

**City of Grant
City Council Agenda
August 4, 2020**

The regular monthly meeting of the Grant City Council will be called to order at 7:00 o'clock p.m. on Tuesday, August 4, 2020, in a teleconference format for the purpose of conducting the business hereafter listed, and all accepted additions thereto.

1. CALL TO ORDER

PUBLIC INPUT

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

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

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF REGULAR AGENDA

4. APPROVAL OF CONSENT AGENDA

- A. July 7, 2020 City Council Meeting Minutes
- B. July 2020 Bill List, \$42,820.82
- C. Kline Bros., Road Work, \$22,430.00

D. WSB & Associates, Road Engineering, \$35,428.50

5. STAFF AGENDA ITEMS

A. City Engineer, Brad Reifsteck

i. Consideration of 2020 Seal Coat Bids

B. City Planner, Jennifer Haskamp

**i. Consideration of Application for a Conditional Use Permit for Two Silo Farmhouse Resort, 7040
117th Street North**

C. City Attorney, Dave Snyder

6. NEW BUSINESS

7. UNFINISHED BUSINESS

8. DISCUSSION ITEMS (no action taken)

A. Staff Updates (updates from Staff, no action taken)

B. City Council Reports/Future Agenda Items (no action taken)

9. COMMUNITY CALENDAR AUGUST 4 THROUGH AUGUST 31, 2020:

Primary Election, Tuesday, August 11, 2020, Woodbury Lutheran Oak Hill Campus

Candidate Filing Deadline, Tuesday, August 11, 2020

**Mahtomedi Public Schools Board Meeting, Thursday, August 13th and 27th, Mahtomedi District
Education Center, 7:00 p.m.**

Stillwater Public Schools Board Meeting, Thursday, August 13th, Stillwater City Hall, 7:00 p.m.

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

10. ADJOURNMENT

CITY OF GRANT
MINUTES

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DATE : June 2, 2020
TIME STARTED : 7:00 p.m.
TIME ENDED : p.m.
MEMBERS PRESENT : Councilmember Carr, Rog, Giefer,
Schafer and Mayor Huber
MEMBERS ABSENT : None

Staff members present: City Attorney, Dave Snyder; City Engineer, Brad Reifsteck; 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. Danielle Jeffrey, Sunnybrook area, came forward and stated she is in regular correspondence with the Mayor regarding the flooding. She asked the Council keep them in mind and noted there is the potential for other roads to go under water. She added she is staying in touch with Doug Bergland and other emergency agencies.

PLEDGE OF ALLEGIANCE

SETTING THE AGENDA

Council Member Schafer moved to approve the agenda, as presented. Council Member Rog seconded the motion. Motion carried unanimously with a roll call vote.

CONSENT AGENDA

June 2, 2020 City Council Meeting Minutes	Approved
June 2020 Bill List, \$110,397.04	Approved
Kline Bros. Excavating, Road Work, \$15,741.00	Approved
Washington County Sheriff, Jan-June 2020 Services, \$68,100.11	Approved
Northern Salt, 2020 Dust Control, \$45,584.70	Approved

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Asphalt Restoration, Potholing, \$17,204.52 Approved

Pay Voucher #1, OMG Midwest, 2020 Road Project, \$337,441.40 Approved

Resolution No. 2020-28, City of Grant Preparedness Plan Approved

Resolution No. 2020-29, Approval of Municipal Support, Manning Ave/Hwy 36 Interchange Approved

Council Member Giefer moved to approve the consent agenda, as presented. Council Member Rog seconded the motion. Motion carried unanimously with a roll call vote.

STAFF AGENDA ITEMS

City Engineer, Brad Reifsteck

Consideration of Resolution No. 2020-26, Declare Adequacy of Petition and Ordering Preparation of Report, Inwood Avenue and 105th Street North – City Engineer Reifsteck stated Resolution No. 2020-26 is a Resolution Declaring Adequacy of Petition and Ordering Preparation of Report.

City Engineer Reifsteck advised a petition was received from property owners living along Inwood Avenue N and 105th Street requesting street improvements.

The signed petitions account for 62% (13 / 21) of the property owners within the project limits, the minimum required by state law and the City assessment policy, to authorize the City Engineer to prepare a Feasibility Study.

Council Member Schafer moved to adopt Resolution No. 2020-26, as presnted. Council Member Giefer seconded the motion. Motion carried unanimously by a roll call vote.

Consideration of Receiving Feasibility Report, Pine Tree Estates Street Improvement - City Engineer Reifsteck advised To authorize by resolution the receipt by City Council of a feasibility report for the Pine Tree Estates Street Improvement Project.

1. The feasibility study includes the following streets:

- Heron Avenue N
- 101st Street N
- 99th Street N
- 99th Street Circle N
- 99th Street Court N

- 1
- 2 2. The Council authorized preparation of the Feasibility Report on March 2, 2020.
- 3 3. A neighborhood meeting was held with residents to discuss the findings of the Report on June
- 4 25th, 2020.
- 5 4. The total project cost is estimated at \$431,963 including construction, engineering, legal and
- 6 administrative costs.
- 7 5. The project is anticipated to be funded using City Maintenance dollars and special
- 8 assessments in accordance with City’s special assessment policy. A preliminary assessment
- 9 roll is included in the Feasibility Report that identifies assessment amounts for the benefitting
- 10 properties.
- 11 6. Staff is recommending the Public Hearing considering the Pine Tree Estates Street
- 12 Improvement Project be held once a 2nd petition is submitted showing more than 50% in
- 13 support of the project.
- 14

15 **Council Member Giefer moved to Receive Feasibility Report, Pine Tree Estates Street**
16 **Improvement, as presented. Council Member Schafer seconded the motion. Motion carried**
17 **unanimously by a roll call vote.**

18
19 **PUBLIC HEARING, Consideration of Resolution No. 2020-31, Joliet Avenue and Woodland**
20 **Acres, Plan Approval and Authorizing Ad for Bid –** City Engineer Reifsteck advised the feasibility
21 study was accepted by Council on September 3, 2019 for the following streets:

- 22
- 23 • Jody Ave N
- 24 • Jody Ct N
- 25 • 103rd Street N
- 26 • 103rd Ct N
- 27 • Juno Ave N.
- 28 • Joliet Ave N
- 29 • 101st St N.
- 30 • Kellman Ct
- 31 • Keswick Ave N
- 32

33 A summary of the costs is provided below:

- 34
- 35 • The revised estimated construction cost for the streets mentioned above is \$845,775.
- 36 These costs are based upon the most recent street improvement project.
- 37 • The estimated indirect costs for the streets mentioned above is \$101,493
- 38 • Total project costs (Construction + Engineering) is \$947,268. The City is contributing
- 39 \$77,458 from roadway maintenance dollars. The total assessment amount is estimated at
- 40 \$869,810.
- 41 • There is a total of 92 buildable units.
- 42 • For each buildable lot the assessment is estimated at \$9,454.
- 43 • An overall assessment map is shown below.
- 44 • Public Hearing will be held at the July 7 regular council meeting.

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City Engineer Reifsteck stated If the project is ordered at the Council meeting, the potential schedule would look similar to the one shown below:

- Public Hearing/Order Project..... July 7, 2020
- Approve Plans/Order Ad for Bids..... July 7, 2020
- Open Bids..... August 6, 2020
- Accept Bids & Declare Cost to be Assessed/Set Public Hearing September 1, 2020
- Begin Construction September 28, 2020
- Public Hearing and Adopt Assessment..... October 6, 2020
- Final Completion of Construction October 23, 2020
- City Bonding / financing may take up to 3 months to complete.....Begin August 4, 2020

Council Member Schafer moved to open the public hearing at 7:42 p.m. Council Member Rog seconded the motion. Motion carried unanimously by a roll call vote.

Mr. Mike Krikava, 9696 101st Street, stated he strongly supports the project as proposed.

Ms. Nancy Lorentson, 9730 103rd Street N, stated she would like the project to move forward.

Mr. Ross Sublett, 1022 Joliet Avenue, stated he fully supports the project.

Ms. Gwen Carver, 10050 Keswick, stated she does not support this project and she likes country roads.

Mr. Rodney James, 9920 Joliet Avenue N, stated she is very much in support of the project and will be happy to get a new road.

Ms. Catherin Bergman, 10141 June Avenue, stated she does not have enough information to say yes or no.

Mr. John Evans, 10191 103rd Street N, stated safe roads are essential and everyone has to share in that cost. He stated he would like this project to get done now and is fully support it.

1 Ms. Lisa Paddock, 10025 Keswick Avenue, stated she is not part of Woodland Acres and do not want
2 to be part of it. She asked what the maintenance plan for the road is why are taxpayers to pick up the
3 fee for engineering costs. She asked if she can get bids herself for the improvements.

4 Mr. Adam Walsh, 10161 103rd Street, stated he is in favor of the project because 1) the cost will never
5 be lower; 2) construction related to oil prices; and 3) lives on 103rd and he takes Jody out and it is the
6 worst road in the City and a big safety issues.

7
8 Mr. Dan Lanke, 10310 Jody Avenue, stated he is in favor of the project.

9
10 Mr. Joe Genereuz, 9777 Joliet Avenue, stated he supports the project and inquired about the
11 construction schedule.

12
13 Ms. Maija Stellmach, 9909 Joliet Avenue, stated speed is a concern on a new road.

14
15 Mr. Mark Molitor, 0120 101st Street, stated he his in support of the project. There are many others
16 that like to drive on the asphalt and thinkg those on Keswick should share in the cost.

17
18 **Council Member Giefer moved to close the public hearing at 8:10 p.m. Council Member**
19 **Schafer seconded the motion. Motion caried unanimously by a roll call vote.**

20
21 **Council Member Carr moved to adopt Resolution No. 2020-31, as presented. Council Member**
22 **Giefer seconded the motion. Motion carried unanimously by a roll call vote.**

23
24 **Consideration of Resolution No. 2020-30, Ordering Improvements for Joliet Avenue and**
25 **Woodland Acres Street Improvement Project** – City Engineer Reifsteck advised the next step in the
26 process is to adopt a resolution approving Plans and Specifications and Ordering Advertisement for
27 Bids for Joliet Ave and WAC Street Improvement Project. The project includes the following streets:

- 28
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- Jody Avenue & Court North
 - 103rd Street & Court North
 - Juno Avenue North
 - Joliet Avenue North
 - 101st Street North
 - Kellman Court North
 - Keswick Ave
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37 The City Council authorized preparation of plans and specifications for the project on May 5, 2020.

- 38
- The City Council authorized preparation of a Feasibility Report for the project on May 7th,
39 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
40 41 42 43 44
44 July 7, 2020 regular council meeting.

1 A bid date and time has been proposed for Thursday August 6, 2020. At that time all bids shall be
2 opened, tabulated for mathematical accuracy, and prepared for City Council consideration at the
3 September 1, 2020 regular council meeting.
4

5 **Council Member Rog moved to adopted Resolution No. 2020-30, as presented. Council**
6 **Member Schafer seconded the motion. Motion carried unanimously by a roll call vote.**
7

8 **City Planner, Jennifer Swanson (no action items)**
9

10 **City Attorney, Dave Snyder**
11

12 **NEW BUSINESS**
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14 **UNFINISHED BUSINESS**
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16 There was no unfinished business.
17

18 **DISCUSSION ITEMS (no action taken)**
19

20 **Staff Updates (updates from Staff, no action taken)**
21

22 **City Council Reports/Future Agenda Items**
23

24 No items were placed on a future agenda.
25

26 **COMMUNITY CALENDAR JULY 8 THROUGH JULY 31, 2020:**

27 **Mahtomedi Public Schools Board Meeting, Thursday, June 9th and 23rd, Mahtomedi District**
28 **Education Center, 7:00 p.m.**

29 **Stillwater Public Schools Board Meeting, Thursday, June 9th, Stillwater City Hall, 7:00 p.m.**

30 **Washington County Commissioners Meeting, Tuesdays, Government Center, 9:00 a.m.**
31

32 **ADJOURNMENT**
33

34 **Council Member Carr moved to adjourn the meeting at 8:49 p.m. Council Member Giefer**
35 **seconded the motion. Motion carried unanimously.**
36

37 These minutes were considered and approved at the regular Council Meeting August 4, 2020.
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42 Kim Points, Administrator/Clerk

43 Jeff Huber, Mayor
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Fund Name: 100 - General Fund
 Date Range: 07/01/2020 To 07/28/2020

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
07/28/2020	MN Department of Labor & Industry	14439	2nd Quarter Building Permit Surcharge	N	Building Permit Surcharge	100-42005-210-	\$ 3,432.63
	Total For Check	14439					\$ 3,432.63
07/28/2020	Washington Conservation District	14440	2nd Quarter Billing	N	MS4	100-43118-300-	\$ 175.00
	Total For Check	14440					\$ 175.00
07/28/2020	Waste Management	14441	Recycling -	N	Recycling	100-43011-384-	\$ 5,015.92
	Total For Check	14441					\$ 5,015.92
07/28/2020	KEJ Enterprises	14442	July20 Road Contractor	N	Animal Control	100-42006-300-	\$ 83.00
		14442			Town Hall Mowing	100-43006-300-	\$ 125.00
		14442			Ball Field Maintenance	100-43009-300-	\$ 125.00
		14442			Road Engineering Fees	100-43102-300-	\$ 166.14
		14442			Road Garbage Removal	100-43105-300-	\$ 167.00
		14442			Gravel Road Costs	100-43106-300-	\$ 20.84
		14442			Magnesium Chloride	100-43107-300-	\$ 41.67
		14442			Road Sign Replacement	100-43110-300-	\$ 83.84
		14442			Culvert Repair	100-43111-300-	\$ 20.84
		14442			Snow & Ice Removal	100-43113-300-	\$ 5,416.67
		14442			Road Brushing	100-43114-300-	\$ 2,250.00
		14442			Road Side Mowing	100-43115-300-	\$ 500.00
	Total For Check	14442					\$ 9,000.00
07/28/2020	Kline Bros Excavating	14443	Road Maintenance	N	Grader Contractor	100-43101-301-	\$ 2,340.00
		14443			Gravel Road Costs	100-43106-301-	\$ 985.00
		14443			Culvert Repair	100-43111-301-	\$ 12,580.00
		14443			Special Road Projects	100-43128-301-	\$ 5,670.00
		14443				100-43128-400-	\$ 855.00
	Total For Check	14443					\$ 22,430.00
07/28/2020	Sprint	14444	City Cell Phone	N	Road Expenses - Other	100-43116-321-	\$ 32.52
	Total For Check	14444					\$ 32.52
07/28/2020	Taft Stettinius & Hollister LLP	14445	Bond Counsel - 2020 Road Project	N	2019/2020 Road Project	100-43136-301-	\$ 3,500.00
	Total For Check	14445					\$ 3,500.00
07/28/2020	SHC, LLC	14446	Planning	N	City Planner	100-41209-301-	\$ 873.75
		14446			COVID	100-43120-301-	\$ 1,590.71
	Total For Check	14446					\$ 2,464.46

