

**CITY OF GRANT  
PLANNING COMMISSION MEETING**

Thursday, March 16, 2017

7:00 p.m.

Town Hall

*Please be courteous and turn off all electronic devices during the meeting.*

**AGENDA**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. OATH OF OFFICE, JERRY HELANDER
4. ELECTION OF OFFICERS, CHAIR PERSON AND VICE-CHAIR PERSON
5. APPROVAL OF AGENDA
6. APPROVAL OF MINUTES: January 17, 2016
7. NEW BUSINESS
  - A. PUBLIC HEARING, Consideration of Application for Major Subdivision, 11253 75<sup>th</sup> Street N and 11601 75<sup>th</sup> Street N
  - B. Consideration of Planning Commission Meeting Time
8. OLD BUSINESS
9. ADJOURN

# PLANNING COMMISSION MEETING MINUTES

## CITY OF GRANT

January 17, 2017

**Present:** Darren Taylor, Jeff Schafer, Jeff Geifer and Robert Tufty

**Absent:** John Rog and James Drost

**Staff Present:** City Planner, Jennifer Haskamp; City Clerk, Kim Points

1. **CALL TO ORDER**

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

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF AGENDA**

MOTION by Commissioner Schafer to approve the agenda as presented. Commissioner Taylor seconded the motion. MOTION carried unanimously.

4. **APPROVAL OF MINUTES, AUGUST 16, 2016**

MOTION by Commissioner Drost to approve the July 19, 2016 Minutes, as amended. Commissioner Taylor seconded the motion. MOTION carried unanimously.

5. **NEW BUSINESS**

- A. **PUBLIC HEARING, Consideration of Application for a Minor Subdivision located at 10450 Dellwood Road North** – City Planner Haskamp advised the Applicant, William (Bill) David, with the Owner, John Moore, are proposing a minor subdivision of the property located at 10450 Dellwood Road. The Owner has agreed to sell approximately four (4) acres of the subject property to the Applicant who owns the adjacent property located at 9131 Keswick Avenue. To effectuate the sale, a minor subdivision is necessary so that the 4-acre parcel can be legally described and transferred/deeded to the Applicant.

On December 20, 2016, a pre-application meeting was held with the Applicant and the Owner where they explained their desired objectives related to the subdivision. During that meeting, the Applicant explained that he would like to purchase approximately 4-acres of property from the Owner, but would like the parcel to retain its own property identification number for tax purposes. The Applicant also explained that at some point in the future he may wish to the subdivide his property, but at this time that is not his

objective. He also stated that there would be no proposed construction associated with this subdivision request. Staff indicated to the Applicant and Owner that to achieve their objectives a minor subdivision of the property would be necessary, and that a Development Agreement would be required to ensure that the created parcel is recorded as unbuildable and that for purposes of zoning and land use the created parcel must be considered concurrently with the property at 9131 Keswick Avenue.

A duly noticed public hearing has been published for January 17, 2017 at 7:00 P.M., and letters were sent to property owners within ¼-mile of the requested subdivision.

**Project Summary**

Owner: John Moore	PID: 1403021340001 (Moore Parcel – to be subdivided) Road ROW (Dellwood Rd.)	14.0 Acres 1.0 Acres
Applicant: Bill David	PID: 1403021340003 (David Parcel – Principal Structure) PID: 1403021310008 (David Parcel – Vacant) PID: 1403021340002 (DNR Parcel – Gateway Trail) Road ROW (Keswick & Dellwood Rd.)	20.4 Acres 3.8 Acres 5.19 Acres 2.4 Acres
Address:	10450 Dellwood Road	
Zoning & Land Use:	A-2	
Request:	Minor subdivision of PID 1403021340001 to allow approximately 4-acres to be deeded from Owner to Applicant	

The Applicant would like to achieve the following objectives through the minor subdivision process:

- Purchase Proposed Parcel 1 from the Owner (See Exhibit 2: Parcel Line Adjustment dated 12/16/2016).
- Acquire a new Property Identification Number (PID) for Proposed Parcel 1, and retain as separate parcel.
- Allow for all three PIDs owned by the Applicant (1403021340003, 1403021310008 and created for Parcel 1) to be considered as one parcel for purposes of zoning and land use decisions.

City Planner Haskamp advised the City’s subdivision ordinance allows for minor subdivisions and lot line adjustments as defined in Section 30-9 and 30-10. Since the Applicant is proposing to maintain Proposed Parcel 1 as an independent parcel rather than combine it with his existing property the process does not fit the strict definition of a lot line rearrangement, and therefore it is reasonable for the request to be considered by the Planning Commission.

The sections of the code that relate to dimensional standards and other zoning considerations are provided for your reference:

Secs. 32-246

**Existing Site Conditions:**

PID 1403021340001 (Moore Parcel)

The existing property is approximately 14.0 acres and is trapezoidal in shape. The property has frontage on Dellwood Road which crosses the southwestern corner of the parcel. However, the driveway which serves the property crosses the adjacent southerly property providing access to the existing home and accessory buildings, which is likely secured through a private driveway/access easement between the two properties. There is an existing home on the property, as well as two small accessory buildings which total approximately 920 square feet. The existing home is setback approximately 285-feet from Dellwood Road, approximately 442-feet from the westerly property line (Gateway Trail), 1,100-feet from the rear property line and 175-feet from the easterly property line. The accessory buildings are located approximately 47-feet west of the existing home, and are setback a minimum of 165-feet from Dellwood Road.

The property is heavily vegetated and screens the existing home and accessory buildings from Dellwood Road. Based on the City's available GIS information there appears to be extensive wetlands present on the property. There appears to be a large wetland complex directly west of the existing home and accessory buildings which extends to the Gateway Trail easement/ROW area. Additionally, there is a large wetland area/pond on the northeastern corner of the property.

PID 1403021340003 and 1403021310008 (David Parcels)

The principal structure and accessory building are currently located on PID 1403021340003 which is approximately 20.4 acres in size. The parcel is trapezoidal in shape, and is crossed by Dellwood Road on the south and is bordered by Keswick Avenue North on the westerly boundary. The roadways are right-of-way easements and currently contain approximately 2.4 acres of land. The existing principal structure is setback approximately 68-feet from Keswick Avenue N., and 290-feet from Dellwood Road. There is an existing accessory building on the property which is approximately 3,275-SF based on the GIS aerial and is setback approximately 230-feet from Keswick Avenue N., and 280-feet from Dellwood Road. The site is heavily vegetated and based on the City's available GIS data there does not appear to be any wetlands on the parcel. PID 1403021310008 is approximately 3.8 acres and is vacant. The site contains minimal vegetation and does appear to have a small wetland present. There are no structures on this parcel.

PID 1403021340002 (Gateway Trail)



The Gateway Trail currently forms the northeasterly property line of the Moore parcel and the southeasterly property line of the David's parcel which contains their principal residence. The Gateway Trail is the former Soo Line Railroad right-of-way and now contains the regional/state trail. The parcel is approximately 150-feet wide in this location.

**Comprehensive Plan Review:**

The adopted comprehensive plan sets a maximum density of 1 unit per 10 acres in the A-2 land use designation. The proposed minor subdivision/lot line rearrangement meets the density requirements with the objectives as proposed, as it does not create any new buildable lots. However, it should be noted that the **Applicant has identified an area on the survey which is designated as "PROPOSED FUTURE PARCEL", and since there is not a subdivision proposed as it relates to that area, this analysis does not consider or evaluate the potential density available to that parcel.** Review of that parcel will be subject to a future subdivision application, if and when, the Applicant desires to further subdivide the property.

**Zoning/Site Review:**

Dimensional Standards

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

<b>Dimension</b>	<b>Standard</b>
Lot Area	5 acres
Lot Width (public street)	300'
Lot Depth	300'
FY Setback (Keswick, Dellwood)	65', 150'
Side Yard Setback (Interior)	20'
Rear Yard Setback	50'
Maximum Height	35'

Lot Area and Lot Width

The proposed subdivision creates Proposed Parcel 1 which is an approximately 114-foot strip of land running adjacent to the Gateway Trail property. The Applicant is proposing to maintain Proposed Parcel 1 as an individual PID, but is proposing that such parcel will be included or 'combined' with PID 1403021340003 for purposes of zoning and land use considerations. Since the parcel is non-contiguous, it cannot be legally combined with the Applicant's adjacent parcel. Given the unique circumstances of the Gateway Trail, staff believes the request is reasonable even though the created parcel is substandard.

