

CITY OF HAM LAKE

15544 Central Avenue NE
Ham Lake, Minnesota 55304
(763) 434-9555
Fax (763) 434-9599

CITY OF HAM LAKE PLANNING COMMISSION AGENDA MONDAY, JANUARY 9, 2023

CALL TO ORDER: 6:00 p.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: November 14, 2022

PUBLIC HEARINGS:

6:01 p.m. Jeffrey Stalberger, Crosstown Development LLC, requesting Preliminary Plat and Final Plat Approval for the development of Crosstown Rolling Acres Fourth Addition (3 out lots) in Section 6.

6:01 p.m. Consideration of Amendments to Article 9 of the Ham Lake City Code

NEW BUSINESS:

1. Richard and Diane Sylvester requesting approval for an amended Sketch Plan for Toby's Trails (3 single family residential lots) located in Section 15

COMMISSION BUSINESS:

1. City Council Update

CITY OF HAM LAKE
PLANNING COMMISSION MINUTES
MONDAY, NOVEMBER 14, 2022

The Ham Lake Planning Commission met for its regular meeting on Monday, November 14, 2022 in the Council Chambers at Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT: Vice Chair Erin Dixon and Commissioners Kyle Lejonvarn, Jeff Entsminger and Scott Heaton

MEMBERS ABSENT: Chair Brian Pogalz and Commissioners Dave Ringler and Jonathan Fisher

OTHERS PRESENT: City Attorney Mark Berglund, City Engineer, Dave Krugler and Building and Zoning Clerk, Jennifer Bohr

CALL TO ORDER: Vice Chair Dixon called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE:

The pledge of allegiance was recited by all in attendance.

APPROVAL OF MINUTES:

Motion by Lejonvarn, seconded by Entsminger, to approve the minutes of the October 10, 2022 Planning Commission meeting as written. All present in favor, motion carried.

PUBLIC HEARING: None

NEW BUSINESS:

Stone Construction Inc. requesting Commercial Site Plan approval to construct Bobby's Car Wash, a 4,121 square foot automated car wash and a 158 square foot pet wash at 13741 Johnson Street NE (PID# 32-32-23-24-0021).

Mr. Paul Stone, Mr. Mitchell Stone and Mr. Bobby Awaijane were present. Mr. Paul Stone stated they are proposing to construct a tunnel car wash and a pet wash station. Mr. Paul Stone stated an area to construct another building is shown on the plans; what will be built in that area in the future is still to be determined. Mr. Paul Stone stated the car wash will be constructed of colored masonry block; the building will include office and retail space in addition to the car wash. Mr. Paul Stone stated vacuums will also be available. Vice Chair Dixon asked Engineer Krugler to comment. Engineer Krugler stated there are three septic areas identified on the plans. Engineer Krugler stated Building Official, Mark Jones, has reviewed the septic system design for the main system as well as the other systems and has provided feedback to the applicant on the type of

system that must be installed to meet Minnesota Rules 7080. Engineer Krugler stated the pet wash septic system is not governed by Minnesota Rules 7080; the pet wash waste will need to be monitored and a Wastewater Treatment permit will be required. Engineer Krugler stated the plans contain some trees for landscaping; the project will need to meet landscaping requirements found in Article 11-1800; the Planning Commission will need to determine if what is proposed is acceptable. Engineer Krugler stated there are some utilities outside of easements on the east side of the lot; proof of relocating these utilities to being contained within the dedicated easements and right-of-way is required before the Building Department will consider the issuance of a Certificate of Occupancy. Engineer Krugler stated the Coon Creek Watershed District (CCWD) has issued a permit for the project; a Construction Stormwater Permit from the Minnesota Pollution Control Agency (MPCA) is required before grading operations can commence. Mr. Paul Stone stated they are still working with the MPCA on the design of the drain field for the car wash area; the septic designer has been communicating with Building Official, Mark Jones, regarding it. Commissioner Entsminger completed the inspection, a copy which is on file. Commissioner Entsminger stated he and Mr. Paul Stone discussed some of the challenges they need to address related to the well and the septic system due to the volume of water needed for a car wash. Commissioner Entsminger stated a car wash is a good fit for the lot. **Motion by Entsminger, seconded by Heaton, to recommend approval of the commercial site plan presented by Stone Construction, Inc. to construct Bobby's Car Wash, a 4,121 square foot automated car wash and a 158 square foot pet wash at 13741 Johnson Street NE (PID# 32-32-23-24-0021) subject to Building Official approval of the septic designs, meeting all of Coon Creek Watershed District permit conditions and stipulations, obtaining a MPCA Construction Stormwater Permit before grading operations can commence, complying with landscaping requirements found in Article 11-1800, the Building Official receiving verification that the easterly utilities have been relocated to within easements and/or right-of-way prior to consideration of the issuance of a Certificate of Occupancy and meeting all City, State and County requirements. All present in favor, motion carried. This item will be placed on the November 21, 2022 City Council Agenda.**

COMMISSION BUSINESS:

City Council Update

Chair Entsminger informed the Commissioners that the City Council concurred with the recommendation to approve the preliminary and final sketch plans for Schwartz Estates and the recommendation to approve the commercial site plan for Larson Systems, Inc. at their October 17, 2022 meeting. Commissioner Lejonvarn will attend the November 21, 2022 City Council meeting.

ADJOURNMENT:

Motion by Heaton, seconded by Entsminger, to adjourn the Planning Commission meeting at 6:08 p.m. All present in favor, motion carried.

Jennifer Bohr
Building and Zoning Clerk

**CITY OF HAM LAKE
PLANNING COMMISSION REQUEST APPLICATION
INSPECTION REPORT**

MTG DATE: 1/9/2023

INSPECTION ISSUED TO: Scott Heaton

APPLICANT/CONTACT: Jeff Stalberger

TELEPHONE NUMBER: 612-799-1471 or stally68@msn.com

BUSINESS/PLAT NAME: Crosstown Development LLC

ADDRESS/LOCATION OF INSPECTION: Outlot A Crosstown Rolling Acres 3rd (see documents in packet for location)

APPLICATION FOR: Preliminary Plat Approval

RECOMMENDATION: _____

DATE: _____

PLANNING COMMISSIONER SIGNATURE: _____



CITY OF HAM LAKE

PLANNING REQUEST

15544 Central Avenue NE

Ham Lake, MN 55304

Phone (763) 434-9555 Fax (763) 235-1697

Date of Application 11-14-2022

Date of Receipt 11-14-22
Receipt # 94743

Meeting Appearance Dates:

Planning Commission 01-09-23 City Council _____

Please check request(s):

- | | |
|--|---|
| <input type="checkbox"/> Metes & Bounds Conveyance | <input type="checkbox"/> Commercial Building Permit |
| <input type="checkbox"/> Sketch Plan | <input type="checkbox"/> Certificate of Occupancy |
| <u>gs</u> <input checked="" type="checkbox"/> Preliminary Plat Approval* | <input type="checkbox"/> Home Occupation Permit |
| <u>gs</u> <input checked="" type="checkbox"/> Final Plat Approval | <input type="checkbox"/> Conditional Use Permit (New)* |
| <input type="checkbox"/> Rezoning* | <input type="checkbox"/> Conditional Use Permit (Renewal) |
| <input type="checkbox"/> Multiple Dog License* | <input type="checkbox"/> Other _____ |

***NOTE: Advisory Signage is required for land use alterations and future road connections. This application also requires a Public Hearing. Such fees shall be deducted from deposit.**

Development/Business Name: Crosstown Development LLC

Address/Location of property: CROSSTOWN Rolling Acres ~~THIRTY~~ IV

Legal Description of property: Outlot A Crosstown Rolling Acres 3rd Add

PIN # 06-32-23-34-0029 Current Zoning R-1 Proposed Zoning —

Notes: Outlots to be combined with parcels 430, 444 + 450 173rd A

Applicant's Name: JERRY A. SWALBER

Business Name: Crosstown Development LLC

Address 17404 WARD LK. Dr. NW

City Ham Lake State MN Zip Code 55304

Phone 612-799-1471 Cell Phone _____ Fax _____

Email address jswalber68@msn.com

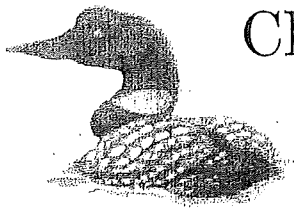
You are advised that the 60-day review period required by Minnesota Statutes Chapter 15.99 does not begin to run until all of the required items have been received by the City of Ham Lake.

SIGNATURE _____ DATE 11-14-2022

- FOR STAFF USE ONLY -

ACTION BY: Planning Commission _____
City Council _____

PROPERTY TAXES CURRENT YES NO



CITY OF HAM LAKE

15544 Central Avenue NE
Ham Lake, Minnesota 55304
(763) 434-9555
Fax: (763) 434-9599

NOTICE OF PUBLIC HEARING
CITY OF HAM LAKE
COUNTY OF ANOKA
STATE OF MINNESOTA

TAKE NOTICE, that pursuant to the requirements of Minnesota Law, a public hearing shall be held before the Ham Lake Planning Commission on Monday, January 9, 2023 at 6:01 p.m. at the City Hall located at 15544 Central Avenue NE for the purpose of considering the application of Jeff Stalberger, Crosstown Development, LLC, requesting preliminary plat approval for the development of Crosstown Rolling Acres 4th Addition (3 out lots) located in Section 6, a parcel of certain land situated in the City of Ham Lake, Anoka County, Minnesota and which is described as follows to wit:

PID# 06-32-23-34-0029

OUTLOT A CROSSTOWN ROLLING ACRES 3RD ADD.

At such hearing both written and oral comments will be heard.

DATED: December 30, 2022

Jennifer Bohr
Building and Zoning Clerk
City of Ham Lake

Memorandum

Date: January 4, 2023
To: Planning Commissioners
From: Tom Collins, City Engineer *TPC*
Subject: Crosstown Rolling Acres Fourth Addition

Introduction:

The Final Plat for Crosstown Rolling Acres Fourth Addition subdivides the 0.47-acre Outlot A of the attached final plat of Crosstown Rolling Acres Third Addition (<https://gis.anokacountymn.gov/propertysearch/?find=06-32-23-34-0029>) into three lots. The three lots will all be outlots, with the condition of the outlots being combined with the abutting parcels to the south. Outlots A, B and C will be combined with 430 Crosstown Boulevard, 444 173rd Avenue and 450 173rd Avenue respectively. Per the Sketch Plan, the lot areas for Outlots A, B and C are 580 square feet (0.01 acres), 15,000 square feet (0.34 acres) and 4,901 square feet (0.11 acres) respectively. The current zoning of the outlot and the 3 residential properties is Single Family Residential (R-1) per the attached 600-scale zoning map. The R-1 zoning will remain. A 400-scale half-section maps and a 200-scale aerial photo are also attached.

Discussion:

The proposed subdivision falls under the Minor Plat portion of City Code Section 10-101. The attached Crosstown Rolling Acres Third Addition preliminary plat included the subdivision of Outlot A, so sketch plan approval is not needed for the Fourth Addition. The applicant did prepare the attached Sketch Plan. Outlot A was created with the plat of Crosstown Rolling Acres Third Addition due to the realignment of 173rd Avenue so that it aligns perpendicular with Crosstown Boulevard. The 430 Crosstown Boulevard driveway has already been constructed to connect to Crosstown Boulevard and the 444 and 450 173rd Avenue driveways have already been extended thru proposed Outlot B and Outlot C to connect to the realigned 173rd Avenue.

Because the outlots are being combined with adjacent parcels, the outlots do not have to meet the livability standards of 10-300 of City Code. Per correspondence with Public Works Superintendent John Witkowski, the dedication of park land is not recommended. Because the minor plat is utilizing the existing infrastructure, and no construction is required, a Development Agreement will not be required. The developer will need to pay a \$200 drainage fund contribution along with a \$2,500 parkland dedication fee for each of the three outlots.

A Division/Combination Request Form (attached) will need to be submitted and approved by the Anoka County Property Records & Taxation Division for combining Outlots A, B and C with 430 Crosstown Boulevard, 444 173rd Avenue and 450 173rd Avenue respectively.

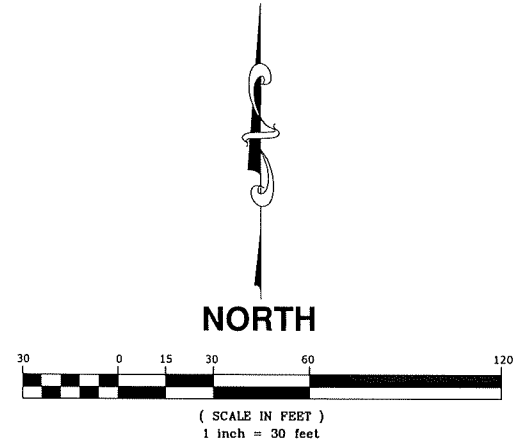
Per the Sketch Plan, easements were dedicated with the Third Addition. The 173rd Avenue roadway easement within the Fourth Addition is proposed to be vacated, with the retention of a drainage and utility easement. The public hearing for the vacation will be scheduled at the January 17th City Council meeting for the February 2nd Council meeting public hearing.

The November 16th Anoka County Transportation Division review is attached. Coon Creek Watershed District (CCWD) approval is not needed for the Minor Subdivision. There are no FEMA Zone A limits within the plat boundary.

Recommendations:

It is recommended that the Final Plat be recommended for approval, contingent on Anoka County Property Records & Taxation Division approval of the Division/Combination Request Form for the three combinations.

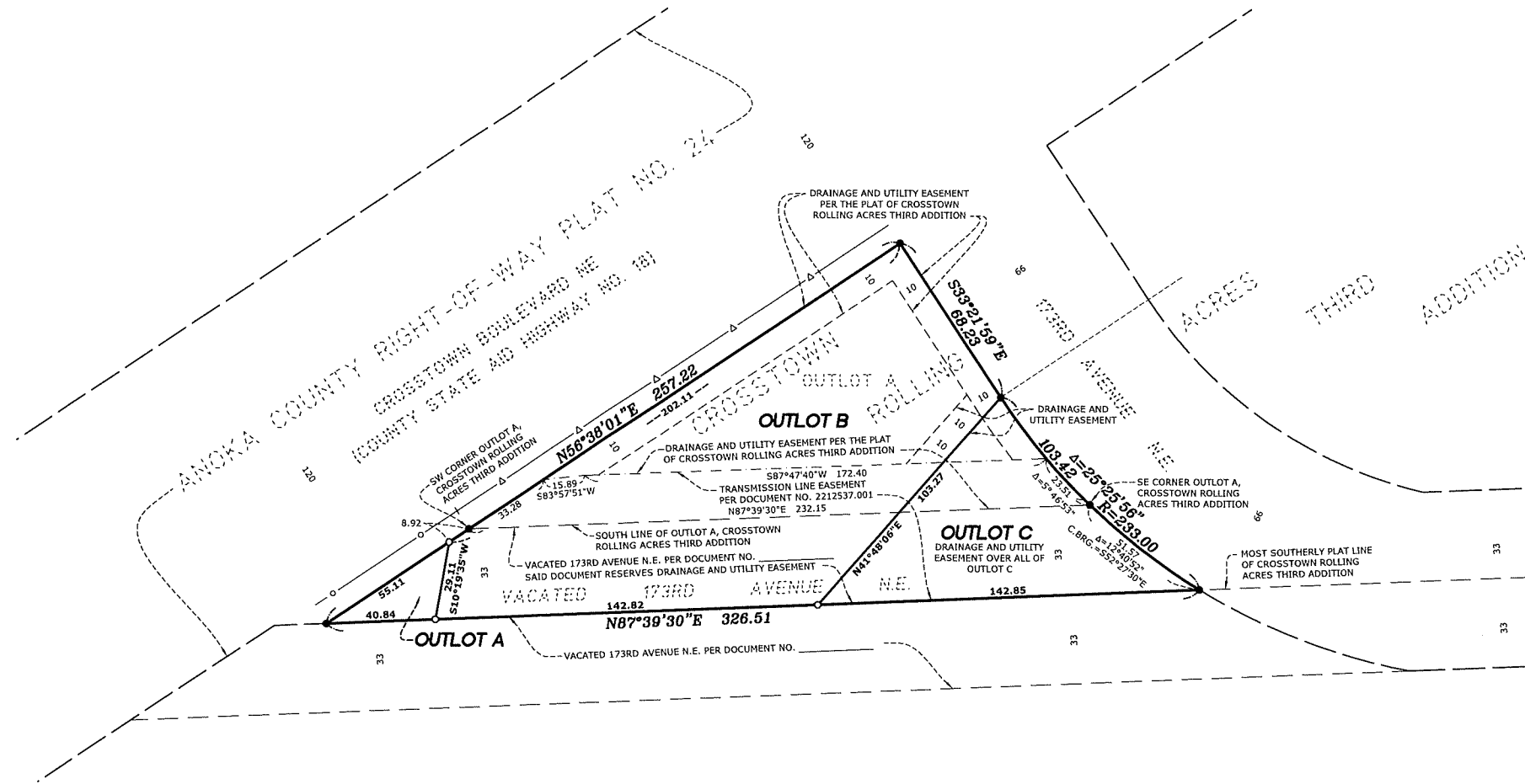
CROSTOWN ROLLING ACRES FOURTH ADDITION



LEGEND

- DENOTES 1/2 INCH IRON PIPE MONUMENT FOUND, MARKED RLS NO. 41578, UNLESS OTHERWISE SHOWN
- DENOTES 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578
- DENOTES RIGHT OF ACCESS DEDICATED TO ANOKA COUNTY
- △— DENOTES RIGHT OF ACCESS DEDICATED TO ANOKA COUNTY PER THE RECORDED PLAT OF CROSTOWN ROLLING ACRES THIRD ADDITION

FOR THE PURPOSES OF THIS PLAT, THE SOUTH LINE OF OUTLOT A, CROSTOWN ROLLING ACRES THIRD ADDITION IS ASSUMED TO HAVE A BEARING OF NORTH 87 DEGREES 39 MINUTES 30 SECOND EAST.