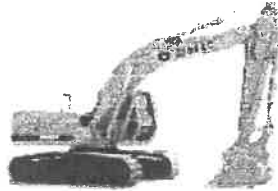
Fund Name: 100 - General Fund

Date Range: 07/01/2020 To 07/28/2020

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
07/28/2020	WSB & Associates	14447	Engineering - June	N	Engineering Fees - General	100-41203-301-	\$ 378.00
		14447			MS4	100-43118-301-	\$ 252.00
		14447			Utility/ROW Permits	100-43132-301-	\$ 384.00
		14447			Grading Permit	100-43135-301-	\$ 460.00
		14447			2019/2020 Road Project	100-43136-301-	\$ 29,818.25
		14447			2021 Road Project	100-43137-301-	\$ 4,136.25
		14447					\$ 35,428.50
07/28/2020	Johnson Turner Legal	14448	June Billing	N	Legal Fees - General	100-41204-301-	\$ 1,084.25
		14448			Legal Fees - Complaints	100-41205-301-	\$ 830.50
		14448			Legal Fees - Prosecutions	100-41206-301-	\$ 1,900.00
		14448					\$ 3,814.75
07/28/2020	Wells Fargo	14449	Supplies	N	COVID	100-43120-200-	\$ 176.54
		14449				100-43120-200-	\$ 318.85
		14449					\$ 495.39
07/28/2020	PERA	14450	PERA	N	Clerk PERA	100-41102-120-	\$ 399.71
		14450			Clerk PERA Withholding	100-41108-100-	\$ 346.42
		14450					\$ 746.13
07/28/2020	IRS	EFT130	Payroll Taxes	N	Clerk FICA/Medicare	100-41103-100-	\$ 407.71
		EFT130			Clerk Medicare	100-41105-100-	\$ 77.28
		EFT130			Federal Withholding	100-41107-100-	\$ 403.05
		EFT130			Social Security Expens	100-41109-100-	\$ 330.43
		EFT130					\$ 1,218.47
							\$ 100,679.32

Total For Selected Checks

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



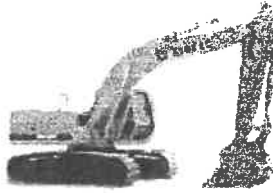
Invoice

DATE	INVOICE #
7/26/20	2571

BILL TO	JOB ADDRESS
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090	CULVERT WORK 100-34111

DESCRIPTION	QTY	UNIT COST	DUE DATE
			8/5/20
			AMOUNT
6-29-20 PUT SIGNS UP AT HOLE IN ROAD ON 115TH ST			150.00
6-30-20 EXPOSE CULVERT AND DIG OUT SOUTH SIDE TO GET HOLE TO DRAIN AND LOWER WATER ON NORTH SIDE 6 FEET			0.00
6-30-20 E70	5	90.00	450.00
6-30-20 T600 & T50	1	150.00	150.00
6-30-20 HAND LABOR	4	45.00	180.00
7-01-20 DIG NORTH END LOWER TO DRAIN E70	2	90.00	180.00
7-03-20 DIG NORTH END LOWER TO DRAIN	1	90.00	90.00
7-09-20 CLEAN OUT HOLE	1	90.00	90.00
7-09-20 T600 & T50	1	150.00	150.00
7-10-20 PUT TEMP PIPE ACROSS LAKE ELMO AVE BECAUSE OF FLOODING			0.00
7-10-20 E70	5.5	90.00	495.00
7-10-20 1845C	5	85.00	425.00
7-10-20 LOADS OF WASHED SAND AND RC-5	4	165.00	660.00
7-10-20 T600 & T50	1	150.00	150.00
7-10-20 10" X 28' PVC SEWER PIPE			225.00
7-15-20 INSTALL 18" X 60FT GALV METAL CULVERT ON 115TH ST 6 FT DEEP, GAS, TELE, ELEC IN WAY, WATER 1.5 FT DEEP, BACKFILL WITH SAND, DIRT WAS MUD. HALF THE CULVERT WAS PUT IN AT A TIME AND BYPASS WAS BUILT BECAUSE ROAD COULD NOT BE CLOSED			5,745.00
7-15-20 LOADS OF SAND AND RC-5 HAULED	7	165.00	1,155.00
7-17-20 7 HRS 9010 & 1845C & DUMPTRUCK- FINISH CULVERT AND HAUL 7 LOADS MUD AND DIRT AWAY. CLEANOUT SANDBAR FROM POND THAT WASHED OUT FROM ROAD AS FAR AS WE COULD REACH.			2,135.00
7-17-20 HAUL 1 LOAD BRUSH AND TREES AWAY	1	150.00	150.00
AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERV CHARGE	Total		12,580.00

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



Invoice

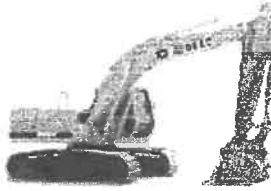
DATE	INVOICE #
7/26/20	2568

BILL TO	JOB ADDRESS
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090	ROAD GRADING 100-43101

DUE DATE
8/5/20

DESCRIPTION	QTY	UNIT COST	AMOUNT
7-01-20 770B	2.5	80.00	200.00
7-02-20 770B	2	80.00	160.00
7-06-20 740A	4.75	80.00	380.00
7-13-20 770B	3	80.00	240.00
7-13-20 740A	3	80.00	240.00
7-14-20 740A	4.5	80.00	360.00
7-21-20 770B	5.5	80.00	440.00
7-25-20 770B	4	80.00	320.00
AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERV CHARGE			
Total			2,340.00

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



Invoice

DATE	INVOICE #
7/26/20	2570

BILL TO	JOB ADDRESS
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090	SPECIAL ROAD PROJECTS 100-43128

DUE DATE
8/5/20

DESCRIPTION	QTY	UNIT COST	AMOUNT
7-01-20 TONS OF RC-5 HAULED, PLACED AND COMPACTED ON 65TH ST WHERE FLOODING WAS CLOSE	94.5	21.00	1,984.50
7-02-20 TONS OF RC-5 HAULED, PLACED AND COMPACTED ON 65TH ST	175.5	21.00	3,685.50
Total			5,670.00

AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERV CHARGE

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



Invoice

DATE	INVOICE #
7/26/20	2569

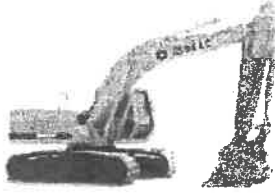
BILL TO	JOB ADDRESS
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090	ROAD GRAVEL 100-43106

DUE DATE
8/5/20

DESCRIPTION	QTY	UNIT COST	AMOUNT
7-13-20 LOADS OF RC-5 HAULED TO LAKE ELMO AVE	5	165.00	825.00
7-13-20 SPREAD GRAVEL & COMPACT	2	80.00	160.00
Total			985.00

AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERV CHARGE

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



Invoice

DATE	INVOICE #
7/26/20	2572

BILL TO	JOB ADDRESS
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090	SIGNS

DUE DATE
8/5/20

DESCRIPTION	QTY	UNIT COST	AMOUNT
JUNE ROAD CLOSED SIGN RENTAL AND BARRIERS BUILD SIGN STANDS AND PLACE NO OUTLET SIGNS AT EITHER END OF JOCELYN 2 X 3 HRS	6	45.00	585.00 270.00
AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONHTLY SERV CHARGE			Total
			855.00

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



City of Grant
 PO Box 577
 Grant, MN 55090-0487

July 13, 2020
 Project/Invoice: R-014035-000 - 15
 Reviewed by: Mark Erichson
 Project Manager: Brad Reifsteck

2019 Street Improvements
Professional Services from June 1, 2020 to June 30, 2020

Phase	001	Feasibility Study			
Feasibility Study					
			Hours	Rate	Amount
Phillippi, Michael		6/30/2020	1.00	89.00	89.00
Map edits/updates					
Totals			1.00		89.00
Total Labor					89.00
				Total this Task	\$89.00
				Total this Phase	\$89.00
<hr/>					
Phase	002	Topographical Survey			
Office Survey					
			Hours	Rate	Amount
Forbrook, Cooper		6/25/2020	3.00	73.00	219.00
Processed Topo Survey					
Forbrook, Cooper		6/29/2020	1.00	73.00	73.00
Topo Survey					
Forbrook, Cooper		6/30/2020	2.00	73.00	146.00
Topo Survey					
Totals			6.00		438.00
Total Labor					438.00
				Total this Task	\$438.00
Survey 2-Person Crew					
Unit Billing					
2-Person Survey Crew					
		6/23/2020	2.0 Hours @ 196.00		392.00
Total Units					392.00
				Total this Task	\$392.00
				Total this Phase	\$830.00
<hr/>					
Phase	005	Construction Services			

Project Administration

		Hours	Rate	Amount	
Buckley, Susan	6/8/2020	.25	94.00	23.50	
Return contractor Bid Bonds.					
Buckley, Susan	6/15/2020	.50	94.00	47.00	
Prep draft PV #1 for BReifsteck review.					
Buckley, Susan	6/16/2020	1.00	94.00	94.00	
1. Final/PDF PV #1 and email to contractor for signature per BReifsteck. 2. Prep voucher letter to city and email w/PV #1 per BReifsteck.					
Reifsteck, Brad	6/1/2020	2.00	172.00	344.00	
meeting with contractor					
Reifsteck, Brad	6/2/2020	2.00	172.00	344.00	
meeting with resident					
Reifsteck, Brad	6/3/2020	3.00	172.00	516.00	
project site review					
Reifsteck, Brad	6/5/2020	4.00	172.00	688.00	
project site review					
Reifsteck, Brad	6/10/2020	2.00	172.00	344.00	
Site Visit					
Reifsteck, Brad	6/11/2020	2.00	172.00	344.00	
Site Visit					
Reifsteck, Brad	6/12/2020	2.00	172.00	344.00	
Site Visit					
Reifsteck, Brad	6/15/2020	2.00	172.00	344.00	
pay voucher					
Reifsteck, Brad	6/16/2020	1.00	172.00	172.00	
Weekly Meeting					
Reifsteck, Brad	6/24/2020	2.00	172.00	344.00	
site investigation and inspection					
Thompson, Gage	6/25/2020	2.50	107.00	267.50	
x sections for Justen and plan sheet showing private utilities					
Thompson, Gage	6/29/2020	1.50	107.00	160.50	
update x sections and plan sheet for ditch design					
Thompson, Gage	6/30/2020	1.00	107.00	107.00	
update x sections and plan sheet for ditch design					
Totals		28.75		4,483.50	
Total Labor					4,483.50
				Total this Task	\$4,483.50

Construction Inspection - Observation

		Hours	Rate	Amount
Berggren, John	6/11/2020	8.00	73.00	584.00
Started shouldering sides of road with gravel in grant.				
Berggren, John	6/12/2020	7.00	73.00	511.00

Project	R-014035-000	GRNT - 2019 Street Improvements	Invoice	15
Inspected gravel shouldering in grant along with handed water shutt off notices out for Mondays work.				
Kiser, Jason	6/11/2020	8.00	115.00	920.00
Construction inspection				
Totals		23.00		2,015.00
Total Labor				2,015.00
Total this Task				\$2,015.00
Total this Phase				\$6,498.50

Phase 007 Woodlawn Acres Design
Management/Coordination

		Hours	Rate	Amount
Buckley, Susan	6/8/2020	2.50	94.00	235.00
1. BReifsteck re project details and public hearing mailing. 2. Review public hearing notice. Copies of notice and assessment map for mailing. 3. Review prop owner address list. 4. Envelopes for mailing (return address labels).				
Buckley, Susan	6/9/2020	1.00	94.00	94.00
Process public hearing mailing.				
Buckley, Susan	6/12/2020	1.00	94.00	94.00
Process public hearing mailing.				
Buckley, Susan	6/22/2020	1.50	94.00	141.00
BReifsteck re public hearing mailing.				
Buckley, Susan	6/23/2020	4.50	94.00	423.00
Mailing list, labels, and letters for public hearing mailing. Instructions to SRamlo for printing and delivery.				
Buckley, Susan	6/24/2020	1.50	94.00	141.00
Public hearing mailing.				
Buckley, Susan	6/25/2020	2.50	94.00	235.00
Public hearing mailing.				
Buckley, Susan	6/26/2020	1.50	94.00	141.00
Public hearing mailing.				
Jones, Heather	6/18/2020	.50	127.00	63.50
project management				
Totals		16.50		1,567.50
Total Labor				1,567.50
Total this Task				\$1,567.50

Roadway Design

		Hours	Rate	Amount
Reifsteck, Brad	6/1/2020	4.00	172.00	688.00
Final Design				
Reifsteck, Brad	6/2/2020	2.00	172.00	344.00
Design				
Reifsteck, Brad	6/3/2020	4.00	172.00	688.00
Design				

Project	R-014035-000	GRNT - 2019 Street Improvements	Invoice	15	
Reifsteck, Brad Design		6/4/2020	4.00	172.00	688.00
Reifsteck, Brad Design		6/5/2020	2.00	172.00	344.00
Reifsteck, Brad Design		6/8/2020	4.00	172.00	688.00
Reifsteck, Brad Design		6/9/2020	4.00	172.00	688.00
Reifsteck, Brad Design		6/10/2020	4.00	172.00	688.00
Reifsteck, Brad Design		6/11/2020	4.00	172.00	688.00
Reifsteck, Brad Design		6/12/2020	4.00	172.00	688.00
Reifsteck, Brad Design		6/15/2020	6.00	172.00	1,032.00
Reifsteck, Brad Design		6/16/2020	4.00	172.00	688.00
Reifsteck, Brad Design		6/17/2020	4.00	172.00	688.00
Reifsteck, Brad Design		6/18/2020	6.00	172.00	1,032.00
Reifsteck, Brad Design		6/19/2020	6.00	172.00	1,032.00
Reifsteck, Brad specs		6/22/2020	4.00	172.00	688.00
Reifsteck, Brad specs		6/23/2020	3.00	172.00	516.00
Reifsteck, Brad Design roadways		6/24/2020	4.00	172.00	688.00
Reifsteck, Brad cost estimates		6/25/2020	2.00	172.00	344.00
Reifsteck, Brad spec		6/29/2020	4.00	172.00	688.00
Reifsteck, Brad spec		6/30/2020	4.00	172.00	688.00
	Totals		83.00		14,276.00
	Total Labor				14,276.00
				Total this Task	\$14,276.00

Plan Sheets

		Hours	Rate	Amount
Miller, Michael	6/1/2020	8.50	101.00	858.50
2020 PROJECT: CREATED TITLE SHEET, GEN LAYOUT, SITE BASE, ALIGN BASE; START STRT PLANS FOR JOLIET AVE				
Miller, Michael	6/2/2020	8.00	101.00	808.00

Project	R-014035-000	GRNT - 2019 Street Improvements	Invoice	15
WORKED ON STREET PLANS FOR ALL STREETS IN 2020 PROJECT				
Miller, Michael	6/3/2020	4.00	101.00	404.00
WORKED ON STREET PLANS FOR ALL STREETS IN 2020 PROJECT				
Miller, Michael	6/4/2020	3.50	101.00	353.50
WORKED ON STREET PLANS FOR ALL STREETS IN 2020 PROJECT				
Miller, Michael	6/5/2020	7.00	101.00	707.00
FINISHED STREET PLANS FOR ALL STREETS IN 2020 PROJECT				
Miller, Michael	6/8/2020	3.00	101.00	303.00
FINISHED STREET PLANS; PLOTTED SET				
Miller, Michael	6/9/2020	3.00	101.00	303.00
REVISED GENERAL LAYOUT; WORKED ON SITE BASE				
Miller, Michael	6/15/2020	4.50	101.00	454.50
REVISED TYPICAL SECTIONS; ADDED STRIPING INFO TO PLAN SHEETS; REPLOTTED SET FOR REVIEW				
Miller, Michael	6/17/2020	.25	101.00	25.25
UPDATED TYPICAL SECTION NOTES				
Miller, Michael	6/18/2020	.50	101.00	50.50
QUANTITIES UPDATED				
Miller, Michael	6/19/2020	1.50	101.00	151.50
ADDED KESWICK AVE N TO PLANS/ QUANTITIES; REPLOTTED SHEETS				
Miller, Michael	6/26/2020	.50	101.00	50.50
REPLOTTED SET				
Thompson, Gage	6/4/2020	4.00	107.00	428.00
Help with plan sheet production				
Thompson, Gage	6/5/2020	4.00	107.00	428.00
Help with plan sheet production				
Thompson, Gage	6/11/2020	1.00	107.00	107.00
Review plans with Mike				
Thompson, Gage	6/18/2020	2.50	107.00	267.50
seq update for plans				
Totals		55.75		5,699.75
Total Labor				5,699.75
Total this Task				\$5,699.75

Specifications

		Hours	Rate	Amount
Buckley, Susan	6/26/2020	1.50	94.00	141.00
Begin project manual prep. Follow up w/BReifsteck re project name and details.				
Buckley, Susan	6/29/2020	2.00	94.00	188.00
1. Project manual prep. 2. Open project in OneOffice. 3. Assign QuestCDN number.				
Buckley, Susan	6/30/2020	.50	94.00	47.00

Project	R-014035-000	GRNT - 2019 Street Improvements	Invoice	15
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Follow up w/BReifsteck and GThompson re project manual prep and entering materials into OneOffice.

