly lot line. The private driveway
 28 access area is a strip of land approximately 33’ wide by 1300’ long and extends the full width of the
 29 properties located at 7955, 7975 and 7995 Kimbro Avenue. The existing private driveway currently
 30 provides access to all three lots, and no access is provided to any other surrounding land or parcels.

31
 32 The adopted Comprehensive Plan sets a maximum density of 1 unit per 10 acres in the A-2 land use
 33 designation. The proposed minor subdivision/lot line rearrangement of the two Parcels does not
 34 result in any new lots being created. The minor subdivision/lot line rearrangement as proposed meets
 35 the density requirements as established in the Comprehensive Plan.

36

1 The following site and zoning requirements in the A-2 district are defined as the following for lot
 2 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'

4
 5 The proposed configuration does not result in any new lots and it does not change the existing
 6 conditions since the land transfer is simply a transfer of ownerships. It should be noted that the strip
 7 of land does not meet the City’s roadway standards, and that the strip of land was created to a historic
 8 cartway standard. As such, a new access road could not be installed within the strip and meet the
 9 City’s roadway specifications.

10
 11 No new access will be created as a part of this request, and all properties will continue to use their
 12 existing access. However, given that the strip of land that is proposed for transfer as part of this
 13 subdivision provides access to not only the subject lot, but also to the two adjacent lots to the west it
 14 is imperative that access to all three lots be protected and preserved. Since the land is owned by a
 15 private property owner, it is essential that the private driveway easement be maintained into
 16 perpetuity so that the properties at 7955 and 7975 Kimbro Avenue are preserved. *Staff would*
 17 *recommend that a condition be included in the approval that the driveway easement must be*
 18 *perpetual, and that the easement must be submitted to the City Attorney for review and approval*
 19 *prior to recording the deeds.*

20
 21 The proposed configuration is generally subject to the standards that are contained within Chapter 30
 22 for minor subdivisions in the City. Some additional considerations regarding this request are as
 23 follows:

- 24
- 25 • The configuration results in an irregular shaped lot, which is generally discouraged in the
 26 City’s subdivision standards for design. However, the situation is unique in that the strip of
 27 land that is transferred is generally for access and was sized to a historic standard cartway.
- 28 • Shared driveways are discouraged particularly to public right-of-way. This condition is
 29 existing and is considered legally non-conforming. However, as noted in previous sections the
 30 private (shared) driveway access must be preserved to ensure access to 7955 and 7975 Kimbro
 31 Avenue North.
- 32 • The transfer of approximately an acre results in the property at 7995 increasing to
 33 approximately 5.5 acres, and increases the allowable accessory structure square footage and
 34 quantity per Section 32-313 of the City’s Code. The property at 7781 Kimbro remains greater

1 than 20 acres, and thus there is no impact to the permitted accessory building square footage
2 or quantity.

3
4 There are no other agencies that are required to review the subject application. The proposed
5 rearrangement does not create any new lots or propose any new structures, driveway accesses,
6 construction or other site work. As a result, no other agency review is necessary.

7
8 City Planner Swanson noted the Planning Commission unanimously recommends approval of the
9 Minor Subdivision to the City Council with the conditions as noted in the draft Resolution.

10
11 **Council Member Giefer moved to adopt Resolution No. 2019-23, as presented. Council**
12 **Member Rog seconded the motion. Motion carried unanimously.**

13
14 **City Attorney, Dave Snyder (no action items)**

15
16 **NEW BUSINESS**

17
18 **Consideration of October 1, 2019 City Council Meeting Minutes** – Staff noted draft meeting
19 minutes were included in the City Council packets for review.

20
21 **Council Member Giefer moved to approve the November 4, 2019 City Council Meeting**
22 **Minutes, as presented. Council Member Carr seconded the motion. Motion carried with**
23 **Council Member Rob abstaining.**

24
25 **Consideration of Resolution No. 2019-24, 2020 Final Budget** – City Treasurer Schwarze requested
26 Council consideration for the final 2020 budget noting there are no changes from the preliminary
27 budget that was approved in September.