KNOW ALL PERSONS BY THESE PRESENTS: That Crosstown Development, LLC, a Minnesota limited liability company, owner of the following described property:

Outlot A, CROSTOWN ROLLING ACRES THIRD ADDITION, Anoka County, Minnesota.

AND

Vacated 173rd Avenue N.E.. Said vacation more particularly described as follow:

That part of 173rd Avenue N.E. as platted and dedicated on the plat of CROSTOWN ROLLING ACRES THIRD ADDITION, Anoka County, Minnesota, which lies southwesterly of a line described as follows:

Commencing at the southwest corner of Outlot A, CROSTOWN ROLLING ACRES THIRD ADDITION; thence on an assumed bearing of North 87 degrees 39 minutes 30 seconds East, along the south line of said Outlot A, a distance of 232.15 feet to the southeast corner of said Outlot A and the point of beginning of the line to be described; thence southeasterly a distance of 51.57 feet along a non-tangential curve concave to the northeast, having a radius of 233.00 feet and central angle of 12 degrees 40 minutes 52 seconds and whose chord bears South 52 degrees 27 minutes 30 seconds East to the most southerly plat line of said CROSTOWN ROLLING ACRES THIRD ADDITION and said line there terminating.

Has caused the same to be surveyed and platted as CROSTOWN ROLLING ACRES FOURTH ADDITION and does hereby dedicate to the public for public use the drainage and utility easements as shown on this plat. Also dedicating to the County of Anoka the right of access onto County State Aid Highway No. 18 as shown on this plat.

In witness whereof said Crosstown Development, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this ___ day of ___, 20__.

CROSTOWN DEVELOPMENT, LLC

Jeffrey A. Stalberger, Administrator

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me this ___ day of ___, 20__ by Jeffrey A. Stalberger, Administrator of Crosstown Development, LLC, a Minnesota limited liability company.

(Signature)

(Print Name)

Notary Public, _____ County, Minnesota
My Commission Expires _____

I Jason E. Rud do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this ___ day of ___, 20__.

Jason E. Rud, Licensed Land Surveyor
Minnesota License No. 41578

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this ___ day of ___, 20__ by Jason E. Rud.

(Signature)

(Print Name)

Notary Public, _____ County, Minnesota
My Commission Expires _____

CITY COUNCIL, CITY OF HAM LAKE, MINNESOTA

This plat of CROSTOWN ROLLING ACRES FOURTH ADDITION was approved and accepted by the City Council of the City of Ham Lake, Minnesota at a regular meeting thereof held this ___ day of ___, 20__, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Ham Lake, Minnesota

By _____ Mayor By _____ Clerk

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this ___ day of ___, 20__.

David M. Ziegmeier
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20__ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this ___ day of ___, 20__.

Property Tax Administrator

By _____, Deputy

COUNTY RECORDER/REGISTRAR OF TITLES
COUNTY OF ANOKA, STATE OF MINNESOTA

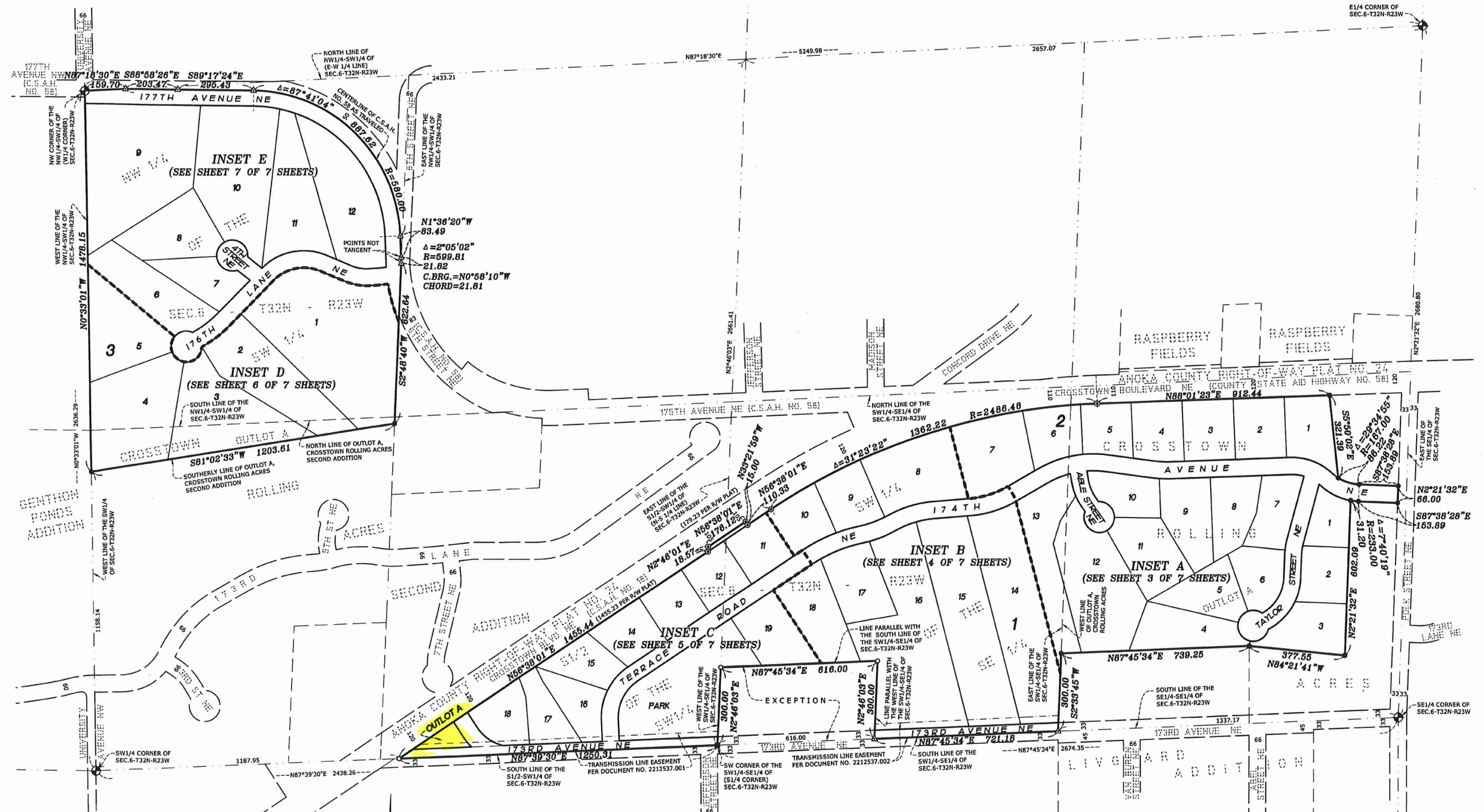
I hereby certify that this plat of CROSTOWN ROLLING ACRES FOURTH ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this ___ day of ___, 20__, at ___ o'clock ___, M., and was duly recorded as Document Number _____.

County Recorder/Registrar of Titles

By _____, Deputy



CROSTOWN ROLLING ACRES THIRD ADDITION



GENTHON
PONDS
ADDITION

RASPBERRY
FIELDS

ANOKA COUNTY RIGHT-OF-WAY PLAT NO. 24
BOULEVARD NE (COUNTY STATE AID HIGHWAY NO. 56)

CROSTOWN

AVENUE

ROLLING
ACRES

OUTLOT A

INSET A
(SEE SHEET 3 OF 7 SHEETS)

INSET B
(SEE SHEET 4 OF 7 SHEETS)

INSET C
(SEE SHEET 5 OF 7 SHEETS)

INSET D
(SEE SHEET 6 OF 7 SHEETS)

INSET E
(SEE SHEET 7 OF 7 SHEETS)

173RD AVENUE NE

LIVINGARD
ADDITION

173RD AVENUE NE

173RD AVENUE NE

173RD AVENUE NE

173RD AVENUE NE

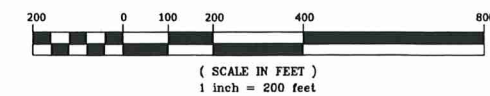
173RD AVENUE NE

173RD AVENUE NE

173RD AVENUE NE

LEGEND

- ◆ DENOTES FOUND ANOKA COUNTY CAST IRON MONUMENT
- ⊙ DENOTES FOUND ANOKA COUNTY RIGHT OF WAY MONUMENT
- DENOTES FOUND STONE MONUMENT
- DENOTES 1/2 INCH IRON PIPE MONUMENT FOUND, MARKED RLS NO. 41578, UNLESS OTHERWISE SHOWN
- DENOTES 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578
- ▲ DENOTES SET PKNAIL



FOR THE PURPOSES OF THIS PLAT, THE WEST LINE OF THE SOUTHWEST QUARTER OF SECTION 6, TOWNSHIP 32 NORTH, RANGE 23 WEST IS ASSUMED TO HAVE A BEARING OF NORTH 00 DEGREES 33 MINUTES 01 SECOND WEST.

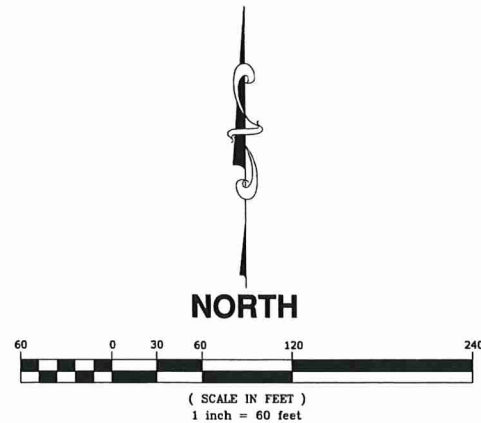
E. G. RUD & SONS, INC.
EST. 1977 Professional Land Surveyors

NORTH

INSET C

CROSTOWN ROLLING ACRES THIRD ADDITION

CITY OF HAM LAKE
COUNTY OF ANOKA
SEC. 6, T32N, R23W

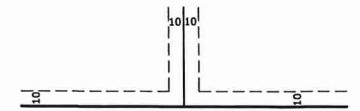


LEGEND

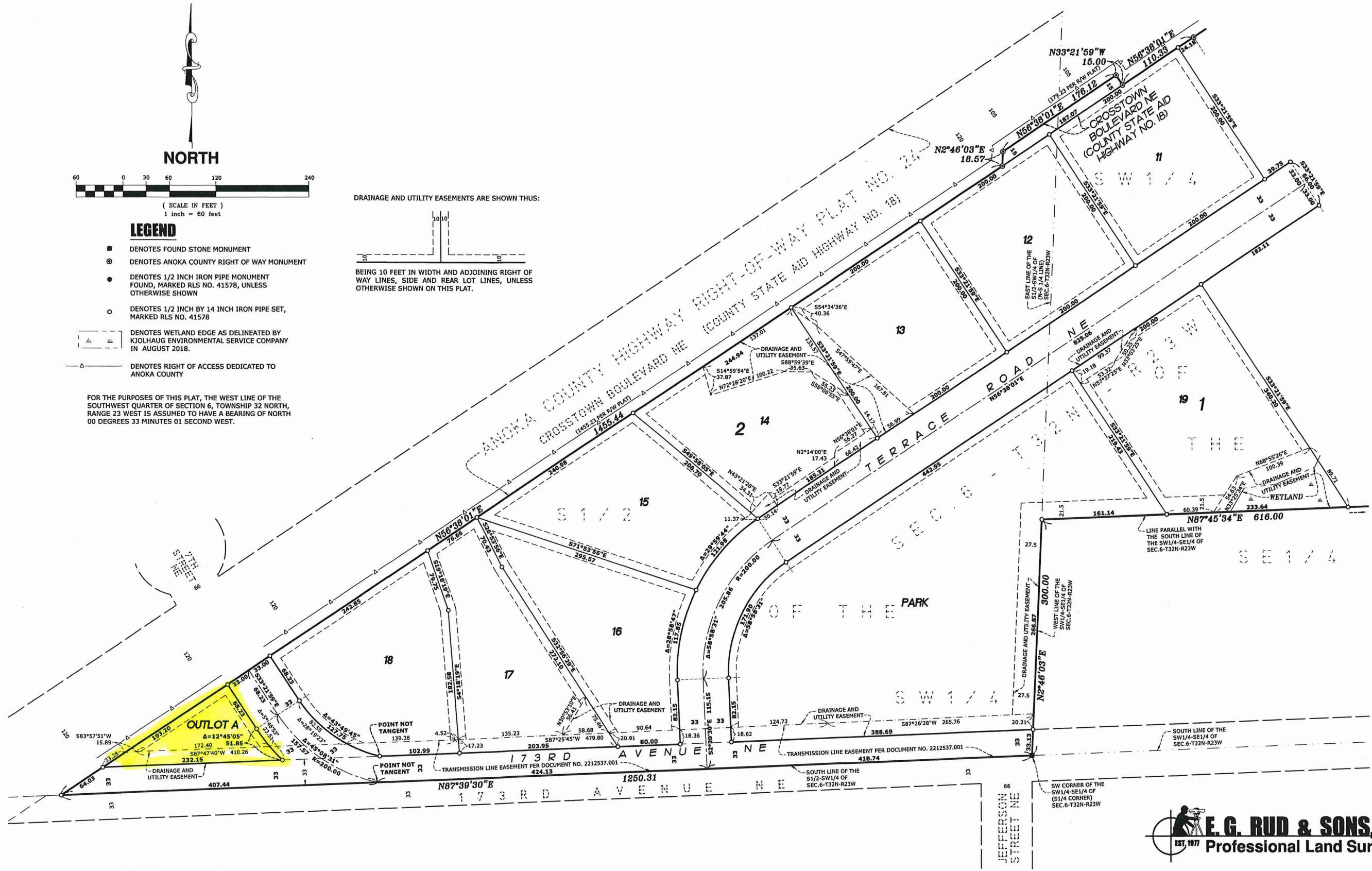
- DENOTES FOUND STONE MONUMENT
- ⊙ DENOTES ANOKA COUNTY RIGHT OF WAY MONUMENT
- DENOTES 1/2 INCH IRON PIPE MONUMENT FOUND, MARKED RLS NO. 41578, UNLESS OTHERWISE SHOWN
- DENOTES 1/2 INCH BY 1/4 INCH IRON PIPE SET, MARKED RLS NO. 41578
- ▭ DENOTES WETLAND EDGE AS DELINEATED BY KJOLHAUG ENVIRONMENTAL SERVICE COMPANY IN AUGUST 2018.
- △— DENOTES RIGHT OF ACCESS DEDICATED TO ANOKA COUNTY

FOR THE PURPOSES OF THIS PLAT, THE WEST LINE OF THE SOUTHWEST QUARTER OF SECTION 6, TOWNSHIP 32 NORTH, RANGE 23 WEST IS ASSUMED TO HAVE A BEARING OF NORTH 00 DEGREES 33 MINUTES 01 SECOND WEST.