Totals	4.00	376.00	
Total Labor			376.00
		Total this Task	\$376.00

QA/QC

		Hours	Rate	Amount	
Thompson, Gage	6/22/2020	1.00	107.00	107.00	
SEQ changes					
Thompson, Gage	6/24/2020	1.50	107.00	160.50	
Qty review					
Thompson, Gage	6/25/2020	2.00	107.00	214.00	
Qty review and update seq in plans					
Totals		4.50		481.50	
Total Labor					481.50
				Total this Task	\$481.50
				Total this Phase	\$22,400.75

Billing Limits	Current	Prior	To-Date
Total Billings	29,818.25	96,626.25	126,444.50
Limit			168,000.00
Remaining			41,555.50
		Total this Invoice	\$29,818.25

Outstanding Invoices

Invoice Number	Date	Balance	
13	5/27/2020	3,191.75	
14	6/10/2020	31,104.75	
Total		34,296.50	
		Total Now Due	\$64,114.75

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City of Grant
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July 13, 2020
 Project/Invoice: R-015266-000 - 6
 Reviewed by: Mark Erichson
 Project Manager: Brad Reifsteck

2020 City Engineering Services
Professional Services from June 1, 2020 to June 30, 2020

Phase 001 2020 City Engineering Services
 Meetings

			Hours	Rate	Amount	
Reifsteck, Brad	6/2/2020		1.00	172.00	172.00	
Meeting Prep						
Totals			1.00		172.00	
Total Labor						172.00
				Total this Task		\$172.00

City Council Meetings

			Hours	Rate	Amount	
Reifsteck, Brad	6/2/2020		1.00	172.00	172.00	
*Council Meeting						
Totals			1.00		172.00	
Total Labor						172.00

Adjustments

*Credit Council Meetings					-92.00	
Total Adjustments					-92.00	-92.00

Total this Task \$80.00

Total this Phase \$252.00

Total this Invoice \$252.00

Outstanding Invoices

Invoice Number	Date	Balance
4	5/27/2020	596.00
5	6/10/2020	252.00
Total		848.00

Total Now Due \$1,100.00

Billings to Date

	Current	Prior	Total
Labor	344.00	3,808.75	4,152.75

Project	R-015266-000	GRNT - 2020 City Engineering Services			Invoice	6
Add-on		-92.00	-884.00	-976.00		
Totals		252.00	2,924.75	3,176.75		

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July 13, 2020
 Project/Invoice: R-015265-000 - 5
 Reviewed by: Diane Hankee
 Project Manager: Brad Reifsteck

2020 Grading Permits
Professional Services from June 1, 2020 to June 30, 2020

Phase 001 Grading Permit No. 1
 Permit Review

			Hours	Rate	Amount	
Keller, Kris	6/11/2020		1.25	128.00	160.00	
7470 73rd Ct; 10475 110th Street N Addition						
Keller, Kris	6/24/2020		1.00	128.00	128.00	
9315 Ideal Ave						
Reifsteck, Brad	6/24/2020		1.00	172.00	172.00	
Review						
	Totals		3.25		460.00	
	Total Labor					460.00
				Total this Task		\$460.00
				Total this Phase		\$460.00
				Total this Invoice		\$460.00

Outstanding Invoices

Invoice Number	Date	Balance
4	5/27/2020	1,212.00
Total		1,212.00

Total Now Due \$1,672.00

Billings to Date

	Current	Prior	Total
Labor	460.00	3,504.00	3,964.00
Totals	460.00	3,504.00	3,964.00

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July 13, 2020
 Project/Invoice: R-015267-000 - 3
 Reviewed by: Diane Hankee
 Project Manager: Brad Reifsteck

2020 MS4 Services
Professional Services from June 1, 2020 to June 30, 2020

Phase	001	2020 MS4 Services			
SWPPP					
			Hours	Rate	Amount
Guell, Benjamin		6/8/2020	.50	84.00	42.00
2019 MS4 Annual Report					
Guell, Benjamin		6/22/2020	.50	84.00	42.00
2019 MS4 Annual Report					
Meade, Adam		6/9/2020	2.00	84.00	168.00
MS4 Public Educational Material					
		Totals	3.00		252.00
		Total Labor			252.00
				Total this Task	\$252.00
				Total this Phase	\$252.00
				Total this Invoice	\$252.00

Outstanding Invoices

Invoice Number	Date	Balance
2	6/10/2020	479.00
Total		479.00

Total Now Due \$731.00

Billings to Date

	Current	Prior	Total
Labor	252.00	815.00	1,067.00
Totals	252.00	815.00	1,067.00

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July 13, 2020
 Project/Invoice: R-015518-000 - 6
 Reviewed by: Brad Reifsteck
 Project Manager: Kris Keller

2020 Utility Permits
Professional Services from June 1, 2020 to June 30, 2020

Phase	000	2020 Utility Permits			
Permit Application					
			Hours	Rate	Amount
Keller, Kris		6/5/2020	.75	128.00	96.00
20-12 - CenturyLink - Lansing Ave					
Keller, Kris		6/8/2020	.75	128.00	96.00
20-13 - CenturyLink - 6502 Jamaca Ave					
Keller, Kris		6/11/2020	.75	128.00	96.00
20-14 - Xcel Energy - 8930 60th St					
Keller, Kris		6/15/2020	.75	128.00	96.00
20-15 - Comcast - 11815 Irish Ave;					
		Totals	3.00		384.00
		Total Labor			384.00
				Total this Task	\$384.00
				Total this Phase	\$384.00
				Total this Invoice	\$384.00

Outstanding Invoices

Invoice Number	Date	Balance
4	5/27/2020	256.00
5	6/10/2020	192.00
Total		448.00

Total Now Due \$832.00

Billings to Date

	Current	Prior	Total
Labor	384.00	1,400.75	1,784.75
Totals	384.00	1,400.75	1,784.75

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July 13, 2020
Project/Invoice: R-015542-000 - 4
Reviewed by: Brad Reifsteck
Project Manager: Dustin Simonson

2020 WCA LGU
Professional Services from June 1, 2020 to June 30, 2020

Phase 001 2020 WCA LGU
LGU Services

	Hours	Rate	Amount	
Simonson, Dustin 6/8/2020	1.50	84.00	126.00	
2020-134B Noirth of 10111 Jamaca Ave NOD				
Totals	1.50		126.00	
Total Labor				126.00
		Total this Task		\$126.00
		Total this Phase		\$126.00
		Total this Invoice		\$126.00

Outstanding Invoices

Invoice Number	Date	Balance
2	5/27/2020	210.00
3	6/10/2020	819.00
Total		1,029.00

Total Now Due \$1,155.00

Billings to Date

	Current	Prior	Total
Labor	126.00	1,155.00	1,281.00
Totals	126.00	1,155.00	1,281.00

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July 13, 2020
 Project/Invoice: R-015769-000 - 4
 Reviewed by: Diane Hankee
 Project Manager: Brad Reifsteck

2021 Street Improvements
Professional Services from June 1, 2020 to June 30, 2020

Phase 002 Feasibility Study
 Report

			Hours	Rate	Amount	
Buckley, Susan	6/19/2020		4.50	94.00	423.00	
1. Review/edit/format draft feas report. 2. Follow up w/BReifsteck w/questions. 3. Final/PDF draft feas report. 4. Upload to ShareFile and email BReifsteck ShareFile link.						
Buckley, Susan	6/30/2020		2.00	94.00	188.00	
Feas report review/edits. Revise cover w/new project name. Prep PDF of feas report. Follow up w/BReifsteck re updating figures w/new project name.						
Moen, Kristin	6/11/2020		1.50	89.00	133.50	
survey monkey						
Moen, Kristin	6/12/2020		.25	89.00	22.25	
survey monkey edits						
Moen, Kristin	6/25/2020		.25	89.00	22.25	
survey monkey results						
Moen, Kristin	6/30/2020		.25	89.00	22.25	
survey monkey						
Reifsteck, Brad	6/8/2020		2.00	172.00	344.00	
Review						
Reifsteck, Brad	6/18/2020		2.00	172.00	344.00	
neighbor hood prep						
Reifsteck, Brad	6/25/2020		4.00	172.00	688.00	
Neighborhood meeting						
Thompson, Gage	6/8/2020		5.50	107.00	588.50	
Feasibility report assessments						
Thompson, Gage	6/9/2020		4.50	107.00	481.50	
Submit draft report to Brad for review						
Thompson, Gage	6/18/2020		1.00	107.00	107.00	
feasibility report review						
Totals			27.75		3,364.25	
Total Labor						3,364.25
Total this Task						\$3,364.25

GIS Mapping

Project	R-015769-000	GRNT - 2021 Street Improvements	Invoice	4
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		Hours	Rate	Amount	
Phillippi, Michael	6/5/2020	1.50	89.00	133.50	
Map revisions and created Alternative Map #1					
Phillippi, Michael	6/18/2020	1.00	89.00	89.00	
Map updates					
Totals		2.50		222.50	
Total Labor					222.50
				Total this Task	\$222.50

Assessments

		Hours	Rate	Amount	
Thompson, Gage	6/3/2020	2.50	107.00	267.50	
Assessments					
Totals		2.50		267.50	
Total Labor					267.50
				Total this Task	\$267.50
				Total this Phase	\$3,854.25

Phase 003 Public Engagement & Communication
Open Houses

		Hours	Rate	Amount	
Buckley, Susan	6/12/2020	1.50	94.00	141.00	
1. BReifsteck re open house mailing and prop owner labels. 2. Review memo to prop owners and survey for BReifsteck.					
Buckley, Susan	6/15/2020	1.50	94.00	141.00	
1. Grant return address labels for SRamlo. 2. Follow up w/BReifsteck re prop owner labels, prop owner letter, and survey insert. 3. Update mailing labels and review/edit memo to prop owners. 4. Email instructions to SRamlo for mailing.					
Totals		3.00		282.00	
Total Labor					282.00
				Total this Task	\$282.00
				Total this Phase	\$282.00
				Total this Invoice	\$4,136.25

Outstanding Invoices

Invoice Number	Date	Balance
2	5/27/2020	7,367.25
3	6/10/2020	4,600.00
Total		11,967.25

Total Now Due \$16,103.50

Billings to Date

	Current	Prior	Total
Labor	4,136.25	13,903.25	18,039.50
Units	0.00	1,325.00	1,325.00
Totals	4,136.25	15,228.25	19,364.50

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City of Grant
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July 13, 2020
Project/Invoice: R-010314-000 - 14
Reviewed by: Diane Hankee
Project Manager: Brad Reifsteck

Farms of Grant Development Review
Professional Services from June 1, 2020 to June 30, 2020

Phase 002 Construction Services
Construction Inspection - observation

		Hours	Rate	Amount	
Meade, Adam	6/24/2020	2.00	84.00	168.00	
Environmental Compliance Inspection.					
Totals		2.00		168.00	
Total Labor					168.00
				Total this Task	\$168.00
				Total this Phase	\$168.00
				Total this Invoice	\$168.00

Outstanding Invoices

Invoice Number	Date	Balance
13	5/27/2020	344.00
Total		344.00

Total Now Due \$512.00

Billings to Date

	Current	Prior	Total
Labor	168.00	33,232.00	33,400.00
Units	0.00	7,745.00	7,745.00
Totals	168.00	40,977.00	41,145.00

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July 13, 2020
 Project/Invoice: R-013668-000 - 16
 Reviewed by: Diane Hankee
 Project Manager: Brad Reifsteck

Gateway Development
Professional Services from June 1, 2020 to June 30, 2020

Phase	001	Development Agreement			
Project Management					
			Hours	Rate	Amount
Jones, Heather	6/18/2020		.50	127.00	63.50
project management					
Totals			.50		63.50
Total Labor					63.50
				Total this Task	\$63.50
				Total this Phase	\$63.50

Phase	002	Construction Services			
MS4 Inspections					
			Hours	Rate	Amount
Meade, Adam	6/19/2020		2.00	84.00	168.00
Rain Inspection - Environmental Inspection					
Meade, Adam	6/22/2020		2.00	84.00	168.00
Environmental Compliance Inspection.					
Meade, Adam	6/29/2020		2.00	84.00	168.00
Environmental Compliance Inspection					
Totals			6.00		504.00
Total Labor					504.00
				Total this Task	\$504.00

Construction Inspection - observation

			Hours	Rate	Amount
Badger, Ross	6/4/2020		3.00	136.00	408.00
3 Hrs Site visit and write report					
Badger, Ross	6/10/2020		3.00	136.00	408.00
3 Hrs Site visit and write report					
Reifsteck, Brad	6/17/2020		2.00	172.00	344.00
Letter of credit reduction					
Reifsteck, Brad	6/19/2020		2.00	172.00	344.00
LOC Reduction					

Project	R-013668-000	GRNT - Gateway Development	Invoice	16	
Reifsteck, Brad		6/23/2020	2.00	172.00	344.00
LOC					
Reifsteck, Brad		6/25/2020	2.00	172.00	344.00
Site Observation					
Totals			14.00		2,192.00
Total Labor					2,192.00
				Total this Task	\$2,192.00
				Total this Phase	\$2,696.00
				Total this Invoice	<u>\$2,759.50</u>

Outstanding Invoices

Invoice Number	Date	Balance
14	5/27/2020	1,586.25
15	6/10/2020	1,632.00
Total		3,218.25

Total Now Due **\$5,977.75**

Billings to Date

	Current	Prior	Total
Labor	2,759.50	23,768.50	26,528.00
Units	0.00	3,543.50	3,543.50
Totals	2,759.50	27,312.00	30,071.50

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: July 27, 2020

Re: 2020 paved road maintenance

WSB Project No. 016489-000

Actions to be considered:

A motion to award for street maintenance contract to lowest responsible bidder.

Facts:

The following streets have been identified for maintenance work in 2020:

- 66th Street
- Ivy Ave / Itaska Tr / Ct
- Maple Street
- 110th Street
- Lockridge Ave
- 115th Street
- Hillcrest Court
- Honeye Ave

This year's project will include a combination of patching, crack repair and fog seal. Quotes will be received August 4th at 10:00 am. Bid summary will be emailed to Council prior to the council meeting.

As in year's past we will be sending out invitations to the various neighborhoods to discuss the City's special assessment policy and the opportunity to use maintenance dollars towards a street reconstruction project.

Any patching required will be completed by the City's bituminous patching contractor - Asphalt Restoration Co.

The 2020 Budget is \$83,902.

Action: Discussion.