***Staff would recommend that a condition be included which specifically states that Proposed Parcel 1 is not buildable, and that for purposes of zoning and land use Proposed Parcel 1 must be considered concurrently with PID 1403021340003 and that the parcels cannot be sold independently of each other; this should also be stated within a Development Agreement.***

The survey submitted is attached as Figure 1, and is titled "Parcel Line Adjustment" dated 12/16/16. On the figure, there is an area identified as "PROPOSED FUTURE PARCEL" which includes portions of PID 1403021340003 and all of PID 1403021310008. This proposed parcel is not legally described, and the parcel area and dimensions are not provided. While it is helpful to know the future intentions of the Applicant, this review does not consider the proposed parcel or evaluate it for compliance with the City's Zoning Ordinance and dimensional standards because it is Staff understands that the Applicant is NOT requesting formal subdivision approval of this parcel. ***Therefore, staff would recommend including a condition that specifically states that the area denoted as "PROPOSED FUTURE PARCEL" is not a legal parcel, and that this subdivision review process has not determined whether this area meets the current zoning or comprehensive plan standards. Any future subdivision of this area will be subject to rules and regulations in place at the time of the Application.***

#### **Setbacks:**

Based on the submitted information, all setback requirements are met for the proposed lot line rearrangement and combination. However, as stated in previous sections, there is no determination of evaluation made with respect to the area denoted as "PROPOSED FUTURE PARCEL". ***Staff would recommend a condition that states any future construction on any of the parcels will be subject to all ordinances in place at time of application including setbacks from lot lines and wetland areas.***

#### **Accessory Structures:**

Based upon the Washington County aerials/GIS there appear to be two accessory buildings on the subject property. The rearrangement of the lot lines would result in the Proposed Lot 2 containing the existing home, a detached garage (680 SF) and a shed (240 SF). The total square footage of the garage and shed is approximately 920 SF, and it is unknown based upon the information submitted whether or not the existing home has an attached garage. (If not, the square footage of the detached garage may be exempted from the total square footage allowable on the lot up to 720 SF). Proposed Lot 1 contains no accessory or principal structures. As indicated previously, for purposes of zoning and land use considerations, Proposed Lot 1 will be considered as part of PID 1403021340003. Currently, the parcel contains an existing home and one large accessory building which appears to be approximately 3,275 square feet.

At the time of this Application, the Applicant should be aware that Section 32-313 regulates the type, total square footage, and number of accessory buildings permitted on a parcel. The current ordinance regulations permit on parcels of size 9.6 to 14.99 acres no more than 4 accessory buildings with a total maximum combined square footage of 3,500 square feet; and parcels with 20 acres or more have no regulations. Currently, the parcels meet this standard; however, the lots will be subject to the standards and ordinances in place at the time any new accessory building is proposed. The Applicant and Owner should also be aware that at any time any future subdivision or construction is proposed that an updated survey which shows all of the accessory and principal structures will be required to verify and confirm square footages and to ensure compliance with lot standards.

***Staff would recommend including a condition that all future subdivision, rearrangement, or construction on any of the parcels may require an updated survey indicating square footage of the accessory buildings to ensure compliance with ordinance standards.***

**Staff Recommendation & Conditions:**

Staff would recommend approval of the lot line rearrangement and combination with the following findings:

- Proposed Parcel 1 is permitted to obtain an individual PID after subdivision, and is not required to be combined with PID 1403021340003, because it is non-contiguous to PID 1403021340003 due to the existence of the Gateway Trail.
- The proposed subdivision does not negatively impact the public health, safety or welfare of the adjacent neighborhood or larger community.
- The proposed subdivision is consistent with the City's adopted Comprehensive Plan.
- The proposed subdivision does not create a new buildable lot, and does not propose an increase in density.
- Portions of the minor subdivision code are not applicable because the created parcel is deemed non-buildable and will be considered as part of PID 1403021340003 for purposes of zoning and land use.

Staff would further recommend the following conditions be placed upon the proposed rearrangement and combination:

- Any future subdivision of the David Parcels (PID 1403021340003, 1403021310008 and Proposed Parcel 1) shall be subject to rules and regulations related to the zoning and subdivision entitlement at the time of Application.

- The Applicant shall be required to enter into a Development Agreement with the City that shall be recorded against the properties identified as PID 1403021340003, 1403021310008 and Proposed Parcel 1.

Chair Tufty asked about the potential of future subdividing with the additional 4 acres. City Planner Haskamp advised if an application for subdividing comes in at some point in the future the 4 acres would be considered with the other parcels. It would be determined at that time how many density units are available.

Commissioner Schafer inquired about the Gateway Trail ownership and easement. City Planner Haskamp stated the railroad took the easement many years ago and took entire sections for possible future use. Dedicated right-of-way was not always transferred. In this case, the County does have it recorded so the corridor exists and it makes the property non-contiguous. The property does go to the center of the trail, which is owned by the DNR.

Commissioner Schafer stated his concern is that the Gateway trail is a separate parcel so the properties are not contiguous. He asked if there is a precedent being set by the City to allow future subdivisions involving non-contiguous lots. City Planner Haskamp stated there would never be a house there and what makes this unique is the actual trail. There are many other parcels in Grant that are split by roads so it is not uncommon. The only precedence set would be for other properties along the Gateway Trail. She noted the right-of-way dedication occurs when platting the property. To access the property the owner would have to work with the DNR as the property owner.

Mr. Bill David, applicant, came forward and stated Hwy 96 runs through his property so a split already occurs. He advised he is purchasing the property because it would allow him to keep his large outbuilding if he were to subdivide in the future.

MOTION by Commissioner Schafer to open the public hearing at 7:34 p.m. Commissioner Geifer seconded the motion. MOTION carried unanimously.

Mr. Larry Lanoux came forward and stated he is concerned about the subdivision of property and the information he has should be presented to the Commission prior to them making a recommendation. Chair Tufty advised he should send his written concerns to the City office. The Council will be reviewing the application after a recommendation is made.

MOTION by Council Member Schafer to close the public hearing at 7:39 p.m. Council Member Taylor seconded the motion. MOTION carried unanimously.

City Planner Haskamp added Council Member Lanoux should submit any questions, comments or concerns he has about the application prior to the Council meeting so there are no delays to the applicant.

MOTION by Commissioner Geifer to recommend approval based on the conditions and findings as presented. Commissioner Taylor seconded the motion. MOTION carried unanimously.

- B. PUBLIC HEARING, Consideration of Application for a conditional use Permit for Land Alteration for Pavement Reconstruction of Parking Lot located at 8000 75<sup>th</sup> Street North** – City Planner Haskamp advised the Applicant, Anderson-Johnson Associates, on behalf of the Owner, Mahtomedi Public Schools, is requesting a Conditional Use Permit (CUP) for land disturbance activities associated with improvements to the parking lots and drives located at the Mahtomedi High School and Mahtomedi Middle School (“School Campus”). Most of the proposed improvements are located within the City of Grant; however, some of the improvements extend into the City of Mahtomedi as demonstrated by the submitted Plan Set (Exhibit B). The improvements in Mahtomedi will be reviewed by the City of Mahtomedi and will be subject to their rules and regulations with respect to permitting and approvals. The operations of the High School, Middle School, and associated athletic facilities located in the City of Grant are governed by existing CUPs that will remain in effect, and will not be altered and/or modified by this process. The Applicant has applied for a new CUP to simplify the review process and to focus the discussion on the proposed improvements, which are grading and/or land disturbance activities and pavement reconstruction.

City Planner Haskamp advised duly noticed public hearing was published for January 17, 2017 at the Planning Commission’s regular meeting, and letters were mailed to property owners within ¼-mile of the subject project informing them of the application request and public hearing.

**Project Summary:**

Applicant: Anderson-Johnson Associates	Site Size: 69.68 Acres (Total)
Owner: Mahtomedi Public Schools	Request: Conditional Use Permit (CUP)
Zoning & Land Use: A-1 & A-2	PIDs: 2803021230001 (39.68 Acres) 2803021240002 (30 Acres)
Address: 8000 75 <sup>th</sup> Street N	

The Applicant is applying for a CUP to allow for improvements to the drives and parking lots at the High School and the Middle School. The existing CUPs for the High School and Middle School were done many years ago when the facilities were first constructed, and primarily address operations of the facilities rather than site development activities. While the permits are still valid with respect to the school operations, they do not adequately address the proposed reconstruction and other land disturbance activities associated with the project. As a result, a new CUP is necessary to allow the Owner and Applicant to perform these improvements. The purpose of this review process is not to review the existing CUPs, rather it is intended to focus specifically on the grading and land disturbance activities as required by the City's Ordinances. The following summary of the request, and items to be reviewed and considered by the Planning Commission, is itemized as the following:

- The reconfiguration project will include moving the west parking lot access on CR-12, and modifying the drives internal to the site near the High School and Middle School.
- The proposed project includes approximately 9.4 acres of reconstructed impervious surface, and 0.6 acres of new impervious surface, for a total of approximately 10 acres of new and disturbed impervious surface on the project site (includes all activity associated with the project in both Mahtomedi and Grant, however, the majority of work is in the City of Grant).
- The proposed project includes the installation of underground stormwater storage to manage surface water generated as result of the impervious surface coverage (the rules in place today differ significantly from the regulations that were in place at the time the facilities were initially constructed.)

**Review Criteria:**

According to the City Code, Conditional Use Permits are subject to the process and review criteria stated in City Code Section 32-152. The City Code further states the following for consideration when reviewing a Conditional Use Permit (32-141):  
“(d) In determining whether or not a conditional use may be allowed, the City will consider the nature of the nearby lands or buildings, the effect upon traffic into and from the premises and on adjoining roads, and all other relevant factors as the City shall deem reasonable prerequisite of consideration in determining the effect of the use on the general welfare, public health and safety.”

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



However, since the High School and Middle School uses are already permitted through their respective CUPs, the analysis of this CUP should be focused on the Land Disturbance activity proposed, and should be reviewed in consideration of Sections 32-172 and 32-173 (attached for your reference).

**Existing Site Conditions:**

PID 2803021230001 contains the existing High School, Middle School, access drives and parking lots. There are several wetland areas on the site that were delineated previously and are identified on the attached Plan Set dated 11/8/2016 (Exhibit B). The site includes extensive vegetation on the southeast corner of the property which helps screen portions of the school facilities from CR-12.