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THIS:



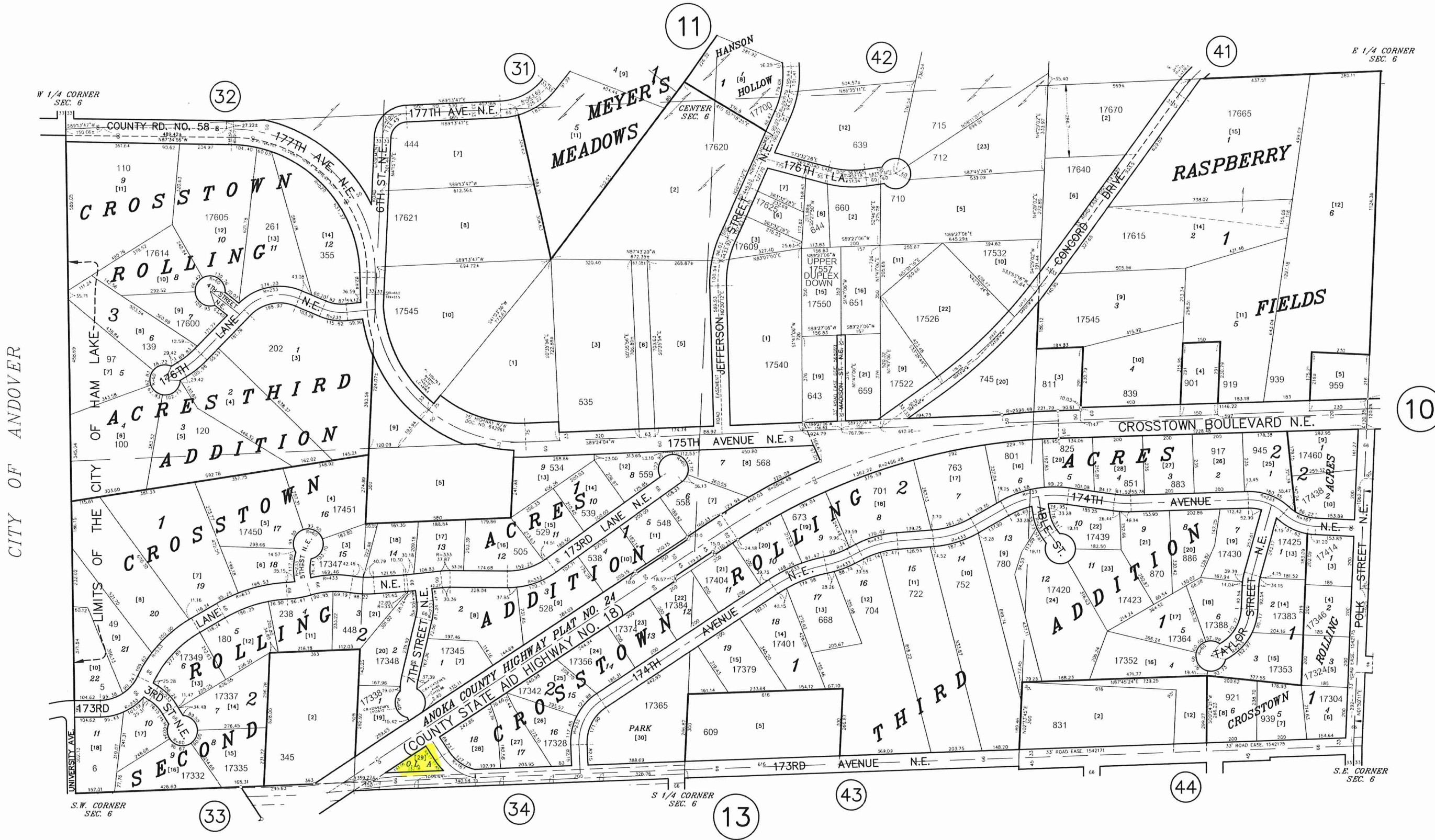
BEING 10 FEET IN WIDTH AND ADJOINING RIGHT OF WAY LINES, SIDE AND REAR LOT LINES, UNLESS OTHERWISE SHOWN ON THIS PLAT.



E. G. RUD & SONS, INC.
EST. 1977 Professional Land Surveyors

S 1/2 SECTION 6, T. 32, R. 23

CITY OF HAM LAKE



CITY OF ANDOVER

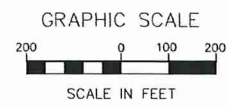
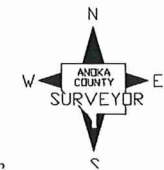
W 1/4 CORNER SEC. 6

E 1/4 CORNER SEC. 6

S.W. CORNER SEC. 6

S 1/4 CORNER SEC. 6

S.E. CORNER SEC. 6



ANOKA COUNTY
SURVEYOR'S OFFICE
ROOM 224
2100 3RD AVENUE
ANOKA, MN 55303
(763) 324-3200

QUARTER QUARTER INDEX

22	21	12	11	} NORTH HALF OF SECTION
23	24	13	14	
32	31	42	41	} SOUTH HALF OF SECTION
33	34	43	44	

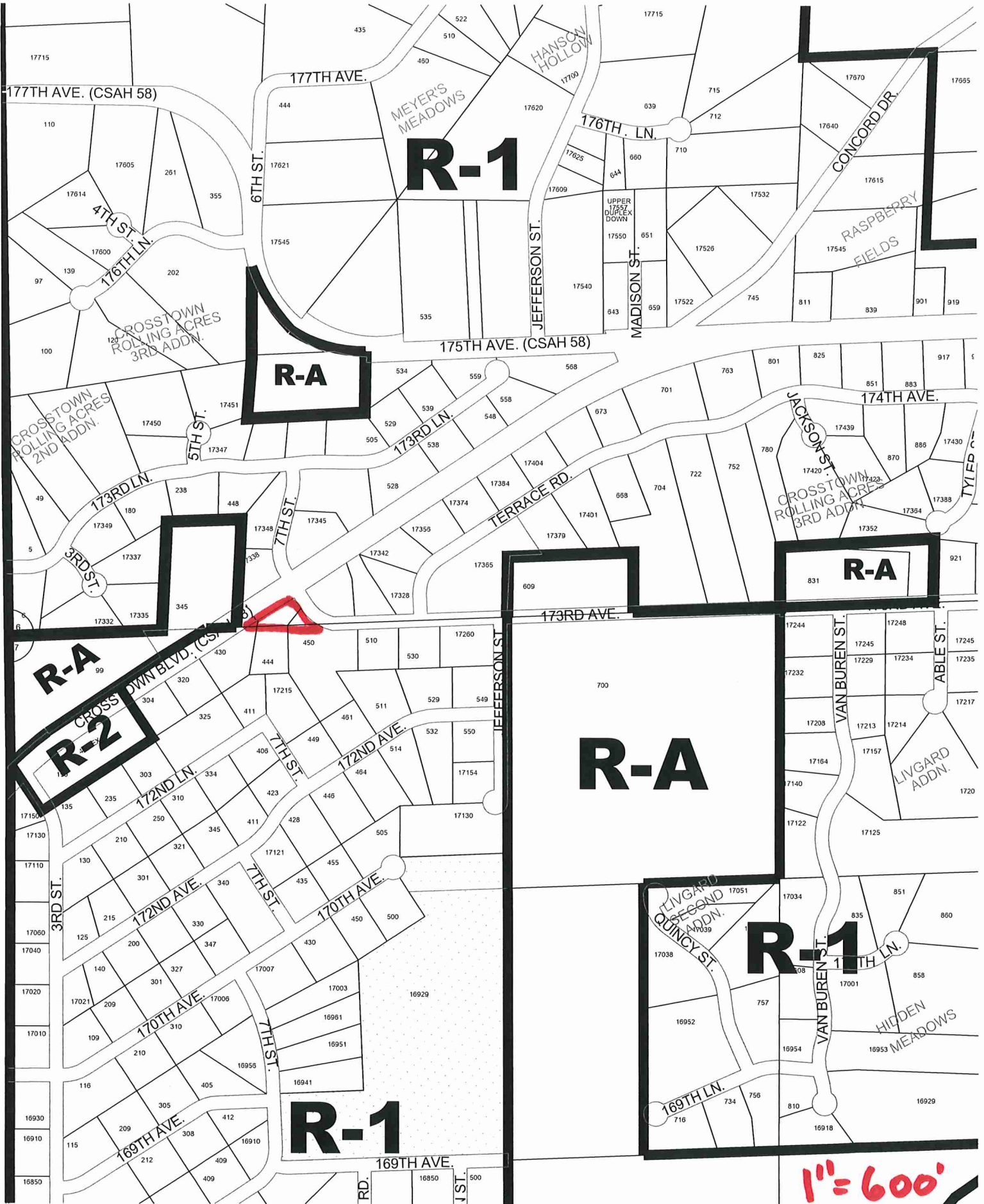
PROPERTY IDENTIFICATION NUMBER

Section	Township	Range	Quarter	Specific
Number	Number	Number	Quarter	Parcel
XX	XX	XX	XX	XXXX

SPECIFIC PARCEL NUMBERS ARE IN BRACKETS: [1]
EXAMPLE OF PIN NUMBER: 06-32-23-34-0004

1"=400'

THIS IS A COMPILATION OF RECORDS AS THEY APPEAR IN THE ANOKA COUNTY OFFICES AFFECTING THE AREA SHOWN. THIS DRAWING IS TO BE USED ONLY FOR REFERENCE PURPOSES AND THE COUNTY IS NOT RESPONSIBLE FOR ANY INACCURACIES HEREIN CONTAINED.



R-1

R-A

R-A

R-A

R-2

R-A

R-1

R-1

1" = 600'

original subdivision, and the overall density per acre which existed at the time of original platting may not be exceeded for the area encompassed by the original plat.¹

Notwithstanding the foregoing, lot splits of any type which are intended merely to adjust existing lot lines, and for combination with adjoining parcels, and which do not create any new buildable parcels or lots of record, may be approved by the City Council. All parcels involved must continue to meet all applicable frontage, setback, lot size, and other requirements and shall not create any new nonconformity. For lot line adjustments, the City Council may impose reasonable conditions of approval upon the lot line adjustment request, including, without limitation, the dedication of drainage, utility, and road easements as needed and compliance with the Subsurface Sewage Treatment Systems (SSTS) requirements outlined in Article 11-450 of this code.

¹ For the legislative history (Findings of Fact) which preceded this Code section, see the text of original Ordinance Number 2002-27 (effective 1/5/03).

10-102 Estate Related Divisions

A. Qualifying Property

Persons acquiring real estate parcels via inheritance ("Inherited Property") may be allowed to divide inherited lands as outlined in this section without traditional platting. In order to qualify for the provisions related to Inherited Property, the property must meet all of the following conditions:

- 1) The property size before the event that triggered the inheritance must have been at least five acres;
- 2) The Inherited Property must be divided into parcels that are approximately equal in value for each heir inheriting or otherwise obtaining title;
- 3) No subdivided parcel may be less than 2.5 acres in size;
- 4) Each subdivided parcel must have at least 200 feet of frontage on a public road, meet current livability standards for SSTS installation, and be capable of meeting all setback requirements for residential lots;
- 5) Prior to the event that triggered the inheritance, the Inherited Property was owned by a single individual or an entity set up specifically to serve as an estate-planning tool. Business corporations do not qualify as such entities.

PRELIMINARY PLAT

~of~ CROSTOWN ROLLING ACRES THIRD ADDITION
 ~for~ CROSTOWN DEVELOPMENT, LLC
 17404 WARD LAKE DRIVE NW
 ANDOVER, MN 55304
 (612) 799-1471

DEVELOPMENT DATA

TOTAL SITE AREA = 102.64± ACRES
 49 PROPOSED SINGLE FAMILY LOTS
 PARK DEDICATION = 4.04± ACRES
 OUTLOT AREA = 0.47± ACRES
 AVERAGE LOT SIZE = 2.09± ACRES
 MINIMUM STREET FRONTAGE = 200 FEET
 MINIMUM LOT SIZE = 1.00 ACRES (INCLUDING HALF OF STREET ROW)
 PROPOSED ZONING = R-1
 BUILDING SETBACKS FRONT = 30 FEET
 SIDE = 10 FEET
 REAR = 50 FEET
 COUNTY ROAD = 50 FEET

EXISTING ZONING

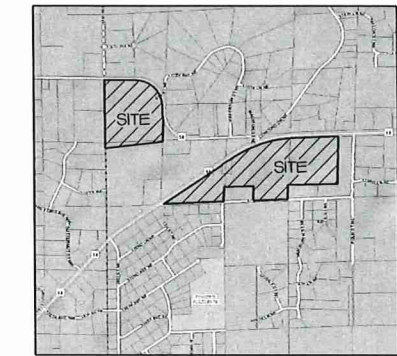
R-A - (Rural Single Family Residential)