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



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

Application Date:	5/11/20
Fee: \$400	Escrow \$3,000

Check # 1003 \$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): 05.030.21.22.0001 LEGAL DESCRIPTION: See Survey Certificate		ZONING DISTRICT & COMP PLAN LAND USE: A1 – Agricultural Large Scale LOT SIZE: 21.03 Acres
PROJECT ADDRESS: 7040 117 th Street North Grant, MN 55110	OWNER: Name: Arthur F Schaefer Family Living Trust Address: 3396 Glen Oaks Ave City, State: White Bear Lake, MN Phone: 612-868-3563 Email: keithdehnert@comcast.net	APPLICANT (IF DIFFERENT THAN OWNER): Keith and Jan Dehnert Two Silo Farmhouse Resort 3396 Glen Oaks Avenue White Bear Lake, MN 55110
BRIEF DESCRIPTION OF REQUEST: Seek CUP and public hearing to operate as a Resort. Farm Winery with a tasting room, retail sales, vineyard and guest overnight stays		
EXISTING SITE CONDITIONS: Farmhouse, garages, outbuildings, two silos, Agricultural land with trellis system to accommodate 2286 grape vines.		
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
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<input type="checkbox"/>	<input type="checkbox"/>	<p>Site Plan: 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"> ③ Property dimensions ③ Area in acres and square feet ③ Setbacks ③ Location of existing and proposed buildings (including footprint, and dimensions to lot lines) ③ Location of utilities ③ Location of well and septic systems on adjacent properties ③ Location of current and proposed curb cuts, driveways and access roads ③ Existing and proposed parking (if applicable) ③ Off-street loading areas (if applicable) ③ Existing and proposed sidewalks and trails ③ Sanitary sewer and water utility plans <p>COPIES: 4 plans at 22"x34"; 20 plans at 11"x17"</p>
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Application for: **CONDITIONAL USE PERMIT**
City of Grant

<input type="checkbox"/>	<input type="checkbox"/>	<p>Grading/Landscape Plan: 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"> ③ Grading Plan ③ Vegetation, landscaping, and screening plans including species and size of trees and shrubs ③ Wetland Delineation ③ Buildable area ③ Topographic contours at 2-foot intervals, bluff line (if applicable) ③ Waterbodies, Ordinary High Water Level and 100 year flood elevation ③ 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>Architectural/Building Plan (if Applicable): 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"> ③ Location of proposed buildings and their size including dimensions and total square footage ③ Proposed floor plans ③ Proposed elevations ③ Description of building use <p>COPIES: 4 plan sets 22"x34"; 20 plan sets 11"x17"</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p>Written Narrative Describing your request: 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"> ③ Description of operation or use ③ Number of employees (if applicable, if not state why) ③ Sewer and water flow/user rates (if applicable, if not state why) ③ Any soil limitations for the intended use, and plan indicating conservation/BMP's ③ Hours of operation, including days and times (if applicable) ③ 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



Two Silo Farmhouse Resort

7040 117th Street N, Grant, MN - An incredibly unique property with a prime location
Experience - Eat - Drink - Stay – Partake

Addendum

1. Attached
 - a. Site Plan for Parking, Traffic Flow and Driveway expansion
 - b. Site Plan for Bathrooms and Outdoor Seating Area
 - c. Floor Plan for Grainery (Welcome Center).
 - i. Retail, wholesale and information
 - d. Floor Plan for Milking Parlor
 - i. Wine Production
 - ii. Tasting Room
 - iii. Catering setup within tasting room, offering food items for sale
 - e. Farmhouse – First Floor and Second Floor
2. Occupancy – 75 guests at one time
 - a. Farmhouse – sleeps 12 for overnight and a great room area for small group activities approximately 25 (will not be everyday and will be reserved ahead of time)
 - b. Wine tasting area, south half of Milking Parlor, approximately 250 square feet. Table and bar style seating is projected, seating for 15-20 guests
 - c. Lawn Area for lawn furniture with tables. These areas are projected to be small areas for enjoying a beverage and a bite of food. Expected to have outdoor seating for 50-60 guests
3. Parking Area – 30 car parks required or 9000 square feet of parking area
 - a. The area in front of the 6-car garage is 1800 sq ft, 6 car parks
 - b. The area in front of the 2-car garage is 600 sq ft, 2 car parks
 - c. Main parking will be east of the driveway and North of the Front vineyard, for 22 car parks, 6600 sq ft. This area to be constructed 2021 or when tasting room and retail is ready for business operation
 - d. Parking surface and drive lane to be a crushed rock. Want to keep the look and feel of a farmstead, trying to avoid the commercial look in the countryside.
 - e. Presently there is no lighting plan for the parking area, the traditional farmyard lights, light most of the area minimally.
4. Traffic flow – Entrance and Exit
 - a. Enter off County Rd 7 – will obtain Washington County Access Permit
 - b. The traffic flow will follow driveway to the north for 150' then curve to the east to enter main parking area.

- c. Leave the main parking area on the north end. Option to turn Left and exit back out to County Rd 7 or turn right and continue around circle drive (counterclockwise) to the Farmhouse parking.
 - d. To exit follow circle drive in a counterclockwise direction to the main driveway and exit to County Rd 7
- 5. Public Restrooms
 - a. Location on the northwest side of the main parking area
 - b. Natural screen from the existing split rail fence, trees, and shrubs
 - c. Two Port A Potty units, one to be ADA compliant. Units to be serviced by an outside vendor.
- 6. Landscape and outdoor lighting
 - a. Presently there are no plans to change the landscape, just plan to clean up from many years of overgrowth of weeds and bushes.
 - b. Mow and maintain the grass areas for outdoor lawn furniture and tables
 - c. Lighting presently is 3 traditional farmyard lights and building sconces. These lights will be repaired and or replaced as needed.
- 7. Retail
 - a. Wine that is produced on site will be available to purchase and take. By the bottle, box, or case.
 - b. Wine Accessories, knickknacks and trinkets.
 - c. Two Silo Farmhouse Resort Merchandise
- 8. Tours and Activities
 - a. Tours
 - i. Small Groups 5-15 people
 - ii. Length of tour about 45 minutes
 - iii. Tours will be reserved ahead of time
 - iv. Educational of how our winery and vineyard work
 - 1. Walk through view and discussion of how the winery works
 - 2. Walk through of the vineyard – discussion of the grapes that are grown on site and the process to maintain.
 - v. Tasting of our wines
 - b. Activities
 - i. Small Groups 5-15 people
 - ii. Length of Activity 1 to 3 hours
 - iii. Activities will be reserved ahead of time
 - iv. Activities will be associated with wine tasting and enjoyment.
 - 1. Paint and Sip
 - 2. Food and Wine Pairings
 - 3. Wine Tasting and market research
 - 4. DIY wine making
- 9. Farmhouse Stay
 - a. Reservations Only – either through our online service or phone call
 - b. Whole house rental only
 - c. All groups will be vetted
 - d. Correspondence will be electronic or via phone, both monitored regularly
 - e. Housekeeping will be setting up the house for the stay and cleaning after the stay
 - f. Length of stay to be short term
 - g. Quiet Time will be implemented from 10pm to 7am
- 10. Sound System for music and Live Music

- a. Sound system to be indoor and throughout the landscape to provide ambient and background music.
 - b. Live Music will be 1-2 musicians to provide background ambient music.
11. Hours of Operation and Staffing
- a. Wine Production
 - i. 12 months of the year
 - ii. 1-4 people, depending on time of year
 - iii. Monday through Friday, 8am to 6pm
 - b. Vineyard
 - i. 12 months of the year
 - ii. 1-20 people, depending on time of year, planting and harvest are bigger staff demands
 - iii. Monday through Friday, 8am to 6pm.
 - iv. Saturday and Sunday may be operational due to planting, harvest and/or volunteer timing. Again generally 8am to 6pm.
 - v. Mowing, weeding, grape pruning, grape training, etc.
 - c. Farmhouse
 - i. 12 months of the year
 - ii. 24 hours per day, Monday through Sunday
 - iii. 1 person for Housekeeping as needed
 - iv. 1 person for guest relations as needed
 - v. 1-2 people for leading small group activities
 - d. Tasting Room/Retail/Tours
 - i. 12 months of the year
 - ii. Monday through Saturday 10am to 10pm
 - iii. Sunday 11 am to 7pm
 - iv. Vineyard Production and Wine Production may vary the ability to be open. Limited amounts of grapes and wine may reduce the hours and days of operation
 - v. 2-3 person staff
 - e. Wholesale – by appointment only
 - f. Maintenance and Yard work
 - i. Old Buildings and renovated old buildings constantly require maintenance and upkeep
 - ii. Lawn upkeep
12. Rice Creek Watershed – as directed by City of Grant Staff
13. Washington County Access – as directed by City of Grant Staff



Two Silo Farmhouse Resort – Purchased July 2017

7040 117th Street N, Grant, MN - An incredibly unique property with a prime location

Experience - Eat - Drink - Stay – Partake

Our purpose and ultimate goal is for guests that visit *Two Silo Farmhouse Resort* to Experience the countryside, Produce estate grown Minnesota grapes, Drink wine produced from the farm vineyard, Stay overnight in the farmhouse, and Partake in the entire agritainment experience.

Experience our working farmstead. It is our ultimate intent to create a setting that will encourage visitors and guests to get involved and engulfed in the country life experience, to escape from the hustle of city life, and to partake in the vineyard and farm winery lifestyle.

Produce award winning wines consisting of Minnesota Cold Climate Grapes grown from our estate vineyard in Grant, Minnesota. We want to educate our visitors and guests on the quality of Minnesota wines, Minnesota cold hardy grapes, and what it means to operate a farm winery. We want to educate our visitors and guests on the process of wine making and the importance of establishing and maintaining an estate vineyard. We want our visitors and guests to enjoy and Drink a glass of wine, while relaxing, Eating, and taking in the countryside.

Stay in the farmhouse. The Two Silo Farmhouse Resort overnight stay will add to the complete agritainment venue by providing a unique touch on farmhouse living. The farmhouse was originally built in the late 1800's as a two story 3-bedroom farmhouse. In the mid 1960's, a second house was added on to accommodate the son and his wife. In the early 2000's, the two houses were joined to create a duplex that survived as both a rental house and the living quarters for the operators. In 2015, the farmhouse was remodeled into a single-family home. Today, the farmhouse is fully restored with modern updates. This farmhouse is the perfect venue for overnight stay that can sleep up to 12 guests. The first floor has a great open floorplan with a large kitchen, dining area, three sitting areas, two bathrooms and a screened in three-season-porch. The second floor consists of a master bedroom suite that has an adjoining bathroom along with four other bedrooms and one more bathroom. The unique layout of the farmhouse allows for small scale activities, food and beverage pairing, DIY wine making, scrap booking, paint and sips, and small family gatherings.

Partake - Historically, the property was operated as a small dairy farm. Today, the 21 acre farmstead still retains that small dairy farm feel. On the property there still are original dairy buildings, machine sheds, cow pastureland, and a portion of the crop land. The two silos, which are located in the cow yard, are the signature icons that give the resorts its name. The original windmill on the property as well a small creek that runs through the property adds to the character of the farmstead. What is especially important to the property is the south facing hillside which gives us the perfect terroir for growing Minnesota, cold hardy grapes. On a clear day at the top of the hill, you can catch a glimpse of the Minneapolis skyline. All the farmstead features and buildings work together to help create a unique agritainment experience.

The Two Silo Farmhouse Resort has a prime location, conveniently located between White Bear Lake (5 miles) and Stillwater (12 miles). The resort is close to the downtown St. Paul/Minneapolis (20 miles) area which is great for guests that are traveling from out of state. The Two Silo Farmhouse Resort is also located near 20 existing wineries that fall within a 30-mile radius, alongside two other apple orchards and a pick your own strawberry field

located within 15-mile radius. Additionally, there are multiple wedding barns and wedding venues located in Grant, Withrow, and Scandia, lodging at Two Silo Farmhouse Resort could complement the wedding venues by providing overnight stays for the newlyweds or their immediate family members. There is even an outdoor shooting range that adds to the ambiance of countryside living. Finally, the big draw is Grant itself, as the City of Grant is recognized as country living in close proximity to larger cities - a blend of businesses, residential area, and agriculture.

Food farming and wine making is a labor of love. Our goal is to share this experience with all of our visitors and guests. Making wine and farming food allows our community multiple opportunities to get involved and partake in the agritainment experience. Two Silo Farmhouse Resort will be a family friendly educational experience. We want our visitors and guests to learn all aspects of the vineyard, from harvesting the grapes to wine production, wine tasting, food wine paring, and more. We also want to be environmentally conscious and focus our small farmstead on being self-sustaining by reusing as much as possible and reducing and wasting as little as possible.

Timeline for Two Silo Farmhouse Resort 2020 - 2022

1. The Andrew Arcand Dairy Farm in Grant, Minnesota was purchased in 2017 by Keith and Jan Dehnert under the trust of Arthur F. Schaefer. Keith and Jan Dehnert, current business owners of Tally's Dockside for the past 31 years located in White Bear Lake. Tally's Dockside, boat rental, marina, BBQ restaurant and bar, has been a landmark in White Bear Lake since 1939.
2. The Farmhouse, which was fully renovated prior to the purchase; consists of a large great room on the first floor for gatherings, large renovated kitchen, eat in kitchen area, attached three season porch, five bathrooms, and five unique bedrooms (able to sleep 12 people) on the second floor. A perfect space to accommodate guests to partake in the complete Two Silo Farmhouse Resort Experience.
3. Vineyard
 - a. Grape Planting Schedule
 - i. 2019 – 684 grapes – expect full grape production in year 2023
 - ii. 2020 – 804 grapes – expect full grape production in year 2024
 - iii. 2021 – 796 grapes – expect full grape production in year 2025
 - b. Grape Varieties
 - i. Marquette – 486 vines total, 396 planted in 2019, 90 to be planted in 2021. The Marquette is called a “winemakers’ wine,” one where the winemaker can greatly influence the final wine depending on how the wine is treated in the cellar. Marquette is a liquid canvas that allows for all different expressions. Finished wines are complex, with an attractive ruby color, pronounced tannins and desirable notes of cherry, berry, black pepper and spice; on both the nose and palate. Developed by the University of Minnesota, it is a cousin of Frontenac and a grandson of Pinot Noir. The grape has high sugar, moderate acidity and good tannin levels.
 - ii. Itasca – 438 vines total, 288 planted 2019, 150 to be planted in 2021. The new grape, developed by The University of Minnesota, which will be used to make dry white wine. Itasca produces a wine that is light yellow to straw in color and has aromas of pear, quince, violet, melon, minerals, and subtle honey notes.
 - iii. Frontenac Noir – 444 vines total, 180 planted 2020, 264 to be planted 2021. It is a versatile grape variety with the ability to produce red, rose, fortified, or late harvest wines. It can produce full bodied wine with notes of black cherry, blackberry, plum, chocolate, and coffee. As a Rose, it produces a predominant flavor of strawberry.
 - iv. Frontenac Gris – 258 vines total, 132 planted 2020, 126 to be planted 2021. This is the most versatile grape variety with the ability to be made into sparkling, white, rose, fortified, late harvest and ice wine. The Frontenac Gris is commonly blended to create elaborate other wines. When blended with dessert or ice wines, it can add hints of apricot and walnut.

When blended with red wine it can produce tart cherry aromas. Frontenac Gris is a University of Minnesota Hybrid that is a color mutation of the original Frontenac Noir. It does not produce a true white wine; some color elements remain and presses out to copper or a salmon color. The grape ripens with a very high acidity.