PID 2803021240002 is developed with athletic fields, access drives and parking lots. There are intermittent wetlands on the site that were previously delineated and are identified on the attached Plan Set dated 11/8/2016. The site is sparsely vegetated with some intermittent trees on the northern property line.

**Comprehensive Plan Review:**

The site is guided A-1 and A-2. The Comprehensive Plan states that limited public/semi-public uses within this land use guiding is appropriate. The proposed project does not alter the use of the property, and does not intensify the School Campus uses. The proposed reconstruction project will improve the stormwater runoff and potentially may improve the water quality leaving the site due to improved stormwater management practices and rules that have been adopted since the initial School Campus was developed. The current regulations will govern the reconstruction project, and will be implemented as part of the project.

**Zoning/Site Review:**

The City's Zoning Code section, 32-143 states, "Land disturbing activities that disturb 5,000 cubic yards or greater will require a conditional use permit. Application for a grading permit and a conditional use permit shall require the submittal of an erosion and sediment control plan, and stormwater management plan. Erosion and sediment control and stormwater management standards shall comply with the City's Engineering Design Guidelines, and those standards identified in Section 30-172 and 30-173 contained with this Subdivision code." Since the proposed reconstruction project will disturb in excess of 5,000 cubic-yards the Owner is required to submit this application for a CUP.

The proposed project does not change the uses on site, so the analysis is focused on compliance with Section 30-172 and 30-173 as required in the City Code. The City Engineer conducted this review, and his comments and recommendations can be found in Exhibit D.



**Dimensional Standards:**

In addition to the City Engineer’s comments, the following dimensional standards related to the reconstruction project are relevant and considered. The following site and zoning requirements in the A-1 and A-2 district regulate the site and proposed project (no dimensional standard analysis was completed for the existing facilities since no changes are proposed):

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

**Setbacks & Access:**

As demonstrated on the Plan Set (Exhibit B), the reconstruction activities include realignment of some of the internal drives and reconfiguration of existing parking lots. Staff has reviewed the Plan Set submitted and the closest drive to a property line is setback approximately 10-feet, and the closest parking lot is setback approximately 50-feet from any property line. ***As proposed, all improvements and reconstruction meet and or exceed the City’s setback requirements.***

The Applicant’s narrative in the Stormwater Management Plan states that the entrance into the Middle and High School from CR-12 will be moved as part of this project. The Applicant has stated that they are working with Washington County on the design and location of the new access location. ***Staff would recommend including a condition that the Applicant/Owner will be required to secure all necessary access permits from Washington County prior to any grading permit being issued by the City.***

**Parking Lot (Location & Spaces):**

While not explicitly stated within the narrative, staff assumes that the parking lot(s) reconfiguration and reconstruction will result in an

adequate number of parking stalls to serve the existing High School, Middle School and associated athletic facilities. While the number of parking stalls is not directly related to land disturbance activities, it is the responsibility of the Applicant and/or Owner to ensure compliance with the existing CUPs with respect to the number of parking spaces available. **Staff would recommend including a condition that states the number of parking stalls must be regulated in compliance with the existing CUPs.**

Driveway/Circulation: One of the objectives of this reconstruction project is to improve the internal circulation and drives on the High School and Middle School campus. The most significant reconfiguration occurs at the access to the parking lot located to the northeast of the High School which is demonstrated by comparing Sheet C1.1 with C2.1. **This modification is internal to the site and appears to improve the access/safety on the site particularly in and around the High School.**

Stormwater/Erosion Control The City's Zoning and Subdivision Ordinance both require that the Applicant submit a stormwater management plan and erosion control plan. The Stormwater Management Plan was submitted and reviewed by the City Engineer. It is important to note that stormwater management regulations have changed significantly since the original High School and Middle School campus, including parking lots and drives, were constructed. Because of the reconstruction, the Applicant/Owner must now meet current standards that will likely improve the stormwater and surface water leaving the site as opposed to the existing conditions (must now meet rate, quality and volume control measures as regulated by Rice Creek Watershed District). For example, the Applicant/Owner is proposing to install underground water storage facilities to help with rate and volume control, and these facilities are not currently present on the site. **Staff believes that these improvements will likely improve the water quality, however, proper steps to mitigate any potential environmental issues must be considered as stated within the City Engineer's memo (i.e. must have a contingency remediation plan where excavation depths reach below the existing roadway or parking lot pavement sections.)**

City Planner Haskamp advised the City Engineer has provided a memo reviewing the Applicant's submittal regarding Stormwater and Erosion Control, specifically addressing Sections 30-172 and 30-173. Staff would recommend including a condition that the Applicant/Owner must meet all conditions as stated within the City Engineer's memo dated January 4, 2017.

City Planner Haskamp noted the proposed project is located within the Rice Creek Watershed District (RCWD), and the Applicant is required to obtain any necessary permits or approvals from them prior to beginning any site work. Additionally, with the modified access onto CR-12 appropriate access permits (if necessary) must be obtained from Washington County. As noted by the City Engineer, a Right-of-Way permit from Washington County for work adjacent to CSAH 12 will also be necessary.

City Planner Haskamp reviewed the following draft recommendations and findings are provided for your consideration and discussion. The following can be modified, deleted, added to, etc., depending on the public testimony and discretion of the planning commission.

- The Applicant shall update the Plan Set, as necessary, and provide all additional requested information as identified in the City Engineer's staff report dated January 4, 2017.
- A grading permit shall be acquired prior to commencement of work on site.
- All necessary permits from the RCWD shall be obtained prior to the City issuing any grading permit.
- An access permit, if necessary, shall be obtained from Washington County prior to any site work commencing.
- The number of parking stalls after construction shall be consistent with the number of parking stalls required in all governing CUPs for the High School, Middle School and Athletic fields affecting the property.
- All necessary permits shall be obtained from Washington County, MPCA, Minnesota Department of Health, Brown's Creek Watershed District and any other entity having authority of the site work.

Staff is requesting a recommendation from the Planning Commission reflecting one of the following options:

- Recommendation to the City Council of Approval with Draft Conditions and Findings
- Recommendation to the City Council of Denial with Findings
- Continue the discussion to the next available Planning Commission, and request additional information from the Applicant, if applicable

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

- The proposed land alteration activities do not change or modify the existing use on the site for a school campus and conforms to the City's Comprehensive Plan.
- Land Disturbance exceeding 5,000 cubic-yards is a conditionally permitted user per the City's zoning code.
- The proposed land disturbance activities will not be detrimental to or endanger the public health, safety or general welfare of the city, its residents, or the existing neighborhood.
- The proposed land disturbance activities are compatible with the existing school uses and will only be temporary while improvements occur.
- The proposed land disturbance meets the conditions or standards adopted by the city through resolutions or other ordinances.
- The proposed land disturbance will not create additional requirements for facilities and services at public cost beyond the city's normal low-density residential and agricultural uses.

Chair Tufty asked if the additional parking lots are to accommodate more space. City Planner Haskamp advised the reconstruction of the parking and driveways is not for more parking. It is an old parking lot and needs improvements and will improve the flow of the traffic.

Mr. Dave Rey, Anderson Johnson, came forward and stated they have been working with the County on this project for about a year. He referred to the site plan and explained the current traffic flow and backup compared to what that traffic flow will be with the new plan. He explained the underground water storage system noting water will be treated underground. Outlots are in place for overflow. The new access to the middle school was the best option for pedestrian traffic that allowed for the most improvements for the entire site. The County did do a traffic model and there was much less backup with this plan.

MOTION by Commissioner Schafer to open the public hearing at 8:15 p.m.  
Commissioner Giefer seconded the motion. Motion carried unanimously.

Mr. John Smith, 67<sup>th</sup> Lane North, came forward and asked if the project took into account future traffic or further expansion on the site. He stated the infiltration tanks underground will break the seal on the dump site. He asked if additional water sewer hookups were considered on the site for future expansion.

MOTION by Commissioner Giefer to close the public hearing at 8:19 p.m.  
Commissioner Schafer seconded the motion. MOTION carried unanimously.

MOTION by Commissioner Giefer to recommend approve based on the conditions and findings as presented. Commissioner Taylor seconded the motion. Motion carried unanimously.

**6. OLD BUSINESS**

There was no old business.

**7. ADJOURNMENT**

MOTION by Commissioner Schafer to adjourn the meeting at 8:20 p.m. Commissioner Geifer seconded the motion. Motion carried unanimously.

Respectfully submitted,

Kim Points  
City Clerk

DRAFT



Application Date:	2/15/17
Fee: \$1,000+\$25/lot	Escrow: \$7,000

Pd \$8,775.00 Check #7683

## PRELIMINARY PLAT (MAJOR SUBDIVISION)

A preliminary plat is required to subdivide or plat a property when more than one additional parcel or lot is created in unplatted land OR two additional parcels or lots are created in platted lands. The preliminary plat is a map or drawing which graphically delineates the boundary or land parcels for the purpose of identification and record of title. The final plat is a recorded document and must conform to all Minnesota State laws, and must be consistent with the City's Comprehensive Plan and Zoning Code.