NOTES

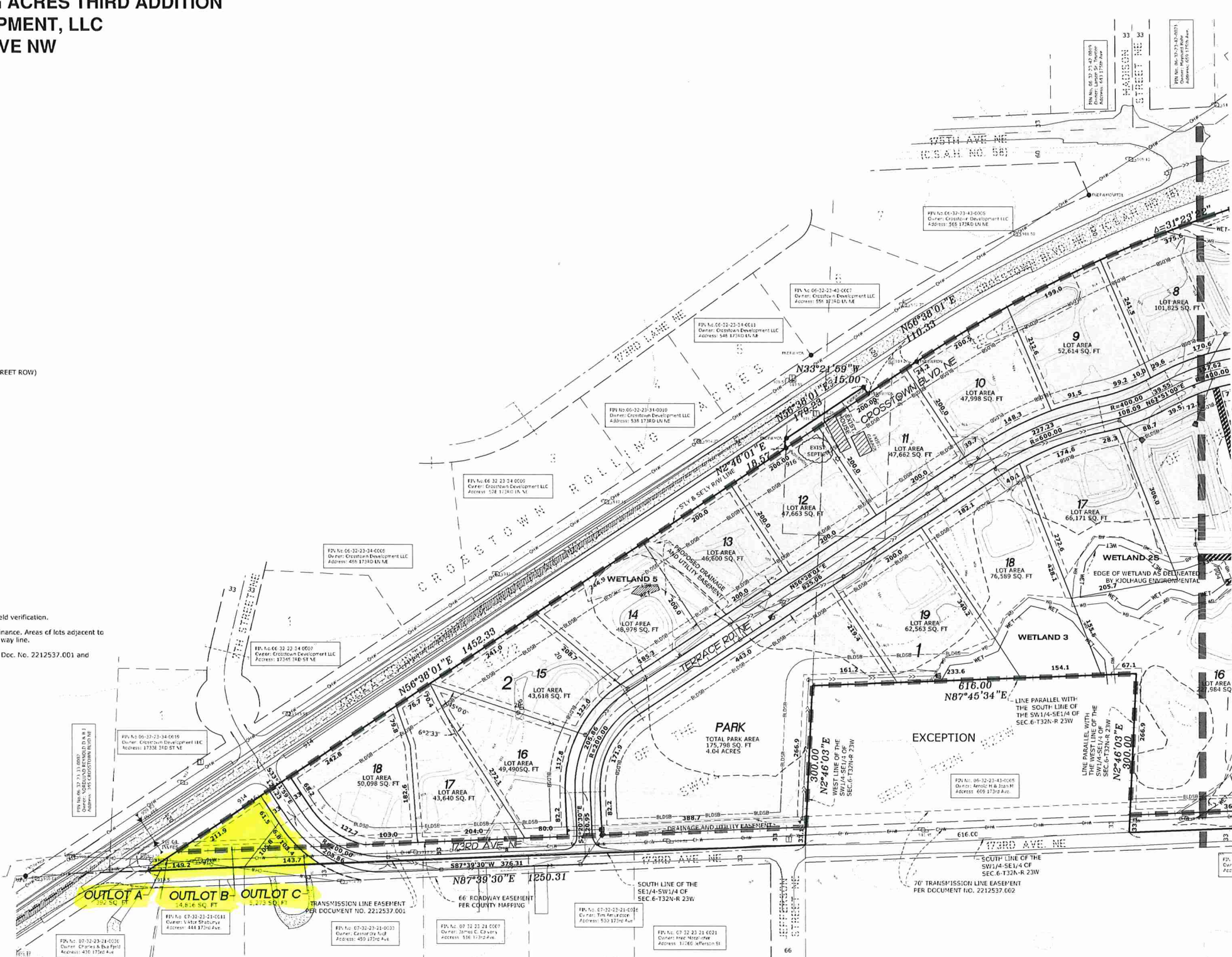
- Bearings shown are on Anoka County datum.
- Contours shown are per MnGeo LIDAR distribution and field verification.
- Total lot areas are calculated to street centerline per ordinance. Areas of lots adjacent to Crosstown Boulevard N.E. were calculated to the right of way line.
- Parcel is subject to Electrical Transmission Easement per Doc. No. 2212537.001 and 2212537.002.
- Parcel ID #s: 66-32-23-32-0002
 66-32-23-34-0001
 66-32-23-34-0002
 66-32-23-43-0002
 66-32-23-43-0006
 66-32-23-44-0011

VICINITY MAP

PART OF SEC. 06, TWP. 32, RING. 23



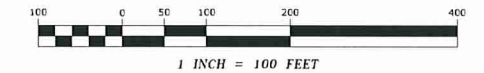
ANOKA COUNTY, MINNESOTA
 (NO SCALE)



MATCHLINE: SEE SHEET 3

NORTH

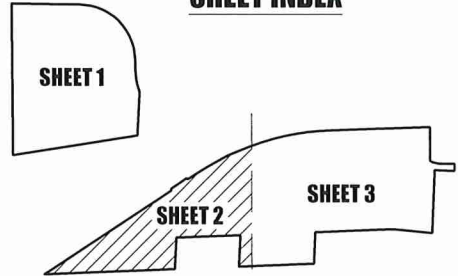
GRAPHIC SCALE



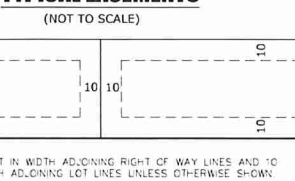
LEGEND

- WET DENOTES EDGE OF WETLAND AS DELINEATED BY KJOLHAUG ENVIRONMENTAL SERVICES, INC. (UNLESS OTHERWISE NOTED)
- DENOTES AREA 1' ABOVE MOTTLES
- DENOTES PHASE LINE
- DENOTES EXISTING 2 FOOT CONTOUR
- DENOTES PROPOSED 2 FOOT CONTOURS
- DENOTES EASEMENT LINE
- DENOTES BUILDING SETBACK LINE
- DENOTES WETLAND/VEGETATIVE BUFFER
- DENOTES APPROXIMATE FEMA FLOOD ZONE A LINE

SHEET INDEX



TYPICAL EASEMENTS



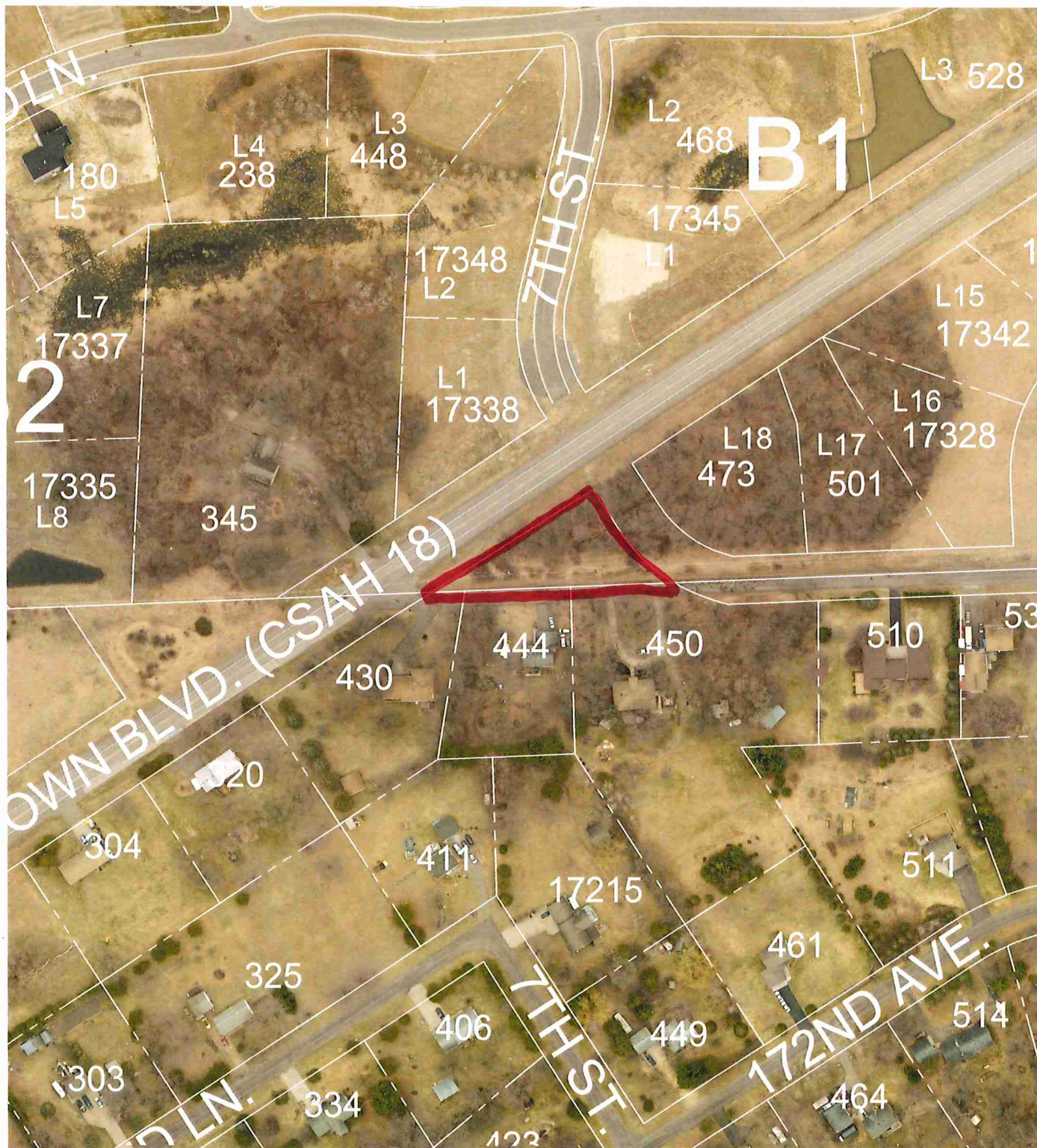
BEING 10 FEET IN WIDTH ADJOINING RIGHT OF WAY LINES AND 10 FEET IN WIDTH ADJOINING LOT LINES UNLESS OTHERWISE SHOWN

E. G. RUD & SONS, INC.
 EST. 1977 Professional Land Surveyors
 6776 Lake Drive NE, Suite 110
 Lino Lakes, MN 55014
 Tel. (651) 361-8200 Fax (651) 361-8701
 www.egrud.com

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

Jason E. Rud
 Date: 03/26/2021 License No. 41578

NO.	DATE	DESCRIPTION	BY
1	11/02/20	CITY / WATERSHED COMMENTS	MND
2	01/13/21	CITY / WATERSHED COMMENTS	MND
3	02/26/21	CITY / WATERSHED COMMENTS	MND
4	03/26/21	CITY / WATERSHED COMMENTS	MND



1" = 200'


CITY OF HAM LAKE
ARTICLE 10 - SUBDIVISION REGULATIONS

The following regulations apply to the subdivision of lands, whether by the platting process or by individual lot splits. No lands shall be subdivided unless in conformance with this code, *provided*, that upon compliance with Article 10-600 of this Code, the City Council may grant reasonable variances to the strict application of this code.

The regulations are intended to cover the sequencing of events, general procedures and general rules. The City Council shall, by resolution, adopt specific procedures, submittal requirements and policies from time to time as deemed necessary. Actions by the City Council which constitute a denial of an application or request shall be in the form of written findings of fact stating the reasons for denial.

For the purpose of computing the 120 day review time as contemplated by Minnesota Statutes Chapter 462.358, Subd. 3b, the Sketch Plan phase shall not be deemed to be a part of the plat application process, and the 120-day review period shall not begin to run until the applicant shall have submitted all items necessary for the City to be able to make a decision on Preliminary Plat approval, including all other agency reviews and comments.

10-100 Subdivision by means other than traditional platting

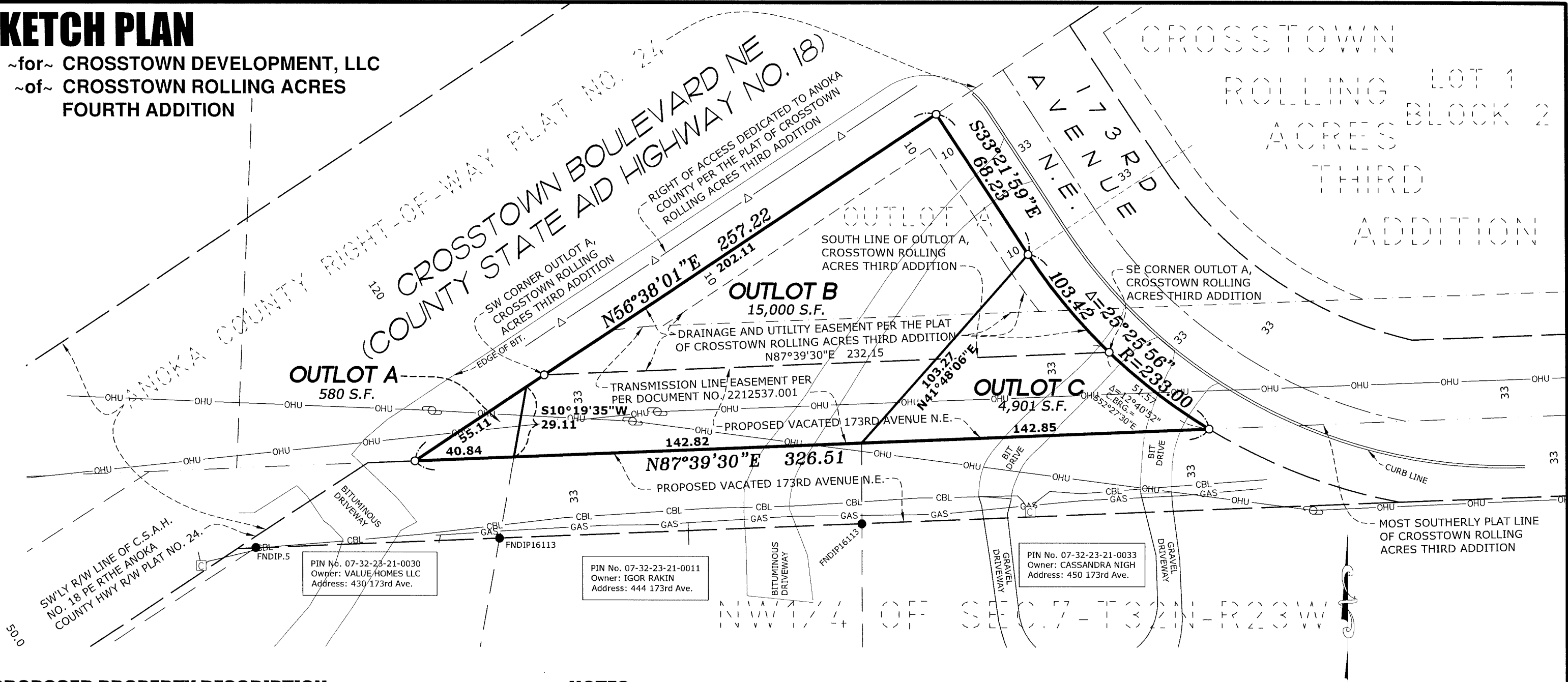
 **10-101 Minor Plats**

Where the proposed subdivision of land results in three lots or fewer, the City Council may expedite the plat approval process outlined in this Code and reduce the number of stages of the traditional platting process. Minor plats shall be reviewed by the Planning Commission and approved by the City Council, which may attach conditions to such lot splits, including, without limitation, the acquisition of drainage, utility and road easements as needed, parkland dedication, and drainage fund contributions. Land parcels which were created by platting may not be further subdivided, except as follows:

- a) The parcel was originally platted as an outlot, and there is documentation that the purpose of the creation of the outlot was to permit subsequent replatting; or
- b) All new lots meet the frontage, setback and lot size standards that were in effect for the lots contained in the original plat of the subdivision. If the original subdivision was a PUD or other subdivision category that did not have specific lot sizes, frontages or setback requirements at the time of original platting, then all new lots must be configured and dimensioned in a manner that is not materially different from the lots contained in the

SKETCH PLAN

~for~ CROSSTOWN DEVELOPMENT, LLC
 ~of~ CROSSTOWN ROLLING ACRES
 FOURTH ADDITION



PROPOSED PROPERTY DESCRIPTION

Outlot A, CROSSTOWN ROLLING ACRES THIRD ADDITION, Anoka County, Minnesota.

AND

That part of 173rd Avenue N.E. as platted and dedicated on the plat of CROSSTOWN ROLLING ACRES THIRD ADDITION, Anoka County, Minnesota, which lies southwesterly of a line to be described as follows:

Commencing at the southwest corner of Outlot A, CROSSTOWN ROLLING ACRES THIRD ADDITION; thence on an assumed bearing of North 87 degrees 39 minutes 30 seconds East, along the south line of said Outlot A, a distance of 232.15 feet to the southeast corner of said Outlot A and the point of beginning of the line to be described; thence southeasterly a distance of 51.57 feet along a non-tangential curve concave to the northeast, having a radius of 233.00 feet and central angle of 12 degrees 40 minutes 52 seconds and whose chord bears South 52 degrees 27 minutes 30 seconds East the to most southerly plat line of said CROSSTOWN ROLLING ACRES THIRD ADDITION and said line there terminating.

NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 10/18/22.
- Bearings shown are on Anoka County Coordinate System.
- Boundary area of the surveyed premises: 20,481 S.F.±
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.
- The vacation of 173rd Avenue N.E. will need to take place prior to the recording of a final plat.