- v. Frontenac Blanc – 336 vines total, 168 planted 2020, 168 to be planted 2021. Can be used to make sparkline, white, fortified, late harvest, or ice wine wines. When ripe, the berries can have tropical fruit, pear, peach, and passion fruit aromas. Frontenac blanc is a white grape variety with small yellow orange berries when ripe.
 - vi. La Crescent – 126 vines total planted in 2020. The La Crescent grape is very cold hardy and relatively high in sugar and acidity levels. La Crescent is fermented into a sweet or semi-sweet style, with aromas of apricot, peach, tangerine, lime, citrus and pineapple. The perfect choice for Riesling fans. The fruit has high acidity and can be used to make off-dry to sweet/dessert and late-harvest wines.
 - vii. Prairie Star – 198 vines total planted in 2020. An Elmer Swenson Hybrid, established in the 1980's, cold hardy to -40 degrees. Characteristics similar to a Sauvignon Blanc, the Prairie Star is crisp, clean, dry, full bodied wine. Prairie Star produces a full-bodied wine with tropical fruit flavors and a long cinnamon spice finish. Widely used as a blend to other white wines to add body and finish.
- c. The overall grape harvest will dictate the amount of wine that can be produced. The amount of wine production will in the end, dictate the occupancy load for the Resort. Full wine production is expected in year 2026, one year after the full harvest of the grapes in 2025
 - i. Wine production from 2019 harvest created 2 bottles
 - ii. Expected wine production from 2020 harvest will create approximately 300 bottles
 - iii. Expected wine production from 2021 harvest will create approximately 1500 bottles
 - d. Vineyard Maintenance
 - i. Planting
 - ii. Pruning in the spring, summer, fall, and winter
 - iii. Weeding, mowing pest control
 - iv. Trellis maintenance
 - v. Vine training, grow tube maintenance
 - vi. Grape Harvest
4. Farmstead Property consists of the farmhouse, multiple outbuildings, large segments of grassy & treed areas, two existing silos, a windmill, the old cow yard around the silos and the pasture area around the existing outbuildings.
- a. Grainery – repair and repurpose to be the “Welcome Center”. A space for retail sales, information, and wholesale sales.
 - b. Milking Parlor - repair and repurpose for wine production and wine tasting room
 - c. The Farmhouse – lodging and activities
 - d. Two silos and one windmill to be repaired and used as property icons.
 - e. Fire Pit area, lawn area north of the Farmhouse. Create multiple vignettes for seating and property enjoyment.
 - f. Grassy/weedy area north of grainery and milking parlor, plan to landscape to provide multiple vignettes for seating and property enjoyment.
 - g. Parking area will be in phases due to growth of grapes and lower occupancy load.
 - i. Initial parking area will be the circle drive in front of the farmhouse, the driveways in front of the two-car garage, driveway in front of the six-car garage and an area on the south side of the cow yard. The area within the cow yard will be graded level and finished with class v gravel for a surface. Car parks of 22
 - ii. Primary parking to be finished by 2025, due to increased grape production and therefore the increased wine production will increase attendance and increase the need for parking to

reach the occupancy rating of 300 people. This area is south of the cow yard and north of the vineyard on the east side of the driveway entrance. The area will have the grass removed, graded level, and finished with class V gravel. Landscape Lighting Bollards with down lighting will be used to light the parking area and help direct traffic. The parking area will be a one way in and one way out. The entrance will be just past the vineyard (approximately 75' from the roadway) and the exit will be on the northwest corner back onto the driveway.

- h. Outdoor lighting will be a traditional farmhouse security light (yard light) on the windmill, wall lights on the buildings, and ambiance lighting throughout the landscape (low voltage)
 - i. Restrooms to be available within the Farmhouse. There is one half bathroom and one full bathroom on the first level.
5. Occupancy Loads. Gatherings and activities within this property could accommodate an occupancy load of 300. The occupancy load will be dictated by the wine production. Full wine production will not take place until the harvest of 2025 and the wine produced by this harvest that will be ready for consumption in 2026. Although, we could be allowed through the "Farm Winery License" to purchase grapes to supplement production of wine, it is our intent to utilize our estate grown wines and grow our occupancy using only grapes grown on our estate. Two Silo Farmhouse Resort will not host one single gathering of 300, the guests visiting will be smaller parties and be able to distance themselves throughout the entire Resort.
- a. Expected occupancy load from present to 2022, will be approximately 50-100 people. Due to the wine production capacity. 2021, we estimate to support about 12 days of 50 people and in 2022, we could support about 60 days of 50 people. These numbers are based on two glasses of wine for each person.
6. Permits and Licensing
- a. City of Grant CUP for operation of the Resort; July & August 2020
 - b. TTB – Tax and Trade Bureau. A Federal License to produce wine; August 2020
 - c. State of Minnesota, obtain the Farm Winery License to produce wine; September 2020
 - d. State of Minnesota, obtain Business License and Form LLC, Fall 2019

Timeline for Two Silo Farmhouse Resort 2023-2025

1. Farmhouse lodging to continue to accommodate guests to partake in differing activities within the Resort. Tending to the Vineyard, wine making, updating, and renovating the property.
2. Vineyard
 - a. The grape harvest will dictate the amount of wine production. The amount of wine production will dictate the occupancy load for the Resort. Full wine production is expected in year 2026 after the full harvest of the grapes in 2025
 - i. Expected wine production from 2022 harvest will create approximately 3500 bottles
 - ii. Expected wine production from 2023 harvest will create approximately 7500 bottles
 - iii. Expected wine production from 2024 harvest will create approximately 9500 bottles
 - b. Vineyard Maintenance
 - i. Pruning in spring, summer, fall, and winter
 - ii. Weeding, mowing pest control
 - iii. Trellis maintenance
 - iv. Vine training, grow tube maintenance
 - v. Grape Harvest
3. Farmstead consists of multiple outbuildings, large segments of grassy & treed areas, two existing silos, a windmill, the old cow yard around the silos and the pasture area around the existing outbuildings.
 - a. Grainery – "Welcome Center". A space for retail sales, information, and wholesale sales.
 - b. Milking Parlor - wine production and wine tasting room
 - c. Two silos and one windmill to be property icons.

- d. Fire Pit area, lawn area north of the Farmhouse. Multiple vignettes for seating and property enjoyment.
 - e. Landscaped area to the north of Grainery and Milking Parlor, to provide multiple vignettes for seating and property enjoyment.
 - f. Parking area will be in phases due to growth of grapes and lower occupancy loads due to wine production.
 - i. Circle Driveway, driveway in front of two car garage and driveway in front of 6 car garage to offer parking areas for visitors. Approximately 10-15 cars. South side of Cow Yard could be graded and groomed to accommodate another 12 cars.
 - ii. Primary parking to be finished by 2025, due to increased grape production and therefore increased wine production, occupancy load will increase and increase the need for parking to reach the occupancy rating of 300 people. This area is south of the cow yard and north of the vineyard on the east side of the driveway entrance. The area will have the grass removed, graded level, and finished with class V gravel. Landscape Lighting Bollards with down lighting will be used to light the parking area and help direct traffic. The parking area will be a one way in and one way out. The entrance will be just past the vineyard (approximately 75' from the roadway) and the exit will be on the northwest corner back onto the driveway.
 - g. Greenhouse will be constructed to grow non-cold climate grapes for blending wines – proposed 2023/2024. Approximate size of 50,000 square feet
 - h. Outdoor lighting will be a traditional farmhouse security light (yard light) on the windmill, wall lights on the buildings, and ambiance lighting throughout the landscape (low voltage)
 - i. Restroom completion to meet the occupancy load of 300, when grapes are at full production. Project to be year 2024/2025
4. Occupancy Loads. Gatherings and activities within this property could accommodate an occupancy load of 300. The occupancy load will be dictated by wine production. Full wine production will not take place until the harvest of 2025 and the wine produced by this harvest that will be ready for consumption in 2026. Although we could be allowed through the “Farm Winery License” to purchase grapes to supplement our production of wine, it is our intent to utilize our estate grown wines and grow our occupancy through our estate grown grapes. Two Silo Farmhouse Resort will not host one single gathering of 300, the guests visiting will be smaller parties and be able to distance themselves throughout the entire Resort.
- a. Expected occupancy load from 2023 to 2025, will be approximately 100-150 people. Due to the wine production capacity. 2023 we estimate to support about 70 days of 100 people. 2024 we could support about 150 days of 100 people. 2025 we could support about 190 days of 100 people. These numbers are based on two glasses of wine for each person.
 - b. Activities at Two Silo Farmhouse Resort will be to help enhance and facilitate the complete experience. All activities will be done on a small scale. The Resort will always remain open to the public during activities, whether part of the activities, or just there to enjoy the Farmstead. The following is a list of some of the activities that can and will take place, however this is not a complete list.
 - i. Tours – groups of people will visit the wine production area, vineyards, farmhouse, and farmstead. Educate and show how we operate the Resort.
 - ii. Live Music and Pre-Recorded Music. A surround sound speaker system will be installed to play both the Live and Pre-Recorded music. The intent is to provide an atmosphere that still allows for conversation, the music is intended to be in the background. There will also be quiet spaces that will allow guests to escape into the farmstead.
 - iii. Opportunities for guests to partake in the Vineyard maintenance and the wine making process.
 - iv. Lodging within the Farmhouse – sleeps 12

Grand Opening 2026 and beyond

1. Vineyard
 - a. Grape Production
 - i. 2286 vines will be planted by spring 2021
 - ii. Estimated to be at full production by fall 2025
 - iii. Yield of Wine from Estate Grown Grapes
 1. 34.25 tons of grapes,
 2. 3800 gallons of wine, 1600 cases of wine, 19,200 bottles
 3. Utilize the grapes grown on the property to create “Estate Grown Wines”
 4. Blending with non-estate grown grapes will be used on a small experimental scale (if the right blend is discovered the future would be to establish a greenhouse to grow non cold hardy grapes on the estate)
2. Revenue Sources
 - a. The Farmhouse stay makes this the most unique and complete Agritainment venue. The short-term stay will allow the guest to partake in the full two silo experience in a fully restored and updated farmhouse. Perfect for small scale activities; food and beverage pairing; DIY wine making, scrap booking; paint and sip; etc.
 - b. Tasting Room, A year-round tasting room, allowing guest and visitors to purchase wine by the glass or by the bottle. The Two Silo Farmhouse Resort experience will be based on an educational style of sampling and enjoying the beverages. A second option will be to enjoy a great beverage and escape into the Farmhouse Resort.
 - c. Retail/Wholesale will be offered on the premises although, not all wine products will be offered wholesale. Some wine will be offered by the glass, the bottle, or case the case. We will offer grape juice for the home wine maker and to for other wineries as fit. We will offer a wine club and minor discount for larger quantities. Finally, we will have one-of-a-kind purchases from retail accessories and merchandise associated with the products produced on site.
 - d. Tours Educational and Informational tours will be offered, for a fee of the Vineyard, about the crops, the wine production facility, and/or the Complete Farmstead
 - e. Café, Bakery, and other food & beverage items will be offered via a partnership with outside vendors. As a compliment to the beverages produced and served, a partnership will allow for the guests and visitors to enjoy food alongside their beverages.
 - f. Gatherings and activities within this property are expected to reach an occupancy load of 300. Two Silo Farmhouse Resort will not host one single gathering of 300, the guests visiting will be smaller parties and be able to distance themselves throughout the entire Resort.
 - i. Expected occupancy load from 2026 and beyond, will be approximately 300 people. Due to the wine production capacity. 2026 we estimate to support about 128 days of 300 people.
3. Operational/Logistics
 - a. Months – Retail/wholesale 12 months
 - i. Winery, Retail, Tasting Room – 12 Months
 - ii. Farmhouse – 12 Months Due to an outdoor venue and limited indoor space, majority of guests will be from spring through fall, generally winter will be indoors and very limited.
 - b. Days
 - i. Retail and Tasting Room Monday – Sunday
 - ii. Wholesale Sales (will call) – Monday thru Friday
 - iii. Winery Production – Monday – Friday
 - iv. Vineyard/Specialty Crops – Monday – Friday, more if weather requires

- c. Hours
 - i. Retail and Tasting Room, 10 am to 10 pm
 - ii. Wholesale Sales (will call) by appointment) 8 am to 6 pm
- d. Employees to be a small number and grow organically as needed
 - i. Vineyard/Crops – plant, prune, maintenance, and harvest (biggest demand of labor)
 - ii. Winemaking – crushing, fermenting, racking, conditioning, aging, and bottling
 - iii. Resort Management/Housekeeping

DATE: 25 June 2020

TO: Jennifer Haskamp, City of Grant

FROM: Scott Israelson, P.E., PTOE

RE: **Trip Generation Statement**
Two Silo Farmhouse Resort

This Technical Memorandum serves as a review of the trip generating characteristics of the proposed Two Silo Farmhouse Resort located at 7040 117th Street N.

The property is proposed to function as an agritourism attraction.

Table 1 summarizes trip generation based on the Institute of Transportation Engineers (ITE) *Trip Generation Manual, 10th Edition*. The trip generating characteristics for this site are most comparable to Hotel (Land Use 310) and Winery (Land Use 970)

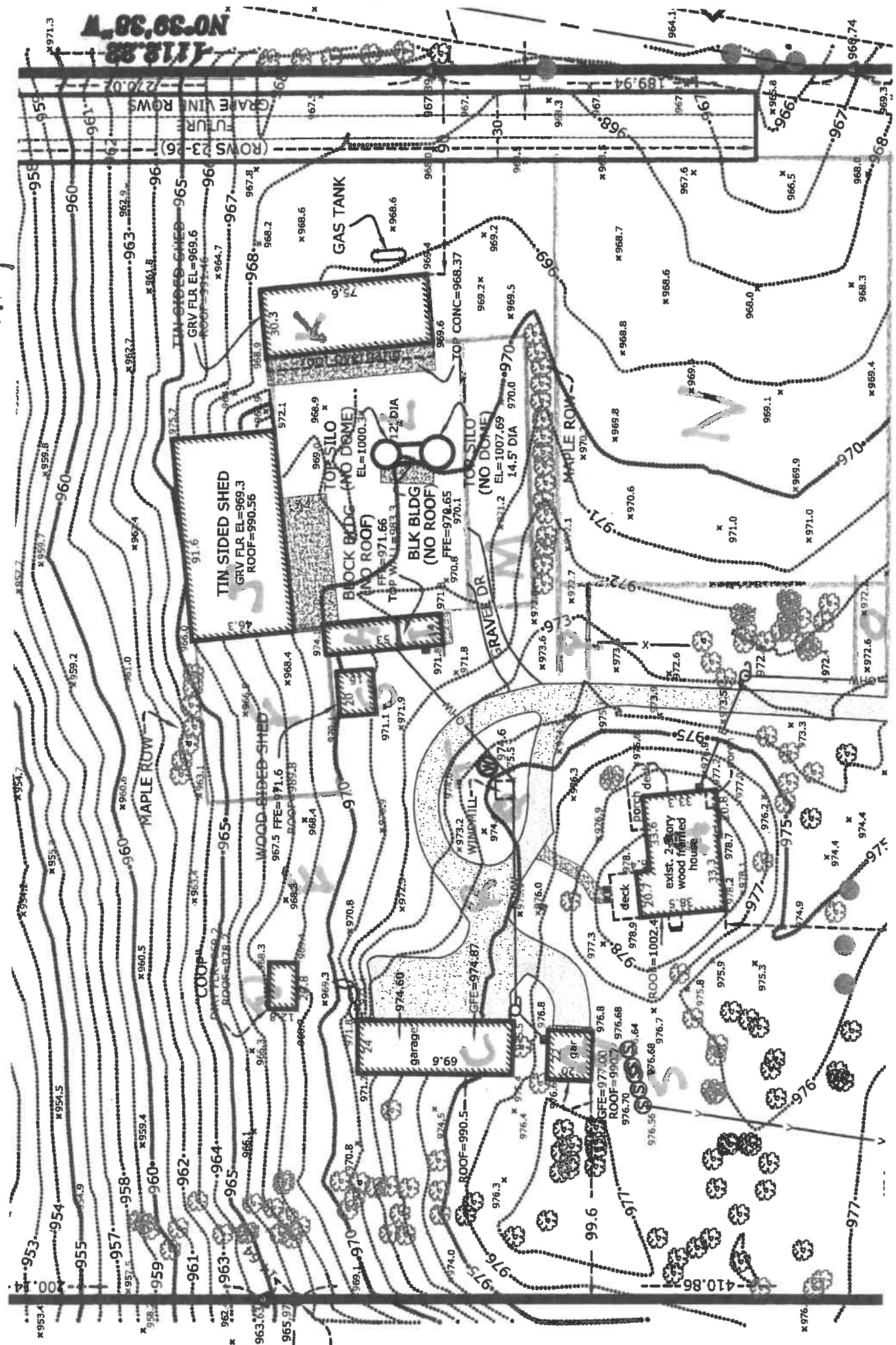
Average Weekday Driveway Volumes				AM Peak Hour		PM Peak Hour		
Land Use	ITE Code	Size		Daily Trips	Enter	Exit	Enter	Exit
Hotel	310	5	Rooms	42	1	1	2	1
Winery	970	0.24	Th.Sq.Ft.GFA	11	0	0	1	1
Total New Peak Hour Trips to Adjacent Network				53	1	1	3	2

It should be noted that wineries experience their highest traffic demands on Saturdays. According to trip generation estimates, the expected Saturday trip generation (entering and exiting combined) will be 49 vehicles per day.