<b>PARCEL IDENTIFICATION NO (PIN):</b> <b>LEGAL DESCRIPTION:</b> See plat materials		<b>ZONING DISTRICT &amp; COMP PLAN LAND USE:</b> Ag 1 <b>LOT SIZE:</b> 320 Acres
<b>PROJECT ADDRESS:</b> Carlson Farm 11253 75th St N, Grant Masterman Farm 11601 75th St N, Grant	<b>OWNER: #1 Carlson Farm</b> Name: Robert Carlson Estate Linda Powell, Trustee Address: 11602 97th St N City, State: Grant, MN 55082 Phone: 651/439-7765 Email: lindapowell@g.com	<b>APPLICANT (IF DIFFERENT THAN OWNER):</b> See last page
<b>DESCRIPTION OF REQUEST:</b> OWNER #2 (see back) #6 See Attached Description		
<b>EXISTING SITE CONDITIONS:</b> Open agricultural land with some woods & wetlands.		
<b>APPLICABLE ZONING CODE SECTION(S):</b> Please review the referenced code section for a detailed description of required submittal documents, and subsequent process. 1. Chapter 30, Article II Platting, Secs. 30-57 - 76		

### Submittal Materials

The following materials must be submitted with your application in order to be considered complete. To fully understand all information required for submittal, Staff requires an initial meeting prior to submitting any documents for review. If you have any questions or concerns regarding the necessary materials please contact the City Planner.

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

AP	CS	MATERIALS
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b><u>EXISTING CONDITIONS EXHIBIT:</u></b> (All plans shall be at a scale not smaller than 1" = 200') A scalable existing conditions analysis, prepared by and certified by a registered land surveyor, including 100-feet of the abutting properties of record, should include the following: <ul style="list-style-type: none"> <li>▪ North arrow, date of survey</li> <li>▪ Boundary lines and dimensions with total acreage</li> <li>▪ Topographic Map, contour interval of 2' or less, slopes in excess of 12-percent delineated</li> <li>▪ Aerial of site and ½ mile vicinity</li> <li>▪ Existing zoning classifications for land in and abutting the subdivision</li> <li>▪ Location and extent of tree cover including identification of significant trees</li> </ul>

Application for: **PLATTING**  
City of Grant

- Location, including right-of-way width and names of existing platted streets, parks, or other public lands
  - Location of permanent buildings, structures, school district lines
  - Location and size of existing culverts, wells, septic systems or any other underground utility
  - Existing easements, including pipelines and power lines within the plat
  - Grades and location of catch basins, manholes, and street pavement width and type within the plat
  - Soil conditions as they affect development, including soil borings, soil types, locations and high water table elevations
  - Boundary lines of adjoining unsubdivided or subdivided land
  - Soil borings on each lot demonstrating appropriate area of individual sewage treatment system (minimum of 4 per lot)
  - Water course, marshes, 100-year flood elevation, wooded areas, rock outcrops, power transmission poles and lines, and other significant features
  - Location and extent of wetlands and streams, including Wetland Delineation
  - Other relevant information as requested by Planning Commission or City Council
- COPIES: 20 (4 Full Size at 22" x 34", 16 Reproducible copies at 11" x 17")**

- PRELIMINARY PLAT: Technical and Construction Level Drawings**  
(All plans shall be at a scale not smaller than 1" = 200')
- Name and address of the owner, developer, site planner, engineer and surveyor
  - Legal description, acreage of proposed subdivision, date of preparation and north arrow
  - Lot and block arrangement and numbering system and area of each lot
  - Identification of any dedicated areas for public use, excluding roads and trails, with areas identified
  - Subdivision name
  - Proposed construction grading plan and an Erosion Control plan
  - Surface water management plan/drainage plan
  - Final grading plan, maximum 2 foot contours scale not smaller than 1"=100'
  - Lot dimensions including setback lines (front, side, rear), buildable area, and percent impervious
  - Gradients of proposed streets. Plans and profiles showing locations and typical cross-sections including curb, ditches, gutters, sidewalks, drainage easements, right-of-ways, manholes and catch basins
  - Proposed building locations including lowest floor elevation for each lot
  - Driveways
  - Locations, dimensions, and materials of sidewalk and/or trails
  - Location of wells, sewage treatment areas, and soil borings
  - Construction plans and profiles addressing streets, sewage treatment and water, stormwater, trails, sidewalks and related features
  - Easement locations
  - Outlots
  - Vegetation and landscaping
  - If proposed: Lighting, parking, signage, fences, dumpster locations and other features
- COPIES: 20 (4 Full Size at 22" x 34", 16 Reproducible copies at 11" x 17")**

- Narrative describing the proposed use of lots, types of buildings with proposed units or business/industry. *Attached*
- A copy of any proposed private restrictions *To be developed prior to final plat*
- 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. *Brown's Creek Watershed has been contacted at application will be filed soon.*



Application for: **PLATTING**  
City of Grant

<input checked="" type="checkbox"/>	<input type="checkbox"/>	Drainage Computations
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Draft Developer's Agreement, Homeowner's Association covenants or deed restricts (if applicable) <b>TBD</b>
<input type="checkbox"/>	<input type="checkbox"/>	Mailing labels with names and address of property owners within 1,250 feet, contact Washington County Surveyor's Office: (651) 430-6875
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Paid Application Fee: \$1,000 + \$25/lot
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Escrow Paid: \$7,000

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

<input checked="" type="checkbox"/>	<input type="checkbox"/>	Electronic copy of all submittal documents
<input checked="" type="checkbox"/>	<input type="checkbox"/>	If severe soil limitations for the intended use are noted in the Soil Survey on file at Washington County Soil and Water Conservation District office, a plan or statement indicating the soil conservation practice or practices to be used to overcome said limitation shall be made part of the permit application
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Building elevations and architectural plans <b>All homes will be custom. Architectural plans will be submitted for Building Permits</b>

**Review and Recommendation by the Planning Commission.** The Planning Commission shall consider oral or written statements from the applicant, the public, City Staff, or its own members. It may question the applicant and may recommend approval, disapproval or table by motion the application. The Commission may impose necessary conditions and safeguards in conjunction with their recommendation.

**Review and Decision by the City Council.** The City Council shall review the application after the Planning Commission has made its recommendation. The City Council is the only body with the authority to make a final determination and either approve or deny the application for preliminary plat.

Unless an extension of time is requested and granted by the City Council, the Applicant shall submit an application for Final Plat within 12 months of receiving Preliminary Plat approval, or the approval will expire.

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

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

Bob Appert, Streetcar Holdings, LLC 2/15/2017  
Signature of Applicant Date

Linda Carlson Powell 2/15/17  
Carlson Farm Signature of Owner Date  
David Washburn 2/15/17  
Masterman Farm

Applicant  
Streetcar Holdings, LLC  
4084 Oak Brooke Alcorn  
Eagan, MN 55122

Bob Appert, General Mgr  
[Redacted] 651-454-4297  
bappert@redstonebuilders.net

## Item #6: Description of Request

Applicants are requesting a major subdivision of two adjacent agricultural zoned parcels known as the Masterman Farm (aka MF; 120 nominal acres) and the Carlson Farm (aka CF; 200 nominal acres) into a total of 31 residential lots to be known as The Farms at Grant (aka FOG).

The number of lots was determined by the formula within the City of Grant's ordinances which allow 4 density units per 40 acres. The Masterman Farm, at 120 acres (three 40 acre parcels) would allow 12 density units, however, a minor subdivision in the 1960's used one density unit when a home site was created for a Masterman family member. As a result, 11 new lots, representing the remaining density units will be created through this subdivision. The Carlson Farm, at 200 acres (five 40 acres parcels) allows 20 density units, with none used for any previous subdivision.

The applicant believes that the proposed plat meets and complies with the Grant sub-division ordinance, as well as, the Grant Comprehensive Plan.

## Farms of Grant--Project Narrative

Applicant proposes to create a rural community of 29 upper end homes on 5-7 acre lots along a single serpentine road that winds through the southern portion of the combined 320 acre site. These 29 homes will be part of a homeowners association (HOA) that will include the usual covenants expected of this type of development, including design controls, lot coverage, cost of construction, etc.

The plat will also leave two large agricultural lots on the northern portion of the site. These two parcels will not be in the HOA and will have deed restrictions indicating that no further sub-dividing is possible under Grant's ordinances.

As proposed, both of the large agricultural lots represent the preservation of the best agricultural soils on the site. It is our expectation that these lots will remain in agricultural use as they have since Minnesota became a state.

It is anticipated that the 29 HOA lots will sell for approximate average of \$250,000 to \$300,000 each. It is anticipated that the build package for these lots will range from \$750,000 to \$1,200,000.

The plan is to build the community in three phases of approximately 10 homes each phase starting from the west entrance of the project on Lake Elmo Avenue moving toward the entrance/exit on the northeast corner of the site on County 12. We are planning for a 6 year or less project build out.