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RLS# 41578
- ⊙ DENOTES POWER POLE
- OHU — DENOTES OVERHEAD UTILITY
- GAS — DENOTES UNDERGROUND GAS LINE
- CBL — DENOTES UNDERGROUND CABLE LINE
- DENOTES ADJACENT PARCEL OWNER INFORMATION (PER ANOKA COUNTY TAX INFORMATION)

PIN No. 17-119-22-14-0008
 Owner: City of X
 Address: Unassigned

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

By: *[Signature]*
 Minnesota License No. 41578

Dated 9th day of November 2022.

BEARING DATUM: COUNTY				SCALE: 1" = 60'	
REVISIONS				JOB NO. 17737PP	
1	11-09-22	Revised Description	JEN	DATE: 11-08-22	
2				DRAWN BY: JEN	
3				CREW: DT-CT	
NO.	DATE	DESCRIPTION	BY		

E.G. RUD & SONS, INC.
 EST. 1977
 Professional Land Surveyors
 6776 Lake Drive NE, Suite 110
 Lino Lakes, MN 55014
 Tel. (651) 361-8200 Fax (651) 361-8701
 www.egrud.com



Anoka County

PROPERTY RECORDS & TAXATION DIVISION

Respectful, Innovative, Fiscally Responsible

Date: _____

Taxes Certified: _____

DIVISION/COMBINATION REQUEST FORM

Division

Municipality: _____

Combination

For Taxes payable in: _____

Fee Owner: _____

Contract Purchaser: _____

Taxpayer Name: _____

Address: _____

Pin #'s

Legal Description

TCA

Pin #'s	Legal Description	TCA

Note: If this is a request for a division of a tax parcel, without transferring title, the legal descriptions of the new parcels and copy of survey must be attached and stamped with city approval.

Daytime Phone: _____

X _____

Fee Owner

Contract Purchaser

Is combination required for building permit? Yes No

Note: If the request is by a Contract Purchaser, the applicant must already appear as the contract purchaser in the county tax records or a copy of the contract for deed must be attached.

NOTE: REQUEST WILL NOT BE PROCESSED UNTIL BOTH CURRENT AND DELINQUENT TAXES ARE PAID IN FULL



Anoka County

TRANSPORTATION DIVISION

Highway

Jennifer Bohr
City of Ham Lake
15544 Central Avenue NE
Ham Lake, MN 55304

November 16, 2022

RE: Preliminary Plat – Crosstown Rolling Acres 4th Addition

Dear Jennifer,

We have reviewed the Preliminary Plat for Crosstown Rolling Acres 4th Addition to be located south of CSAH 18 (Crosstown Boulevard NE) and south of 173rd Avenue NE within the City of Ham Lake, and I offer the following comments:

- The existing right of way along CSAH 18 is 60 feet south of centerline, which should be adequate for future reconstruction purposes.
- As proposed, the plat will not introduce any new access points onto CSAH 18, and the right of access should be dedicated to Anoka County along CSAH 18 though the vacated 173rd Avenue.
- Internal site grading shall not commence until the requested ACHD Engineering plan approvals are received and the applicable permits can be issued. If there will be any utility relocation on CSAH 18, it will be required to be completed by the City/developer as a part of the ACHD Engineering Plan Review process.
- Please note that no plantings or private signs will be permitted within the county right of way and care must be exercised when locating private signs, building, structures, plantings, berms, etc. outside of the county right of way, so as not to create any new sight obstructions for this section of CSAH 18.

ACHD would like to work with local governments in promoting compatibility between land use and the county highway system. It should be recognized that residential land uses located adjacent to County highways often results in complaints about traffic noise. Existing and/or future traffic noise from CSAH 18 could exceed noise standards established by the Minnesota Pollution Control Agency (MPCA), the U.S. Department of Housing and Urban Development, and the U.S. Department of Transportation. Minnesota Rule 7030.0030 states that municipalities are responsible for taking all reasonable measures to prevent land use activities listed in the MPCA's Noise Area Classification (NAC) where establishment of the land use would result in violations of established noise standards. It is advised that the City and the Developer assess the noise situation for this development as it is proposed to be located directly adjacent to CSAH 18 and take the level of action deemed necessary to minimize the impact of any highway noise by incorporating the appropriate noise mitigation elements into the design and phasing of this plat as applicable.

Our Passion Is Your Safe Way Home

1440 Bunker Lake Boulevard N.W. • Andover, MN 55304-4005
Office 763-324-3100 • Fax 763-324-3020 • www.anokacounty.us/highway

Affirmative Action / Equal Opportunity Employer

If any work will be performed in the County Right of Way, a Permit for Work within the County Right of Way (\$150.00) must be obtained prior to the commencement of any construction. License permit bonding, methods of construction, design details, work zone traffic control, restoration requirements and follow-up inspections are typical elements of the permitting process. Contact Sue Burgmeier via phone at 763.324.3142 or via email at HighwayPermits@co.anoka.mn.us for further information and to coordinate the ACHD Permit process.

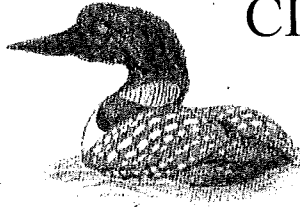
Thank you for the opportunity to comment. Feel free to contact me if you have any questions regarding this review.

Sincerely,



Logan Keehr
Traffic Engineering Technician

xc: CSAH 18/Plats+Developments/2022
Jerry Auge, Assistant County Engineer
Jorge Bernal, Traffic Engineering Manager
David Zieglmeier, County Surveyor
Sean Thiel, Signals Manager
Sue Burgmeier, Traffic Engineering Technician
Brandon Ulvenes, Engineer I



CITY OF HAM LAKE

15544 Central Avenue NE
Ham Lake, Minnesota 55304
(763) 434-9555
Fax (763) 434-9599

NOTICE OF PUBLIC HEARING - SUMMARY
CITY OF HAM LAKE
COUNTY OF ANOKA
STATE OF MINNESOTA

TAKE NOTICE, that pursuant to the requirements of Minnesota Law, a public hearing shall be held before the Ham Lake Planning Commission on Monday, January 9, 2023 at 6:01 p.m. at the City Hall located at 15544 Central Avenue NE for the purpose of considering the following amendments to Article 9 of the Ham Lake City Code:

Non-substantive text formatting changes throughout Article 9;

Amending Conditional Uses in Commercial Development I Districts (CD-1) by adding Event Centers and Convention Centers;

Amending Conditional Uses in Commercial Development II Districts (CD-2) by adding Construction Service Contractors;

Amending Conditional Uses in Commercial Development III Districts (CD-3) by adding Cemeteries;

Amending Government Facilities Districts (GF) by rewording the language identifying Radio Transmission Towers as permitted uses;

Amending Criteria under Home Occupation Permits by adding Pick-Ups and Deliveries;

Amending Special Home Occupation Permits relating to customer traffic, pick-ups and deliveries; and

Amending Usage under Accessory Buildings and Farm Buildings by requiring City Council approval for business-related uses;

At such hearing both written and oral comments will be heard.

A complete copy of the proposed amendments to Article 9 is posted on the main bulletin board at Ham Lake City Hall, 15544 Central Avenue NE, Ham Lake, Minnesota and may be observed by any person during regular office hours (Monday – Thursday 7:00 am to 4:30 pm, and Friday 7:00 am to 11:00 am). The complete copy of the proposed amendments to Article 9 is also available on the City's website at www.ci.ham-lake.mn.us. These postings will continue for thirty days following the final publication date of this summary.

DATED: December 30, 2022

Jennifer Bohr
Building & Zoning Clerk
City of Ham Lake

ORDINANCE NO. 23-XX

An Ordinance Amending ARTICLE 9, COMPREHENSIVE ZONING, to amend the Ham Lake City Code to reformat text throughout Article 9; to amend Conditional Uses in Commercial Development I Districts (CD-1) by adding Event Centers and Convention Centers; to amend Conditional Uses in Commercial Development II Districts (CD-2) by adding Construction Service Contractors; to amend Conditional Uses in Commercial Development III Districts (CD-3) by adding Cemeteries; to amend Government Facilities Districts (GF) by rewording the language identifying Radio Transmission Towers as permitted uses; to amend Criteria under Home Occupation Permits by adding Pick-Ups and Deliveries; to amend Special Home Occupation Permits relating to customer traffic, pick-ups and deliveries; and to amend Usage under Accessory Buildings and Farm Buildings by requiring City Council approval for business-related uses.

Be it Ordained by the City Council of the City of Ham Lake, Anoka County, Minnesota as follows:

ARTICLE 9, COMPREHENSIVE ZONING of the Ham Lake City Code is hereby amended as indicated in the following sections:

9-220.2 Commercial Development I (CD-1)

...

c) Conditional Uses

- Automobile Repair Shops (Passenger Vehicles, Pickup Trucks, ATVs, Snowmobiles, Motorcycles, Jet-skis, Boats and other Marine Equipment)
- Equipment Rental Businesses
- Event Center/Convention Center defined as a structure or area used for the purposes of public performances, sporting events, private receptions or parties, conventions, shows, or similar attractions that may generate heavy traffic.

...

9-220.3 Commercial Development II (CD-2)

...

c) Conditional Uses

- All conditional uses or temporary conditional uses in the CD-1 District
- Construction Service Contractors such as Concrete Masonry, Roofing, Siding, and Landscaping Contractors

...

9-220.4 Commercial Development III (CD-3)

...

b) Conditional Uses ~~None~~—Cemeteries owned by a church and located on the same or adjacent parcel upon which the church is located, provided said parcel or parcels are under common ownership by the church.

...

9-230 Government Facilities Districts (GF) Lands which are owned in fee by a body politic, including the City of Ham Lake, and which are used for the carrying on of governmental services, or services provided by government, or which are leased by a body politic to a public or private entity for activities or uses which tend to carry out a publicly needed or useful purpose. The *permitted uses* in this district include any use found by resolution of the City Council to be in furtherance of a public need or public purpose, including but shall include Radio Transmission Signal Towers under in accordance with Article 11-1600.

...

9-350 Home Occupation Permits

...

9-350.1 Criteria The following criteria must be observed for any usage to qualify for a Home Occupation Permit.

...

g) Pick-Ups and Deliveries Pickups and deliveries are allowed by single-axle vehicles only. Notwithstanding the foregoing, deliveries by vehicles possessing more than a single axle shall be limited to no more than one such vehicle per day without prior City approval. Semi-trucks are strictly prohibited.

...

9-350.3 Special Home Occupation Permits

...

Notwithstanding any provision in Article 9-350.1 (a) to the contrary, a Special Home Occupation shall be mainly confined to the Garage or Accessory Building. A Special Home Occupation Permit shall be subject to the same provisions for revocation as Home Occupation Permits. In addition, notwithstanding any provision in Article 9-350.1 to the contrary, a Special Home Occupation may include uses that are normally not found in residential dwellings, as long as there are no obvious outward indicia of the activities being carried on under the Special Home Occupation Permit, no noise generated which is audible to nearby properties, no odor or vibration generated that is detectable to nearby properties, no outside storage which is visible from nearby properties or public ways, and any customer traffic, pick-ups, and deliveries is in conformance with Article 9-350.1 and no customer traffic.

~~Special Home Occupations may involve up to one commercial delivery/pickup by outside delivery service van (such as UPS or Federal Express) or postal vehicle per day. Deliveries of goods produced at the site may be limited in scope and frequency by the approval process, including specifying the type of delivery vehicles that can be used, and including prohibition on commercial logos being displayed on delivery vehicles.~~

...

9-370 Accessory Buildings and Farm Buildings

...

9-370.6 Usage *Accessory Buildings* and *yard sheds* shall be used only for purposes related to the residential use of the parcel, and shall not be used for the conducting of any business or the storage of any business-related property, such as business equipment, business inventory or business supplies, unless approved by the City Council per Article 9-350.3.

Presented to the Ham Lake City Council on _____, 2023 and adopted by a
_____ vote this ____ day of _____, 2023.

Brian Kirkham, Mayor

Denise Webster, City Clerk



CITY OF HAM LAKE

PLANNING REQUEST

15544 Central Avenue NE

Ham Lake, MN 55304

Phone (763) 434-9555 Fax (763) 235-1697

Date of Application 6/27/2022

Date of Receipt 6-27-22
Receipt # 73177

Meeting Appearance Dates:
Planning Commission 7-11-22
1-9-23

City Council 7-18-22

Please check request(s):

- | | |
|--|---|
| <input type="checkbox"/> Metes & Bounds Conveyance | <input type="checkbox"/> Commercial Building Permit |
| <input checked="" type="checkbox"/> Sketch Plan <u>Revised Sketch Plan</u> | <input type="checkbox"/> Certificate of Occupancy |
| <input type="checkbox"/> Preliminary Plat Approval* | <input type="checkbox"/> Home Occupation Permit |
| <input type="checkbox"/> Final Plat Approval | <input type="checkbox"/> Conditional Use Permit (New)* |
| <input type="checkbox"/> Rezoning* | <input type="checkbox"/> Conditional Use Permit (Renewal) |
| <input type="checkbox"/> Multiple Dog License* | <input type="checkbox"/> Other _____ |

**NOTE: Advisory Signage is required for land use alterations and future road connections. This application also requires a Public Hearing. Such fees shall be deducted from deposit.*

Development/Business Name: Toby's Trails

Address/Location of property: 16220 Naples St Ham Lake MN

Legal Description of property: SE Q of NE Q of Sec 15 Township 32 Range 23

PIN # 15-32-23-14-0004 Current Zoning RA+R-1 Proposed Zoning R-1

Notes: 3 lot development

Applicant's Name: Richard & Diane Sylvester

Business Name: _____

Address 16220 Naples St Ham Lake MN

City Ham Lake State MN Zip Code 55304

Phone _____ Cell Phone 763 229 1247 Fax _____

Email address Diane.Sylvester@Hotmail.com

You are advised that the 60-day review period required by Minnesota Statutes Chapter 15.99 does not begin to run until all of the required items have been received by the City of Ham Lake.

SIGNATURE Diane Sylvester DATE 6/27/2022

- FOR STAFF USE ONLY -

ACTION BY: Planning Commission 7-11-22
City Council 7-18-22

PROPERTY TAXES CURRENT YES NO

Memorandum

Date: January 3, 2023
To: Planning Commissioners
From: Tom Collins, City Engineer **TPC**
Subject: Toby's Trails Revised Sketch Plan

Introduction:

The revised Sketch Plan proposes to subdivide the 25.78-acre 16220 Naples Street / 15-32-23-14-0004 parcel (<https://gis.anokacountymn.gov/propertysearch/?find=15-32-23-14-0004>) into three lots. The existing house is located on proposed Lot 1. The parcel is currently split zoned, with Rural Single Family Residential (R-A) over the southerly portion and Single Family Residential (R-1) over the northerly portion. The entire parcel would be zoned R-1 following final plat approval. A 600-scale zoning map, 400 scale half-section map and a 300 scale aerial photo are attached.

Discussion:

This parcel previously received Sketch Plan approval at the July 18th City Council meeting for seven lots. The upgrade of Naples Street along the easterly plat boundary was required due to the existing parcel and proposed Lot 2 driveways outletting to Naples Street. The applicants requested a variance to the required upgrade of Naples Street, which staff recommended to be denied. The applicants subsequently withdrew their request for a variance.

The plat has been revised to three lots, which falls under the Minor Plat portion of City Code Section 10-101. Consideration of approving both the preliminary and final plat will be before the Planning Commission at the same meeting, following the public hearing. 10-101 does not require that the existing driveway access a paved road. The intention of the subdivision is to create two parcels so that the two daughters can build houses in walking distance of their parent's house. It is anticipated that there will be a future subdivision to create up to four new lots, similar to what was approved at the July 18th City Council meeting. Per 10-101, conditions may be attached to minor plat approval. A condition that needs to be attached is that Naples Street will need to be upgraded in conjunction with any future subdivision of Lot 1.