Please feel free to contact me with any questions at 612.875.2417 or by email at scott@traffic-impact.com.

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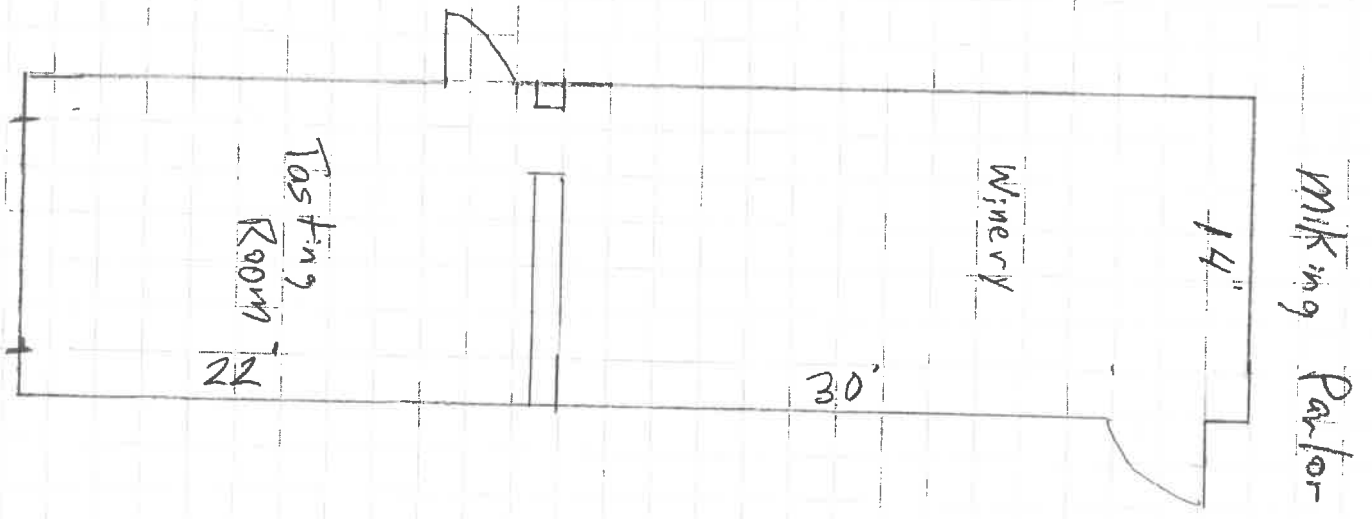
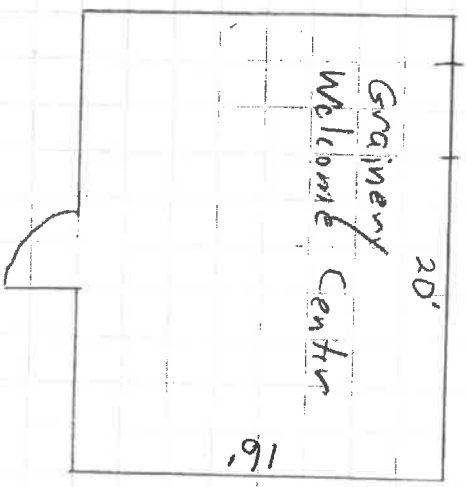
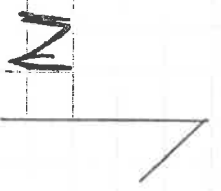
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Two Silo Farmhouse Resort

Key to Farmstead Buildings and Areas

- A. Farmhouse
- B. Two Car Garage
- C. Six Car Garage
- D. Chicken Coop
- E. Fire Pit
- F. Landscape area N of welcome center and wine production
- G. Grainery – “Welcome Center”
- H. Milking Parlor – Wine Production North Side
- I. Milking Parlor – Tasting Room South Side
- J. Multi Door Machine Shed (Tin Sided Shed)
- K. Single Door Machine Shed (Easterly most shed)
- L. Cow Yard w/two silos
- M. Initial parking on South side of Cow Yard
- N. Primary Parking Area 154'X188', 96 car parks
- O. Ingress to primary parking area
- P. Exit from primary parking area
- Q. Windmill
- R. Circle Driveway
- S. Septic
- T. Well – centered within circle driveway
- U.



Two Silo Farmhouse Resort

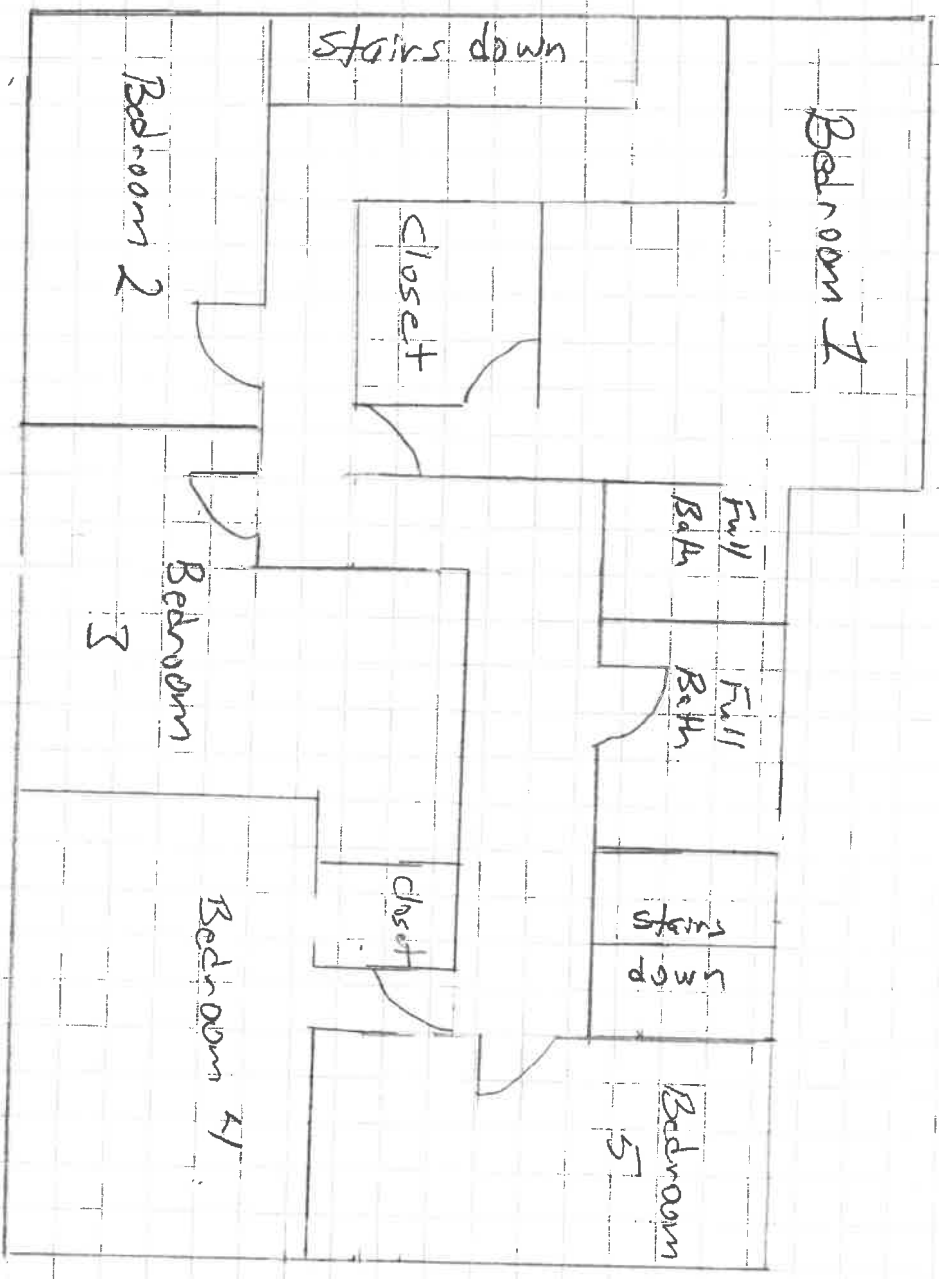
Grainery & Milk Parlor

Floor Plan

Scale $\frac{1}{4}'' = 2'$

Two Sibs Farmhouse Reason F

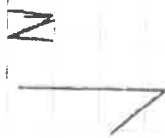
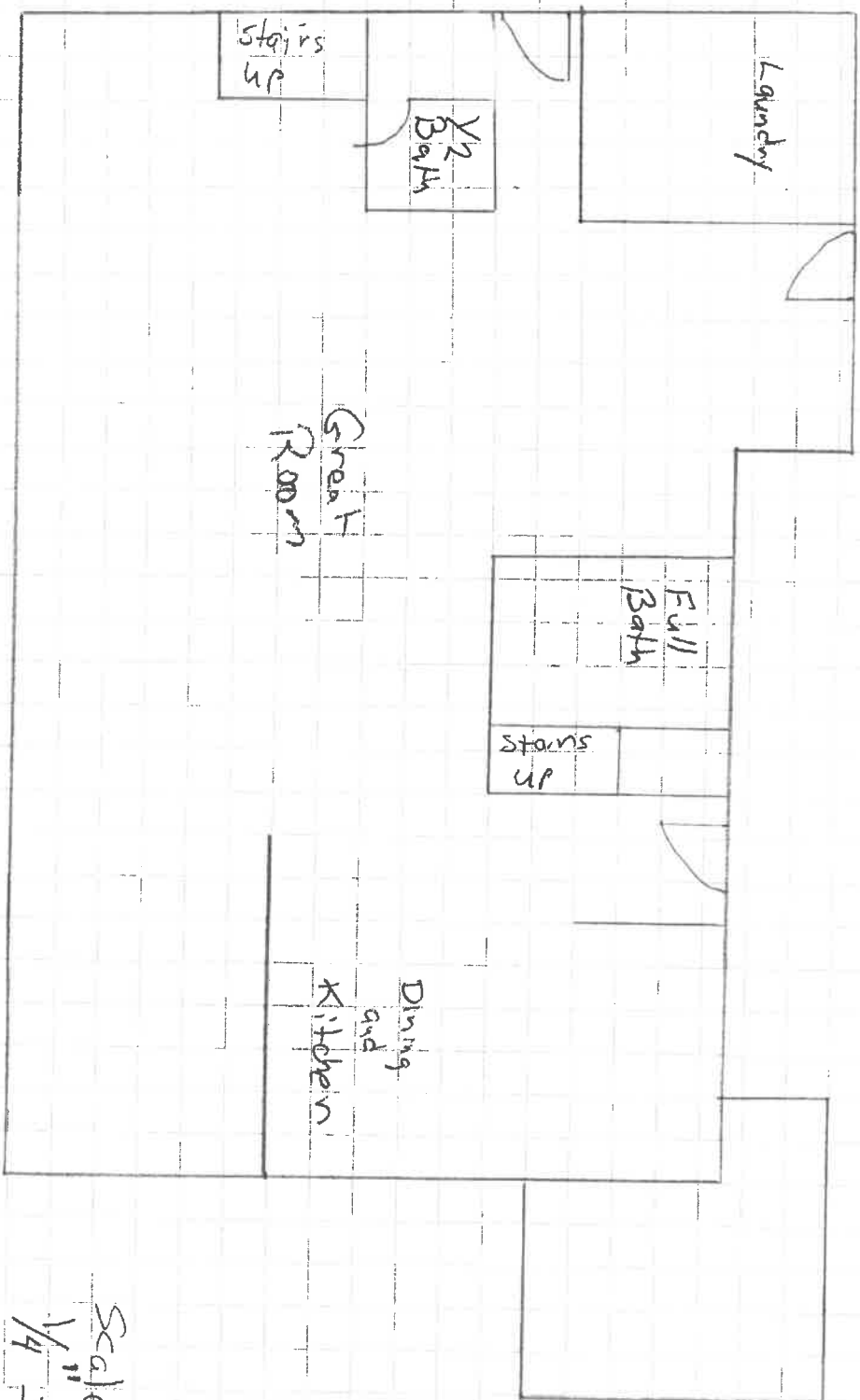
Farmhouse Second Floor Floor Plan



Scale $\frac{1}{4}'' = 2'$

Two Silo Farmhouse Renovation

Farmhouse First Floor Floor Plan



Scale
1/4" = 2'



STAFF REPORT

To: Mayor & City Council
Kim Points, City Clerk/Administrator

Date: July 27, 2020

CC: Brad Reifsteck, PE, City Engineer
David Snyder, City Attorney

RE: Application for a Conditional Use Permit for Two Silo Farmhouse Resort located at 7040 117th Street N

From: Jennifer Haskamp
Consulting City Planner

Background

The Applicants and Owners (“Applicant”), Keith and Jan Dehnert, are requesting a Conditional Use Permit to develop and operate a farm winery and farmhouse resort on the subject property. Early in 2020, the City Staff met with the Applicant to discuss the proposed operations and site improvements in a pre-application meeting. During the pre-application meeting the Applicant indicated that the vision for the property was to 1) grow grapes and produce local wine; and 2) to allow those staying in the Farmhouse to have a vineyard/winemaking and wine tasting experience. Based on that description, the use sounded most like a resort per the City’s table of uses, which is permitted with a Conditional Use Permit.

On May 11, 2020 the Applicant submitted their Conditional Use Permit (CUP) application for the proposed operation, which expands on the original concept discussed at the pre-application meeting. In response staff scheduled a meeting with the Applicant on June 9, 2020 to seek clarification regarding the proposed uses on the subject site since the proposed operation evolved, particularly with respect to intensity. Through the course of the discussion staff indicated that additional information was needed to adequately review the subject request. On July 14, 2020 Staff had a follow-up conversation with the Applicant to seek clarification regarding some items contained in the Applicant’s Narrative (Attachment B) which were presented at the Planning Commission. In general staff discussed occupancy, bathroom facilities, and the phasing and/or timing of the proposed improvements. All of these issues are documented and further clarified within the Addendum (Attachment B) submitted by the Applicant on July 26, 2020 in response to Staff’s comments, public testimony and Planning Commission discussion and recommendations.

Staff’s conclusion based on the materials submitted is that the Two Silo Farmhouse Resort operations now includes a variety of uses from the City’s permitted and conditionally permitted land use table. As stated with the Applicant’s materials the proposed use of the property include the farmhouse resort experience and farm winery, retail and wholesale sales of the wine curated on site, and associated activities that are commonly associated with agritainment and/or agritourism types of uses. Based on what staff now understands of the



proposed operations, there is an increased intensity which would be most similar to a combination of a resort (the farmhouse overnight winery experience), a small-scale rural event facility (wine tasting, vineyard tours, etc.), and potentially a seasonal business (retail sales of products/wine, potentially tours, etc.) use all of which are permitted with a CUP within the A-1 zoning district.

Public Hearing & Planning Commission Recommendation

On July 21, 2020 the Planning Commission held a duly noticed public hearing on the subject application. Five members of the public provided public testimony and three emails and/or written testimony were entered into the public record. A summary of the testimony is provided:

- Neighbors and adjacent property owners expressed concern about the lack of specificity regarding the operations and requested additional details regarding the intensity of the operations (i.e. questions such as number people on site at a time, how site will be managed, etc.).
- Concern regarding the potential increase in traffic was identified and the desire to maintain the area as a quiet, rural neighborhood was expressed.
- Several neighbors stated opposition to any type of outdoor amplification of music and requested that a condition be included prohibiting such activity. Their comments were regarding both live and recorded music.
- Neighbors expressed concerns regarding the potential for large-scale events and requested that such uses be prohibited.
- Concerns regarding overnight guests were stated, and questions regarding management and detailed operations of the farmhouse were posed.
- Questions regarding outdoor lighting were noted and requests made to ensure compliance with the City's ordinances to protect the night sky.
- Hours of operation were questioned, with specific concerns related to the noise and level of activity on the site.
- A specific request was made for 8-foot fence along property lines to protect adjacent residential uses. Some request/discussion also occurred requesting vegetative screening and buffering.