28
29 **Council Member Giefer moved to adopt Resolution No. 2019-24, as presented. Council**
30 **Member Rog seconded the motion. Motion carried unanimously.**

31
32 **Consideration of Resolution No. 2019-25, Establishing Final 2020 Levy** – City Treasurer
33 Schwarze noted there are no changes from the preliminary levy that was approved in September.

34
35 **Council Member Giefer moved to adopt Resolution No. 2019-25, as presented. Council**
36 **Member Rog seconded the motion. Motion carried unanimously.**

37
38 **Consideration of Resolution No. 2019-26, MoGrow Inc. 2020 Liquor License Renewal** – Council
39 **Member Giefer moved to adopt Resolution No. 2019-26, as presented. Council Member Rog**
40 **seconded the motion. Motion carried unanimously.**

41
42 **Consideration of Resolution No. 2019-27, Schones Inc. 2020 Liquor License Renewal** – Council
43 **Member Giefer moved to adopt Resolution No. 2019-27, as presented. Council Member Rog**
44 **seconded the motion. Motion carried unanimously.**

1 **Consideration of Resolution No. 2019-28, Loggers Trail Golf Club 2020 Liquor License**
2 **Renewal - Council Member Giefer moved to adopt Resolution No. 2019-28, as presented.**
3 **Council Member Rog seconded the motion. Motion carried unanimously.**
4

5 **Consideration of Resolution No. 2019-29, Cozzies’s Tavern Inc. 2020 Liquor License Renewal –**
6 **Council Member Giefer moved to adopt Resolution No. 2019-29, as presented. Council**
7 **Member Rog seconded the motion. Motion carried unanimously.**
8

9 **Consideration of Resolution No. 2019-30, Dellwood Barn Weddings, LLc 2020 Liquor License**
10 **Renewal – Council Member Giefer moved to adopt Resolution No. 2019-30, as presented.**
11 **Council Member Rog seconded the motion. Motion carried unanimously.**
12

13 **Consideration of Resolution No. 2019-31, Applewood Hills, LLC 2020 Liquor License Renewal**
14 **– Council Member Giefer moved to adopt Resolution No. 2019-31, as presented. Council**
15 **Member Rog seconded the motion. Motion carried unanimously.**
16

17 **Consideration of Appointment to Declared Vacant Council Seat** – Mayor Huber advised there is a
18 vacant Council seat that the City Council can consider an appointment for. He suggested any
19 residents interested in being appointed submit a letter of interest to the City. An appointment to the
20 vacant seat will be considered at the January 2020 City Council meeting.
21

22 Staff advised a notice will be posted on the City website to request letters of interest be submitted no
23 later than December 20, 2019.
24

25 **UNFINISHED BUSINESS**
26

27 There was no unfinished business.

28 **DISCUSSION ITEMS (no action taken)**
29

30 **Staff Updates (updates from Staff, no action taken)**
31

32 **City Council Reports/Future Agenda Items**
33

34 No items were placed on a future agenda.
35

36 **COMMUNITY CALENDAR DECEMBER 4 THROUGH DECEMBER 31, 2019:**
37

38 **Mahtomedi Public Schools Board Meeting, Thursday, December 12th, Mahtomedi District**
39 **Education Center, 7:00 p.m.**

40 **Stillwater Public Schools Board Meeting, Thursday, December 12th, Stillwater City Hall, 7:00**
41 **p.m.**

42 **Washington County Commissioners Meeting, Tuesdays, Government Center, 9:00 a.m.**

1 City Office Closed, Tuesday, December 24th and Wednesday, December 25th, Christmas
2 Holiday

3

4 ADJOURNMENT

5

6 Council Member Giefer moved to adjourn the meeting at 7:43 p.m. Council Member Rog
7 seconded the motion. Motion carried unanimously.

8

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These minutes were considered and approved at the regular Council Meeting January 7, 2020.