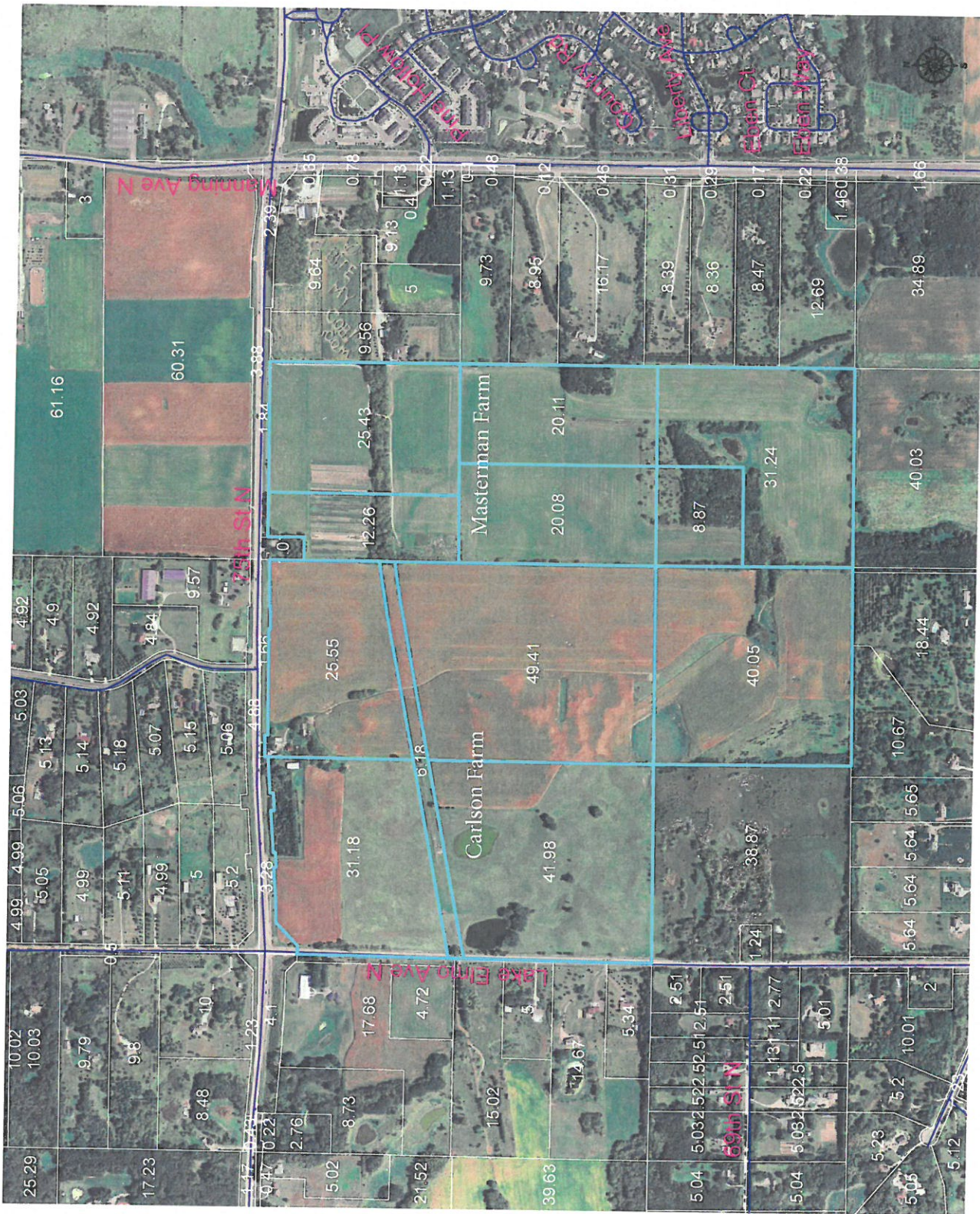
The project has been designed to minimize the total disturbed area and will highlight the beauty of the natural features (hills and dales, woods, wetlands and open site lines). HOA rules will limit the maximum mowed area on each site with the balance of the lots planted in a low maintenance, natural prairie type planting which will minimize the visible boundaries of the lots. This provides for a great sense of visual open space both within the community but also preserves most of the historic views of the property from County 12 and Lake Elmo Blvd.

In summary, the design for this sub-division has attempted to achieve these goals:

1. Conforms with Grant's ordinances and comprehensive plan;
2. Creates high value home sites away from the heavily trafficked County 12 and Lake Elmo Blvd;
3. Reserves much of the historic view shed from County 12 and Lake Elmo Ave;
4. Minimizes new entrances onto Lake Elmo Ave and County 12 (benefits safety and traffic management);
5. Minimizes road length, with no cul de sacs, significantly reducing future maintenance costs;
6. Preserves the site's best farmland for future farming (a benefit to future farmers and the local food system).



# Farms of Grant - Parcels & Acreages (Existing)





Attachment B:  
 LOT Tabulation – Farms of Grant, Prepared 03/08/2017  
 Plan Set Date 1/20/2017

Block	Lot	Size (Acres)	Frontage (Feet)	Width (Feet, measured at front setback)	Depth (Feet, measured from ROW)	Buildable Area (Acres)	Impervious Est. (%)
1	1	75.38	2363'	2565'	1050'	NA	NA
1	2	7.31	379'	380'	950'	1.88	3.5
1	3	6.79	407'	355' (could be more)	845'	3.51	4.5
1	4	6.89	405'	375'	635'	1.81	2.8
1	5	6.52	316'	350'	635'	4.92	3.6
1	6	5.93	300'	330'	635'	4.39	4.5
1	7	5.52	300'	310'	638'	4.06	4.6
1	8	7.31	300'	315'	621'	5.31	4.7
1	9	5.11	300'	310'	570'	3.67	5.6
1	10	5.26	287'	320'	605'	3.58	5.8
1	11	6.38	597'	370'	800'	2.49	4.4
1	12	5.19	283'	300'	715'	3.41	6.4
1	13	5.17	328'	325'	688'	3.64	7.9
1	14	5.34	750'	740'	310'	1.25	3.7
1	15	7.28	300'	325'	784' (could be more)	5.67	3.9
1	16	6.03	300'	310'	784'	4.52	5.5
1	17	53.08	2140'	2105'	889'	45.58	0.6
Block 1 Total	17	220.49					
2	1	5.01	499'	520'	360'	2.5	4.9
2	2	5.22	300'	325'	403'	2.0	4.6
2	3	5.01	777'	650'	544'	1.21	2.9
2	4	5.00	374'	370'	544'	2.09	4.8
2	5	5.00	817'	710'	457'	1.09	5.1
2	6	5.02	312'	350'	430'	2.43	4.7
2	7	5.28	300'	320'	435' (could be more, like 500')	1.47	5.6
2	8	5.30	300'	340'	420' (575 avg)	3.52	5.8
2	9	5.31	513'	525'	410'	3.56	4.7

Attachment B:

LOT Tabulation – Farms of Grant, Prepared 03/08/2017

Plan Set Date 1/20/2017

2	10	5.32	506'	505'	410'	3.26	5.9
2	11	5.02	341'	370'	493'	3.0	6.0
2	12	6.15	300'	350'	320'	3.09	5.7
2	13	5.04	599'	640'	320'	3.01	4.7
2	14	6.63	1191'	920'	395*	4.08	4.2
Block 2 Total	14	74.31	-	-	-		
<b>Sub Total</b>	<b>31</b>	<b>294.8</b>					
<b>OTHER</b>							
ROW	County	8.39					
ROW	City (New Road)	13.01					
Outlot	A	0.20					
Outlot	B	0.78					
Sub Total		22.38					
<b>SUMMARY</b>							
TOTAL		317.18					
Gross Density		1 Unit/10.23 Acres					

\*Discuss lot depth given the site configuration.





## Memorandum

**To:** Jennifer Haskamp, City Planner

**From:** Brad Reifsteck, PE, City Engineer  
WSB & Associates, Inc.

**Date:** March 7, 2017

**Re:** Farms of Grant Preliminary Development Plan - Engineering Review

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### Submittal:

Engineering review comments were generated from the following submittals:

- The Farms of Grant Plan Sheets, dated January 20, 2017 (23 pages):
  - Preliminary Plat
  - Livability Plan
  - Grading Plans
  - Erosion Control Plans
  - Details
- Brown's Creek Watershed District (BCWD) Permit Application, dated February 16, 2017
- Storm Water Management Report, dated January 20, 2017

### Comments:

1. The Applicant should add arrows indicating general existing storm water sheet flow direction with site entry and exit points, if applicable, in the existing condition plan on sheet 2/23.
2. The Application should provide the complete Geotechnical Evaluation Report including pavement design recommendations, if available. In the absence of a report, the developer should include a minimum of 12-inches of select granular borrow and type V geotextile fabric beneath the Class 5 aggregate base shown in the pavement section details.
3. All street and driveway culverts shown in the typical street section details or grading plans shall be a minimum of 18-inches in diameter with a minimum of 12-inches of cover.
4. All pavement cross slopes shown in the typical section details should be 3%.
5. All longitudinal street grades should not be less than 0.5% and not greater than 7.0%.
6. The Applicant shall meet all Washington County roadway access requirements at the street intersections with the county's road, including culverts if necessary.
7. Retaining walls should be eliminated within City right-of way or easements.
8. The applicant should show the elevation and locations of all emergency overflow routes for all storm water facilities in the drainage plans, if applicable.
9. The existing drainage patterns shall be maintained on the property with no additional drainage directed to the public Right-of-Way or wetlands without regulatory agency approval.
10. Final engineer signed plans must be submitted prior to acceptance and approval.
11. The Applicant shall submit an approved BCWD permit prior to construction.

March 7, 2017

Page 2

12. The Applicant shall submit an approved NPDES permit to the City prior to construction.
13. The Applicant shall submit an approved Grading permit from the City of Grant prior to construction.
14. The Applicant shall submit an approved Right-of-Way permit from Washington County for work adjacent to CSAH No. 12 (75<sup>th</sup> Avenue No.) and CSAH No. 17 (Lake Elmo Ave N.) prior to construction.

Should you have any questions or comments regarding the items listed above, please contact me at 763-512-5243.



## STAFF REPORT

**To:** Planning Commission Members  
Kim Points, City Clerk

**Date:** March 8, 2017

**From:** Jennifer Haskamp  
Consulting City Planner

**RE:** Application for Major Subdivision –  
Farms of Grant (Preliminary Plat)

### Summary of Request & Background

The Applicant, Bob Appert on behalf of Streetcar Holdings is requesting approval of a Preliminary Plat to subdivide the properties located at 11253 and 11601 75<sup>th</sup> Street North. The properties have historically been known as the “Carlson Farm” and the “Masterman Farm” and both farms contain several PIDs of varying acreages (see Attachment A). Collectively the Carlson Farm and Masterman Farm contain approximately 318 acres, and the Applicant is proposing to subdivide the properties into 29 rural residential lots and 2 large-lot agricultural properties.

Staff met with the Applicant, Bob Appert, and the Owner of the Masterman Farm, David Washburn, in a pre-application meeting a couple of months ago to discuss the potential subdivision. There were several objectives expressed by both the Applicant and Owner with respect to the desired subdivision including the following: 1) Allow for a range of rural residential lot sizes all to be accessed off of one continuous roadway, if possible; 2) leave two large tracts of property that would be able to support a principal residence as well as support agricultural uses; 3) follow the City’s comprehensive plan and zoning ordinance with respect to the subdivision so as to avoid any needed variances; 4) allow for the subdivision to be phased so that the project can respond to market conditions; and 5) to create a ‘neighborhood’ of rural residential homes that would be controlled and maintained through a homeowners association (“HOA”). Based on the stated objectives, staff informed the Applicant and Owner that a Major Subdivision application and Preliminary Plat application would need to be submitted for review, and that a Development Agreement would be drafted to address several of the other stated objectives provided that such objectives were consistent with the City’s zoning and subdivision ordinances, comprehensive plan and recommendations and conditions of the Planning Commission and City Council.

Since the pre-application meeting the Applicant and Owner have worked diligently on preparing a Plan set that would comply with the City’s standards and have submitted this application for Major Subdivision and Farms of Grant Preliminary Plat (hereafter called “Project”) for your review and consideration.

### Public Hearing & Notice



A duly noticed public hearing was published for March 16, 2017 at the Planning Commission’s regular meeting, and letters were mailed to property owners within 1,250-feet of the subject Project, as required in Section 30-58 of the Subdivision ordinance, informing them of the application request and public hearing.

**Project Summary**

Applicant: Streetcar Holdings, LLC	Site Size: 69.68 Acres (Total)
Owners: Robert Carlson Estate (Linda Powell, trustee) David Washburn (Masterman Farm)	Request: Major Subdivision – Preliminary Plat To create 31 lots
Zoning & Land Use: A-1 Proposed Plat Name: Farms of Grant	PIDs Carlson: 2503021310002 (6.18 Ac.) 2503021320001 (73.16 Ac.) 2503021340001 (74.96 Ac.) 3603021210001 (40.05 Ac.)
Address: 11253 75 <sup>th</sup> Street N. (Carlson) 11601 75 <sup>th</sup> Street N. (Masterman)	PIDs Masterman: 2503021420003 (12.26 Ac.) 2503021430002 (20.08 Ac.) 2503021420002 (25.43 Ac.) 2503021430001 (20.11 Ac.) 3603021120002 (8.87 Ac.) 3603021120001 (31.24 Ac.)

The proposed Project will create 31 new lots on approximately 318 acres located just south of 75<sup>th</sup> Street North (CR-12) and west of Manning Avenue (CR-15). The existing properties currently make up two farms that have historically been known as the Carlson Farm and the Masterman Farm (See Attachment A: Project Parcels). The following key aspects of the proposed project and provided as a summary of the Application:

- The Proposed project will create 31 new lots; 29 of the created lots will range in size between 5.00 Acres and 7.31 Acres, and 2 of the lots will contain 53 and 75 acres respectively. There is an existing homestead on proposed Lot 1, Block 1 which contains approximately 53 acres, and there is an exclusion parcel/homestead located on the north boundary of the Project approximately 1,400’ west of the eastern property line.
- The 29 “rural residential” lots will be a part of a homeowners’ association (HOA) and will be subject to a set of restrictive covenants that are yet to be developed. The Applicant and Owner have indicated that the HOA documents and Covenants will be developed after the Preliminary Plat, if approved, and prior to Final Plat approval.



- The two (2) large lots (approximately 53 and 75 acres) will be allowed to continue agricultural uses if desired by the existing, and/or future owners. There is an existing principal structure and accessory buildings on Block 1, Lot 1, while Block 1, Lot 17 does not contain a structure and would be developed as part of the Project, but would not become a part of the HOA. The right to continue agricultural uses will be protected within the Covenants, and will also be declared within the Development Agreement and recorded against the subject properties.
- The Applicant is proposing to phase the Project, and anticipates platting approximately 10 lots in each phase, starting first with the lots from the west with access from Lake Elmo Avenue and then progressing eastward.
- While the Project is proposed to be phased, the Applicant would construct the entire extents of the roadway with the first phase.
- All 31 lots would be served with individual wells and individual septic systems. The Preliminary Plat has identified primary and secondary drainfields associated with each lot, excluding Lot 1, Block 1 that has an existing principal structure and thus an existing well and septic system that would continue to serve the property.
- The existing properties are bordered by Lake Elmo Avenue North (CR 17) on the western property line, and 75<sup>th</sup> Street North (CSAH 12) on the northern property line. Both roadways are County Roads and the proposed roadway as summarized in the subsequent bullet will require coordination and discussion with Washington County since they will be the permitting authority for access onto their roadways.
- The proposed Project includes one long curvilinear roadway that would provide access to all lots in Block 1 excluding Lot 1, and all lots in Block 2. The new roadway connects on the southwest corner of the property from Lake Elmo Avenue North and then traverses the southern half of the properties before heading north and connecting to 75<sup>th</sup> Street North (CSAH 12) on the northern boundary of the site.
- Lot 1, Block 1 will continue to utilize their existing driveway which connects to CSAH 12 directly north of their principal and accessory buildings.
- The rural residential lot sizes are fairly large and could accommodate a variety of housing styles and plans. As such the Applicant anticipates all homes in the subdivision will be custom built, and that lots will be custom graded once house plans are developed.

## Review Criteria



The proposed Project is classified as a Major Subdivision per the City of Grant's subdivision ordinance which is Chapter 30 of the City Code. The specific regulations related to the Preliminary Plat process are contained within Article II Platting Division 2 Preliminary Plat. Also relevant with respect to design standards is Article III Minimum Design Standards.

As referenced within the Preliminary Plat requirements all created and/or new lots must comply with the current regulations which apply to the zoning district in which the Property is located. The following sections are most applicable to this request and are considered, at a minimum, in the following sections:

32-1 Definitions

32-246 Minimum area, maximum height and other dimensional requirements.

### **Existing Site Conditions**

#### **Carlson Farm (PIDs 2503021310002, 2503021320001, 2503021340001, 3603021210001)**

The Carlson Farm contains approximately 194 acres, and is bordered by Lake Elmo Avenue on the western property boundary and 75<sup>th</sup> Street North on the northern property line. There is an existing farmstead that is located approximately 2,650' to the east of the Lake Elmo Avenue and 75<sup>th</sup> Street North intersection. The farmstead includes an existing principal structure as well as nine (9) accessory buildings. The property has rolling topography and includes several 'valleys' and 'knolls'. Per the wetland delineation completed in 2016, there are 10 delineated wetlands on the subject property that are all primarily clustered near the southwest corner of the subject property. The farm is sparsely vegetated, with some groves/stands of trees along property boundaries, and adjacent to 75<sup>th</sup> Street North which provides screening to the existing farmstead.

As shown on the Existing Conditions plan (Sheet 2 of 23 of the Applicant's Plan Set) there is a 75-foot gas pipeline easement that bisects the property north-to-south from 75<sup>th</sup> Street North to the rear property line. The existing conditions also identifies a snow mobile trail bisecting the property, however it does not include a document number so it does not appear to be a recorded easement, so it likely some type of 'gentleman's' agreement, rather than a formally dedicated easement.

#### **Masterman Farm (PIDs 2503021420003, 2503021430002, 2503021420002, 2503021430001, 3603021120002, 3603021120001)**

The Masterman Farm contains approximately 118 acres, and is bordered by 75<sup>th</sup> Street North on the northern property line. There are no existing structures on the property, and it has been utilized for agricultural activities over the recent past. There is an exception parcel located on the northwestern corner of the farm, which is not included in this analysis and review except as it relates to the density analysis which can be found in subsequent sections of this report. The property has slightly more vegetation than on the Carlson Farm, though the property is also sparsely vegetated. Per the wetland delineation completed in 2016 there are



six (6) wetland located on the property that are all clustered on the southern quarter of the property. The site has rolling topography, similar to the Carlson property, with valleys and knolls particularly on the southern half of the site.

### **Comprehensive Plan Review**

The 2030 Comprehensive Plan land use designation of the subject properties are designated as A-1 which is described as, “The primary land use designations within the City of Grant are rural (single-family) residential and agricultural uses. This classification is based on one unit per ten acres of land and strives to develop the remaining area of Grant in a manner appropriate for a rural lifestyle and the protection of existing agricultural land uses.”