The existing house and accessory building are to remain on Lot 1. A compliance inspection will be required for the existing septic system per 11-450.4c of City Code. The existing 3,200 square foot accessory building is under the 9-370.1 maximum allowed for a 10+ acre lot of 5,000 square feet. Per 10-430E.2 of City Code, the existing 16220 Naples Street driveway will have to be paved prior to consideration of any future building permits.

Per the attached Proposed Municipal Bike Trail System exhibit, Naples Street is identified as proposed bike lane and Constance Boulevard is identified as a proposed bike path. The existing Naples Street right-of-way is adequate to construct bike lanes, which requires 34 feet of bituminous for 11-foot wide drive lanes and 6-foot wide bike lanes in each direction. Because the future bike

route is anticipated to be on the north side of Constance Boulevard, where 20-foot wide easements were obtained with the plats of Lake Netta Preserve and Nettas Preserve, easements are not warranted for a future bike path. Per correspondence with Public Works Superintendent John Witkowski, parkland dedication is not recommended. Because the minor plat is utilizing the existing infrastructure, and no construction is required other than individual lot development, a Development Agreement will not be required. The developer will need to pay a \$200 drainage fund contribution along with a \$2,500 parkland dedication fee for each of the three lots.

Per the attached 600 scale Thoroughfare Map, it is anticipated that there will be a future road extension of East Lake Netta Drive to the south of Constance Boulevard. The Sketch Plan includes 33-feet of right-of-way dedication, tapering to the southwest, in the northwest portion of Lot 1. Constance Boulevard driveway connections are proposed for Lots 2 and 3. Anoka County Highway Department (ACHD) approval of two new driveways will be required.

Coon Creek Watershed District (CCWD) approval is required. The wetlands identified in the September 2021 wetland delineation report, per the attached Figure 5 Delineation Map, have been approved by the CCWD. The Natural Heritage Information System data review by the DNR is required to determine whether any state-protected species may be located within the plat boundary. The parcels are not located within any of the 20 natural resource clusters identified in the Anoka Conservation District's April 2008 Natural Resources Inventory and Assessment (NRIA). The NRIA is Appendix S of the Storm Water Pollution Prevention Plan.

The dedication of 10-foot drainage and utility easements is required adjacent to all proposed lot lines, along with easements that contain the wetland buffers.. The contiguous wetland within the westerly portion of Lot 1 is a ditch, that provides an outlet to the private ditches to the north within the Nettas Preserve residential development. Additional easement dedication may be required for future ditch maintenance.

The southerly portion of the parcel is designated as FEMA Zone A, which represents an approximation of the 100-year flood elevation. The preliminary plat submittal will need to show the Zone A boundary.

Recommendations:

It is recommended that the revised Sketch Plan be recommended for approval and that the approval be conditioned on the upgrade of Naples Street in conjunction with any future subdivision of Lot 1.

CONCEPT PLAN

~of~ TOBY'S TRAILS
~for~ RICHARD AND DIANE SYLVESTER

VICINITY MAP



PROPERTY DESCRIPTION

The Southeast Quarter of the Northeast Quarter of Section 15, Township 32, Range 23, Anoka County, Minnesota.

EXCEPT

The East 657.04 feet of the South 663 feet of said Quarter Quarter.

AND EXCEPT

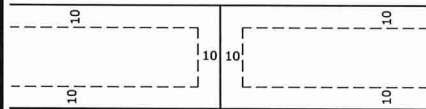
The East 373 feet of the North 320 feet of the South 983 feet of said Quarter Quarter.

AND EXCEPT

Parcel No. 3, Anoka County Highway Right-of-way Plat No. 21, according to the map or plat thereof on file and of record in the office of the Anoka County Recorder, Anoka County, Minnesota.

TYPICAL EASEMENTS

(NOT TO SCALE)



BEING 10 FEET IN WIDTH ADJOINING RIGHT OF WAY LINES AND 10 FEET IN WIDTH ADJOINING LOT LINES UNLESS OTHERWISE SHOWN.

LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RLS# 41578
- ⊙ DENOTES SOIL BORING BY TRADEWELL SOIL TESTING
- - - DENOTES EXISTING CONTOURS
- ▭ DENOTES AREA 1' ABOVE MOTTLES
- - - DENOTES APPROXIMATE FEMA FLOOD ZONE A LINE FROM FEMA FLOOD INSURANCE RATE MAP NO. 2700C0215A AND 2700C0220E EFFECTIVE DATE DECEMBER 16TH, 2015.

NOTES

- Bearings shown are on Anoka County datum.
- Total lot acres include adjoining 33' feet of street per ordinance.
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.
- Wetlands delineated by Jacobson Environmental, PLLC.

Parcel ID: 15-32-23-14-0004
Owner: Sylvester Trustee, Diane K

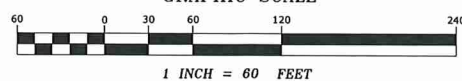
DEVELOPMENT DATA

TOTAL SITE AREA = 25.78± ACRES
3 PROPOSED SINGLE FAMILY LOTS
AVERAGE LOT SIZE = 8.59± ACRES
MINIMUM STREET FRONTAGE = 200 FEET
MINIMUM LOT SIZE = 1.00 ACRES (Including 33 feet of adjoining street)
PROPOSED ZONING = R-1
BUILDING SETBACKS
FRONT = 30 FEET
SIDE = 10 FEET
REAR = 50 FEET
COUNTY ROAD = 50 FEET

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

JASON E. RUD
Date: 12/15/2022 License No. 41578

GRAPHIC SCALE



NO.	DATE	DESCRIPTION	BY
1	06/08/22	LOT 5 REVISION	HMD
2	06/28/22	CITY COMMENTS	HMD
3	06/30/22	CITY COMMENTS	HMD
4	12/15/22	MINOR PLAT	HMD
NO.	DATE	DESCRIPTION	BY

PIN No. 15-32-23-14-0003
Owner: ROUSTAD, ERIN ELIZABETH
Address: 16043 GURNECANVALE ST NE

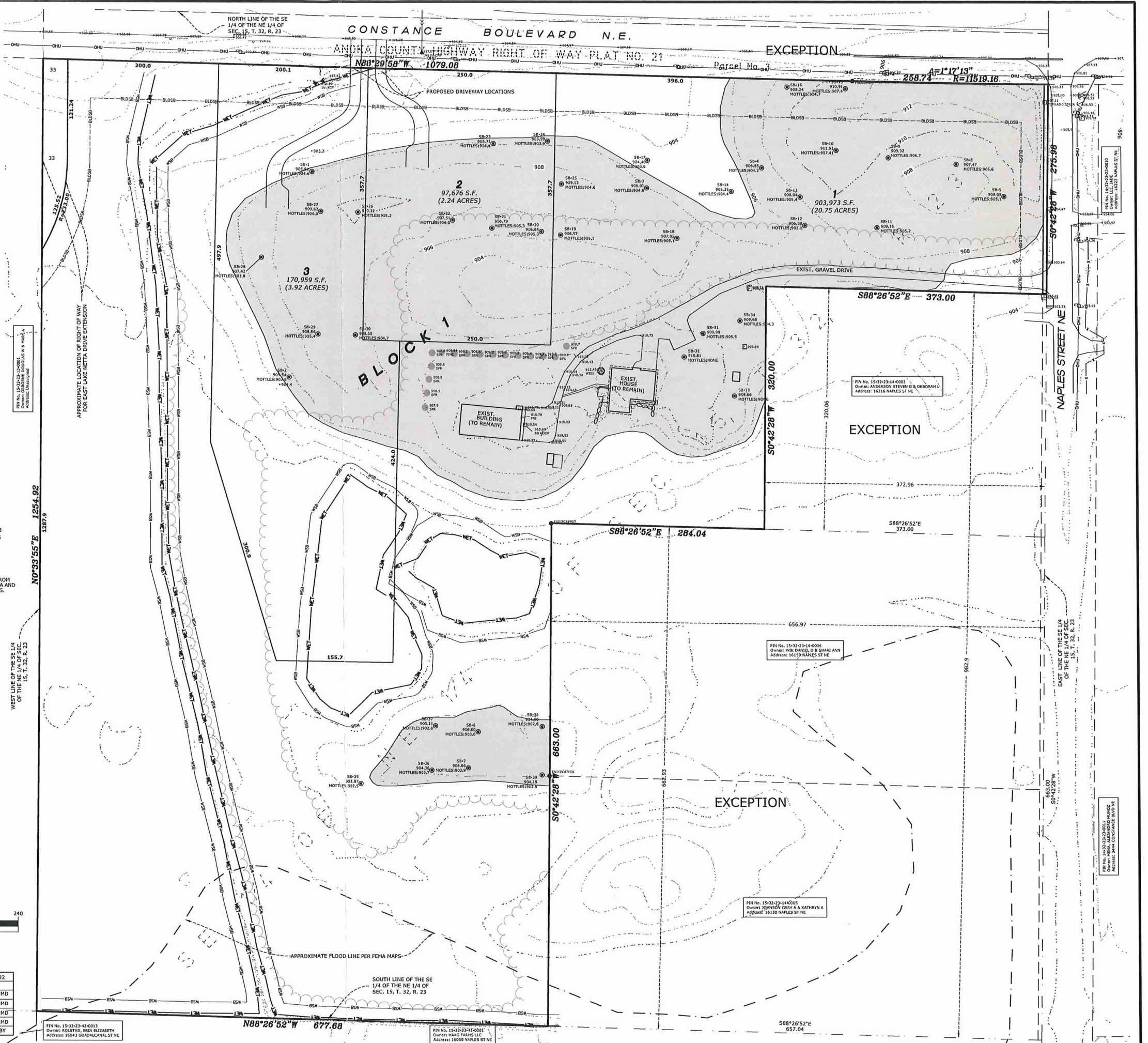
PIN No. 15-32-23-14-0001
Owner: MARG FARMS LLC
Address: 16050 NAPLES ST NE

PIN No. 15-32-23-14-0005
Owner: JOHNSON GARY A & KATHRYN A
Address: 16130 NAPLES ST NE

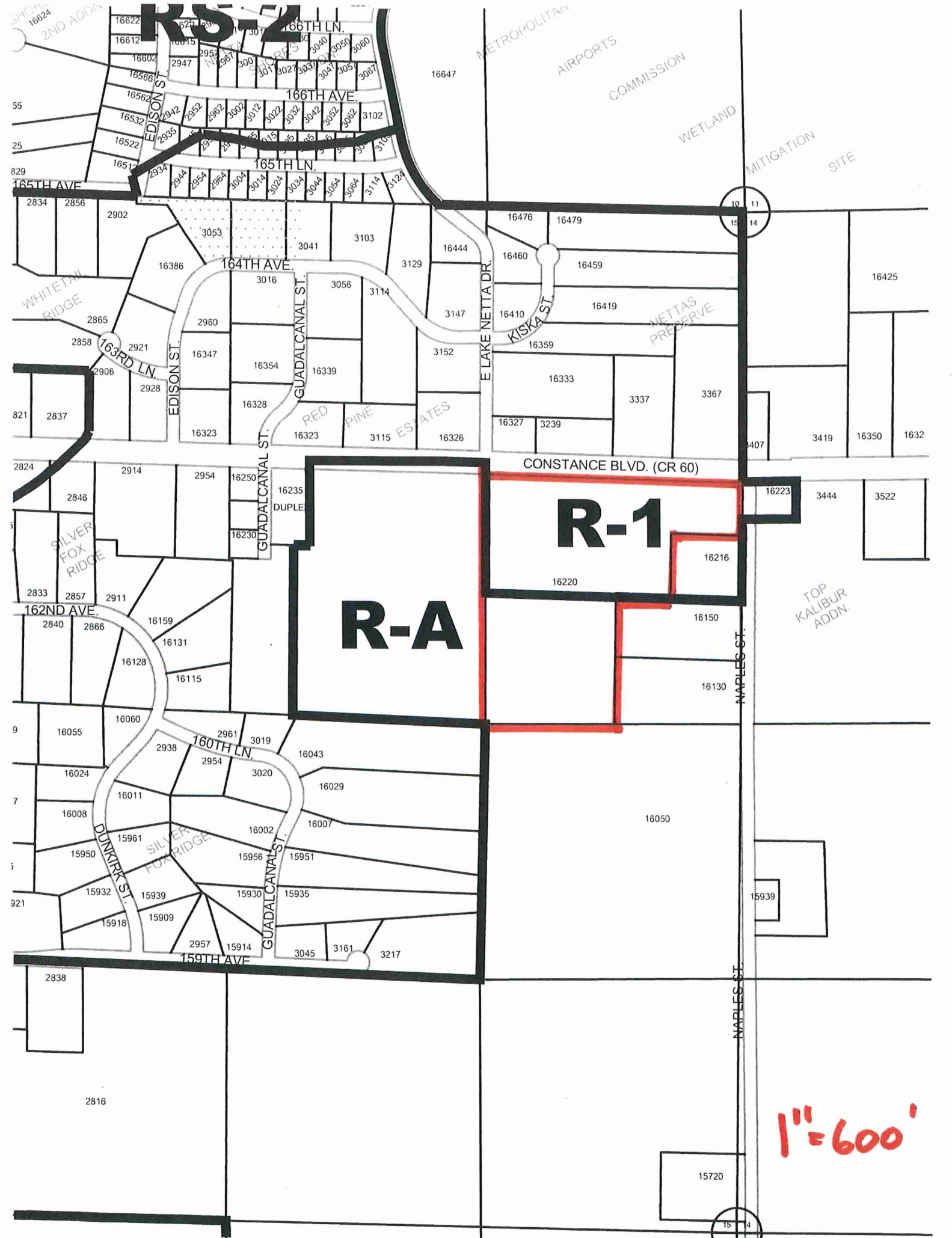
PIN No. 15-32-23-14-0006
Owner: WIK DANIEL D & SHARAI ANN
Address: 16150 NAPLES ST NE

PIN No. 15-32-23-14-0003
Owner: ANDERSON STEVEN G & DEBORAH E
Address: 16216 NAPLES ST NE