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20

Kim Points, Administrator/Clerk

Jeff Huber, Mayor

21

22



Ordinance No. 2020-60 2020 FEE SCHEDULE FEES, CHARGES, AND ESCROW

CITY OF GRANT

Mailing Address: P.O. Box 577
Willernie, Minnesota 55090
Town Hall: 111 Wildwood Road
Phone: (651) 426-3383 Fax: (651) 429-1998
E-mail: clerk@cityofgrant.us

Make checks payable to City of Grant.

Under State and local planning laws, any property owner may petition for rezoning and/or platting. The City, upon receipt of such a petition, will process the application in accordance with the procedures and provisions of the ordinances.

The City charges the petitioner a filing fee for this processing, as well as requiring that he/she pay all costs the City may incur in processing and "hearing" the application. An escrow amount will be required at the time application fees and the application is received by the City's Consultant.

<i>For Each Application</i>	<i>Application Fees</i>	<i>Escrow*</i>	<i>TOTAL</i>
Minor Subdivision	\$400	\$4,000	\$400 plus \$4,000 escrow
Major Subdivision	\$1,000 + \$25 per lot	\$7,000	\$1,000 + \$25 per lot plus \$7,000 escrow
Variance	\$400	\$3,000	\$400 plus \$3,000 escrow
Conditional Use Permit (CUP) (Amended and New)	\$400	\$3,000	\$400 + \$3,000 escrow
Conditional Use Permit (CUP) Annual Review Fee	N/A		N/A
All other Land Use Issues	\$100	\$1,000	\$100 + \$1,000 escrow
Certificate of Compliance (COC)	\$50	\$900**	\$50 + \$950 escrow**
COC Amendment	\$50	\$200	\$50 + \$200 escrow
Grading Permit Fees	\$150 for 50 - 100 Cubic yards \$300 <100 Cubic Yards	No Escrow \$1500- \$3000 Escrow	Required Dependent upon number of yards

- * Unused escrow amounts will be returned to the applicant.
- * COC Escrow required only for issues that require City Planner analysis or review. Examples include:
 - Accessory buildings in front of the primary structure
 - Projects involving issues related to animal units per grazable acres
 - Buildings meeting the state definition of an "agricultural building"
 - Other complex zoning issues requiring Planner analysis or review
- * For additional information, see also the Escrow Account Policies Form.
- Permits applied for after work has begun will be two times the standard fee.

Below are listed other permits required for various activities in the City of Grant.

<i>Other Permits</i>	<i>Permit Fees</i>
Sign Permit	\$50
Charitable Gambling Operations	\$100

Permit	
Demolition Permit	\$100
Mann Lake Parking Permit	\$10/resident OR \$50/non-resident
Burn Permits	\$10

Below are listed other fees associated with City services.

False Alarm Fees	Commercial	Residential
False Fire Alarms (Alarms 1-2)	No Charge	No Charge
False Fire Alarms (Alarms 3+)	Actual cost of response Minimum charge: \$50 Maximum charge: \$400	Varies with actual cost

Other False Alarms	Commercial	Residential
Alarms 1-2	No Charge	No Charge
Alarms 3-6	\$60 each	\$50 each
Alarms 7+	\$100 each	\$75 each

Permit/Escrow Fees	Application Fee	Escrow Fee
Qwest	\$200	\$3,000
Comcast	\$200	\$3,000
Koch Pipeline	\$200	\$3,000
Xcel Energy (gas/electric)	\$0	\$0

Liquor License Fees	Fee
On-Sale Liquor	\$2,000
On-Sale Sunday	\$200
On-Sale Beer 3.2	\$200
Off-Sale Liquor	\$200

Miscellaneous Fees	Fee
Subdivision Ordinance-Copy	\$20
Zoning Ordinance-Copy	\$25
Comprehensive Plan-Copy	\$10
Special Assessment	\$20
Dishonored Check	\$40
Copies	.25 per page
Notary Fee – Non-resident	\$5.00
Solicitor's License Fee	\$75
Meeting DVD-Copy	\$10
Wetland Review Specialist	\$100/\$500 Escrow
MLCCS Review Fee	\$75
Driveway Permit	\$50
Preapplication Meeting/Planner	\$300

Jeff Huber, Mayor

Kim Points, City Clerk

**CITY OF GRANT
WASHINGTON COUNTY, MINNESOTA**

RESOLUTION NO. 2020-01

A RESOLUTION OF THE CITY OF GRANT, WASHINGTON COUNTY, MINNESOTA, PROVIDING FOR THE SUMMARY PUBLICATION OF ORDINANCE NO. 2020-60, AN ORDINANCE ESTABLISHING A FEE SCHEDULE FOR THE CITY OF GRANT, MINNESOTA

WHEREAS, On January 7, 2020, at a Regular Meeting of the Grant City Council, by majority vote, the City Council adopted Ordinance No. 2020-60 which establishes the fee schedule for 2020 for the City of Grant; and

WHEREAS, State law requires that all ordinances adopted be published prior to becoming effective; and

WHEREAS, the City Council for the City of Grant has determined that publication of the title and a summary of Ordinance No. 2020-60 would clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, the City Council for the City of Grant has reviewed the summary of Ordinance No. 2020-01 attached and incorporated herein as **Exhibit A**; and

WHEREAS, the City Council for the City of Grant has determined that the text of the summary clearly informs the public of the intent and effect of Ordinance No. 2020-60.

NOW THEREFORE BE IT RESOLVED, the City Council for the City of Grant hereby:

1. Approves the text of the summary of Ordinance No. 2020-60 attached as **Exhibit A**.
2. Directs the City Clerk to post a summary publication of Ordinance No. 2020-60 in all public locations designated by the City Council.
3. Directs the City Clerk to publish the summary in the City's legal newspaper within ten days.
4. Directs the City Clerk to file the executed Ordinance upon the books and records of the City along with proof of publication.

Dated this 7th day of January, 2020.

Jeff Huber, Mayor

ATTEST:

Kim Points, Administrator/Clerk

Exhibit A

2020 City of Grant Meeting Calendar

All meetings are at 7 PM @ the Town Hall (8380 Kimbro Ave.) unless otherwise noted.
Land Applications are due approximately 6 weeks before the Council meetings.

Month	City Council Regular Meeting	City Council Workshop Meeting	Special Council Meeting
January	01/07/20		
February	02/04/20		
March	**3/2/2020**		
April	04/07/20		
May	05/05/20		
June	06/02/20		
July	06/30/20		
August	08/04/20		
September	09/01/20		
October	10/06/20		
November	**11/2/2020**		
December	12/01/20		
January	01/05/21		

March 3 - Election Day

November 3 - Election Day

***Meeting Schedule Subject to Change ***

**CITY OF GRANT
2020 APPOINTMENT LIST**

Schedule A

City Council Member Appointments/ Per Council Members	
Liaison/ Appointments	Council Member
Deputy Mayor	Tom Carr
Emergency Preparedness	Washington County/City Staff
Metro Council	City Staff
Newsletter Editor	City Staff
Road Coordination	City Office/Road Coordinator/WSB
Oak Wilt	DNR
Weed Control	Jeff Huber
Browns Creek Watershed	WSB
Valley Branch Watershed	WSB
Rice Creek Watershed	WSB
Carnelian-Marine Watershed	WSB

Staff and Consultant Appointment/Per Council Members	
Service Providers	
Attorney	Under Contract - Johnson/Turner
Administrator/Clerk	Kim Points
Engineer	Under Contract - WSB
Inspector	Jack Kramer
Planner	Under Contract - SHC
Treasurer	Sharon Schwarze
Animal Removal	KEJ
City Assessor	Under Contract - Smith Appraisal
City Auditor	Under Contract - LarsonAllen
Brushing	Under Contract- KEJ
Depository	Wells Fargo
Fire Marshall (Co-Marshalls)	Jeff Schafer/Joyce Welander
Roadside Mowing	Under Contract-KEJ
Newspaper	White Bear Press
Recycling	Under Contract - Waste Management
Road Grading	Under Contract - Kline Bros.
Roadside Trash	Under Contract - KEJ
Septic Permits	Under Contract - Washington County
Snow Plowing	Under Contract- KEJ
Tree Service	Under Contract-KEJ
Video Technician	Lisa Senopole
Animal Control Liaison	City Office/SRAC/Washington County
Webmaster	Halogen
Investment Advisor	Robert Mikkelsen

Volunteer Appointments	
Cable Commissioner	Jeff Huber/Steve Bohnen
Ballfield	Administrator/Clerk
Heritage Preservation	Joyce Welander
Roadside Cleanup Day	Administrator/Clerk

Date: December 19, 2019

To: Honorable Mayor & City Council Members

From: Jack Kramer Building & Code Enforcement Official

Zoning Enforcement;

No new violations to report.

Building Permit Activity:

Twenty-Two (22) Building Permits were issued for a valuation of \$ 309,613.00.

Respectfully submitted,

A handwritten signature in black ink that reads "Jack Kramer". The signature is written in a cursive style with a prominent initial "J".

Jack Kramer

Building & Code Enforcement Official

2019-232	Windows	Vandenboom	0797 Lansing Ave. N.	10/1/2019	\$ 10,600.00	\$ 195.25	\$ 146.43	\$ -	\$ 5.30
2019-233	Swim Pool	Archambault	8931 Itaska Ave.N.	10/2/2019	\$ 25,000.00	\$ 391.75	\$ 293.81	\$ -	\$ 12.50
2019-234	Door Replace	Aupin	11800-102nd St. Ct. N	10/2/2019	\$ 6,350.00	\$ 139.25	\$ 104.43	\$ -	\$ 3.17
2019-235	Window	Kelly	11680 Lockridge Ave. N.	10/2/2019	\$ 3,666.00	\$ 97.25	\$ 72.93	\$ -	\$ 1.83
2019-236	Re-Roof	Anderson	7971-120th. St.N.	10/2/2019	\$ 6,560.00	\$ 139.25	\$ 104.43	\$ -	\$ 3.28
2019-237	Basement Fin.	Lampland	8949-68th. St.	10/2/2019	\$ 85,500.00	\$ 895.75	\$ 671.81	\$ 582.23	\$ 42.75
2019-238	Windows	Wohlfred	9475-96th. St.	10/3/2019	\$ 15,646.00	\$ 265.21	\$ 198.90	\$ -	\$ 7.82
2019-239	Plumbing	NRH Plumbing	9104-68th. St.	10/3/2019	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 1.00
2019-240	Plumbing	Lucius	6990-117th. St.N.	10/7/2019	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 1.00
2019-241	Windows	House	9337 Keswick Ave.	10/8/2019	\$ 6,441.00	\$ 139.25	\$ 104.43	\$ -	\$ 3.22
2019-242	Fireplace	Hilton	9191 Justin Trail N.	10/8/2019	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 1.00
2019-243	HVAC	Meath	11940 Honeye Ave. N.	10/9/2019	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 1.00
2019-244	Fireplace	Hansen	466 Maple St. N.	10/9/2019	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 1.00
2019-245	Plumbing	Boileau	7355 Kimbro Ave. N	10/9/2019	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 1.00
2019-246	HVAC	Boileau	7355 Kimbro Ave. N	10/9/2019	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 1.00
2019-247	HVAC	Kootrina Homes	7495 Inwoodway N.	10/9/2019	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 1.00
2019-248	Re-Roof	Thurnhorst	11700 Keats Ave. N.	10/9/2019	\$ 19,250.00	\$ 195.25	\$ 146.43	\$ -	\$ 5.12
2019-249	Plumbing	Zeck	9130-107th. St.N.	10/9/2019	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 1.00
2019-250	Bathroom	Zeck	9130- 107th St. N	10/9/2019	\$ 10,600.00	\$ 193.20	\$ -	\$ -	\$ 5.30
2019-251	Windows	Hartman	8861 Ideal Ave.	10/10/2019	\$ 20,000.00	\$ 321.25	\$ 240.93	\$ -	\$ 10.00
2019-252	Renovations	Lutgen	9104-68th. St.	10/10/2019	\$ 100,000.00	\$ 993.75	\$ 745.31	\$ -	\$ 50.00