After the public hearing was closed the Planning Commission discussed the application and public testimony. The Planning Commission echoed and supported many of the concerns and comments of the public and the Commission asked the Applicant to submit additional information prior to the City Council meeting. Ultimately the Planning Commission unanimously recommended approval of the CUP with conditions as drafted by staff and included specific requests for additional information from the Applicant.

On July 26th the Applicant submitted additional information for consideration. Staff has begun review of the materials, but at the time of this staff report a few items are still in the review process. A few items to note, the City Engineer is reviewing the application and will provide a memo and/or verbal update to the City Council at the August meeting, and staff will reach out to Washington County regarding access prior to the meeting. Additional items requested by the Planning Commission included:



Planning Commission Requested Information	Status
Updated to-scale site Plan to include: <ul style="list-style-type: none"> • Parking Areas accommodating up to 30-vehicles • Driveway expansion to allow for ingress and egress of vehicles to pass by • Semi-permanent/temporary bathroom location identified 	Applicant submitted update 7/26/2020
Floor Plans (to-scale) of indoor uses associated with the proposed CUP	Applicant submitted 7/26/2020
Updated Narrative to address: <ul style="list-style-type: none"> • Maximum occupancy • Revised hours of operations • Staffing • Description regarding tour groups – size, length of tours, etc. • Small group activities – occupancy and scheduling • Specific standards/requirements regarding overnight stays 	Addendum provided 7/26/2020

Given the short turnaround time between the Planning Commission and City Council meeting staff has not had time to prepare the draft Conditional Use Permit (CUP) reflecting the Planning Commission’s recommendation of approval with conditions.. A draft of the CUP will be emailed to the City Council under separate cover later in the week of 7/27/2020. The following staff report is generally as presented to the Planning Commission, with revisions and/or updates to reflect the information submitted by the Applicant on July 26, 2020.

Project Summary (Operations, Proposed Improvement Schedule & Site Plan)

Applicant: Keith and Jan Dehnert	Site Size: 21.01 Acres
Owner: Arthur F Schaefer Family Living Trust	
Zoning & Land Use: A1 – Agricultural Large Scale	Request: Conditional Use Permit (CUP)
Location Description and PIDs: PID 0503021220001, subject property generally located northeast of the 117 th Street N and Bayhill Road intersection	

The Applicant is proposing to develop and operate a farm winery and farmhouse resort to be called the Two Silo Farmhouse Resort. A detailed description of the proposed operations is provided in the Applicant’s Narrative and Addendum provided in Attachment B. For purposes of this staff report the “resort” use is described in connection with the overnight guest accommodations in the existing Farmhouse and their experience on the property as a winery (similar concept to what you might expect on the west-coast where



vineyard resorts are popular). This is consistent with the Applicant’s initial description in the pre-application meeting. The remaining uses including guests that would visit the site and NOT stay in the Farmhouse, are classified as both a small-scale rural event facility with consideration for classifying retail operations as a seasonal business. The following staff report addresses all of the contemplated uses, and the Applicant’s intent is to provide seamless operations.

As previously noted, the Applicant described in their narrative a phased approach to the proposed operations with minimal to no site or physical improvements contemplated in the first 3-4 years of operation. The Farmhouse has already been remodeled and is currently in use as a vacation rental, and therefore no significant structural improvements are proposed in the initial few years since the focus will be on creating and making wine. As presented, the Applicant indicates that the major site improvements would not be completed until post-2024. Given the timeline, staff recommends that the improvements contemplated post-2024 be required to obtain an amendment to any CUP issued since the details are unknown at this time, which is discussed in subsequent sections of this report. A summary of the operations as presented by the Applicant is provided in the following sections.

Approximate dates 2020 – 2024

Proposed Site Improvements: The Applicant’s narrative states that the site improvements contemplated in the initial years of operations are minimal and will include the construction of a gravel parking area to accommodate 22 vehicles, and some outdoor landscaping areas for guests to sit and chat over a glass of wine. All other guest parking is provided on existing driveways and parking areas on site, with a total of 30 parking spaces/stalls available. The existing Farmhouse was remodeled in 2015 and is currently used as a vacation rental and no further improvements are contemplated to the structure at this time. As stated in the Applicant’s Addendum (Attachment B) port-a-potty units, one to ADA compliance standards, will be located on-site to accommodate guests. The following summary of the operations is provided.

Farmhouse Overnight Vineyard Experience (use - resort): The existing farmhouse has been remodeled to accommodate the proposed overnight experience and/or use. This use will be operational as of 2020 and will remain an integral part of the available “experience” on site. The Farmhouse was remodeled as detailed within the Applicant’s narrative and sleeps 12. As indicated in the Applicant’s narrative the Farmhouse is intended to provide overnight accommodations as well as small-scale activities and events such as DIY wine making, paint and sips, etc. The proposal indicates that the intent is to provide the farm winery experience for those staying on the property – similar to the types of “experience” based locations in wine country out west, etc. Guests of the Farmhouse will have the opportunity to take tours, to attend wine tastings, etc. The Farmhouse will be managed through a reservation system and will be rented to one group at a time only (i.e. no room rental, one party rents the whole home). Housekeeping services will maintain the property, and there is no on-site management proposed. The rental agreement will include requirements that quiet time on the property is between 10 PM and 7 AM.



- *Proposed Hours of Operation:* 24-Hours a Day (overnight accommodations)
- *Proposed Parking:* Guests will use the existing driveway located adjacent to the farmhouse.
- *Proposed Staffing:* No staffing on-site. The Farmhouse is anticipated to operate similarly to VRBO, etc.

Wine Tasting and Activities (use - resort, rural event facility): The Applicant has indicated that the number of people that could be accommodated onsite for wine tastings, tours, etc., is correlated to the amount of wine that can be produced based on the maturity/availability of grapes on site. Early in the production years the Applicant projects that approximately 50 guests total per day could be served approximately 12 days of the year, with increasing capacity to approximately 190 days of the year with a guest capacity of 150 total per day (2025). As stated in the narrative, the number of guests will not all be onsite at the same time and the activities such as the wine tasting, tours, etc., will have smaller participant levels and will include various timeslots throughout the day and/or evening. Given the areas of indoor spaces available to accommodate guests, a total occupancy on-site permitted at any time will be a maximum of 75-guests. As indicated in the Addendum, this will not be a daily occurrence and it is likely that the highest number of guests will visit seasonally and on weekends. As provided in the addendum activities will include wine tastings, vineyard tours, and activities such as paint and sip, food and wine pairings, DIY wine making, etc.

- *Proposed Hours of Operation:* Monday through Saturday 10 AM to 10 PM, Sunday 11 AM to 7 PM
- *Proposed Staffing:* 2-3 Staff (total including retail and wholesale)

Retail and Wholesale Operations (use Seasonal Business): The existing grainery building will be used for multi-functional purposes providing a small retail space as well as information for guests visiting the winery and for wholesale sales to be coordinated. This building is approximately 320-square feet and is therefore limited in its capacity. While no specific timeline is established in the narrative, staff assumes that this space is proposed to be operational as soon as wine production commences.

- *Proposed Hours of Operation:* Retail – Monday through Saturday 10 AM to 10 PM, and Sunday 11 AM to 7 PM; Wholesale Sales (will call by appointment) 8 AM to 6 PM
- *Proposed Staffing:* 2-3 Staff (total including activities and tours)

Grape Production (Agricultural, permitted): In 2019 the Applicant planted their first grapes with expected full grape production of the first vines in 2023. Additional grapes are scheduled for planting in 2020 and 2021 with full grape production anticipated in 2024 and 2025 respectively. Specific details regarding the plantings are provided in the Applicant's narrative and vineyard maintenance activity is provided. To support the overall production, the Applicant is also proposing to construct an approximately 50,000 square foot greenhouse to grow non-cold climate grapes. The greenhouse is proposed to be constructed sometime between 2024 and 2025.

- *Proposed Hours of Operation:* N/A; agricultural production



Approximate dates 2024 – 2025

As stated in the Applicant’s narrative, the wine production will be at or near capacity by 2025 and as such there may be additional site improvements needed/desired at that time. The improvements preliminarily contemplated include:

- Installation of the permanent parking lot to accommodate 100-vehicles.
- Construction and development of the restrooms on-site (either in a separate structure or as part of one of the existing accessory buildings).

Staff recommends that all activity and expansion associated with post-2024 business operations require an amendment to any permit issued for operations occurring in the short or near term. The Applicant has indicated that they are comfortable with this condition and acknowledge that the operations proposed in the short-term may extend well beyond 2025.

Review Criteria

The City Code 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.”

In order to determine the appropriateness of the CUP, the proposal will be reviewed for compliance and consistency with adjacent uses, the zoning district regulations, the performance standards, and other supplemental regulations. With respect to the “use” of the subject property, the proposed farmhouse resort is a conditionally permitted use, the grape production is classified as an agricultural use as defined by other existing vineyards in the community, and the farm winery activities on-site could partially be considered in the context of a rural event facility or seasonal business. With all uses considered collectively the most restrictive permitting process requires a Conditional Use Permit for the subject proposal.

Existing Site Conditions

The site is located in the far northwestern corner of the City which is surrounded by the City of Hugo to the north, and the City of Dellwood to the south. The following existing site conditions generally describe the property.



0503021220001 – The parcel is described as being in the Northwest Quarter of Section 5, Township 30 North, Range 21 West. The parcel is approximately 21.01 acres, is rectangular in shape, and located north of 117th Street North which forms the border and frontage on the southerly property line. The parcel includes an existing farmhouse (principal structure); a grainery building; a milking parlor; five accessory buildings, a windmill; and two silos. The Applicant has planted 18-rows of grape vines on either side of the entry driveway. The farmhouse, accessory buildings and vineyards are accessed from an existing driveway that is connected to 117th Street North on the southerly border of the property.

Comprehensive Plan Review

The site is guided A-1 in the City’s adopted Comprehensive Plan. Land within the A-1 land use designation is generally described as supporting rural, agricultural and rural residential uses with limited accessory commercial uses as identified and allowed within the City’s zoning ordinance. The City’s ordinances conditionally permit resorts, seasonal businesses and rural event facilities provided certain performance standards can be met. Agricultural production, such as that associated with the grapes/vineyard, are a permitted use.

Zoning/Site Review

The Applicant submitted an updated site plan, a “blob” diagram and Certificate of Survey for the subject operations. The following zoning review identifies staff’s concerns and comments which must be provided/addressed on an updated site plan and through additional narrative.

Dimensional Standards

The following site and zoning requirements in the A-1 district for rural event facilities which includes the most restrictive regulations and performance standards related to the activities of the proposed project:

Dimension	Standard
Lot Size	20 acres
Frontage – Per Sections 32-245 & 32-352)	County/State Road and 300’
Front yard - centerline of County Road (Principal Structure)	150’
Front Yard Setback	65’
Side Yard Setback (Per Section 32-352)	100’
Rear Yard Setback	25’
Height of Structure	35’
Fence	May be on property line, but not within any ROW
Driveway Setback	5’



Parking Lot setback	10' from ROW
Wetland Setback Structure (Buffer)	75' (50')
Impervious surface coverage	50%
Floor Area Ratio	30%

Lot Area and Frontage The subject property is approximately 21.01 acres and is oriented north-south. The subject property is accessed from 117th Street North (CR-7) from the southern property line which is a County Road. The property has direct access to a County Road as required by Section 32-352 (c)(4-5). *The lot meets the City's ordinance requirements for area and access to a County Road.*

Farmhouse and Accessory Buildings Setbacks & Frontage The existing farmhouse is setback approximately 172' from the westerly property line (side), 270-feet from the southerly property line (front), 317-feet from the easterly property line (side) and 1,422 feet from the northerly property line (rear). The accessory building closest to any yard is the Single Door Machine Shed which is setback approximately 95-feet from the east property line. It should be noted that the Single Door Machine Shed accessory building is not proposed to be used as part of the operations, and therefore is not required to meet the 100-foot sideyard setback. *All existing buildings proposed for use as part of the operations, both principal and accessory, meet the City's setback requirements. No new structures are proposed as part of this application.*

Staff notes that any proposed parking area or outdoor event spaces shall be setback appropriately from side-yards with adjoining residential uses. *Staff suggests including a condition that any future improvements must be setback a minimum of 100-feet from the property lines, and that additional buffering may be required between such uses (32-254 (c)(8)).*

Architectural/Building Plans & Bathrooms The Applicant has identified three existing buildings that will be used for operations, with the intent of remodeling a fourth building in the future. A floor plan for each facility to be used as part of the operation was submitted on July 26, 2020 (attachment C):

- The **tasting room** will be located within the existing Milking Parlor. The structure is approximately 728-square feet and approximately 308 square feet will be used for the Tasting Room, while the remaining 420 square feet will be used for wine making. The tasting room could seat approximately 15-20 guests.
- The Farmhouse lodging sleeps up to 12 people.
- The main level of the Farmhouse provides seating for tasting and food pairing with approximately 1,000 square feet. Estimated occupancy is 15-



20 guests.

- The “welcome center” including retail operations and wholesale coordination is approximately 320 square feet. 10-20 people could be accommodated in the space at a time.

The estimated occupancy based on the facility sizes, which must be confirmed by the City’s building official based on commercial building code, is approximately 52 – 72 guests. *Based on this approximation, staff would recommend including a condition that the site occupancy should be restricted to 75 guests, excluding employees on site. This allows for some variation and flexibility, while still being correlated with the structures planned to be used as part of the operations.*

As provided in the Applicant’s Addendum, two (2) port-a-potty facilities are proposed, one that will be ADA accessible. *The number of toilets should be confirmed in coordination with the Building Official based on the site occupancy indicated. Staff would recommend that this be included as a condition, and that the port-a-potty facilities must be maintained on site.*

In addition, the Applicant’s narrative indicated their plan to renovate one of the other accessory buildings on site in the future to accommodate a new tasting room and winery, which could subsequently accommodate more guests. *At this time staff recommends that a condition be included that any new/additional indoor space would represent an expansion of the use and that an amendment to their permit would be required.*

Traffic/Trip Counts

The Applicant has provided an Addendum which states an occupancy of up to 75 guests on site. The provided Trip Generation Statement from the Traffic Impact Group identifies trips associated with the winery that are generally consistent with the occupancy identified (Attachment D). The Applicant noted in the public hearing that traffic and/or trips associated by the wholesale operations will be minimal given the restrictions on wine sales by farm winery operators.

The information provided has been sent to Washington County for their review regarding the access. If available, staff will provide a verbal update regarding their comments at the City Council meeting. At a minimum, because the use is located on a County Road the Applicant will be required to obtain an access permit from Washington County because the CUP would represent a change in use. *Staff would recommend including a condition that an Access Permit must be obtained from Washington County prior to any operations related to the winery commence.*

Driveway/Circulation:

The Applicant has prepared an updated site plan that shows the expansion of the driveway to a 20-foot fire lane standard width. Staff spoke with the Applicant and they are hoping to maintain the “rural” farmstead feel and character of the site and would like the driveway expansion to be constructed as a gravel driveway, consistent with the current driveway construction. Staff requests discussion by the



City Council regarding this item, as well as the parking lot materials as noted in subsequent sections of this Staff report.

Parking:

The Applicant has provided an updated site plan (Attachment C) that shows a proposed parking area south of the Milking Parlor and silos to accommodate up to 22 vehicles (6,600 square-feet). Additional parking area in front of the 6-car and 2-car garages provide an additional 2,400 square feet of parking area to accommodate an addition 8 spaces. Staff has used the more restrictive calculation of 1 parking space per 2.5 seats (occupancy) in the calculation for rural event facilities to determine the number of spaces needed to support the proposed use. With a guest capacity of 75, the number of spaces required is 30 ($75/2.5 = 30$). Using the ratio of 1 parking space per 300 square feet, approximately 9,000 square-feet of dedicated parking area is required to support the number of stalls. *As proposed, the parking plan meets the City's ordinance for area to accommodate the number of required stalls.*

The Applicant's narrative proposes a gravel parking surface for all parking areas to maintain the rural character of the property. Section 32- 373 requires all off-street parking areas "to be improved with a durable and dustless surface...shall utilize asphalt, concrete or a reasonable substitute surface as approved by the City engineer..." Staff requests discussion by the City Council regarding this item. Regardless of surface type, a full grading plan and engineering review of the proposed parking area shall be required, and review and permitting by the Rice Creek Watershed District regarding stormwater and erosion control may be necessary. *Staff would recommend including a condition that a full construction plan for the parking area must be reviewed and approved by the City Engineer, and that appropriate permits for such work must be obtained from the RCWD prior to the commencement of site work.* Additionally, staff has reached out to the Building Official to determine if any parking stalls are required to be ADA accessible. *Staff would recommend including a condition that if required, the appropriate number of ADA accessible stalls must be designed and provided to the satisfaction of the City Staff prior to a grading permit being issued for the parking lot.*

Lighting

Section 32-321 Lighting, Light Fixtures and Glare addresses lighting standards of off-street parking areas and indicates that no more than 1 footcandle may be emitted on a public street, and no more than 0.4 footcandles on adjacent residential property. The Applicant has indicated in their Addendum that no additional lighting is proposed at this time. *Staff would recommend including a condition that any proposed lighting must be provided to City Staff for review, and that any such lighting plan shall comply with the City's ordinances. If staff*



determines that the location or fixture type has potential to violate the ordinance, then a photometric plan shall be prepared and submitted to demonstrate compliance with the City's ordinances.

Hours of Operation

The Applicant's proposed hours of operation are correlated to the specific use. A summary of the proposed hours is as follows:

- Farmhouse resort accommodations: 24 hours; Quiet Hours 10 PM to 7 AM
- Retail, Winery Activities, and Tasting Room: Monday through Saturday 10 AM to 10 PM, Sundays 11 AM to 7 PM (no tours permitted Sunday)
- Wholesale Sales (will call) by appointment, 8 AM to 6 PM

The Applicant acknowledges in their narrative that their "busy" time will be seasonal since the vineyard is an outdoor attraction. As such, staff would ask the City Council to consider and discuss whether some of the proposed operations should be restricted or classified as seasonal businesses. Per Section 32-1, Seasonal Business is defined as "a business which operates for not more than six (6) months of any calendar year, and whose primary product of service offered is based on agricultural products or activities produced on site..." Staff would suggest for example that the retail operations are a Seasonal Business, and that the tours and/or wine tastings could be defined as both a seasonal business and small rural event facility. As such, staff requests discussion regarding this item to determine whether certain uses contemplated should be restricted to occur seasonally consistent with the definition.

Noise/Amplification

The Applicant's Addendum states, "Sound system to be indoor and throughout the landscape to provide ambient and background music...Live music will be 1-2 musicians to provide background ambient music. Section 32-352 (c)(7) states that only ceremonial (such as tour guide) amplification is permitted outdoors, and any other amplification is only permitted within a structure or facility. The Planning Commission as well as public testimony indicated strongly that outdoor amplification should not be permitted. It is unclear based on the applicant's Addendum what "sound system...throughout the landscape..." specifically means, but it does imply that there may be some outdoor amplification. Staff would request further discussion by the City Council regarding this item. Per the direction of the Planning Commission, a draft condition prohibiting outdoor amplification is included in subsequent sections of this report.

Landscape Plan

As indicated in the Applicant's Addendum no landscape improvements are contemplated at this time, only clean-up of the current site (i.e. remove weeds, overgrowth, etc.) During the Planning Commission meeting and public hearing



it was recommended that buffering between the adjacent residential properties be provided. The easterly neighbor specifically requested an 8-foot fence, and Planning Commissioners discussed either fencing or vegetation or a combination of both. In the past the City has required vegetative screening between uses such as those contemplated at the Two Silo Resort and residential properties. As such staff requests discussion by the City Council regarding this item. Given the direction of the Planning Commission and public testimony, *staff would recommend that the Applicant prepare a vegetative screening and/or buffer plan on the east and west property lines near any parking areas, site improvements or areas planned for activities associated with the CUP. Further, a condition should be included to address the installation, maintenance and management of the vegetation to ensure the buffer remains intact while the Two Silo Farmhouse Resort is operational.*

Miscellaneous
Operational
Considerations

- The Applicant provided additional details regarding the tours and activities in the Addendum provided as Attachment B. The details provided confirm that there are no large-scale events contemplated as part of the operations. Tours will be conducted for 5-15 people and will last approximately 45 minutes. Activities will be associated with the winery including paint and sip, food and wine pairings, DIY wine making, etc. Such activities will be conducted for 5-15 people and will last 1 to 3 hours.
- Retail sales: The Applicant has indicated that retail sales will be limited to items produced on-site, wine knickknacks and trinkets and branded merchandise.
- No large-scale events are proposed, which was confirmed by the Applicant during the Public Hearing. The operations described in the narrative include smaller events and/or gatherings such as wine tasting and tours. To ensure there is no confusion, *staff still recommends including a condition that no large-scale gatherings or events were reviewed as part of this application and are not permitted.* The site logistics and conditions would be different for such events and if contemplated would require an amendment to the CUP, if granted.
- Farmhouse Overnight Guests: additional information was provided by the Applicant regarding management and expectations of the Farmhouse overnight resort. The farmhouse will be rented to one party at a time and will not be a “rooming” house, or similar. Quiet times on the property will extend daily from 10 PM to 7 AM. There is no on-site management



proposed, but the Owner will be available on-call.

Engineering Standards

The City Planner spoke to the City Engineer regarding the proposed operations and determined that a full review by the City Engineer should be completed once grading plans are available. A grading permit will be required for the installation of the small parking lot and the expansion of the driveway. An erosion control plan and surface water management plan may be required depending on the extends of the proposed work. *Staff recommends adding a condition that all comments and conditions, including any needed permits, identified by the City Engineer shall be obtained prior to any commencement of operations that include guests onsite.*

Other Agency Review

The property is located within the Rice Creek Watershed District, and the Applicant must submit a copy of the updated site plan and improvements to them once complete. It shall be the responsibility of the Applicant to obtain all necessary permits from the watershed district prior to commencement of any activities on site. Since the proposed operations represent a change in use, an access permit from Washington County shall be required. An updated site plan and updated trip count information shall be provided and submitted to Washington County. Staff recommends including a condition that an access permit must be obtained from Washington County prior to the commencement of any site work.

Draft Conditions

The following draft conditions are as recommended by the Planning Commission and are provided for your review and consideration:

- The occupancy of the site shall be no more than 75 guests at any one time. Such occupancy shall be inclusive of the number of guests staying in the overnight accommodations at the Farmhouse.
- The Farmhouse occupancy shall be limited to no more than 12-guests.
- Quiet times at the Farmhouse for all overnight guests shall be from 10 PM to 7 AM. Such times shall be clearly communicated to all guests staying at the Farmhouse.
- The improvements identified on the Site Plan shall be constructed prior to the commencement of any activities on-site for the proposed operations.
- The hours of operations shall be limited to the following:
 - Wine Tastings: Monday through Saturday 10 AM to 10 PM, Sundays 11 AM to 7 PM
 - Winery Tours: Monday through Saturday 10 AM to 10 PM, no tours permitted Sundays
 - Winery Activities: Monday through Saturday 10 AM to 10 PM, Sundays 11 AM to 7 PM
 - Retail Operations: Monday through Saturday 10 AM to 10 PM, Sunday 11 AM to 7 PM



- Wholesale Operations: Monday through Sunday 8 AM to 6 PM, by appointment only
- Winery Activities, not including tastings, shall be limited to a maximum of 20 participants per activity or timeslot.
- All improvements, including all parking areas shall be setback a minimum of 100-feet from all property lines
- If ADA compliant parking stalls are required for the operations, such stalls shall be properly marked and designed. Such plans shall be submitted for review and approval by the City Staff including engineer, planner and building official.
- Final occupancy of all indoor spaces shall be determined after consulting with the City's Building Official.
- Any expansion or of the indoor space uses as part of public/guest accommodations beyond that identified in this staff report and permit shall require an amendment to the permit.
- A landscape plan shall be prepared and submitted to demonstrate vegetative screening between the improvements on site and the adjacent residential homesteads. Such plan shall be submitted for review and approval by the City Staff.
- The approved vegetative buffer or landscape screening shall be maintained and kept in good repair for as long as the operations of the Permit are active.
- Any proposed lighting shall be submitted for review by City Staff and shall comply with the City's Ordinances. If it is determined that there are any fixture locations that may exceed the City's ordinance standards a Photometric plan must be submitted to demonstrate compliance with the ordinance.
- No amplification of music shall be permitted in the outdoor gathering spaces. Any amplification of music shall be limited to inside the facilities. All sound and noise shall be regulated by the MPCA's noise standards for decibels and use.
- No large-scale events shall be permitted on site. Examples of such events including weddings, or similar parties, where guests generally all arrive or depart at the same time. Review of this type of event was not conducted as part of this permit. Any request to hold such large-scale events shall require an amendment to this permit.
- All requirements and conditions of the City Engineer shall be met and addressed. The City Engineer shall review all updated plans.
- The Applicant shall comply with all restrictions and permit requirements of the Rice Creek Watershed District, if any.
- The Applicant shall obtain an access permit from Washington County. Evidence of such permit shall be provided to the City.

Requested Action



Due to the complexity of the proposed operations Staff is requesting discussion and direction by the City Council. The Planning Commission recommended unanimous approval of the Conditional Use Permit with draft conditions as noted. The City Council may direct staff to:

- Prepare a Resolution of Approval and Conditional Use Permit to be brought back for City Council consideration at the regular September meeting. The City Council may also request additional information from the Applicant, if needed.
- Prepare a Resolution of Denial with stated Findings.

Attachments

Attachment A: Application

Attachment B: Applicant's Addendum, Applicant's Narrative

Attachment C: Site Plan and Floor Plans

Attachment D: Trip Generation Statement, Traffic Impact Group, dated June 25, 2020

Attachment E: Concept Blob Diagram

Attachment F: Certificate of Survey

City Council Report for July 2020

To: Honorable Mayor & City Council Members

From: Jack Kramer Building & Code Enforcement Official

Zoning Enforcement:

1. Jeff & Cheryl Kargel 6782 Jocelyn Rd. N. Violation of City Code Section 12-27 Partially Dismantled, wrecked, junked, discarded or non-operating movable.

a. The City has been monitoring the vehicles that are currently under water by the flooding which is occurring in the area. I sent a letter dated June 12, 2020 regarding the vehicles, however the Kargel's have failed to contact me regarding the violation.

Recently, I visited the property with the intent to make contact with the property owner and or the renters and the residence was vacated. The Back door of the residence was wide open and it appeared that the contents were removed. The basement of the residence is currently flooded and uninhabitable.

Building Permit Activity:

Twenty-Seven (27) Building Permits have been issued with a valuation of \$1,799,353.00.

Respectfully submitted,



Jack Kramer

Building & code Enforcement Official

2020-113	HVAC	Sivigny	10630 Joliet Ave. N.	6/17/2020	N/A		\$	80.00	\$	60.00	\$	-	
2020-114	Addition	Miller	9330 Joliet Ave. N.	6/17/2020	\$	28,800.00	\$	432.15	\$	324.11	\$	280.89	
2020-115	Swim Pool	Patnoe	11202 Lansing Ave.	6/18/2020	\$	15,000.00	\$	251.25	\$	188.43	\$	-	
2020-116	Deck	Sutherland	8080-105th. St.	6/19/2020	\$	12,000.00	\$	209.25	\$	156.93	\$	136.01	
2020-117	HVAC	Woessner	10944 Dellwood Rd	6/19/2020	N/A		\$	80.00	\$	60.00	\$	-	
2020-118	HVAC	Ager	8840 Jamaca Ave N.	6/19/2020	N/A		\$	80.00	\$	60.00	\$	-	
2020-119	Deck Repair	Ament	10096-67th. St.N.	6/22/2020	\$	4,200.00	\$	111.25	\$	83.43	\$	-	
2020-120	Bath Repair	Dado	8919 Itaska Trail N.	6/22/2020	\$	10,000.00	\$	181.25	\$	135.93	\$	-	
2020-121	Re-Roof	Lindstrom	11670 Grenelefe Ave.	6/23/2020	\$	18,995.00	\$	307.25	\$	230.43	\$	-	
2020-122	Swim Pool	Hollerman	8960 -107th. St.	6/23/2020	\$	40,000.00	\$	543.25	\$	407.43	\$	-	
2020-123	Windows	Bethke	10520-118th. St.	6/23/2020	\$	12,513.00	\$	223.25	\$	167.43	\$	-	
2020-124	Deck	Bangston	9897-83rd. St. N.	6/24/2020	\$	8,000.00	\$	153.25	\$	114.93	\$	99.61	
2020-125	Plumbing	Johnson	10065 Indigo Trl.	6/25/2020	N/A		\$	80.00	\$	60.00	\$	-	
2020-126	Demolition	Mckenzie	10220 Lansing Ave.	6/25/2020	N/A		\$	100.00	\$	75.00	\$	-	
2020-127	HVAC	Mielke	8375 Jaramca Ave.	6/26/2020	N/A		\$	80.00	\$	60.00	\$	-	
2020-128	Pole Bldg.	Mueller	740 Maple St.	6/26/2020	\$	55,200.00	\$	685.75	\$	514.31	\$	445.73	
2020-129	Addition/ Gar.	Bartness	8015-80th. St. N.	6/27/2020	\$	625,000.00	\$	3,827.50	\$	2,870.62	\$	2,487.87	
2020-130	Re-Roof	Peters	11275-79th. St. N	6/29/2020	\$	12,000.00	\$	209.25	\$	156.93	\$	-	
2020-131	HVAC	Mogren	10151-75th. St.	6/29/2020	N/A		\$	80.00	\$	60.00	\$	-	
2020-132	Deck	Hartzell	9890-103rd. St.	6/30/2020	\$	14,000.00	\$	237.25	\$	177.93	\$	154.21	
2020-133	Demolition	Veit Company	6908 Jocelyn Rd. N.	6/30/2020	N/A		\$	100.00	\$	75.00	\$	-	
2020-134	Additions	Nettekoven	7815 Lake Elmo Ave.	6/30/2020	\$	181,000.00	\$	1,447.35	\$	1,085.51	\$	940.77	
2020-135	Windows	Pearson	9400-85th. St. N	7/1/2020	\$	13,000.00	\$	223.25	\$	167.43	\$	-	
2020-136	Garage	Stellmach	9909 Joliet Ave. N.	7/1/2020	\$	38,400.00	\$	533.15	\$	399.86	\$	346.54	
2020-137	Front Deck	Huot	10191 -119th. St. N.	7/3/2020	\$	8,900.00	\$	167.25	\$	125.43	\$	108.71	
2020-138	Remodel	21 Roots Farm	10361-110th. St. N.	7/3/2020	\$	125,000.00	\$	1,133.25	\$	848.93	\$	736.61	
2020-139	House & Gar.	Johnson	11970 Isleton Ct. N.	7/3/2020	\$	577,345.00	\$	3,604.25	\$	2,703.18	\$	2,342.76	
Monthly total						\$	1,799,353.00	\$	15,160.40	\$	11,369.18	\$	8,079.71