PIN No. 15-32-23-14-0001
Owner: MARG FARMS LLC
Address: 16050 NAPLES ST NE



E. G. RUD & SONS, INC.
EST. 1877
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701

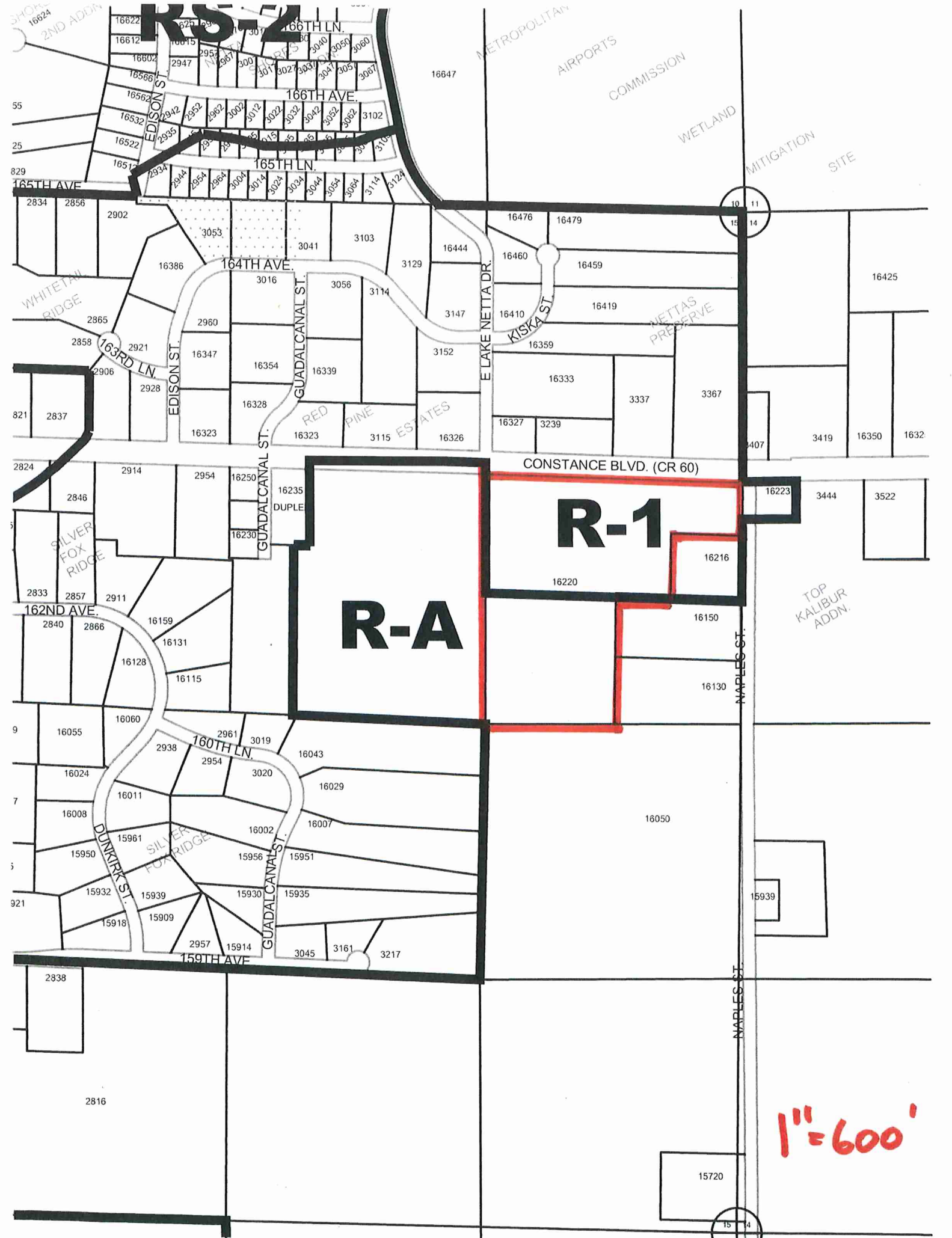
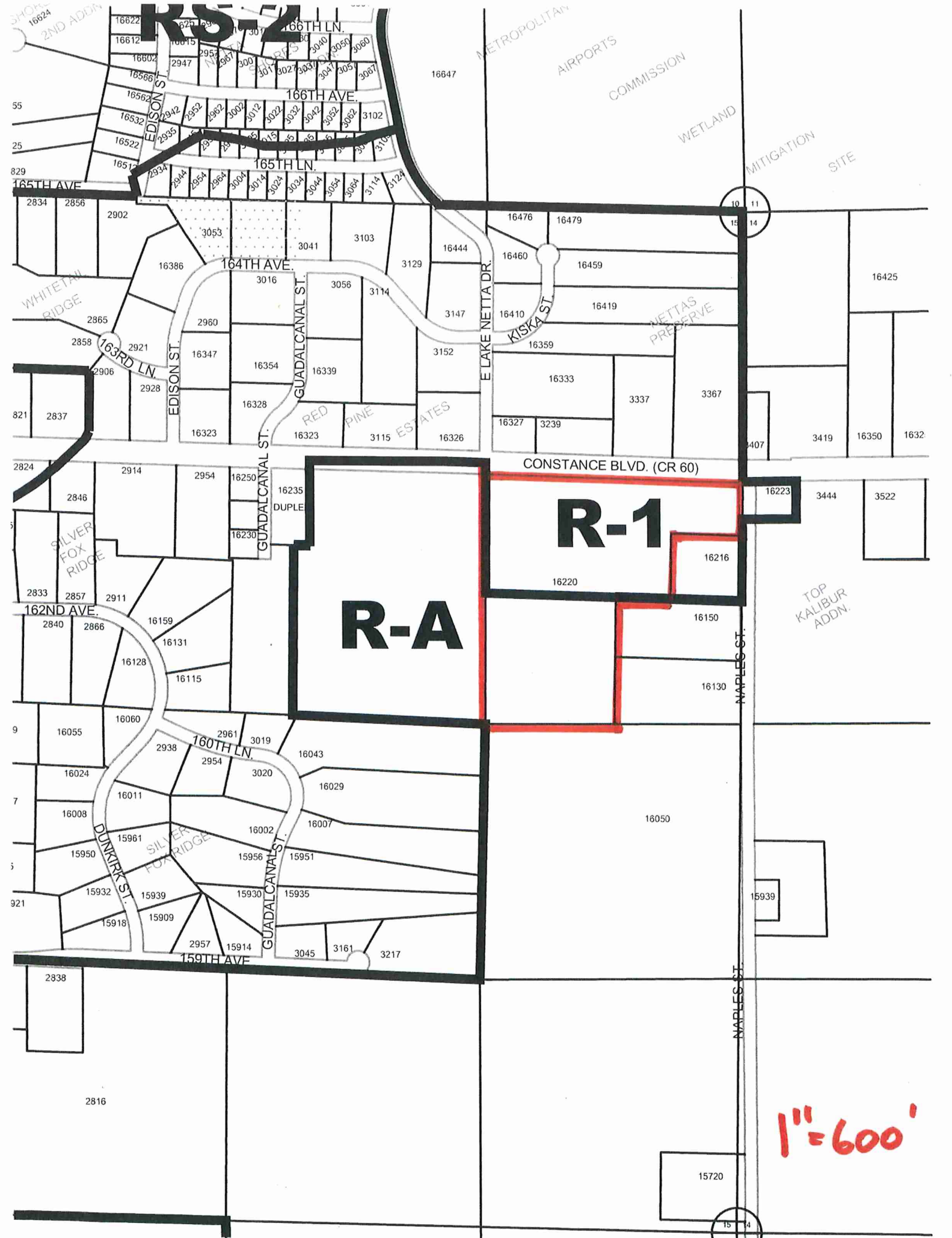


RS-2

R-1

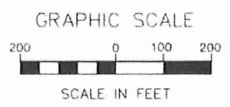
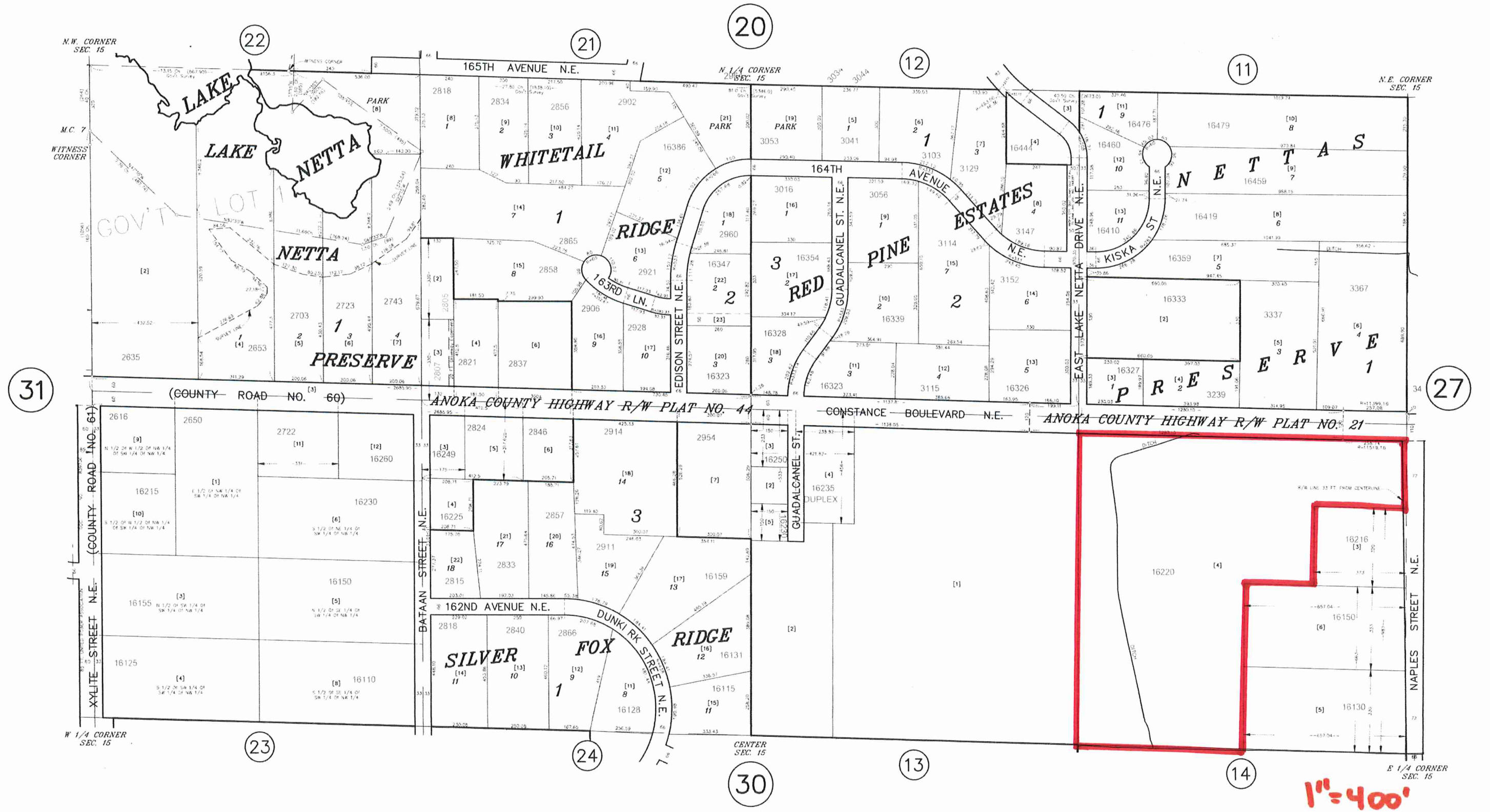
R-A

1" = 600'



N 1/2 SECTION 15, T. 32, R. 23

CITY OF HAM LAKE



ANOKA COUNTY
SURVEYOR'S OFFICE
ROOM 224
2100 3RD AVENUE
ANOKA, MN 55303
(763) 324-3200

QUARTER QUARTER INDEX

22	21	12	11
23	24	13	14
32	31	42	41
33	34	43	44

NORTH HALF OF SECTION

SOUTH HALF OF SECTION

PROPERTY IDENTIFICATION NUMBER

Section Number	Township Number	Range Number	Quarter	Specific Parcel
XX	XX	XX	XX	XXXX

SPECIFIC PARCEL NUMBERS ARE IN BRACKETS: [1]
EXAMPLE OF DESIGNATION: 15 23 22 21 0011

THIS IS A COMPILATION OF RECORDS AS THEY APPEAR IN THE ANOKA COUNTY OFFICES AFFECTING THE AREA SHOWN. THIS DRAWING IS TO BE USED ONLY FOR REFERENCE PURPOSES AND THE COUNTY IS NOT RESPONSIBLE FOR ANY INACCURACIES HEREIN CONTAINED.



ELAKE NETTA DR.

KISKA ST.

CONSTANCE BLVD. (CR 60)

NAPLES ST.

NETTAS PRESERVE

ESTATES

TOP KALIBU ADD

B1

B1

1" = 300'

2

15

3419

3407

16223

3444

16216

16220

16150

16130

16050

3147

3152

16326

16410

16327

3239

16333

3337

3367

L1

L2

L4

L6

L5

L11

L1

L2

L3

L6

L7

L3

- 4.3 Approval of scheduling the Budget Workshop Meeting for Monday, August 1, 2022 (following the regularly scheduled City Council Meeting)
 - 4.4 Approval of the contract for Legal Services with Berglund, Baumgartner, Kimball & Glaser, LLC (BBKG)
 - 4.5 Approval of Resolution No. 22-24 to appoint signers and authorized traders for bank and investment accounts
 - 4.6 Approval of a request from Jody Southerling for a Lot Line Adjustment at 17520 Interlachen Drive NE (Section 3)
 - 4.7 Approval of purchase of an electrical panel for the new City Sign
- Motion by Wilken, seconded by Parranto, to approve the July 18, 2022 Consent Agenda as written. All in favor, motion carried.**

5.0 PLANNING COMMISSION RECOMMENDATIONS

- 5.1 Richard and Diane Sylvester requesting Sketch Plan approval for Toby's Trails (7 single family residential lots) located in Section 15

Motion by Parranto, seconded by Doyle, to concur with the Planning Commission and approve the Sketch Plan of Toby's Trails presented by Richard and Diane Sylvester for a 7-lot single family residential plat located in Section 15 subject to paving Naples Street NE to meet MnDOT state aid standards for a 9-ton structural capacity roadway to the SE Corner of Lot 1, accepting monies in lieu of parkland with credit given for bike lane construction costs, completing a compliance inspection on the existing septic system on Lot 1, receiving approval from the City Council to allow the existing 3,200 square foot accessory building to remain on the property, obtaining approval from the Anoka County Highway Department for (5) driveway accesses onto Constance Boulevard NE, obtaining Coon Creek Watershed approval, meeting the requirements of the City Engineer and meeting all City, State and County requirements. All in favor, motion carried.


- 6.0 ECONOMIC DEVELOPMENT AUTHORITY – None
- 7.0 APPEARANCES – None
- 8.0 CITY ATTORNEY – None
- 9.0 CITY ENGINEER – None
- 10.0 CITY ADMINISTRATOR – None

11.0 COUNCIL BUSINESS

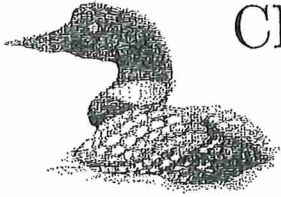
- 11.1 Committee Reports - None

- 1.2 Announcements and future agenda items - None

Motion by Kirkeide, seconded by Wilken, to adjourn the meeting at 6:20 p.m. All in favor, motion carried.



Dawnette Shimek, Deputy City Clerk



CITY OF HAM LAKE

15544 Central Avenue NE
Ham Lake, Minnesota 55304
(763) 434-9555
Fax: (763) 434-9599

CITY OF HAM LAKE
PLANNING COMMISSION MINUTES
MONDAY, JULY 11, 2022

The Ham Lake Planning Commission met for its regular meeting on Monday, July 11, 2022 in the Council Chambers at Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT: Chair Brian Pogalz and Commissioners Dave Ringler, Kyle Lejonvarn, Scott Heaton, Jeff Entsminger and Erin Dixon

MEMBERS ABSENT: Commissioner Jonathan Fisher

OTHERS PRESENT: City Engineer, Dave Krugler and Building and Zoning Clerk, Jennifer Bohr

CALL TO ORDER: Chair Pogalz called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE:

The pledge of allegiance was recited by all in attendance.

APPROVAL OF MINUTES:

Motion by Lejonvarn, seconded by Ringler, to approve the minutes of the June 27, 2022 Planning Commission meeting as written. All present in favor, motion carried.

PUBLIC HEARING: None

NEW BUSINESS:

Richard and Diane Sylvester requesting Sketch Plan approval for Toby's Trails (7 single family residential lots) located in Section 15.

Mr. and Mrs. Richard Sylvester were present. Mr. Matt Davich from E.G. Rud & Sons land surveying company spoke on behalf of Mr. & Mrs. Sylvester and stated Mr. & Mrs. Sylvester's children would like to build new homes so they are subdividing the land for this reason. Mr. Davich stated there will be seven lots in the subdivision; the existing home will remain on one lot. Commissioner Heaton asked if the Sylvester's will be paving part of Naples Street NE and one driveway. Mr. Davich stated they would be paving a portion of Naples Street NE and he was informed that the driveway of Lot 1 would need to be paved if the residents requested any building permits in the future. Mr. Sylvester stated he has been obtaining estimates for the paving of Naples Street NE; he may pave at least some of the driveway if feasible. Commissioner Lejonvarn asked if the existing accessory building was used for business purposes or storage. Mr.