The proposed development is comprised of 29 rural-residential sized lots, with two large agricultural/residential tracks. Each lot is proposed to have an individual well and septic to serve each lot and do not require municipal services. The two large lots would be preserved for agricultural and residential uses, and would be protected from further subdivision through necessary covenants and deed restrictions. The proposed development plan is consistent with the stated goals for the rural residential areas.

### **Zoning/Site Review**

The subject properties are zoned A-1, and Section 32-243 defines the intent and primary use of such properties as, “...preserve land to be utilized for agricultural and commercial food production on lots smaller than those required in AP districts. A-1 districts provide areas of rural lot density housing with lots large enough for significant agricultural activity to occur.”

The proposed Project requests subdivision of approximately 318 acres into 31 lots, and is subject to Chapter 30 Subdivisions and specifically reviewed for compliance with Sections contained within Article II Platting and Article III Minimum Design Standards. Chapter 30 requires all subdivisions with newly created lots to comply with the underlying zoning district, and as such each lot was reviewed for compliance with Section 32-246 Dimensional Standards, and other applicable sections of Chapter 32.

### **Subdivision Standards (Items not addressed in Dimensional Review)**

The subdivision ordinance requires all newly created lots to conform to the dimensional standards as identified within Chapter 32 of the zoning code. Subsequent sections of this report will provide a review of the dimensional standards and will make the appropriate cross reference to the subdivision code, where applicable. The following review relates specifically to the subdivision and/or preliminary plat requirements that are not addressed within the zoning review.

### Easements





Section 30-105 Easements requires newly created lots and roadways to provide easements for utilities and drainageways, as necessary. The applicable ordinance requirements are as follows:

- (a) Required for Utilities. Easements of at least 20 feet wide, centered on rear and other lot lines as required, shall be provided for utilities where necessary...
- (b) Required for drainage. Easements shall be provided along each side of the centerline of any watercourse or drainage channel, whether or not shown on the comprehensive plan, to a sufficient width to provide property maintenance and protection and to provide for stormwater runoff and installation and maintenance of storm sewers.
- (c) Dedication. Utility and drainage easements shall be dedicated for the required use.

As shown on sheets 4 through 8, drainage and utility easements are show on each lot line and around all features associated with the drainage plan of the property and all wetland areas. The City Engineer has reviewed the stormwater management plan, and his review can be found in Attachment C. *The Applicant will be required to dedicate the easements to the benefit of the City at time of final plat; however, staff would recommend including a condition that the maintenance, specifically of all drainage easements, will be provided for and the responsibility of the HOA and must be detailed in any Covenants and Development Agreement.*

#### Lot and Block Configuration

The proposed Project is divided into a standard Lot and Block configuration, where Block 1 contains 17 Lots and Block 2 contains 14 Lots. Section 30-106 deals specifically with Block design, and subsection (b) states, "In residential areas, other than water frontage, blocks shall not be less than 600 feet or more than 1,800 feet in length measured along the greatest dimension of the enclosed block area..." As designed both Blocks **do not meet** this requirement, and must be further divided and/or broken up to comply with the regulation. Once the Block configuration is further divided, the Lots will need to be renumbered to match with the appropriate Block. Since the Applicant has indicated that they would like to Phase the proposed Project, Staff would recommend that the Applicant consider reconfiguring the Blocks to match up with proposed phasing.

#### Lot Design & Requirements

Various subsections of 30-107 apply to the proposed subdivision including the following:

- (a) *Side Lots. Side lot lines shall be substantially at right angles to straight street lines or radial to curved street lines or radial to lake or stream shores unless topographic conditions necessitate a different arrangement.*

Staff has reviewed the design and layout of all lots contained within the subdivision, and the majority of the proposed lots comply with this standard. The only lot which varies slightly from this regulation is Block 1, Lot 15 which has a side lot line (south) which has an irregular jog. The reason for this 'jog' is likely due to the constraints on the Buildable Area of Lot 14, Block 1 directly south of the lot. Staff would like some discussion from the Planning Commission regarding this item, since it is a slight variance from the strict application of the code.



- (k) *Lot Remnants. All remnants of lots below minimum size left over after subdividing of a larger tract must be added to adjacent lots, or a plan acceptable to the city shown as to future use, rather than allowed to remain as unusable parcels.*

The proposed subdivision identifies two (2) Outlots: Outlot A and Outlot B, which are adjacent to the proposed roadway on the northeastern edge of the property. The two Outlots are clearly substandard and would not support any type of structure based on the dimensions. Adjoining the Outlots to the adjacent Lot would also create an awkward configuration, and staff would not recommend doing this because the future Owner of Lot 14, Block 2 likely would not maintain the area. As such, staff would simply recommend that the maintenance and management of these Outlots be clearly accounted for within the Development Agreement and the HOA's responsibilities.

- (l) *Access to major arterials. In the case where a proposed plat is adjacent to a major or minor arterial, there shall be no direct vehicular access from individual lots to such streets and roads...."*

The proposed subdivision includes the construction of a new local street/roadway that will connect from Lake Elmo Avenue on the west with 75st Street North on the northeast corner. *This new local roadway will provide direct access to all lots abutting the roadway, and no new structures/lots will access the County roads directly. As designed, the proposed subdivision meets this requirement.*

#### Street Design

The Project includes the development and construction of a new local roadway to serve all of the new homes in the neighborhood. The Applicant has stated that it is their intent to create a 'neighborhood' of rural residential homes, and that a rural section roadway will help achieve that vision. The following standards regarding Local Roadways/Streets is defined:

#### 30-130 Street design

- (a) Minimum width

Local Streets, ROW roadway width 66 feet, Width Including Shoulders 28 feet

- (l) The city roadway standard is a rural section 28 feet wide with 22 feet of bituminous pavement surface.

Sheet 11 of 23 identifies the Typical Street Section that the Applicant is proposing to construct for the new roadway. As shown, the roadway would include 22-feet of paved surface with 3-foot shoulders and typical ditch section. All driveways serving the new homes will connect directly to the local roadway, and will cross the ditch section to connect to the paved surface. *The pavement specification includes a 2" bituminous base course (first lift), with a 2" wear course (2<sup>nd</sup> lift). As proposed, the new local roadway dimensions meet the City's standard minimum design standards, and the City Engineer has provided some comments and recommendations regarding the road specifications.*

#### Dimensional Standards



The following site and zoning requirements in the A-1 district regulate the site and proposed project (no dimensional standard analysis was completed for the existing farmstead since no changes are proposed and the new lot configuration of this property remains large):

Dimension	Standard
Lot Size	5 acres
Lot Depth (ROW to rear lot line)	300'
Lot Width (measured at front yard setback)	300'
Frontage – public road	300'
Front Yard Setback	65'
Side Yard Setback	20'
Rear Yard Setback	50'
Height of Structure	35'
Fence	May be on property line, but not within any ROW
Driveway Setback	5'
Parking Lot setback	10' from ROW
Wetland Setback Structure (Buffer)	75' (50')
Maximum Floor Area	30%

Density/ Lot Size /  
Buildable Area

Density

The Farms of Grant subdivision will create 31 new lots on approximately 318 acres. Of the 31 lots, two will remain large-acreage tracts of property suitable for agricultural uses that will be memorialized into perpetuity through the appropriate covenants. The zoning ordinance permits 4 units per 40 acres in the A-1 zoning district and the Comprehensive Plan guides the subject properties for a maximum density of 1 Unit per 10 Acres. To determine the number of units available to the Project the original 40-acre tracts that comprise the property must be evaluated to identify any units that have been used previously which must be accounted for in the calculation. The Exception parcel to the Masterman Farm uses one of the units, and the existing farmstead/homestead on the Carlson Farm uses a second unit. While there are 31 'new' lots created through this application, the existing Carlson Farmstead/Homestead will be reconfigured, thus is deemed technically a 'new' lot, even though no changes to the existing farmstead are proposed (Existing Farmstead is Lot 1, Block 1 in the Plan Set).

As proposed the density calculation is as follows:

$$317 \text{ Acres} / 31 \text{ Units} = 10.2 \text{ Acre average lot size}$$

*As proposed, the proposed density in the Farms of Grant Project meets the City's Comprehensive Plan and zoning ordinance regulations.* However, it should be



noted that once the Exception parcel is considered, all of the available units under the current Comprehensive Plan and Zoning ordinance are used, and there are no remaining units available to the subject properties. *Staff would recommend including a condition that the Development Agreement and that the HOA covenants must clearly state that no further subdivision is permitted of the subject properties, and that this restriction must be recorded against all properties including those not subject to the HOA.*

#### Lot Size

Section 30-107 Lot Requirements, subsection (c) Minimum area and width, states, “No lot shall have less area or width than is required by zoning regulations applying to the area in which it is located, except as here provided. Irregular-shaped lots designed for the sole purpose of attempting to meet a subdivision design or zoning regulation shall be prohibited.”

As identified on the previous table, Lots in the A-1 zoning district have a minimum lot size of 5.0 Acres (Lot Width will be discussed in subsequent sections of this report). While the zoning code does not specifically define ‘rural residential lots’ the term is explanatory of what the Applicant has proposed for most of the lots. Of the 31 lots, 29 of them range in size between 5.0 acres and 7.32 acres and are all situated along the new curvilinear road that will serve the new lots. The lot sizes were calculated exclusive of the ROW, and of the 29 rural residential lots the average lot size is 5.73 acres. The two (2) remaining lots are 53 and 75 acres, respectively. If the two large lots are included within the calculation, the average lot size is increased to approximately 9.5 acres/lot. The lot sizes are all graphically represented on Sheets 4, 5, 6, 7 and 8 of the Plan Set, and staff has summarized this information in Attachment B: Lot Tabulation. *While the majority of the lots fall into the 5.0 to 7.0 acre range, as proposed, all of the lots meet the 5.0 acre minimum lot size as defined within the zoning ordinance.*

#### Buildable Area

All lots within the A-1 zoning district must have a minimum of 1.0 acres of “Buildable Area” to ensure that there is adequate area on a lot to support the principal structure and septic system. This requirement can be found in Section 32-246 subsection (b)(4) Subdivision of Lots which states, “...All new lots created must have at least one (1) acre of accessible buildable land. Buildable land is defined as land with a slope of less than twenty-five (25) percent, and outside of any required setbacks, above any floodway, drainage way, or drainage easement. Property situated within shorelands or floodplains are also subject to the



requirements set forth in those respective ordinances.” Also, while not explicitly stated, it should be noted that the wetlands are also removed from the Buildable Area calculation.

The Applicant has graphically demonstrated where and how much Buildable Area is on each created lot on Sheets 9, 10, and 11 of the attached Plan Set. In an effort to consolidate the information in one place staff has also included this information on Attachment 1: Lot Tabulation which summarizes the data found in the Plan Set. As demonstrated on the Plan Set and in the Lot Tabulation, all created lots will have a minimum of 1.0 acres of Buildable Area. *As stated within the requirements, while the lots must have a minimum of 1.0 acres of Buildable Area, the area must also be ‘accessible’ meaning, it must be a practical location to site a home and/or septic system and should not require wetland filling and other significant alterations to make it buildable. Block 1, Lot 14 and Block 2, Lot 3 and 5 are the most constrained with respect to Buildable Area. However, all three of these lots have buildable area adjacent to the new roadway, and will be accessible as required within the City’s definition.*

Frontage

Section 30-107 subsection (b) requires each lot to front on a public street, and Chapter 30 further states that all created lots must meet the standards of the underlying zoning. The Dimensional Requirements and corresponding frontage requirements are shown on the table found in Section 32-246 which requires a minimum of 300-feet of Frontage on “an Improved Public Road” for properties zoned A-1. Per Section 32-1, Frontage is defined as, “that boundary of a lot which abuts a public street or private road.” Sheets 4 through 8 of the Plan set, identify the ‘frontage’ of the lot adjacent to Right-of-Way line. Staff has also included this information on Attachment B Lot Tabulation for your convenience. *All lots meet the minimum frontage with the following exceptions: Lot 10, Block 1 and Lot 12, Block 1 are substandard in their proposed lot frontage. The configuration should be revised so that both lots meet the minimum frontage standard.*

Lot Width & Lot Depth

All created lots must also meet the standard for Lot Width and Lot Depth in the A-1 zoning district, which requires a minimum lot width of 300-feet and a minimum Lot Depth of 300-feet.

Section 32-1 defines Lot Width as, “the horizontal distance between the side lot lines of a lot measured at the setback line.” And Lot Depth as, “the mean horizontal distance between the front and rear lines of a lot.” Lot 14, Block 2 is irregular in shape and therefore depending on how it is measured may or may not



meet the Lot Depth standard. Staff would recommend discussing this lot configuration at the meeting.

Staff has synthesized this information into Attachment B Lot Tabulation for your convenience. *As designed, all lots in the proposed subdivision meet the City's standards for lot width and lot depth.*

Coverage (Floor Area) The Floor Area is defined in Section 32-1 as, "the gross area of the main floor of a residential building measured square feet and not an attached garage, breezeway of similar attachment. Since the lots will all likely be custom built, the Applicant has provided a 'conceptual' building pad that is approximately 4,800 SF, and also included a 2,400 SF 'conceptual' accessory building and then performed the coverage calculations which are depicted on Sheets 9 through 11. Staff has also included this information on Attachment B Lot Tabulation. *As proposed, all lots and their conceptual building pads meet the City's floor area requirements.*

Roadways & Access Section 30-58 (c )(1) requires the layout of proposed streets, showing right-of-way widths and proposed names of streets. The name of any street shall conform to the provisions of chapter 24, article III. The proposed roadway contains 66-feet of dedicated right-of-way with a 22-foot paved surface and 3-foot shoulders. As previously stated, the proposed roadway meets the city's minimum standards. The City Engineer has reviewed the Plan set and provided comments and recommended conditions to the proposed plat and are included as Attachment C. The preliminary plat does not show a proposed road name for the subdivision, and a proposed road name should be provided with the revised drawings.

Septic Section 30-58 (9) requires that "in areas where public sewer is not available, four soil borings shall be completed on each lot with results being submitted to the city building inspector..." Sheets 4 through 8 show the soil borings that were completed on each lot for purposes of determining where a primary and secondary drainfield could be located on each lot. As submitted, there are four (4) borings identified on each lot.

The Applicant also submitted a septic report that was prepared by a licensed septic installer/designer which corresponds to the completed borings, and has indicated that all lots can support a standard individual septic system. Washington County is the permitting authority for septic design and installation in the City of Grant, and no correspondence was provided regarding their consideration/review of the information. *Staff would request that some correspondence from Washington*





*County be provided verifying that the information contained in the report generally supports the adequacy of the primary and secondary drainfield areas on the lots.*

Driveways:

The proposed roadway will serve the new homes in the subdivision, and each home will be connected with a single driveway as shown on sheets 4 through 8 of the Plan set. As designed, one driveway will be constructed to provide access to the principal and accessory structures on each lot. *As designed, a single access/driveway complies with the City's driveway standards, however, it should be noted that each lot will be required to acquire a driveway permit prior to a building permit being issued for a new home (Section 32-184).*

Stormwater/Erosion Control

The City's Zoning and Subdivision Ordinance both require that the Applicant submit a stormwater management plan and erosion control plan. The Applicant is proposing to management stormwater on-site through a series of ponds and infiltration basins. The Applicant is required to meet the City's standards, but is also subject to the rules of the Browns Creek Watershed District (BCWD). At this time, the BCWD has requested additional information and calculations from the Applicant in order to complete their review. Their recommendations may change and/or alter some of the configuration of the basins and/or ponds, and if so, revised plans should be submitted to the City Engineer for additional review. The Stormwater Management Plan for the Project as currently designed was submitted and reviewed by the City Engineer. His comments and concerns are stated in Attachment C.

### **Engineering Standards**

The City Engineer has provided a memo reviewing the Applicant's submittal regarding Stormwater and Erosion Control, specifically addressing Sections 30-172 and 30-173 and also the Street Design Standards.

Sheets 13-22 provide a preliminary grading plan and erosion control plans that were reviewed by the City Engineer, and his comments are included in his attachment memo. As background for the Planning Commission, it is standard for a conceptual/preliminary grading plan to be prepared for projects of this type, particularly given that the lots will be constructed with custom houses. So for purposes of stormwater calculations, erosion control, and other engineering items it is important to have a 'conceptual' plan of how the improvements can be accommodated on the lots while ensuring that those improvements would meet stormwater and erosion control standards.

Staff would recommend including a condition in the Preliminary Plat approval that the Applicant/Owner must meet all conditions as stated within the City Engineer's memo dated March 7, 2017.



### **Other Agency Review**

The proposed Project is located within the Browns Creek Watershed District and is subject to their rules and regulations. The Applicant has submitted an application to the BCWD and continues to work with them through their permitting/review process. Based on current correspondence between the BCWD and the Applicant it appears that there may be some additional changes to the infiltration basin and ponding design. Any changes should also be submitted to the City Engineer for review and consideration.

The proposed roadway connects to CR-17 and CSAH 12, which are both under the jurisdiction of Washington County. At the time of this staff report the County had not responded to the Project. Staff is working to get feedback and comment from Washington County staff regarding the proposed road access locations, and will bring any feedback and or information to the meeting on March 16<sup>th</sup> if possible.

### **Proposed changes/Updates to Plan Set**

While the Plan set is very complete, there are some minor issues that staff would recommend resolving prior to passing the application on to the City Council. Preliminarily staff would request the following updates and/or information. Depending on the comments at the public hearing and Planning Commission discussion, additional items may be requested of the Applicant and can be added to this list.

- Update Existing Conditions figure to show all PIDs as recorded at Washington County. Include the PIDs on the figure.
  - Identify the location of the existing access of the existing principal structure and its accessory building on the Carlson Farm.
- Update the Preliminary Plat with revised Lot and Block configuration per the subdivision code requirements
- Update the Plan set to include a proposed roadway name
- Revise the configuration of Lots 14 and 15, Block 1 for compliance with the lot design standards.
- Revise the configure of Lots 10 and 12, Block 1 to meet the City's requirements for Lot Frontage.
- Provide any additional information, or plan changes regarding the stormwater system as required by BCWD for review and consideration of the City Engineer.
- Receive comment from Washington County regarding the proposed roadway, specifically the proposed access locations.

**Action requested:**



Staff is not seeking any formal action from the Planning Commission, but instead is looking for comment and feedback so that any necessary revisions to the Preliminary Plat can be completed for the April meeting at which time a formal recommendation can be made.

*Attachments*

Exhibit A: Application, Applicant's Narrative, and Parcel Boundaries

Exhibit B: Lot Tabulation

Exhibit C: City Engineer's Memo, March 7, 2017

Exhibit D: Plan Set