Sylvester stated it is used for storage. Chair Pogalz asked Engineer Krugler to comment on the plat. Engineer Krugler stated the plat consists of seven lots. Engineer Krugler stated currently the property has two zoning districts within it, R-A, Rural Single Family Residential and R-1, Single Family Residential; the entire plat will be zoned R-1 following final plat approval. Engineer Krugler stated Naples Street NE will need to be upgraded and paved to the southeast corner of the plat. Engineer Krugler stated Naples Street NE is a municipal state aid street and the street design must meet MnDOT state aid standards for a 9-ton structural capacity roadway. Engineer Krugler stated the existing street right-of-way is wide enough to accommodate a bike lane; easements were obtained north of Constance Boulevard NE from previously approved plats so no bike path easement along Constance Boulevard NE is warranted. Engineer Krugler stated input from the Anoka County Highway Department will determine if the proposed driveway access for Lots 3-7 will be permitted. Engineer Krugler stated the southerly portion of Lot 7 is designated as FEMA Zone A; no construction will be permitted in that area. **Motion by Pogalz, seconded by Lejonvarn, to recommend approval of the Toby's Trails Sketch Plan presented by Richard and Diane Sylvester for a 7-lot single family residential plat located in Section 15 subject to paving Naples Street NE to meet MnDOT state aid standards for a 9-ton structural capacity roadway to the SE Corner of Lot 1, accepting monies in lieu of parkland with credit given for bike lane construction costs, completing a compliance inspection on the existing septic system on Lot 1, receiving approval from the City Council to allow the existing 3,200 square foot accessory building to remain on the property, obtaining approval from the Anoka County Highway Department for (5) driveway accesses onto Constance Boulevard NE, obtaining Coon Creek Watershed approval, meeting the requirements of the City Engineer and meeting all City, State and County requirements. All present in favor, motion carried. This item will be placed on the July 18, 2022 City Council Agenda.**

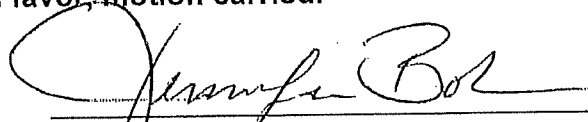
COMMISSION BUSINESS:

City Council Update

A commissioner was not present at the July 5, 2022 City Council meeting; no update was given. A Planning Commissioner will not be present at the July 18, 2022 City Council meeting.

ADJOURNMENT:

Motion by Heaton, seconded by Dixon, to adjourn the Planning Commission meeting at 6:09 p.m. All present in favor, motion carried.



Jennifer Bohr
Building and Zoning Clerk

CITY OF HAM LAKE
ARTICLE 10 - SUBDIVISION REGULATIONS

The following regulations apply to the subdivision of lands, whether by the platting process or by individual lot splits. No lands shall be subdivided unless in conformance with this code, *provided*, that upon compliance with Article 10-600 of this Code, the City Council may grant reasonable variances to the strict application of this code.

The regulations are intended to cover the sequencing of events, general procedures and general rules. The City Council shall, by resolution, adopt specific procedures, submittal requirements and policies from time to time as deemed necessary. Actions by the City Council which constitute a denial of an application or request shall be in the form of written findings of fact stating the reasons for denial.

For the purpose of computing the 120 day review time as contemplated by Minnesota Statutes Chapter 462.358, Subd. 3b, the Sketch Plan phase shall not be deemed to be a part of the plat application process, and the 120-day review period shall not begin to run until the applicant shall have submitted all items necessary for the City to be able to make a decision on Preliminary Plat approval, including all other agency reviews and comments.

10-100 Subdivision by means other than traditional platting



10-101 Minor Plats

Where the proposed subdivision of land results in three lots or fewer, the City Council may expedite the plat approval process outlined in this Code and reduce the number of stages of the traditional platting process. Minor plats shall be reviewed by the Planning Commission and approved by the City Council, which may attach conditions to such lot splits, including, without limitation, the acquisition of drainage, utility and road easements as needed, parkland dedication, and drainage fund contributions. Land parcels which were created by platting may not be further subdivided, except as follows:

- a) The parcel was originally platted as an outlot, and there is documentation that the purpose of the creation of the outlot was to permit subsequent replatting; or
- b) All new lots meet the frontage, setback and lot size standards that were in effect for the lots contained in the original plat of the subdivision. If the original subdivision was a PUD or other subdivision category that did not have specific lot sizes, frontages or setback requirements at the time of original platting, then all new lots must be configured and dimensioned in a manner that is not materially different from the lots contained in the

original subdivision, and the overall density per acre which existed at the time of original platting may not be exceeded for the area encompassed by the original plat.¹

Notwithstanding the foregoing, lot splits of any type which are intended merely to adjust existing lot lines, and for combination with adjoining parcels, and which do not create any new buildable parcels or lots of record, may be approved by the City Council. All parcels involved must continue to meet all applicable frontage, setback, lot size, and other requirements and shall not create any new nonconformity. For lot line adjustments, the City Council may impose reasonable conditions of approval upon the lot line adjustment request, including, without limitation, the dedication of drainage, utility, and road easements as needed and compliance with the Subsurface Sewage Treatment Systems (SSTS) requirements outlined in Article 11-450 of this code.

¹ For the legislative history (Findings of Fact) which preceded this Code section, see the text of original Ordinance Number 2002-27 (effective 1/5/03).

10-102 Estate Related Divisions

A. Qualifying Property

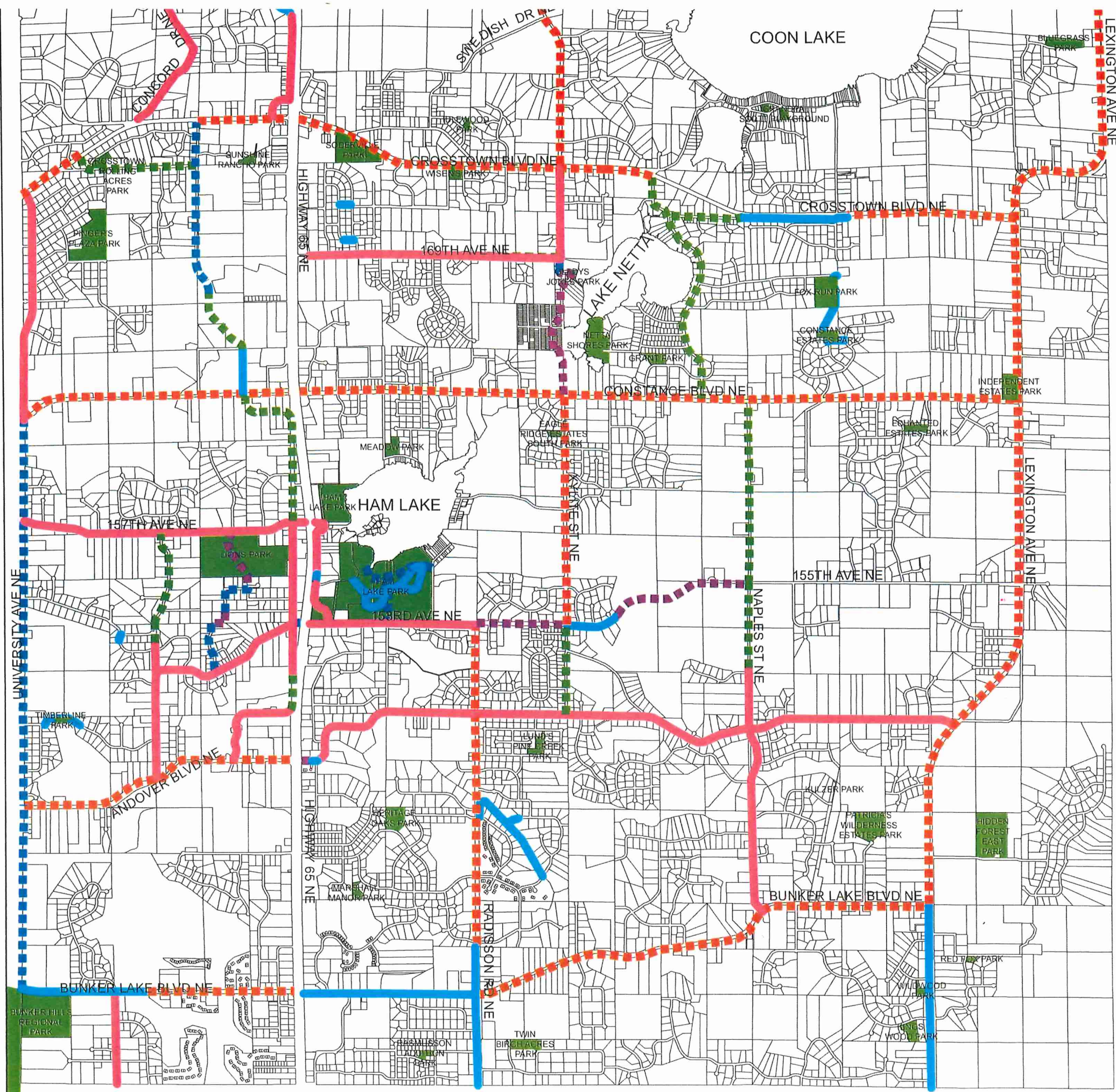
Persons acquiring real estate parcels via inheritance ("Inherited Property") may be allowed to divide inherited lands as outlined in this section without traditional platting. In order to qualify for the provisions related to Inherited Property, the property must meet all of the following conditions:

- 1) The property size before the event that triggered the inheritance must have been at least five acres;
- 2) The Inherited Property must be divided into parcels that are approximately equal in value for each heir inheriting or otherwise obtaining title;
- 3) No subdivided parcel may be less than 2.5 acres in size;
- 4) Each subdivided parcel must have at least 200 feet of frontage on a public road, meet current livability standards for SSTS installation, and be capable of meeting all setback requirements for residential lots;
- 5) Prior to the event that triggered the inheritance, the Inherited Property was owned by a single individual or an entity set up specifically to serve as an estate-planning tool. Business corporations do not qualify as such entities.



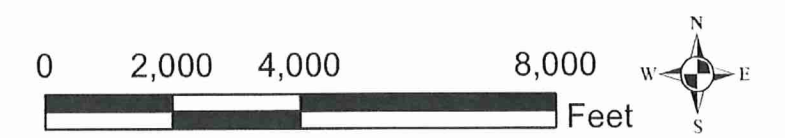
HAM LAKE,
MINNESOTA

PROPOSED MUNICIPAL BIKE TRAIL SYSTEM



LEGEND

- Existing Bike Lane
- Existing Bike Path
- Proposed County Bike Path
- Proposed Bike Lane/Path
- Proposed Bike Lane
- Proposed Bike Path
- Existing Park



MAP DATE: 4/17/2022



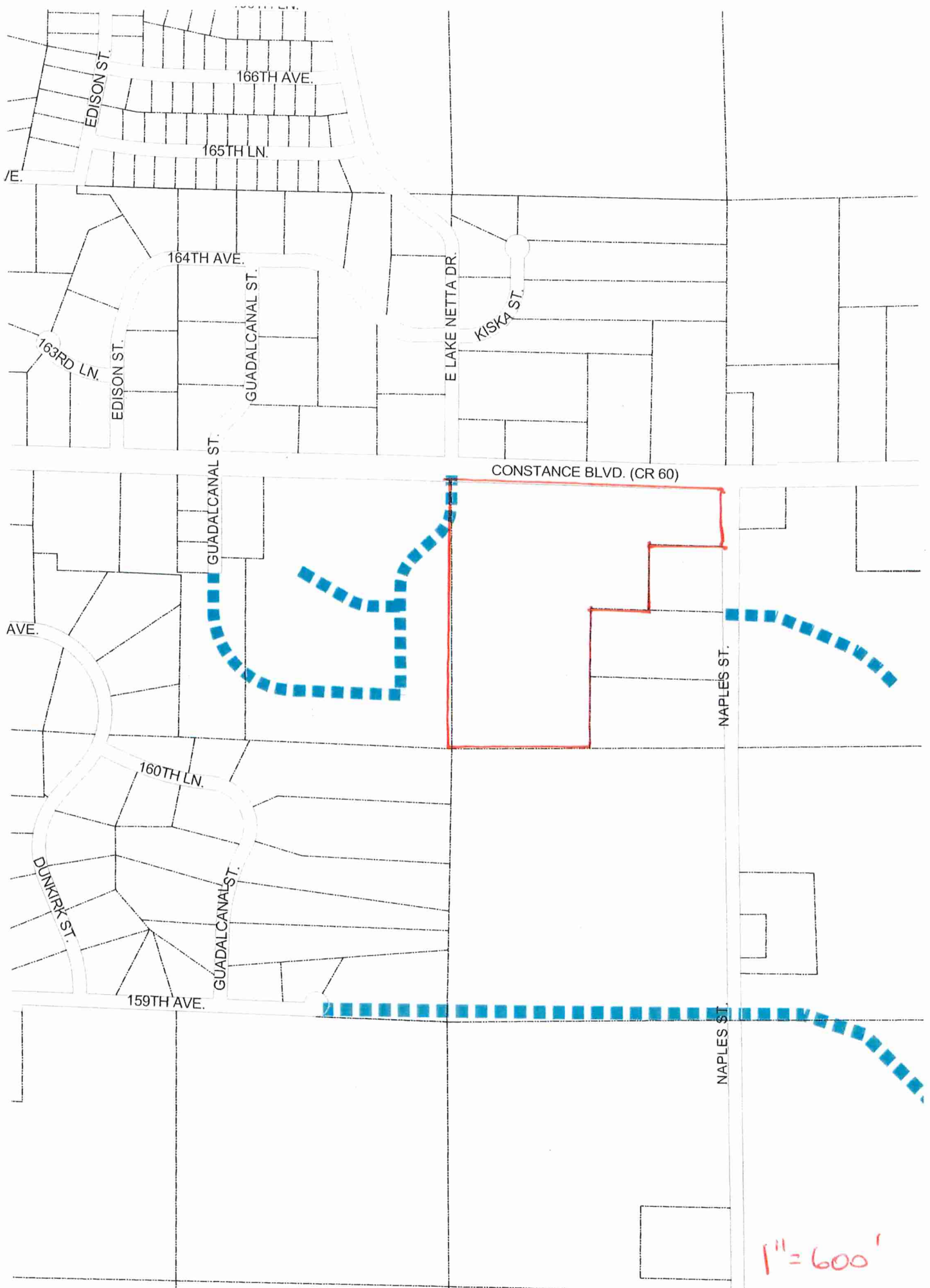


Figure 5 Delineation Map



16220 Naples Street

BFE and Source:



	FIRM Panels		Zone A
	Base Flood Elevation		Zone AE
	Cross Sections		Zone AE Floodway

7/6/2022, 8:55:51 AM

0 0.025 0.05 0.1 mi



DISCLAIMER - The FEMA base flood elevations are used to determine flood insurance rates and whether flood insurance is mandatory. Please note: (1) The city (or township) and watershed district regulations require minimum floor elevations higher than the FEMA base flood elevations (BFEs). Check with your city (or township) on those requirements for any additions or new construction. (2) Areas OUTSIDE of the FEMA mapped zones still have flooding risk. Floods higher than base flood elevations can occur and have occurred all over Minnesota. Those with low floors below or near the base flood elevations are especially encouraged to consider purchasing a Preferred Risk Policy, which is a discounted flood insurance option for those "outside" of the FEMA flood zones. (3) Areas OUTSIDE of the FEMA mapped zones are still subject to city (or township) and watershed district regulation of minimum elevations.

AerialsFlown: Fall 2017

Vertical Datum for Contours: NAVD88

Contours Source: Minnesota Department of Natural Resources

The information on this map was compiled from public data sources. Anoka County cannot accept any responsibility for errors, omissions, or positional accuracy. There are no warranties, expressed or implied, including the warranty of merchantability or fitness for a particular purpose, accompanying this product.

Created by: