

CITY OF HAM LAKE

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

CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY AGENDA MONDAY, JUNE 7, 2021

- 1.0 CALL TO ORDER - 6:00 P.M. – Pledge of Allegiance**
- 2.0 PUBLIC COMMENT**
- 3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS**
- 3.1 Bruce Sayler and Don Haller, Connexus Energy Presentation

4.0 CONSENT AGENDA

These items are considered to be routine and will be enacted in one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from the Consent Agenda and considered in normal sequence. (All items listed on the Consent Agenda are recommended for approval.)

- 4.1 Approval of minutes of May 17, 2021
- 4.2 Approval of claims
- 4.3 Approval of a Temporary One-Day 3.2% Liquor License for the Ham Lake Lion's at Lion's Park on July 3, 2021 (1220 157th Avenue NE)
- 4.4 Approval of re-scheduling the Budget Workshop Meeting for Monday, June 21, 2021 (following the regularly scheduled City Council Meeting)
- 4.5 Approval of an Off-Site Gambling Permit for the Ham Lake Chamber of Commerce to conduct bingo and pull-tabs on July 3, 2021 at Lion's Park (1220 157th Avenue NE)
- 4.6 Approval of an Off-Site Gambling Permit for the Spring Lake Park Lions Club to conduct bingo and paddlewheel at Maxx Bar & Grill, 17646 Central Avenue NE on August 22, 2021
- 4.7 Approval of accepting the resignation of Sandy Flaherty as the City Representative to the Upper Rum River and Sunrise River Watershed Management Organizations and advertising for the open positions in the *Ham Laker*
- 4.8 Approval of a Resolution accepting the low bid for the reconstruction of the streets within Lund's Lakeview Forest
- 4.9 Approval of Liquor Licenses, subject to the approval of the City Attorney:

On-Sale and Sunday On-Sale

- T-Box Bar & Grill, 1431 147th Avenue NE, Ham Lake, MN
- Ham Lake Lanes, 16465 Highway 65 NE, Ham Lake, MN
- Acapulco Mexican Restaurant, 18015 Ulysses Street NE, Suite 1000, Ham Lake, MN
- EAGL Beverages Holding LLC, dba Majestic Oaks Golf Club, 701 Bunker Lake Boulevard NE, Ham Lake, MN
- Maxx Bar & Grill, 17646 Highway 65 NE, Ham Lake, MN

3.2% Off-Sale

- Speedway, 1442 Constance Boulevard NE, Ham Lake, MN

Wine and 3.2% Malt Liquor

- Mansetti's Pizza & Pasta, 16220 Aberdeen Street NE, Suite C, Ham Lake, MN

Off-Sale

- Grape Expectations, dba Tournament Liquor, 1434 147th Avenue NE, Ham Lake, MN
- Bidhipur Beverage, Inc., dba Ham Lake Liquors, 17720 Central Avenue NE, Ham Lake, MN

- Broadview Operations, LLC, dba 1 Stop Liquor, 16205 Lexington Avenue NE, Ham Lake (previously Carey's Liquor)
- Network Liquors, 13548 Highway 65 NE, Ham Lake, MN

4.10 Road Committee Recommendations:

- 1) Approval of ordering the Plans and Specifications for the proposed 2022 street construction projects – Meadow Park (north of Constance Boulevard NE) and Creek Valley
- 2) Approval of directing Engineer Collins to update the feasibility study for Polk Street NE from 165th Avenue NE to 810 feet south and adding the project to the 2022 reconstruction projects of Meadow Park (north of Constance Boulevard NE) and Creek Valley and adopting a Resolution

5.0 PLANNING COMMISSION RECOMMENDATIONS

- 5.1 Courtney Laufenberg requesting a Home Occupation Permit to operate No Loose Ends at 4614 141st Lane NE
- 5.2 Discussion of Article 9-220 of the Ham Lake City Code

6.0 ECONOMIC DEVELOPMENT AUTHORITY

6.1 Road Committee Recommendations:

- 1) Approval of directing Administrator Webster to list the City owned property located west of Aberdeen Street NE and north of 144th Avenue NE

7.0 APPEARANCES

- 7.1 Gary Osendorf, 13450 Staples Street NE (Lot 1, Block 1, Twin Birch Acres) – discussion of driveway location

8.0 CITY ATTORNEY

- 8.1 Discussion of draft Ordinance regarding signage (this is considered the First Reading of an Ordinance)

9.0 CITY ENGINEER

9.1 Road Committee Recommendations:

- 1) Discussion of maximum assessment amounts

10.0 CITY ADMINISTRATOR

11.0 COUNCIL BUSINESS

- 11.1 Committee Reports
- 11.2 Announcements and future agenda items

your most powerful membership™



City of Ham Lake
June 7th, 2021

Connexus Energy Service Area



- **137,462** Members
 - **125,435** Residential
 - **12,027** Comm/Industrial
- Over **1,000** sq miles
- Serve over **70** Cities/Twp
- **7** Counties

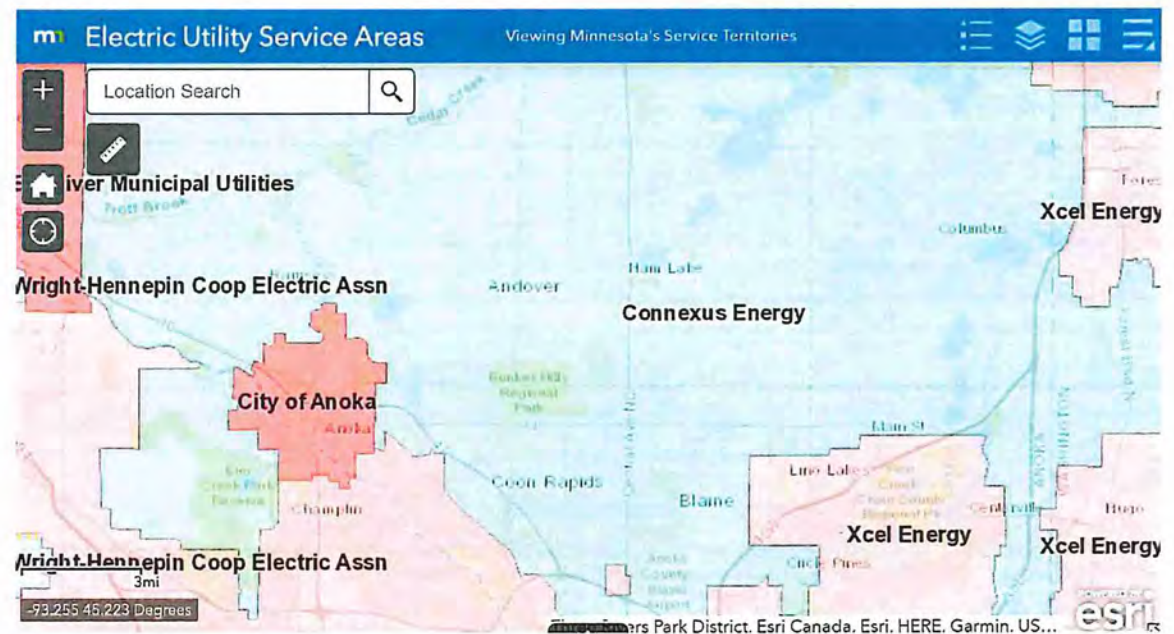


your most powerful membership™



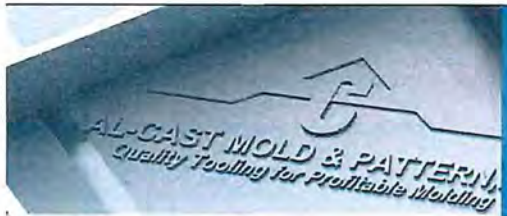
City of Ham Lake Minnesota

- 5th Largest City
- 6,471 Members
 - Revenue \$12M
 - Property Tax \$250,131



your most powerful membership™

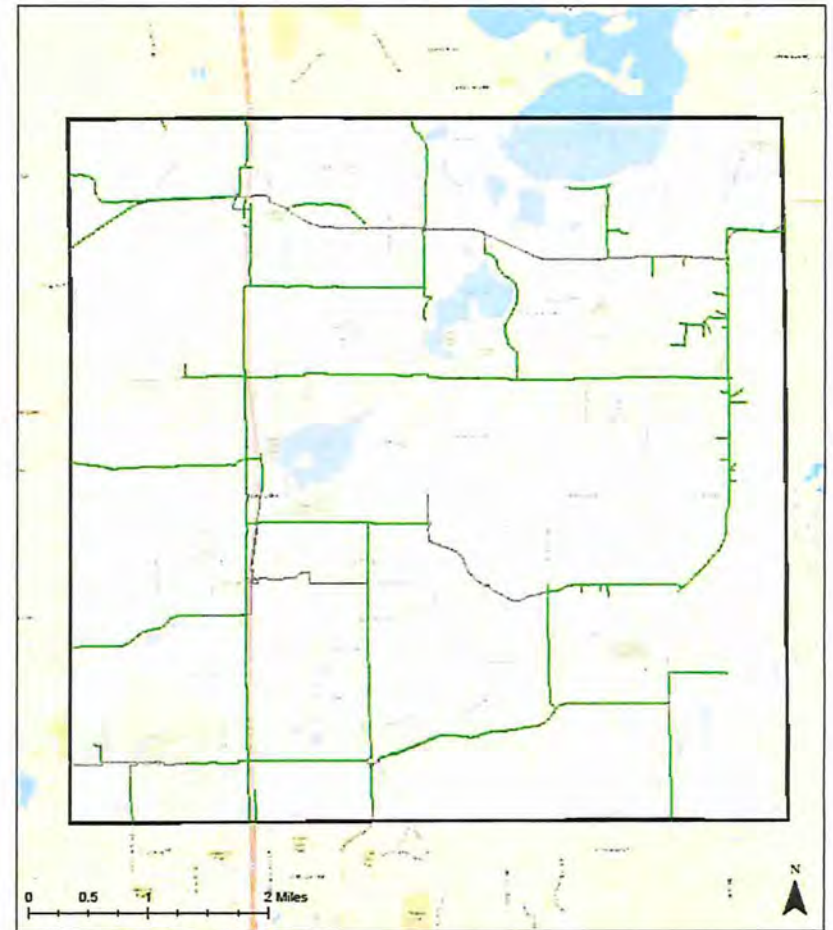
Community & Economic Development



your most powerful membership™

Community & Economic Development

- Major 3 PH infrastructure within Ham Lake
- Well position for growth



Ham Lake Major Feeders

Created: 4/10/2021



- 3PH Overhead Primary
- 3PH Underground Primary

THIS PRINT REPRESENTS THE LOCATION OF ELECTRICAL INFRASTRUCTURE AS OF THE PRINTED DATE TO THE BEST OF OUR KNOWLEDGE. THIS INFORMATION IS INTENDED FOR GENERAL USE ONLY AND IS NOT TO BE USED FOR CONSTRUCTION PURPOSES. CIVIL LAW REQUIRES AN ENGINEERING SURVEY OR EXCAVATING TO OBTAIN A FIELD LOCATION OF ALL UTILITIES. CALL BEFORE YOU DIG OR CALL FOR A FIELD LOCATION AT 1-800-325-1148.

your most powerful membership™

Your Cooperative

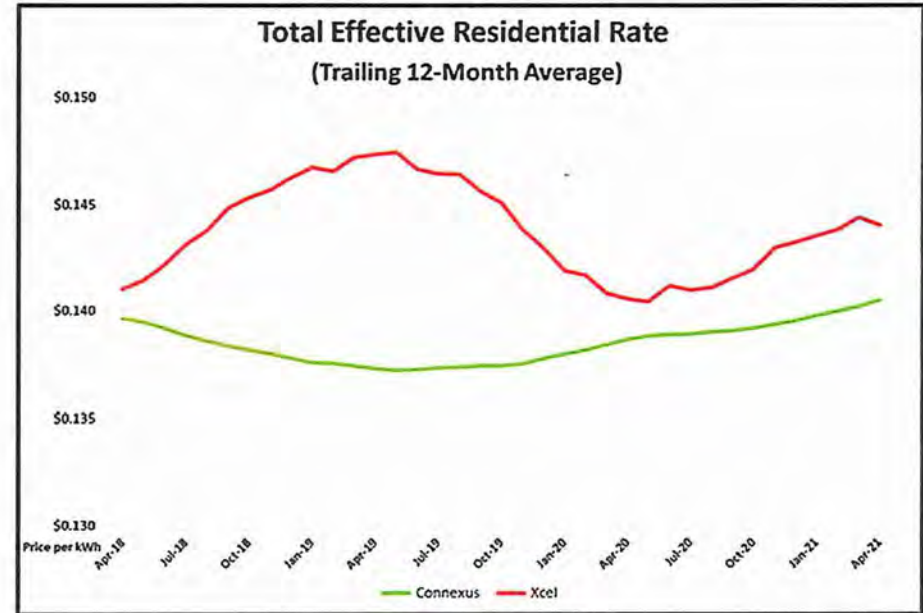
Member owned community focused

- Member elected board of directors
 - \$7.6M Cashback 2020
 - \$130M in the last 50 years
 - Pandemic relief
 - \$30,000 donation to local food shelves
 - \$25,000 for small business
 - \$13,000 Anoka Hennepin Educational Foundation
 - Formed foundation November 2019
 - Areas of focus
 - Community Services
 - Youth & Education
 - Environmental Stewardship
 - Economic Development & Commerce
- \$330,000 community donations in 2020



Affordability

- 2% decrease to General Commercial rate in 2021
- Residential- 4th consecutive year with no increase
- Residential rates remain 2–4% less than Xcel Energy



your most powerful membership™

Innovation

- First in the US to install utility scale solar with battery storage- \$1.2M annual net benefit, soon to be \$2M+
- Employee cost savings \$1.8M
- Peak time rebate and wi-fi thermostat program- \$900,000/annual savings



Connexus campus
Ramsey renewable station
Athens renewable station
Baldwin renewable station – Sunflower I
Stanford renewable station – Sunflower II

Reliability

- Rated #1 in the nation for “Perfect Power” - J.D. Power 2020 syndicated study
- Proactively invested over \$10M to improve reliability
- Connexus members can expect to experience an outage once every 3 years
 - Industry avg. > 1 per year
- Connexus is not Texas!



your most powerful membership™

What's next

- Pilots
 - Free nights
 - EV subscription
 - EV charger installation
 - In-home Energy Assessment
 - Targeted - overhead to underground
- Personalized Value of Membership report
- No fee credit card payments
- Mobile App
- Sunflower I & II



Value of Membership Report

CONNEXUS ENERGY

On Reliability

99.970% Reliability

Your home experienced 3 power outage(s) in the last two years.

Your two-year outage history

DATE	CAUSE	DURATION
8/22/2019	Equipment	4.5 Hours
8/22/2019	Flawed	10 Minutes
1/2/2020	Public	38 Minutes

4 power outages are listed as a list of power losing the minutes or hours

CREATED FOR: JAMES GRISWOLD
 ACCOUNT NUMBER: 177752-214542
 MEMBER SINCE: 03/01/1995

Look How Much You've Saved

Programs	12-Month Savings	3-Year Savings
Peak-Time Rebate		
Wi-Fi PowerPlay® Air Conditioning		
PowerPlay® Water Heating		
SolarWise		
Auto-Pay	Not Enrolled	
Paperless Billing	Not Enrolled	
Cash Back Totals	\$21.57	\$134.14
Total Savings	\$21.57	\$134.14

YOU COULD BE SAVING EVEN MORE WITH PEAK-TIME REBATE

We pay you \$1 for every kWh you reduce below your normal usage during our summer peak periods. There is no penalty if you are unable to reduce your energy usage when we ask. How much you save is up to you. For more information, visit connexusenergy.com.

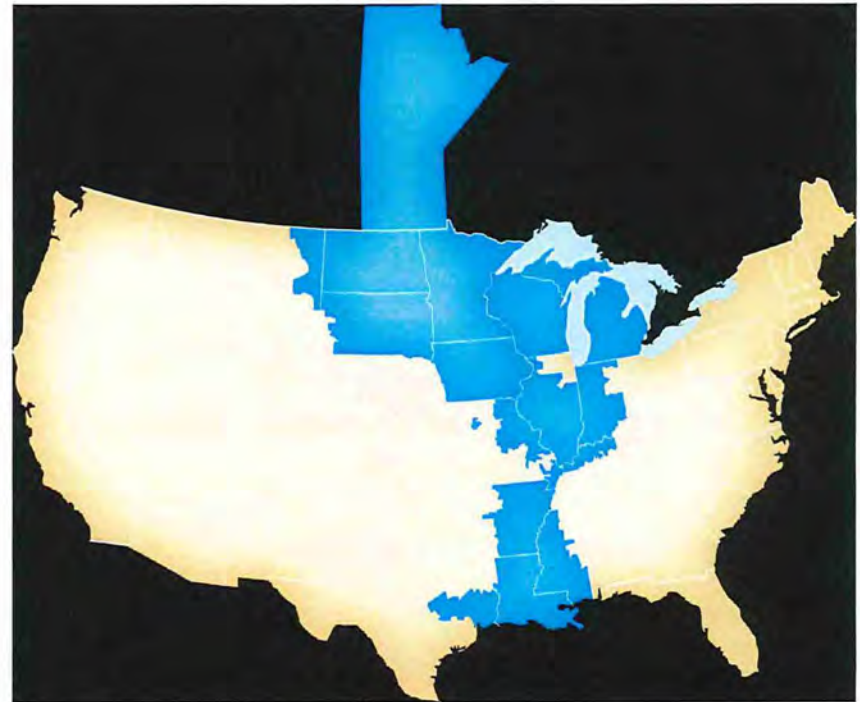
Cash Back

12-Month Total Savings \$70.03

Special Rate Programs	Year Rate Program	Standard Rate Program	12-Month Savings
Local Management Energy Saving Rate's	887.91	\$126.37	\$48.45
Total Savings			\$48.45

Midcontinent Independent System Operator (MISO)

(MISO) is an independent, not-for-profit organization that delivers safe, cost-effective electric power across 15 U.S. states and the Canadian province of Manitoba.



your most powerful membership™

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Don Haller – Vice President, Members

Don.haller@connexusenergy.com

Office: 763.323.2839

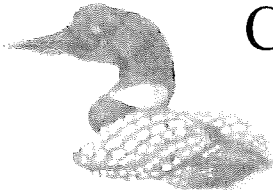
Cell: 763.242.2923

Bruce Sayler – Community & Economic Development

Bruce.Sayler@connexusenergy.com

Office: 763.323.2685

Cell: 763.350.5119



CITY OF HAM LAKE

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Ham Lake, Minnesota 55304
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CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES MONDAY, MAY 17, 2021

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, May 17, 2021 at 6:00 p.m. in the Council Chambers at the Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT: Acting Mayor Gary Kirkeide and Councilmembers Jim Doyle and Jesse Wilken

MEMBERS ABSENT: Mayor Mike Van Kirk and Councilmember Brian Kirkham

OTHERS PRESENT: City Attorney, Joe Murphy; City Engineer, Tom Collins; City Administrator, Denise Webster; and Dawnette Shimek, Deputy City Clerk

1.0 CALL TO ORDER - 6:00 P.M. – Pledge of Allegiance

Acting Mayor Kirkeide called the meeting to order and the Pledge of Allegiance was recited by all in attendance.

2.0 PUBLIC COMMENT – None

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS - None

3.1 Lt. Schuldt, Anoka County Sheriff's Office Monthly Report

Lt. Schuldt was present before the City Council and gave the Sheriff's Office report from April, 2021.

4.0 CONSENT AGENDA

These items are considered to be routine and will be enacted in one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from the Consent Agenda and considered in normal sequence. (All items listed on the Consent Agenda are recommended for approval.)

4.1 Approval of minutes of May 3, 2021

4.2 Approval of claims in the amount of \$578,462.81

4.3 Approval of scheduling the Budget Workshop Meeting for Monday, June 7, 2021 (following the regularly scheduled City Council Meeting)

4.4 Approval of the Outdoor Lighting and Maintenance Energy Agreement for street lights in Radisson Sunset Estates

4.5 Approval of Resolution No. 21-17 receiving a report prepared by Tom Collins, City Engineer, with reference to the proposed construction of the East Frontage Road South of Crosstown Boulevard NE requesting financial participation from the Minnesota Department of Transportation through the FY 2023 Local Partnership Program

4.6 Approval of hiring a full-time Building Inspector

4.7 Approval of the Vehicle Use Policy and Cellular Telephone Policy

4.8 Approval of purchasing landscaping shredded rubber mulch for City Hall

4.9 Approval of purchasing Dugout Covers for the ballfields at Lion's Park and Ham Lake Park

- 4.10 Approval of purchasing a Towmaster Trailer for the Public Works Department
- 4.11 Approval of a New Tobacco License for DG Retail LLC dba Dollar General Store #21464, 16248 Central Avenue NE

Motion by Wilken, seconded by Doyle, to approve the May 17, 2021 Consent Agenda as written. All present in favor, motion carried.

5.0 PLANNING COMMISSION RECOMMENDATIONS - None

6.0 ECONOMIC DEVELOPMENT AUTHORITY – None

7.0 APPEARANCES - None

8.0 CITY ATTORNEY – None

9.0 CITY ENGINEER - None

10.0 CITY ADMINISTRATOR

Administrator Webster announced that City Engineer Tom Collins has been working at RFC Engineering Inc. for 25 years. The City Council thanked Engineer Collins.

11.0 COUNCIL BUSINESS

11.1 Committee Reports

Councilmember Doyle stated that the Road Committee met prior to the City Council meeting and gave a brief update about the Revolving Street Fund projections.

11.3 Announcements and future agenda items - None

Motion by Kirkeide, seconded by Wilken, to adjourn the meeting at 6:05 p.m. All present in favor, motion carried.

Dawnette Shimek
Deputy City Clerk

**CITY OF HAM LAKE
CLAIMS SUBMITTED TO COUNCIL
June 7, 2021**

CITY OF HAM LAKE

EFTS, CHECKS, AND BANK DRAFTS	5/20/21 - 6/9/21	
EFT	# 1452 - 1460	\$ 4,693.12
CHECKS	# 62916 - 62974	\$ 400,463.00
BANK DRAFTS	DFT0002214 - DFT0002229	\$ 47,952.24
TOTAL EFTS, CHECKS, AND BANK DRAFTS		<u>\$ 453,108.36</u>
PAYROLL CHECKS		
05/21/21		\$ 42,383.38
06/04/21		\$ 36,555.32
TOTAL PAYROLL CHECKS		<u>\$ 78,938.70</u>
TRUST CHECKS	#5650 - 5662	\$ 18,730.00
TOTAL OF ALL PAYMENTS		<u>\$ 550,777.06</u>

VOID CHECKS

EFT
CHECKS # 62936 & 62999
TRUST CHECKS

APPROVED BY THE HAM LAKE CITY COUNCIL THIS 7TH DAY OF JUNE 2021

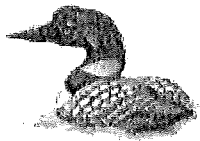
MAYOR

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER



Payment Dates 5/20/2021 - 6/9/2021

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
1452	OPTUM BANK - 6011	Health Savings Account-6011	Flexible spending	100-21705	54.17
1453	WELLS FARGO - 6003	Health Savings Account-6003	Flexible spending	100-21705	125.00
1454	OPTUM BANK - 6011	Health Savings Account-6011	Flexible spending	100-21705	54.17
1455	WELLS FARGO - 6003	Health Savings Account-6003	Flexible spending	100-21705	125.00
1456	ARAMARK UNIFORM & CAREE	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	545.50
1456	ARAMARK UNIFORM & CAREE	FIRST AID CABINET	Safety supplies	100-43101-2240	12.00
1456	ARAMARK UNIFORM & CAREE	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	329.20
1456	ARAMARK UNIFORM & CAREE	FIRST AID CABINET	Safety supplies	100-43101-2240	12.00
1457	BRODIN PRESS	MAY HAM LAKER	Editing	211-41704-3125	900.00
1457	BRODIN PRESS	JUNE HAM LAKER	Editing	211-41704-3125	900.00
1458	DELTA DENTAL PLAN OF MINN	JUNE DK COBRA	COBRA receivable	100-11502	42.00
1458	DELTA DENTAL PLAN OF MINN	JUNE DENTAL	Flexible spending	100-21705	915.90
1459	O'REILLY AUTOMOTIVE STORE	GREASE GUN	Operating supplies	100-43101-2290	18.99
1459	O'REILLY AUTOMOTIVE STORE	GREASE GUN	Operating supplies	100-43101-2290	-18.99
1459	O'REILLY AUTOMOTIVE STORE	SEALING TAPE	Operating supplies	100-43101-2290	4.29
1459	O'REILLY AUTOMOTIVE STORE	COUPLER	Operating supplies	100-43101-2290	15.98
1459	O'REILLY AUTOMOTIVE STORE	#66 OIL, AIR, HYD, & PRE FILT	Equipment parts & supplies	100-44101-2320	54.32
1459	O'REILLY AUTOMOTIVE STORE	#64 OIL FILTER	Equipment parts & supplies	100-44101-2320	16.32
1459	O'REILLY AUTOMOTIVE STORE	WEED WHIP PLUG	Equipment parts & supplies	100-44101-2320	6.58
1459	O'REILLY AUTOMOTIVE STORE	LENS & BULB	Operating supplies	100-43101-2290	5.69
1460	WICK COMMUNICATIONS	JUNE HAM LAKER	Printing	211-41704-3970	575.00
62916	BUREAU OF CRIMINAL APPRE	CHILD PROTECTION BACKGRO	Personnel testing & recruitme	100-44101-3150	15.00
62917	ACE SOLID WASTE INC	MAY CONTAMINATED RECYC	Waste management & recycli	231-43601-3630	276.21
62918	ACE SOLID WASTE INC	JUNE ORGANICS	Waste management & recycli	231-43601-3630	295.69
62919	ACE SOLID WASTE INC	JUNE YARDWASTE	Waste management & recycli	231-43601-3630	87.75
62920	AIR MECHANICAL	FIRE #1 - AC REPAIR	Building repair & maintenanc	100-42202-3420	779.00
62921	ALLINA HEALTH SYSTEMS	2ND MEDICAL DIRECTORSHIP	Medical directorship	100-42201-3140	930.18
62922	ANOKA COUNTY FIRE PROTEC	2021 DUES	Dues & subscriptions	100-42201-3920	460.00
62922	ANOKA COUNTY FIRE PROTEC	2021 AUDIT ALLOCATIONS	Other communication	100-42201-3290	294.00
62922	ANOKA COUNTY FIRE PROTEC	2021 SRT ALLOCATIONS	Other communication	100-42201-3290	797.00
62922	ANOKA COUNTY FIRE PROTEC	2021 PSDS ALLOCATIONS	Other communication	100-42201-3290	11,446.00
62923	ANOKA COUNTY TREASURY D	BROADBAND FIRE #2	Internet & website	100-41301-3220	75.00
62923	ANOKA COUNTY TREASURY D	JUNE BROADBAND	Internet & website	100-41301-3220	37.50
62924	ANOKA COUNTY TREASURY D	1ST QTR SIGNAL MAINT BUNK	Equipment repair & maintena	100-43401-3440	680.64
62925	ANOKA COUNTY TREASURY D	JPA	Capital assets	411-41302-5110	3,189.09
62926	AUTO NATION INC	#78 NEW ENGINE	Vehicle repair & maintenance	100-43101-3470	19,375.42
62927	BERGANKDV	2020 AUDIT	Audit & actuarial services	100-41402-3115	25,930.00
62928	BLAINE LOCK & SAFE, INC.	LOCK REPLACEMENT AT HAM	Building repair & maintenanc	100-44102-3420	1,554.00
62928	BLAINE LOCK & SAFE, INC.	KEYS	Operating supplies	100-43101-2290	72.00
62929	CARSON, CLELLAND, & SCHRE	Council Meetings	Attorney	100-41101-3110	90.00
62929	CARSON, CLELLAND, & SCHRE	Truck Parking	Attorney	100-41102-3110	52.50
62929	CARSON, CLELLAND, & SCHRE	Signs	Attorney	100-41102-3110	70.00
62929	CARSON, CLELLAND, & SCHRE	Permit Applications	Attorney	100-41102-3110	70.00
62929	CARSON, CLELLAND, & SCHRE	Prosecution	Attorney	100-41501-3110	6,500.00
62929	CARSON, CLELLAND, & SCHRE	Cell & Vehicle Use Policies	Attorney	100-41701-3110	70.00
62929	CARSON, CLELLAND, & SCHRE	HR	Attorney	100-41701-3110	35.00
62929	CARSON, CLELLAND, & SCHRE	Data Practices	Attorney	100-41701-3110	52.50
62929	CARSON, CLELLAND, & SCHRE	Copart	Attorney	431-43301-3110	192.50
62929	CARSON, CLELLAND, & SCHRE	Tippecanoe Street	Attorney	431-43301-3110	70.00
62929	CARSON, CLELLAND, & SCHRE	Radison Sunset Estates	Attorney	890-90001-3110	1,200.00
62929	CARSON, CLELLAND, & SCHRE	Flamingo Terrace	Attorney	890-90001-3110	70.00
62929	CARSON, CLELLAND, & SCHRE	Hidden Forest East	Attorney	890-90001-3110	70.00
62930	CENTRAL WOOD PRODUCTS I	RECYCLE DAY BRUSH & LOGS	Waste management & recycli	231-43601-3630	300.00
62931	CERTIFIED APPRAISAL SERVIC	14XXX ABERDEEN ST NE APPR	Other professional services	262-46101-3190	1,000.00

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
62932	CITY OF COLUMBUS	APRIL SIGNAL LEXINGTON & B	Electricity	100-43401-3610	23.95
62933	CITY OF ST PAUL	6 TN ASPHALT MIX	Street repair & maintenance s	100-43101-2330	401.58
62934	COMFORT PEST CONTROL OF	FIRE #1 ANT CONTROL	Building repair & maintenanc	100-42202-3420	150.00
62935	CONNEXUS ENERGY	CITY HALL	Electricity	100-41702-3610	705.10
62935	CONNEXUS ENERGY	GARAGE	Electricity	100-41702-3610	31.13
62935	CONNEXUS ENERGY	CITY SIGN	Electricity	100-41703-3610	100.93
62935	CONNEXUS ENERGY	SOUTH WELCOME	Electricity	100-41703-3610	14.49
62935	CONNEXUS ENERGY	FIRE #2	Electricity	100-42202-3610	190.09
62935	CONNEXUS ENERGY	FIRE #1	Electricity	100-42202-3610	423.66
62935	CONNEXUS ENERGY	SIRENS	Electricity	100-42302-3610	65.00
62935	CONNEXUS ENERGY	PW	Electricity	100-43104-3610	863.15
62935	CONNEXUS ENERGY	BUNKER/LEXINGTON SIGNALS	Electricity	100-43401-3610	67.23
62935	CONNEXUS ENERGY	RADISSON/BUNKER SIGNALS	Electricity	100-43401-3610	76.91
62935	CONNEXUS ENERGY	CROSSTOWN/HWY 65 SIGNAL	Electricity	100-43401-3610	77.41
62935	CONNEXUS ENERGY	STREET LIGHTS #1	Electricity	100-43401-3610	25.57
62935	CONNEXUS ENERGY	LEXINGTON/CROSSTOWN SIG	Electricity	100-43401-3610	45.29
62935	CONNEXUS ENERGY	BUNKER/JEFFERSON SIGNALS	Electricity	100-43401-3610	59.32
62935	CONNEXUS ENERGY	HWY 65/ANDOVER BLVD SIGN	Electricity	100-43401-3610	74.93
62935	CONNEXUS ENERGY	STREET LIGHTS #2	Electricity	100-43401-3610	283.02
62935	CONNEXUS ENERGY	HWY 65/CONSTANCE SIGNALS	Electricity	100-43401-3610	119.39
62935	CONNEXUS ENERGY	HWY 65/BUNKER SIGNALS	Electricity	100-43401-3610	84.98
62935	CONNEXUS ENERGY	HAM LAKE PARK	Electricity	100-44101-3610	161.63
62935	CONNEXUS ENERGY	SODERVILLE PARK	Electricity	100-44101-3610	38.16
62935	CONNEXUS ENERGY	SODERVILLE PARK WELL	Electricity	100-44101-3610	14.99
62935	CONNEXUS ENERGY	HAM LAKE PARK BUILDING	Electricity	100-44102-3610	120.06
62935	CONNEXUS ENERGY	HAM LAKE PARK CONCESSION	Electricity	100-44102-3610	65.29
62935	CONNEXUS ENERGY	LION'S PARK PAVILION	Electricity	100-44102-3610	126.61
62935	CONNEXUS ENERGY	HAM LAKE PARK SHELTER	Electricity	100-44102-3610	29.15
62935	CONNEXUS ENERGY	LION'S PARK CONCESSION	Electricity	100-44102-3610	49.39
62935	CONNEXUS ENERGY	SR CENTER	Electricity	100-44202-3610	379.67
62935	CONNEXUS ENERGY	STREET LIGHTS	Electricity	232-43701-3610	4,476.01
62937	CONNEXUS ENERGY	OCT '20 - APR '21 HAM LAKE	Electricity	100-44101-3610	770.58
62938	DEARBORN LIFE INS CO	JUNE VOL LIFE	Other payroll deductions	100-21706	147.00
62938	DEARBORN LIFE INS CO	JUNE LIFE	Other payroll deductions	100-21706	51.20
62939	DEHN OIL CO	227 GAL GASOLINE	Fuel	100-43101-2230	589.07
62939	DEHN OIL CO	200.1 GAL DIESEL	Fuel	100-43101-2230	514.26
62940	DO ALL PRINTING	FIRE CHIEF AND INVESTIGATO	Office supplies	100-42201-2110	37.00
62940	DO ALL PRINTING	HAM LAKER DELIVERY	Other services and charges	211-41704-3990	130.00
62941	EMERGENCY AUTOMOTIVE TE	#89 BLUE END CAP	Vehicle parts & supplies	100-43101-2340	72.15
62942	ERIK SKOGQUIST	2ND QTR ASSESSING	Assessing/property tax admin	100-41403-3105	9,779.53
62943	EVERGREEN RECYCLING LLC	SPRING RECYCLING	Waste management & recycli	231-43601-3630	350.00
62944	FLEETPRIDE	#61 FILTERS	Equipment parts & supplies	100-43101-2320	78.53
62944	FLEETPRIDE	#61 FILTER	Equipment parts & supplies	100-43101-2320	29.06
62945	GLOWING HEARTH & HOME	CANCELLED PERMIT #622	Surcharge	100-22801	1.00
62945	GLOWING HEARTH & HOME	CANCELLED PERMIT #622	Other construction permits	100-32202	60.00
62946	HAM LAKE FIRE RELIEF ASSN	FIRE RELIEF STATE AID CONTRI	Fire relief state aid	100-48101-4135	1,000.00
62947	HAM LAKE HARDWARE INC	SAFETY HASP	Operating supplies	100-44101-2290	-10.99
62947	HAM LAKE HARDWARE INC	PARTS FOR SODERVILLE	Operating supplies	100-44101-2290	22.27
62948	HILDI INC	2021 Fire Relief Pension Valua	Audit & actuarial services	100-41402-3115	2,650.00
62949	J.R.'S ADVANCED RECYCLERS	CITY APPLIANCE RECYCLING	Waste management & recycli	231-43601-3630	80.00
62950	MARY WELLS	2ND QTR ASSESSING	Assessing/property tax admin	100-41403-3105	9,779.52
62951	MCCLELLAN SALES INC	GLOVES & SAFETY GLASSES	Safety supplies	100-43101-2240	179.82
62952	MENARDS	DUGOUT COVERS	Capital assets	440-44103-5110	843.20
62952	MENARDS	tURNBUCKLE	Operating supplies	100-43101-2290	3.86
62953	MENARDS-BLAINE	DUG OUT COVERS	Capital assets	440-44103-5110	75.32
62953	MENARDS-BLAINE	REBATE - PINE CREEK SUPPLIE	Refunds & reimbursements	100-37601	-82.53
62953	MENARDS-BLAINE	IN STORE CREDIT - DUG OUT	Controllable assets	100-44101-5120	-75.96
62953	MENARDS-BLAINE	DUG OUT COVERS	Capital assets	440-44103-5110	335.84
62953	MENARDS-BLAINE	LIONS PARK #5 & 6 PARTS	Operating supplies	100-44101-2290	122.98
62953	MENARDS-BLAINE	DUG OUT COVERS	Capital assets	440-44103-5110	3,710.27

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
62953	MENARDS-BLAINE	DUGOUT COVERS	Controllable assets	100-44101-5120	429.00
62953	MENARDS-BLAINE	DUG OUT COVERS	Capital assets	440-44103-5110	643.40
62954	MINNESOTA EQUIPMENT	#61 FUEL PUMP	Equipment parts & supplies	100-44101-2320	77.21
62954	MINNESOTA EQUIPMENT	AIR FILTERS & SCREWS	Operating supplies	100-44101-2290	74.08
62954	MINNESOTA EQUIPMENT	FILTER, KNOB, PINS, CHAIN	Operating supplies	100-44101-2290	66.63
62955	NCBERS GROUP LIFE INSURAN	JUNE LIFE	Other payroll deductions	100-21706	96.00
62956	NEW LOOK CONTRACTING IN	TWIN BIRCH ACRES	Contractors	431-43301-3810	267,773.65
62957	NORTH METRO MAINTENANC	CLEANING	Cleaning service	100-41702-3430	625.00
62957	NORTH METRO MAINTENANC	CLEANING-FIRE #2	Cleaning service	100-42202-3430	115.00
62957	NORTH METRO MAINTENANC	CLEANING-FIRE #1	Cleaning service	100-42202-3430	130.00
62957	NORTH METRO MAINTENANC	CLEANING	Cleaning service	100-43104-3430	100.00
62957	NORTH METRO MAINTENANC	CLEANING	Cleaning service	100-44202-3430	230.00
62958	NORTHERN TOOL & EQUIPME	CHAINSAW OIL, RATCHETS	Operating supplies	100-43101-2290	23.98
62958	NORTHERN TOOL & EQUIPME	CHAINSAW OIL, RATCHETS	Small tools	100-43101-2410	65.98
62959	PARK SUPPLY OF AMERICA IN	Urinal Flush	Operating supplies	100-44101-2290	176.60
62960	RHINO LININGS MIDWEST	G1 STEPS & FENDER FLARES	Capital assets	420-42201-5110	1,079.00
62961	SIR LINES-A-LOT	RE-STRIPE PARKING LOT HAM	Street repair & maintenance s	100-44101-2330	685.00
62962	SITEONE LANDSCAPE SUPPLY	SOCKET	Operating supplies	100-44101-2290	6.43
62962	SITEONE LANDSCAPE SUPPLY	IRRIGATION ROTOR	Operating supplies	100-44101-2290	70.76
62963	SPECIALTY SOLUTIONS LLC	GRASS SEED	Operating supplies	100-44101-2290	948.28
62964	STATE CHEMICAL SOLUTIONS	PARK BATHROOM SUPPLIES	Operating supplies	100-44101-2290	769.45
62965	TASC	JULY COBRA ADMINISTRATIO	Other professional services	100-41701-3190	15.00
62966	ULINE	LABELER AND LABELS	Office supplies	100-42201-2110	174.74
62967	UPPER RUM RIVER WATERSHE	2ND HALF	Upper Rum River WMO	100-43201-3720	1,165.94
62968	US POSTMASTER	POSTAGE 6184 x .164	Postage	211-41704-2120	1,014.18
62969	VERIZON WIRELESS	SR CENTER	Phones/radios/pagers	100-44201-3210	8.92
62970	VERIZON WIRELESS	KB, DK	Phones/radios/pagers	100-42201-3210	83.02
62970	VERIZON WIRELESS	TD, MJ, EXTRA & 2 LAPTOPS	Phones/radios/pagers	100-42401-3210	204.55
62970	VERIZON WIRELESS	JK, JW,CH, CS, EH, & 2 LAPTOP	Phones/radios/pagers	100-43101-3210	287.57
62970	VERIZON WIRELESS	DH, AC	Phones/radios/pagers	100-44101-3210	83.02
62971	W.S. DARLEY & CO.	Thermal Imager Battery	Equipment repair & maintena	100-42201-3440	338.49
62972	WRIGHT-HENNEPIN COOPERA	JULY SECURITY MONITORING	Monitoring	100-41702-3145	32.95
62972	WRIGHT-HENNEPIN COOPERA	JULY ELEVATOR MONITORING	Monitoring	100-41702-3145	10.00
62972	WRIGHT-HENNEPIN COOPERA	JULY PW FIRE PANEL MONITO	Monitoring	100-43104-3145	52.95
62973	ZARNOTH BRUSH WORKS, INC	BROOM FOR SWEEPER	Street sweeping	100-43101-2610	474.00
62974	US BANK CORPORATE PAYME	ZOOM-MAY Zoom-DW	Dues & subscriptions	100-41201-3920	12.84
62974	US BANK CORPORATE PAYME	ICONTRACT-Webtrack Subscrip	Internet & website	100-41301-3220	23.10
62974	US BANK CORPORATE PAYME	IOS-Toner - SK-JB	Office supplies	100-41401-2110	174.20
62974	US BANK CORPORATE PAYME	GFOA-GAAFR 2020 Edition E-	Training/conferences/schools	100-41401-3510	129.00
62974	US BANK CORPORATE PAYME	GFOA-Renewal Fees - AW-AW	Dues & subscriptions	100-41401-3920	190.00
62974	US BANK CORPORATE PAYME	GPS-MCFOA Dues - JB-JB	Dues & subscriptions	100-41601-3920	46.00
62974	US BANK CORPORATE PAYME	IOS-Tape & Folders-JB	Office supplies	100-41701-2110	41.88
62974	US BANK CORPORATE PAYME	IOS-Pens, Paper, Corrector-JB	Office supplies	100-41701-2110	169.30
62974	US BANK CORPORATE PAYME	AMAZON-Paper Shredder-DW	Operating supplies	100-41701-2290	549.97
62974	US BANK CORPORATE PAYME	IOS-Paper towels, toilet paper	Operating supplies	100-41701-2290	107.57
62974	US BANK CORPORATE PAYME	MAIL FINANCE-May-Jul Postag	Equipment rentals	100-41701-3320	462.06
62974	US BANK CORPORATE PAYME	MAIL FINANCE-Feb-Apr Posta	Equipment rentals	100-41701-3320	462.06
62974	US BANK CORPORATE PAYME	BEST BUY-Microwave-AW	Controllable assets	100-41701-5120	64.99
62974	US BANK CORPORATE PAYME	IOS-Pushpins-JB	Office supplies	100-42201-2110	4.05
62974	US BANK CORPORATE PAYME	AMAZON-Don's Cell Case & Sc	Office supplies	100-42201-2110	25.97
62974	US BANK CORPORATE PAYME	CASEY'S-G-1 FUEL-DK	Fuel	100-42201-2230	74.30
62974	US BANK CORPORATE PAYME	CORNERSTONE TEAM SPORTS	Operating supplies	100-42201-2290	99.60
62974	US BANK CORPORATE PAYME	IOS-Fire 1 & 2 paper towels &	Operating supplies	100-42201-2290	169.56
62974	US BANK CORPORATE PAYME	AMAZON-Fire Book-PD-DW	Training supplies	100-42201-3530	76.95
62974	US BANK CORPORATE PAYME	IOS-Paper-JB	Office supplies	100-42401-2110	18.76
62974	US BANK CORPORATE PAYME	INT'L CODE COUNCIL-2020 M	Codes & standards	100-42401-2820	251.74
62974	US BANK CORPORATE PAYME	MILWAUKEE ELECTRIC -Batter	Small tools	100-43101-2410	122.92
62974	US BANK CORPORATE PAYME	WOLCYN TREE FARM-Arbor D	Operating supplies	100-44101-2290	289.90
62974	US BANK CORPORATE PAYME	AMAZON-Lions Park bathroo	Building repair & maintenanc	100-44102-2310	31.38
62974	US BANK CORPORATE PAYME	IOS-Garbage Bags, Paper Tow	Operating supplies	100-44201-2290	107.77

Expense Approval Report

Payment Dates: 5/20/2021 - 6/9/2021

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
62974	US BANK CORPORATE PAYME	TGK AUTO HL-G1 TIRE INSTAL	Capital assets	420-42201-5110	1,902.30
DFT0002214	EMPOWER	Deferred Compensation	Deferred compensation	100-21704	1,375.00
DFT0002214	EMPOWER	Roth IRA	Deferred compensation	100-21704	50.00
DFT0002215	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	5,133.06
DFT0002215	IRS-Payroll Tax	Medicare Payable	Federal WH/FICA/MC	100-21701	1,716.94
DFT0002215	IRS-Payroll Tax	Social Security Payable	Federal WH/FICA/MC	100-21701	7,290.78
DFT0002216	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	2,299.12
DFT0002217	PERA	Retirement-Coordinated	PERA	100-21703	6,050.78
DFT0002217	PERA	Retirement-Elected Officials	PERA	100-21703	40.84
DFT0002226	EMPOWER	Deferred Compensation	Deferred compensation	100-21704	1,375.00
DFT0002226	EMPOWER	Roth IRA	Deferred compensation	100-21704	50.00
DFT0002227	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	5,306.54
DFT0002227	IRS-Payroll Tax	Medicare Payable	Federal WH/FICA/MC	100-21701	1,549.02
DFT0002227	IRS-Payroll Tax	Social Security Payable	Federal WH/FICA/MC	100-21701	6,179.50
DFT0002228	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	2,424.14
DFT0002229	PERA	Retirement-Coordinated	PERA	100-21703	6,056.19
DFT0002229	PERA	Retirement-Police & Fire	PERA	100-21703	1,055.33
Grand Total:					453,108.36

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	161,568.95
211 - HAM LAKER	3,519.18
231 - RECYCLING	1,389.65
232 - STREET LIGHT	4,476.01
262 - HAM LAKE EDA	1,000.00
411 - ELECTION EQUIPMENT	3,189.09
420 - FIRE EQUIPMENT	2,981.30
431 - REVOLVING STREET	268,036.15
440 - PARK & BEACH LAND	5,608.03
890 - TRUST FUND	1,340.00
Grand Total:	453,108.36

Account Summary

Account Number	Account Name	Payment Amount
100-11502	COBRA receivable	42.00
100-21701	Federal WH/FICA/MC	27,175.84
100-21702	State W/H	4,723.26
100-21703	PERA	13,203.14
100-21704	Deferred compensation	2,850.00
100-21705	Flexible spending	1,274.24
100-21706	Other payroll deductions	294.20
100-22801	Surcharge	1.00
100-32202	Other construction per	60.00
100-37601	Refunds & reimburseme	-82.53
100-41101-3110	Attorney	90.00
100-41102-3110	Attorney	192.50
100-41201-3920	Dues & subscriptions	12.84
100-41301-3220	Internet & website	135.60
100-41401-2110	Office supplies	174.20
100-41401-3510	Training/conferences/sc	129.00
100-41401-3920	Dues & subscriptions	190.00
100-41402-3115	Audit & actuarial service	28,580.00
100-41403-3105	Assessing/property tax a	19,559.05
100-41501-3110	Attorney	6,500.00
100-41601-3920	Dues & subscriptions	46.00
100-41701-2110	Office supplies	211.18
100-41701-2290	Operating supplies	657.54
100-41701-3110	Attorney	157.50
100-41701-3190	Other professional servi	15.00
100-41701-3320	Equipment rentals	924.12
100-41701-5120	Controllable assets	64.99
100-41702-3145	Monitoring	42.95
100-41702-3430	Cleaning service	625.00
100-41702-3610	Electricity	736.23
100-41703-3610	Electricity	115.42
100-42201-2110	Office supplies	241.76
100-42201-2230	Fuel	74.30
100-42201-2290	Operating supplies	269.16
100-42201-3140	Medical directorship	930.18
100-42201-3210	Phones/radios/pagers	83.02
100-42201-3290	Other communication	12,537.00
100-42201-3440	Equipment repair & mai	338.49
100-42201-3530	Training supplies	76.95
100-42201-3920	Dues & subscriptions	460.00
100-42202-3420	Building repair & mainte	929.00
100-42202-3430	Cleaning service	245.00
100-42202-3610	Electricity	613.75

Account Summary

Account Number	Account Name	Payment Amount
100-42302-3610	Electricity	65.00
100-42401-2110	Office supplies	18.76
100-42401-2820	Codes & standards	251.74
100-42401-3210	Phones/radios/pagers	204.55
100-43101-2210	Clothing & personal prot	874.70
100-43101-2230	Fuel	1,103.33
100-43101-2240	Safety supplies	203.82
100-43101-2290	Operating supplies	125.80
100-43101-2320	Equipment parts & suppl	107.59
100-43101-2330	Street repair & mainten	401.58
100-43101-2340	Vehicle parts & supplies	72.15
100-43101-2410	Small tools	188.90
100-43101-2610	Street sweeping	474.00
100-43101-3210	Phones/radios/pagers	287.57
100-43101-3470	Vehicle repair & mainten	19,375.42
100-43104-3145	Monitoring	52.95
100-43104-3430	Cleaning service	100.00
100-43104-3610	Electricity	863.15
100-43201-3720	Upper Rum River WMO	1,165.94
100-43401-3440	Equipment repair & mai	680.64
100-43401-3610	Electricity	938.00
100-44101-2290	Operating supplies	2,536.39
100-44101-2320	Equipment parts & suppl	154.43
100-44101-2330	Street repair & mainten	685.00
100-44101-3150	Personnel testing & recr	15.00
100-44101-3210	Phones/radios/pagers	83.02
100-44101-3610	Electricity	985.36
100-44101-5120	Controllable assets	353.04
100-44102-2310	Building repair & mainte	31.38
100-44102-3420	Building repair & mainte	1,554.00
100-44102-3610	Electricity	390.50
100-44201-2290	Operating supplies	107.77
100-44201-3210	Phones/radios/pagers	8.92
100-44202-3430	Cleaning service	230.00
100-44202-3610	Electricity	379.67
100-48101-4135	Fire relief state aid	1,000.00
211-41704-2120	Postage	1,014.18
211-41704-3125	Editing	1,800.00
211-41704-3970	Printing	575.00
211-41704-3990	Other services and charg	130.00
231-43601-3630	Waste management & r	1,389.65
232-43701-3610	Electricity	4,476.01
262-46101-3190	Other professional servi	1,000.00
411-41302-5110	Capital assets	3,189.09
420-42201-5110	Capital assets	2,981.30
431-43301-3110	Attorney	262.50
431-43301-3810	Contractors	267,773.65
440-44103-5110	Capital assets	5,608.03
890-90001-3110	Attorney	1,340.00
	Grand Total:	453,108.36

Project Account Summary

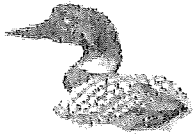
Project Account Key	Payment Amount
None	183,732.21
200922-110	192.50
201805-140	267,773.65
202102.053-110	70.00
Trust-130	70.00

Project Account Summary

Project Account Key
Trust-210

Payment Amount
1,270.00
453,108.36

Grand Total:



City of Ham Lake, MN

EFT Payroll Check Register

Report Summary

Pay Period: 5/2/2021-5/15/2021

Packet: PYPKT01158 - PPE 05/15/21 PAID 05/21/21

Payroll Set: City of Ham Lake - 01

Type	Count	Amount
Regular Checks	0	0.00
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	61	42,383.38
Total	61	42,383.38



City of Ham Lake, MN

Payroll Check Register Report Summary

Pay Period: 5/16/2021-5/29/2021

Packet: PYPKT01163 - PPE 5/29/21 PAID 6/4/21

Payroll Set: City of Ham Lake - 01

Type	Count	Amount
Regular Checks	0	0.00
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	37	36,555.32
Total	37	36,555.32

10:10 AM

05/28/21

Accrual Basis

CITY OF HAM LAKE-TRUST MONTHLY CHECK REGISTER

May 20 - 28, 2021

Type	Date	Num	Name Contact	Memo	Amount
May 20 - 28, 21					
Check	05/20/2021	5650	BETTE CLEMENSON	05/15/21 HAM LAKE PARK DEPOSIT	-150.00
Check	05/20/2021	5651	NORTHERN LIGHTS HOME SCHOOL	05/15/21 LIONS PARK DEPOSIT	-150.00
Check	05/20/2021	5652	BRENDA KUHN	05/16/21 HAM LAKE PARK DEPOSIT	-150.00
Check	05/20/2021	5653	LATITUDE STUDIOS CO	LATITUDE STUDIOS C-O BALANCE	-80.00
Check	05/27/2021	5654	SHARPER HOMES	DRIVEWAY ESCROW 14374 PACKARD STREET	-2,600.00
Check	05/27/2021	5655	SHARPER HOMES	TURF ESCROW 14374 PACKARD STREET	-2,500.00
Check	05/27/2021	5656	SHARPER HOMES	DRIVEWAY ESCROW 14416 PACKARD ST	-2,600.00
Check	05/27/2021	5657	SHARPER HOMES	TURF ESCROW 14416 PACKARD ST	-2,500.00
Check	05/27/2021	5658	LANG BUILDERS	DRIVEWAY ESCROW 14410 OPAL STREET	-2,600.00
Check	05/27/2021	5659	LANG BUILDERS	TURF ESCROW 14410 OPAL ST	-2,500.00
Check	05/28/2021	5660	SHARPER HOMES	DRIVEWAY ESCROW 16535 WAKE STREET	-2,600.00
Check	05/28/2021	5661	CECO CONCRETE	5/26/21 LIONS PARK DEPOSIT	-150.00
Check	05/28/2021	5662	THE WAY OF THE SHEPHERD	05/28/21 LIONS PARK DEPOSIT	-150.00
May 20 - 28, 21					-18,730.00

Receipt # 89830 \$25.00 Fee

**APPLICATION FOR ON-SALE/OFF-SALE
3.2 PERCENT MALT LIQUOR**

TO: Ham Lake City Council
Of the City of Ham Lake
County of Anoka, State of Minnesota

Marvin Buchholz, whose name and address is subscribed hereto, hereby make application for an On sale/Off sale license to sell 3.2 percent malt liquor on those certain premises in the City of Ham Lake, County of Anoka, State of Minnesota known and described as follows: Lion's Park, 1220 157th Avenue NE, Ham Lake, MN, in connection with the Ham Lake Lions (business) there now and therefore conducted by said applicants since 1985.

Applicant states and represents:

(a – if an individual or partnership) That they are a citizen of the United States of America, who is of good moral character and repute and has attained the age of twenty one years and who is proprietor of the establishment for which this license is applied.

(b – if a corporation) That it is a corporation organized under the laws of Minnesota. That said corporation is an affiliate or subsidiary of the _____ . That the application is made on behalf of said corporation by the undersigned (officer of manager) _____ .

(c – if a club or charitable, religious or other non-profit corporation that has existed for at least three years) That it is a bona fid club and is an organization for social or business purposes – or for intellectual improvement – or for the promotion of sports – where the serving of such 3.2 percent malt liquor is incidental and not the major purpose of the club.

Date of event: Saturday, July 3, 2021

The applicant represents that no manufacturer or wholesaler of 3.2 percent malt liquor has any ownership, in whole or in part, in the business of applicant.

Applicant herein agrees to abide and be governed by all rules and regulations of the municipality and all laws of the state pertaining to the sale of 3.2 percent malt liquor.

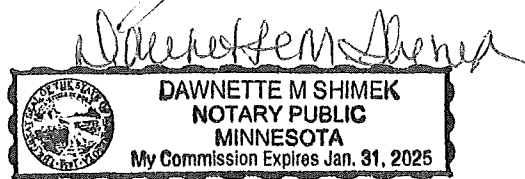
Marvin Buchholz _____ (Name)
1163 143rd Avenue NE _____ (Address)
Ham Lake, MN 55304

STATE OF MINNESOTA
COUNTY OF ANOKA

MARVIN J. BUCHHOLZ being duly sworn on oath says that he/she is the person who made and signed the foregoing application, that he/she has read said application and knows the contents thereof, and that the same is true of his/her own knowledge.

Marvin J. Buchholz

Subscribed and sworn to before me this
17th day of May, 2021.
Dawnette M. Shimek
(Notary Public)



LG230 Application to Conduct Off-Site Gambling

No Fee

ORGANIZATION INFORMATION

Organization Name: Ham Lake Area Chamber of Commerce License Number: 02948

Address: 15544 Central Ave. NE City: Ham Lake, MN Zip: 55304

Chief Executive Officer (CEO) Name: Scott Summerbell Daytime Phone: 612-414-3116

Gambling Manager Name: Shana Schmitz Daytime Phone: 612-599-9688

GAMBLING ACTIVITY

Twelve off-site events are allowed each calendar year not to exceed a total of 36 days.

From 07 / 03 /2021 to 07 / 03 /2021

Check the type of games that will be conducted:

Raffle
 Pull-Tabs
 Bingo
 Tipboards
 Paddlewheel

GAMBLING PREMISES

Name of location where gambling activity will be conducted: Ham Lake Lions Park

Street address and City (or township): 1220 157th Ave. NE Ham Lake Zip: 55304 County: Anoka

- Do not use a post office box.
- If no street address, write in road designations (example: 3 miles east of Hwy. 63 on County Road 42).

Does your organization own the gambling premises?

Yes If yes, a lease is not required.

 No If no, the lease agreement below must be completed, and signed by the lessor.

LEASE AGREEMENT FOR OFF-SITE ACTIVITY (a lease agreement is not required for raffles)

Rent to be paid for the leased area: \$0 (if none, write "0")

All obligations and agreements between the organization and the lessor are listed below or attached.

- Any attachments must be dated and signed by both the lessor and lessee.
- This lease and any attachments is the total and only agreement between the lessor and the organization conducting lawful gambling activities.
- Other terms, if any:

Lessor's Signature: _____ Date: _____

Print Lessor's Name: _____

CONTINUE TO PAGE 2

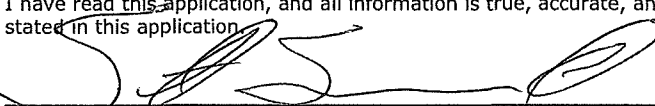
Acknowledgment by Local Unit of Government: Approval by Resolution

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
City Name: <u>Ham Lake</u>	County Name: _____
Date Approved by City Council: _____	Date Approved by County Board: _____
Resolution Number: _____ (If none, attach meeting minutes.)	Resolution Number: _____ (If none, attach meeting minutes.)
Signature of City Personnel: _____	Signature of County Personnel: _____
Title: _____ Date Signed: _____	Title: _____ Date Signed: _____
<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: auto;"> <p>Local unit of government must sign.</p> </div>	<p>TOWNSHIP NAME: _____</p> <p>Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date Signed: _____</p>

CHIEF EXECUTIVE OFFICER (CEO) ACKNOWLEDGMENT

The person signing this application must be your organization's CEO and have their name on file with the Gambling Control Board. If the CEO has changed and the current CEO has not filed a LG200B Organization Officers Affidavit with the Gambling Control Board, he or she must do so at this time.

I have read this application, and all information is true, accurate, and complete and, if applicable, agree to the lease terms as stated in this application.



Signature of CEO (must be CEO's signature; designee may not sign)

5-26-2021

Date

<p>Mail or fax to:</p> <p>Minnesota Gambling Control Board Suite 300 South 1711 West County Road B Roseville, MN 55113 Fax: 651-639-4032</p>	<p>No attachments required.</p> <p>Questions? Contact a Licensing Specialist at 651-539-1900.</p>
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This publication will be made available in alternative format (i.e. large print, braille) upon request.

<p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application.</p> <p>Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public.</p>	<p>If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public.</p> <p>Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor; national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
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LG230 Application to Conduct Off-Site Gambling

No Fee

ORGANIZATION INFORMATION

Organization Name: Spring Lake Park Lions Club License Number: 00584
Address: 8433 Center Drive City: Spring Lake Park, MN Zip: 55433
Chief Executive Officer (CEO) Name: Leroy Stanislawski Daytime Phone: 763-754-1248
Gambling Manager Name: Amanda Jackson Daytime Phone: 763-784-9179

GAMBLING ACTIVITY

Twelve off-site events are allowed each calendar year not to exceed a total of 36 days.

From 08 / 22 / 21 to 08 / 22 / 21

Check the type of games that will be conducted:

- Raffle Pull-Tabs Bingo Tipboards Paddlewheel

GAMBLING PREMISES

Name of location where gambling activity will be conducted: Maxx Bar & Grill

Street address and City (or township): 17646 Central Ave NE - Ham Lake Zip: MN County: Anoka

- Do not use a post office box.
If no street address, write in road designations (example: 3 miles east of Hwy. 63 on County Road 42).

Does your organization own the gambling premises?

- Yes If yes, a lease is not required.
No If no, the lease agreement below must be completed, and signed by the lessor.

LEASE AGREEMENT FOR OFF-SITE ACTIVITY (a lease agreement is not required for raffles)

Rent to be paid for the leased area: \$0 (if none, write "0")

All obligations and agreements between the organization and the lessor are listed below or attached.

- Any attachments must be dated and signed by both the lessor and lessee.
This lease and any attachments is the total and only agreement between the lessor and the organization conducting lawful gambling activities.
Other terms, if any:

Blank lines for additional terms or conditions.

Lessor's Signature: Bruce Westman Date: 5-1-21

Print Lessor's Name: BRUCE WESTMAN

LG230 Application to Conduct Off-Site Gambling

Acknowledgment by Local Unit of Government: Approval by Resolution

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
City Name: _____	County Name: _____
Date Approved by City Council: _____	Date Approved by County Board: _____
Resolution Number: _____ (If none, attach meeting minutes.)	Resolution Number: _____ (If none, attach meeting minutes.)
Signature of City Personnel: _____	Signature of County Personnel: _____
Title: _____ Date Signed: _____	Title: _____ Date Signed: _____
<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: auto;"> <p>Local unit of government must sign.</p> </div>	<p>Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date Signed: _____</p>

CHIEF EXECUTIVE OFFICER (CEO) ACKNOWLEDGMENT

The person signing this application must be your organization's CEO and have their name on file with the Gambling Control Board. If the CEO has changed and the current CEO has not filed a LG200B Organization Officers Affidavit with the Gambling Control Board, he or she must do so at this time.

I have read this application, and all information is true, accurate, and complete and, if applicable, agree to the lease terms as stated in this application.

Signature of CEO (must be CEO's signature; designee may not sign)

5-14-2021

Date

<p>Mail or fax to:</p> <p>Minnesota Gambling Control Board Suite 300 South 1711 West County Road B Roseville, MN 55113 Fax: 651-639-4032</p>	<p>No attachments required.</p> <p>Questions? Contact a Licensing Specialist at 651-539-1900.</p>
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This publication will be made available in alternative format (i.e. large print, braille) upon request.

<p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application.</p> <p>Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public.</p>	<p>If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public.</p> <p>Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor; national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
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Denise Webster

From: S FLAHERTY Owner <stevensandy6@q.com>
Sent: Wednesday, May 26, 2021 11:39 AM
To: Denise Webster
Cc: jwest; Dan Babineau; matthewdowning108
Subject: Resigning position

Caution: This email originated outside our organization; please use caution.

Hello,

As of June 1, 2021 I will resign my positions on both the URRWMO and the SRRWMO boards.

Thank you for the opportunity.

Sandy Flaherty

Memorandum

Date: June 3, 2021
To: Mayor and Councilmembers
From: Tom Collins, City Engineer *TPC*
Subject: Lund's Lakeview Forest Street Reconstruction

Introduction:

Bids were opened today for reconstruction of the 0.8 miles of streets within the residential subdivision of Lund's Lakeview Forest.

Discussion:

Six bids were received and are shown in the attached breakdown. The range of bids was \$1,056,496.30 to \$1,195,356.73 with an average bid of \$1,142,351.02. The lowest bidder was Veit Companies. Veit Companies has been in the construction business since 1928, and has a local office in Rogers, Minnesota. Veit Companies is a responsible contractor with a recent project such as the City of Rogers Industrial Drive project. Veit has also performed street reconstruction on Gladstone Road in the City of Maplewood and County Highway 18 in Wright County.

The Engineer's Construction Cost Estimate was \$954,368.55. Major differences between the Engineer's Estimate and the low bid were bituminous pavement and storm piping of more than \$93,000. Overall, the low bidder was 10.7% over the Engineer's Estimate.

Recommendation:

It is recommended to adopt the attached Resolution awarding the contract to Veit Companies in the amount of \$1,056,496.30 for reconstruction of the streets within Lund's Lakeview Forest.

RESOLUTION NO. 21-XX

WHEREAS, pursuant to an advertisement for bids for the reconstruction of Lund's Lakeview Forest, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

Veit Companies	\$1,056,496.30
New Look Contracting	\$1,100,130.00
North Valley, Inc	\$1,153,131.70
Forest Lake Contracting, Inc.	\$1,153,793.00
Douglas-Kerr Underground	\$1,194,798.40
Dresel Contracting	\$1,195,198.40

AND WHEREAS, it appears that Veit Companies, of Rogers, Minnesota is the lowest responsible bidder;

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

1. That the Mayor and Clerk are hereby authorized and directed to enter into a contract with Veit Companies, of Rogers, Minnesota in the name of the City of Ham Lake for the reconstruction of Lund's Lakeview Forest by according to the plans and specifications therefore approved by the City Council and on file in the office of the City Clerk.
2. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.
3. The City Attorney is hereby directed to review all bids and contracts for the Improvement Project.

Adopted by a unanimous vote of the Ham Lake City Council this 7th day of June, 2021.

Michael G. Van Kirk, Mayor

Denise Webster, City Clerk

BID TABULATION
Lund's Lakeview Forest Street Reconstruction
HAM LAKE IMPROVEMENT PROJECT 1907
June 3, 2021

ITEM NUMBER	ITEM DESCRIPTION	UNIT	EST. QTY.	Engineering Estimate		Velt & Company, Inc.		New Look Contracting		North Valley, Inc.		Forest Lake Contracting		Douglas-Kerr Underground		Dresel Contracting, Inc.	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
2021.501	MOBILIZATION	LUMP SUM	1	\$71,000.00	\$71,000.00	\$69,500.00	\$69,500.00	\$55,701.00	\$55,701.00	\$27,885.51	\$27,885.51	\$57,000.00	\$57,000.00	\$86,825.00	\$86,825.00	\$70,912.50	\$70,912.50
2104.502	REMOVE BITUMINOUS FLUME	EACH	4	\$444.00	\$1,776.00	\$80.00	\$320.00	\$165.00	\$660.00	\$356.57	\$1,426.28	\$500.00	\$2,000.00	\$235.85	\$943.40	\$196.50	\$786.00
2104.502	REMOVE SIGN	EACH	12	\$50.00	\$600.00	\$45.00	\$540.00	\$46.00	\$552.00	\$43.11	\$517.32	\$40.00	\$480.00	\$46.80	\$561.60	\$48.00	\$576.00
2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH) - DRIVEWAYS	LIN FT	145	\$5.00	\$725.00	\$4.80	\$696.00	\$9.00	\$1,305.00	\$7.01	\$1,016.45	\$8.00	\$1,160.00	\$3.05	\$442.25	\$5.04	\$730.80
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH) - ROADWAYS	LIN FT	231	\$3.00	\$693.00	\$2.70	\$623.70	\$5.00	\$1,155.00	\$2.69	\$621.39	\$4.00	\$924.00	\$2.45	\$565.95	\$5.04	\$1,164.24
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH) - DRIVEWAYS	LIN FT	405	\$4.00	\$1,620.00	\$2.70	\$1,093.50	\$5.00	\$2,025.00	\$2.69	\$1,089.45	\$4.00	\$1,620.00	\$2.45	\$992.25	\$6.00	\$2,430.00
2104.503	REMOVE METAL CULVERT	LIN FT	177	\$16.00	\$2,832.00	\$22.00	\$3,894.00	\$22.00	\$3,894.00	\$11.35	\$2,008.95	\$20.00	\$3,540.00	\$13.70	\$2,424.90	\$16.68	\$2,952.36
2104.503	REMOVE CHAIN LINK FENCE	LIN FT	132	\$6.40	\$844.80	\$5.20	\$686.40	\$4.00	\$528.00	\$21.56	\$2,845.92	\$10.00	\$1,320.00	\$5.15	\$679.80	\$20.00	\$2,640.00
2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	411	\$11.00	\$4,521.00	\$6.60	\$2,712.60	\$16.00	\$6,576.00	\$16.28	\$6,691.08	\$10.00	\$4,110.00	\$5.80	\$2,383.80	\$5.49	\$2,256.39
2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	733	\$7.00	\$5,131.00	\$4.70	\$3,478.60	\$10.00	\$7,330.00	\$10.14	\$7,432.62	\$7.00	\$5,131.00	\$7.20	\$5,277.60	\$5.30	\$3,884.90
2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	11,896	\$3.00	\$35,688.00	\$3.10	\$36,877.60	\$4.00	\$47,584.00	\$3.13	\$37,234.48	\$3.00	\$35,688.00	\$2.90	\$34,498.40	\$3.11	\$36,996.56
2104.618	SALVAGE BRICK PAVERS	SQ FT	388	\$14.95	\$5,800.00	\$10.70	\$4,151.60	\$8.00	\$3,104.00	\$26.94	\$10,452.72	\$4.00	\$1,552.00	\$6.20	\$2,405.60	\$6.80	\$2,638.40
2105.501	COMMON EXCAVATION	CU YD	4,470	\$11.96	\$53,456.00	\$18.25	\$81,577.50	\$16.00	\$71,520.00	\$28.42	\$127,037.40	\$25.00	\$111,750.00	\$29.75	\$132,982.50	\$17.56	\$78,493.20
2105.521	GRANULAR BORROW (CV)	CU YD	750	\$16.52	\$12,393.00	\$25.50	\$19,125.00	\$26.00	\$19,500.00	\$24.87	\$18,652.50	\$28.00	\$21,000.00	\$21.75	\$16,312.50	\$28.40	\$21,300.00
2211.501	AGGREGATE BASE CLASS 5 AND/OR 7	TON	2,850	\$18.00	\$51,300.00	\$18.85	\$53,722.50	\$18.00	\$51,300.00	\$20.57	\$58,624.50	\$25.00	\$71,250.00	\$28.70	\$81,795.00	\$9.26	\$26,391.00
2211.604	AGGREGATE BASE (CV) CLASS 5 4.0" THICK - BIT DRIVEWAY	SQ YD	783	\$9.63	\$7,541.44	\$6.50	\$5,089.50	\$7.00	\$5,481.00	\$12.95	\$10,139.85	\$13.00	\$10,179.00	\$6.45	\$5,050.35	\$35.99	\$28,180.17
2360.503	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C) 2.0" THICK - DRIVEWAYS	SQ YD	783	\$24.08	\$18,852.77	\$19.50	\$15,268.50	\$25.00	\$19,575.00	\$20.86	\$16,333.38	\$21.00	\$16,443.00	\$27.40	\$21,454.20	\$24.97	\$19,551.51
2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)	TON	747	\$85.00	\$63,495.00	\$102.20	\$76,343.40	\$110.00	\$82,170.00	\$92.04	\$68,753.88	\$93.00	\$69,471.00	\$108.25	\$80,862.75	\$98.68	\$73,713.96
2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (2,C)	TON	1,493	\$73.00	\$108,989.00	\$86.00	\$128,398.00	\$85.00	\$126,905.00	\$70.41	\$105,122.13	\$71.00	\$106,003.00	\$82.80	\$123,620.40	\$78.18	\$116,722.74
2501.502	12" GS PIPE APRON	EACH	1	\$400.00	\$400.00	\$929.00	\$929.00	\$1,000.00	\$1,000.00	\$283.63	\$283.63	\$600.00	\$600.00	\$993.05	\$993.05	\$480.00	\$480.00
2501.502	24" GS PIPE APRON	EACH	1	\$800.00	\$800.00	\$1,080.00	\$1,080.00	\$1,200.00	\$1,200.00	\$397.08	\$397.08	\$700.00	\$700.00	\$1,421.00	\$1,421.00	\$510.00	\$510.00
2501.502	36" GS PIPE APRON	EACH	1	\$1,000.00	\$1,000.00	\$1,501.00	\$1,501.00	\$1,600.00	\$1,600.00	\$737.43	\$737.43	\$1,200.00	\$1,200.00	\$1,777.00	\$1,777.00	\$1,260.00	\$1,260.00
2501.502	15" RC PIPE APRON	EACH	5	\$916.00	\$4,580.00	\$1,465.00	\$7,325.00	\$1,450.00	\$7,250.00	\$1,701.77	\$8,508.85	\$1,200.00	\$6,000.00	\$1,486.00	\$7,430.00	\$948.00	\$4,740.00
2501.602	TRASH GUARD FOR 12" PIPE APRON	EACH	1	\$230.00	\$230.00	\$476.00	\$476.00	\$300.00	\$300.00	\$283.63	\$283.63	\$150.00	\$150.00	\$389.35	\$389.35	\$480.00	\$480.00
2501.602	TRASH GUARD FOR 15" PIPE APRON	EACH	2	\$500.00	\$1,000.00	\$476.00	\$952.00	\$700.00	\$1,400.00	\$283.63	\$567.26	\$700.00	\$1,400.00	\$730.90	\$1,461.80	\$510.00	\$1,020.00
2501.602	TRASH GUARD FOR 36" PIPE APRON	EACH	1	\$1,970.00	\$1,970.00	\$380.00	\$380.00	\$800.00	\$800.00	\$567.26	\$567.26	\$900.00	\$900.00	\$947.30	\$947.30	\$1,200.00	\$1,200.00
2503.511	12" CP PIPE SEWER (SMOOTH)	LIN FT	26	\$20.77	\$540.00	\$69.00	\$1,794.00	\$66.00	\$1,716.00	\$90.76	\$2,359.76	\$60.00	\$1,560.00	\$71.25	\$1,852.50	\$74.77	\$1,944.02
2503.511	15" CP PIPE SEWER (SMOOTH)	LIN FT	27	\$85.00	\$2,295.00	\$77.00	\$2,079.00	\$74.00	\$1,998.00	\$90.76	\$2,450.52	\$68.00	\$1,836.00	\$84.10	\$2,270.70	\$72.89	\$1,968.03
2503.511	24" CP PIPE SEWER (SMOOTH)	LIN FT	28	\$35.00	\$1,540.00	\$95.00	\$2,660.00	\$92.00	\$2,576.00	\$102.11	\$2,859.08	\$80.00	\$2,240.00	\$91.15	\$2,552.20	\$77.14	\$2,159.92
2503.511	36" CP PIPE SEWER (SMOOTH)	LIN FT	38	\$65.13	\$2,475.00	\$106.00	\$4,028.00	\$115.00	\$4,370.00	\$113.45	\$4,311.10	\$120.00	\$4,560.00	\$110.65	\$4,204.70	\$88.74	\$3,372.12
2503.541	12" RC PIPE SEWER DESIGN 3006 CLASS IV	LIN FT	77	\$50.51	\$3,889.00	\$73.00	\$5,621.00	\$73.00	\$5,621.00	\$56.73	\$4,368.21	\$86.00	\$6,622.00	\$63.35	\$4,877.95	\$77.29	\$5,951.33
2503.541	15" RC PIPE SEWER DESIGN 3006 CLASS IV	LIN FT	819	\$56.16	\$45,999.00	\$73.00	\$59,787.00	\$70.00	\$57,330.00	\$65.80	\$53,890.20	\$67.00	\$54,873.00	\$66.95	\$54,832.05	\$88.68	\$72,628.92
2503.541	18" RC PIPE SEWER DESIGN 3006 CLASS IV	LIN FT	20	\$60.00	\$1,200.00	\$85.00	\$1,700.00	\$85.00	\$1,700.00	\$73.74	\$1,474.80	\$110.00	\$2,200.00	\$117.20	\$2,344.00	\$100.17	\$2,003.40
2503.541	21" RC PIPE SEWER DESIGN 3006 CLASS IV	LIN FT	841	\$65.00	\$54,665.00	\$85.00	\$71,485.00	\$80.00	\$67,280.00	\$79.42	\$66,792.22	\$82.00	\$68,962.00	\$73.15	\$61,519.15	\$111.13	\$93,460.33
2503.541	24" RC PIPE SEWER DESIGN 3006 CLASS IV	LIN FT	28	\$70.00	\$1,960.00	\$96.00	\$2,688.00	\$100.00	\$2,800.00	\$113.45	\$3,176.60	\$116.00	\$3,248.00	\$95.40	\$2,671.20	\$148.25	\$4,151.00
2503.541	30" RC PIPE SEWER DESIGN 3006 CLASS IV	LIN FT	555	\$80.00	\$44,400.00	\$125.00	\$69,375.00	\$125.00	\$69,375.00	\$124.80	\$69,264.00	\$156.00	\$86,580.00	\$120.40	\$66,822.00	\$183.27	\$101,714.35
2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL	EACH	4	\$2,700.00	\$10,800.00	\$2,226.00	\$8,904.00	\$2,800.00	\$11,200.00	\$3,176.64	\$12,706.56	\$2,900.00	\$11,600.00	\$2,485.00	\$9,940.00	\$4,628.38	\$18,513.52
2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 1	EACH	5	\$3,400.00	\$17,000.00	\$3,346.00	\$16,730.00	\$3,400.00	\$17,000.00	\$5,672.58	\$28,362.90	\$4,100.00	\$20,500.00	\$4,103.00	\$20,515.00	\$4,009.63	\$20,048.15
2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 2	EACH	9	\$3,400.00	\$30,600.00	\$3,352.00	\$30,168.00	\$3,500.00	\$31,500.00	\$5,899.48	\$53,095.32	\$4,200.00	\$37,800.00	\$3,200.00	\$28,800.00	\$4,665.67	\$41,991.03

BID TABULATION
Lund's Lakeview Forest Street Reconstruction
HAM LAKE IMPROVEMENT PROJECT 1907
 June 3, 2021

ITEM NUMBER	ITEM DESCRIPTION	UNIT	EST. QTY.	Engineering Estimate		Veit & Company, Inc.		New Look Contracting		North Valley, Inc.		Forest Lake Contracting		Douglas-Kerr Underground		Dresel Contracting, Inc.	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 3	EACH	4	\$5,500.00	\$22,000.00	\$4,293.00	\$17,172.00	\$4,680.00	\$18,720.00	\$7,374.35	\$29,497.40	\$5,700.00	\$22,800.00	\$4,358.00	\$17,432.00	\$6,205.63	\$24,822.52
2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 4	EACH	3	\$6,000.00	\$18,000.00	\$6,045.00	\$18,135.00	\$6,600.00	\$19,800.00	\$8,508.87	\$25,526.61	\$8,200.00	\$24,600.00	\$6,024.00	\$18,072.00	\$8,236.46	\$24,709.38
2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 5	EACH	1	\$10,000.00	\$10,000.00	\$6,708.00	\$6,708.00	\$8,000.00	\$8,000.00	\$9,189.58	\$9,189.58	\$9,200.00	\$9,200.00	\$8,083.00	\$8,083.00	\$9,965.94	\$9,965.94
2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 6	EACH	2	\$10,000.00	\$20,000.00	\$13,881.00	\$27,762.00	\$16,000.00	\$32,000.00	\$17,017.73	\$34,035.46	\$26,000.00	\$52,000.00	\$14,795.00	\$29,590.00	\$17,918.75	\$35,837.50
2506.502	RAIN GUARDIAN	EACH	3	\$3,000.00	\$9,000.00	\$2,088.00	\$6,264.00	\$3,400.00	\$10,200.00	\$3,517.00	\$10,551.00	\$6,800.00	\$20,400.00	\$3,145.00	\$9,435.00	\$2,520.00	\$7,560.00
2506.602	ADJUST DRAINAGE STRUCTURE	EACH	1	\$500.00	\$500.00	\$2,450.00	\$2,450.00	\$1,500.00	\$1,500.00	\$1,077.78	\$1,077.78	\$2,300.00	\$2,300.00	\$93.45	\$93.45	\$1,056.00	\$1,056.00
2511.504	GROTEXTILE FILTER TYPE 4	SQ YD	93	\$6.00	\$558.00	\$3.00	\$279.00	\$4.00	\$372.00	\$5.67	\$527.31	\$6.00	\$558.00	\$2.70	\$251.10	\$7.15	\$664.95
2511.507	RANDOM RIPRAP CLASS III	CU YD	19	\$150.00	\$2,850.00	\$152.00	\$2,888.00	\$170.00	\$3,230.00	\$141.81	\$2,694.39	\$130.00	\$2,470.00	\$165.55	\$3,145.45	\$141.47	\$2,687.93
2531.501	CONCRETE CURB & GUTTER DESIGN D312 (MODIFIED)	LIN FT	8,200	\$13.00	\$106,600.00	\$14.15	\$116,030.00	\$17.00	\$139,400.00	\$14.24	\$116,768.00	\$14.00	\$114,800.00	\$15.95	\$130,790.00	\$14.09	\$115,538.00
2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	384	\$87.00	\$33,408.00	\$70.00	\$26,880.00	\$85.00	\$32,640.00	\$70.39	\$27,029.76	\$77.00	\$29,568.00	\$75.15	\$28,857.60	\$82.21	\$31,568.64
2540.602	RELOCATE MAIL BOX SUPPORT	EACH	35	\$120.74	\$4,226.00	\$127.50	\$4,462.50	\$130.00	\$4,550.00	\$123.95	\$4,338.25	\$215.00	\$7,525.00	\$134.55	\$4,709.25	\$180.00	\$6,300.00
2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$10,000.00	\$10,000.00	\$1,406.00	\$1,406.00	\$1,400.00	\$1,400.00	\$1,347.23	\$1,347.23	\$5,000.00	\$5,000.00	\$1,863.00	\$1,863.00	\$9,800.00	\$9,800.00
2564.518	SIGN PANELS TYPE C	SQ FT	73	\$55.00	\$4,015.00	\$40.00	\$2,920.00	\$40.00	\$2,920.00	\$38.26	\$2,792.98	\$36.00	\$2,628.00	\$41.55	\$3,033.15	\$62.40	\$4,555.20
2573.501	STABILIZED CONSTRUCTION EXIT	LUMP SUM	1	\$3,800.00	\$3,800.00	\$4,721.00	\$4,721.00	\$1.00	\$1.00	\$9,161.16	\$9,161.16	\$2,500.00	\$2,500.00	\$6,206.00	\$6,206.00	\$2,172.00	\$2,172.00
2573.502	SILT FENCE, TYPE MACHINE SLICED	LIN FT	5,038	\$2.02	\$10,155.79	\$1.70	\$8,564.60	\$2.50	\$12,595.00	\$3.23	\$16,272.74	\$1.00	\$5,038.00	\$3.50	\$17,633.00	\$4.14	\$20,857.32
2573.502	STORM DRAIN INLET PROTECTION	EACH	36	\$155.56	\$5,600.00	\$198.00	\$7,128.00	\$125.00	\$4,500.00	\$199.39	\$7,178.04	\$130.00	\$4,680.00	\$150.65	\$5,423.40	\$180.00	\$6,480.00
2573.502	CULVERT END CONTROLS	EACH	8	\$166.25	\$1,330.00	\$198.00	\$1,584.00	\$170.00	\$1,360.00	\$808.34	\$6,466.72	\$150.00	\$1,200.00	\$316.60	\$2,532.80	\$198.00	\$1,584.00
2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LIN FT	263	\$3.25	\$854.75	\$4.80	\$1,262.40	\$3.00	\$789.00	\$3.77	\$991.51	\$2.00	\$526.00	\$3.50	\$920.50	\$4.80	\$1,262.40
2575.504	EROSION CONTROL BLANKETS CATEGORY 0	SQ YD	424	\$5.00	\$2,120.00	\$3.10	\$1,314.40	\$3.00	\$1,272.00	\$5.39	\$2,285.36	\$2.00	\$848.00	\$5.25	\$2,226.00	\$2.40	\$1,017.60
2575.605	TURF ESTABLISHMENT	ACRE	2.5	\$5,908.00	\$14,750.00	\$2,082.00	\$5,205.00	\$4,000.00	\$10,000.00	\$10,023.28	\$25,058.20	\$4,400.00	\$11,000.00	\$10,881.00	\$27,202.50	\$6,000.00	\$15,000.00
TOTAL					\$954,368.55		\$1,056,498.40		\$1,100,130.00		\$1,153,131.70		\$1,153,793.00		\$1,195,198.40		\$1,195,356.72

Average Bid \$1,142,351.02

*Denotes bidder calculation error



**CITY OF HAM LAKE
STAFF REPORT**

To: Mayor and Councilmembers
From: Dawnette Shimek, Deputy City Clerk
Item/Title/Subject: Renewal of Liquor Licenses

Introduction:

All Liquor Licenses in the City expire on June 30, 2021. The following licensees have applied for renewal and have submitted all of the necessary forms.

Approval of the following renewal of Liquor Licenses:

On-Sale and Sunday On-Sale

- T-Box Bar & Grill, 1431 147th Avenue NE, Ham Lake, MN
- Ham Lake Lanes, 16465 Highway 65 NE, Ham Lake, MN
- Acapulco Mexican Restaurant, 18015 Ulysses Street NE, Suite 1000, Ham Lake, MN
- EAGL Beverages Holding LLC, dba Majestic Oaks Golf Club, 701 Bunker Lake Boulevard NE, Ham Lake, MN
- Maxx Bar & Grill, 17646 Highway 65 NE, Ham Lake, MN

3.2% Off-Sale

- Speedway #4537, 1442 Constance Boulevard NE, Ham Lake, MN

Wine and 3.2% Malt Liquor

- Mansetti's Pizza & Pasta, 16220 Aberdeen Street NE, Suite C, Ham Lake, MN

Off-Sale

- 1 Stop Liquor, 16205 Lexington Avenue NE, Ham Lake (previously Carey's Liquor)
- Grape Expectations, dba Tournament Liquor, 1434 147th Avenue NE, Ham Lake, MN
- Bidhipur Beverage, Inc., dba Ham Lake Liquors, 17720 Central Avenue NE, Ham Lake, MN
- Network Liquor, 13548 Highway 65 NE, Ham Lake, MN

Recommendation: All applicants have submitted the necessary forms and are recommended for approval, subject to the approval of the City Attorney.

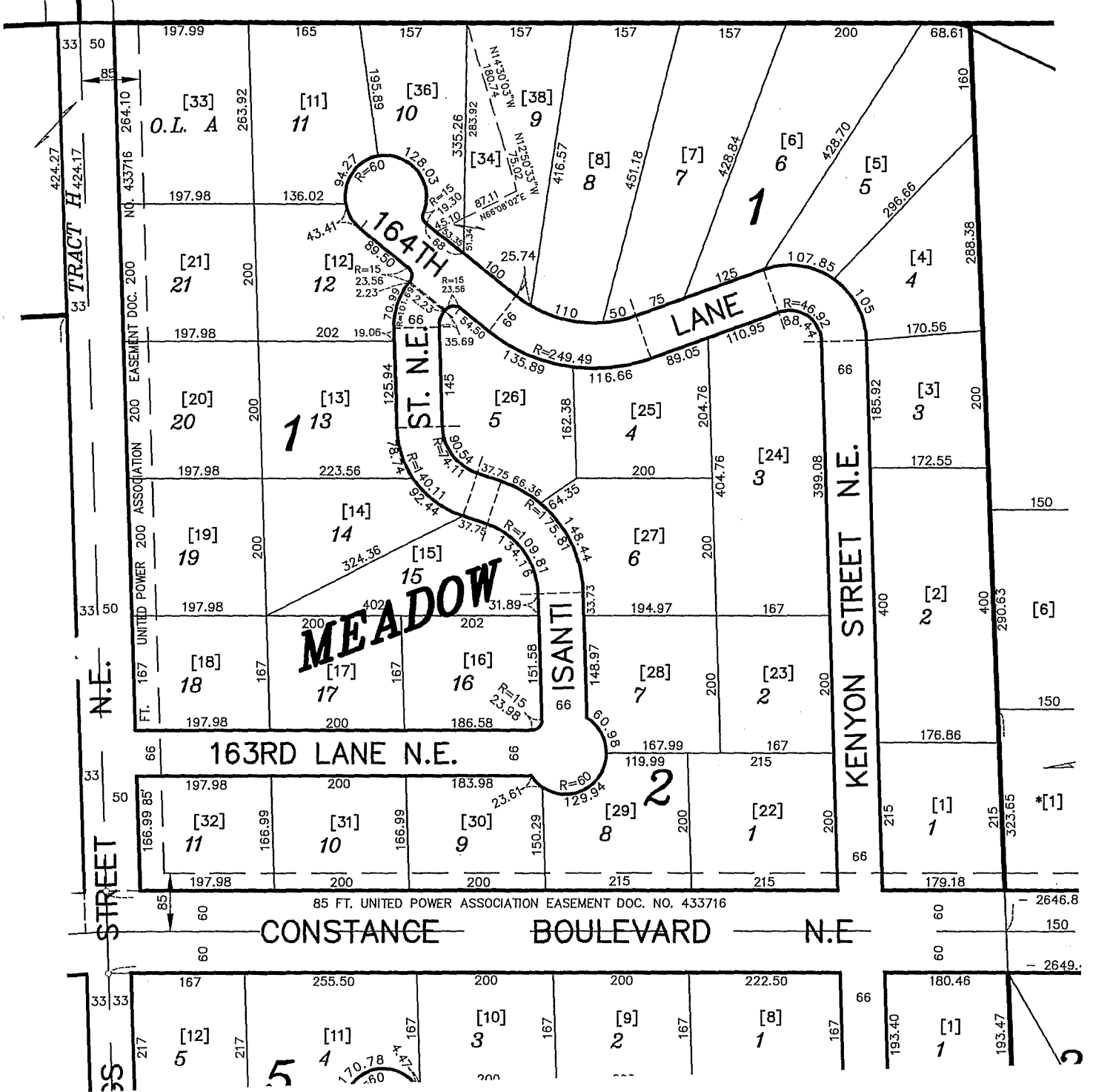
ITEM 4.10 (1)

1. 2022 proposed street reconstruction projects - Meadow Park (north of Constance Boulevard NE) and Creek Valley

It was the consensus of the Road Committee to recommend to the City Council to order the preparation of plans and specifications for the proposed 2022 street reconstruction projects of Meadow Park (north of Constance Boulevard NE) and Creek Valley.

N.W. CORNER
SEC. 16

22

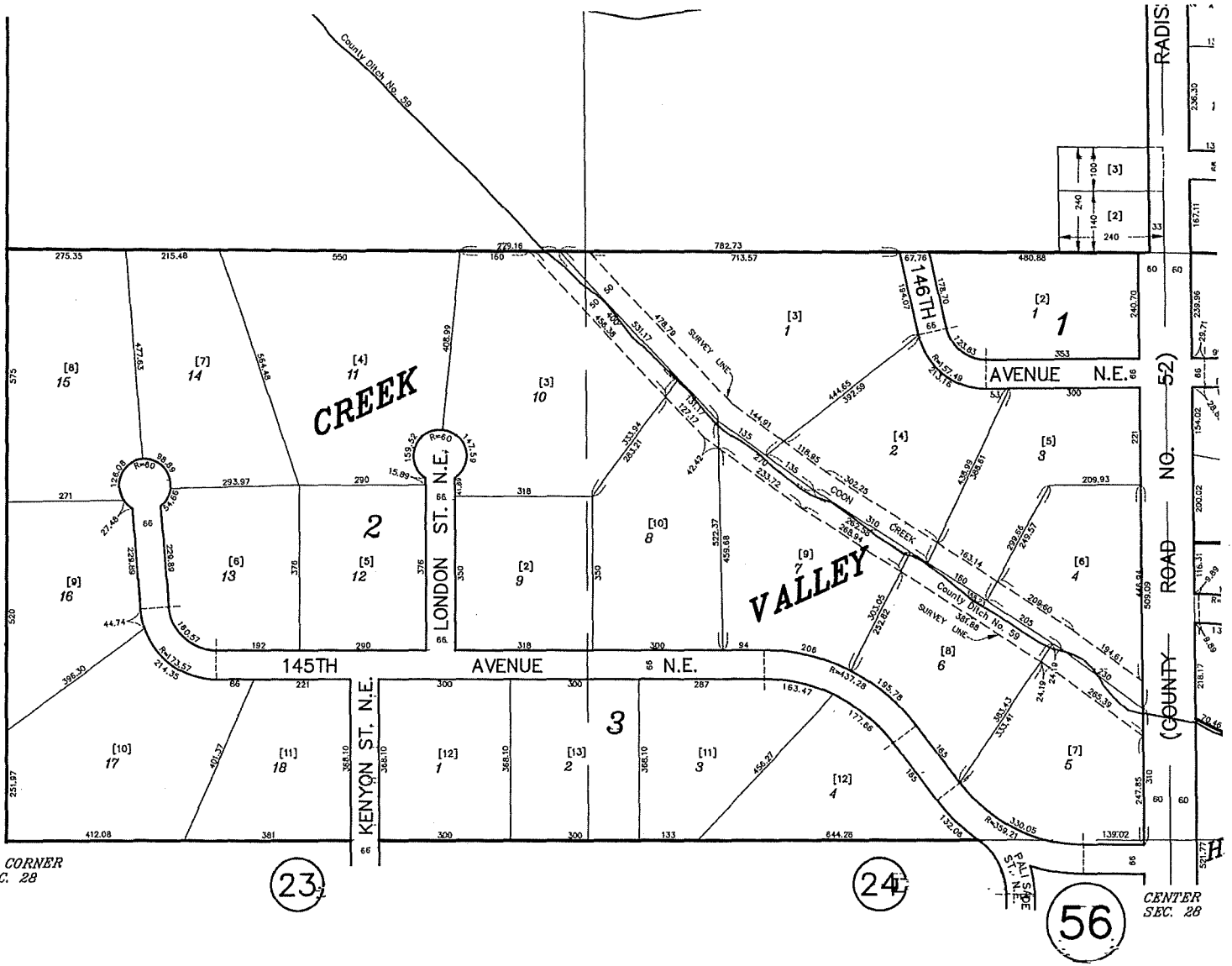


②



Meadow Park

W 1/4 CORNER
SEC. 28



23

24

56

CENTER
SEC. 28



CREEK VALLEY

ITEM 4.10 (2)

2. Determine whether to include the assessment project of upgrading Polk Street NE from 165th Avenue NE to 810 feet south with the Meadow Park (north of Constance Boulevard NE) reconstruction

The Road Committee discussed including the upgrade of Polk Street NE from 165th Avenue NE to 810 feet south with the scheduled 2022 Meadow Park (north of Constance Boulevard NE) and Creek Valley reconstruction projects. A public hearing was held in 2019 with an assessed amount set at \$16,000 per parcel for the Polk Street NE project to be completed in that year. The current assessment amount is \$20,000. **It was the consensus of the Road Committee to recommend to the City Council to direct Engineer Collins to update the feasibility study for the upgrading of Polk Street NE from 165th Avenue NE to 810 feet south and adding the project to the 2022 reconstruction projects of Meadow Park (north of Constance Boulevard NE) and Creek Valley.**

RESOLUTION NO. 21-XX

WHEREAS, it is proposed to improve Polk Street NE from 165th Avenue NE to 810 feet south and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429,

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Ham Lake, Minnesota:

That the proposed improvement be referred to Tom Collins, City Engineer for updating the study and that he is instructed to report to the Council with all convenient speed advising the Council in a preliminary way as to whether the proposed improvement is feasible to be in conjunction with the improvement of Meadow Park (north of Constance Boulevard NE) and Creek Valley, and the estimated cost of the improvement as recommended.

Adopted by the City Council of the City of Ham Lake this 7th day of June, 2021.

Michael G. Van Kirk, Mayor

Denise Webster, City Clerk

3.2 6:01 p.m. – PUBLIC HEARING – to consider the upgrade of Polk Street NE from 165th Avenue NE to 810 feet south and adoption of Resolution

Engineer Collins stated that the City Council accepted the feasibility study on October 21, 2019 and there will be a total of 10 assessments at \$16,000.00. This includes three active assessments (Gary and Wendy Gazda; James and V. F. Hunt; and Douglas Osborne) and seven deferred assessments (three for the Family of Christ Lutheran Church property (approximately 5+ acres) at 16345 Polk Street NE and four for the property (approximately 36 acres) owned by Gary and Wendy Gazda). Engineer Collins stated that active assessments can be certified to property taxes over a 20 year period. Engineer Collins stated that approximately 46% of the project will be paid by property owner participation and approximately 54% by City participation. Engineer Collins stated that the City's portion will be approximately \$193,000.00. Councilmember Johnson stated that a deferred assessment recently came due after 20 years. Engineer Collins stated that the deferred assessment was extended for an additional eight or nine years but must be paid by 30 years. Councilmember Johnson stated that speaking for the Church, if their property did not development within 20 years, they could possibly ask that the deferred assessment be extended. Attorney Murphy stated that the deadline for the City to collect deferred assessments is 30 years. Engineer Collins stated that the Road Committee will be meeting on November 20, 2019 to look at the Revolving Street Fund and this project can be discussed. Councilmember Kirkeide stated that this project could possibly be combined with another road project to lower the construction costs and make the project more feasible. Councilmember Johnson stated that the Family of Christ Lutheran Church is not in favor of the project because it provides no benefit to their property, however if the other property owners and the City are in favor of the project, they may also be in favor.

Mayor Van Kirk opened the public hearing for comment at 6:20 p.m.

Gary and Wendy Gazda, 16935 Chisholm Street NE, own approximately 36 acres being assessed with both active and deferred assessments and stated that they are in favor of the project and they are concerned that the costs will increase if the project is delayed.

Councilmember Johnson asked Engineer Collins if there is a way to assess if the property to the north will be developed in the near future.

Gary Gazda, 16935 Chisholm Street NE, stated he understands they will be entering into a development agreement for the acquisition of stormwater ponding. Mr. Gazda questioned if this would this be necessary if the road is not going to be constructed for 20 years. Engineer Collins stated that the logical place for the ponding is north of the ditch, which is on their property and the City should retain the future stormwater treatment area. Attorney Murphy stated reserving easements is part of the requirements for Lot Divisions.

Douglas Osborne, 16525 Polk Street NE, questioned what the amount was when Buchanan Street NE was constructed. Engineer Collins stated that that project was done in 2003 and the costs were a lot less. Mr. Osborne agrees that the road needs to be upgraded. Mr. Osborne added that the road has moved east considerably over the years and does need to be straightened out. Engineer Collins stated that straightening the road has already been reviewed. Mr. Osborne stated it would be a great project if it were to cost less money. Mayor Van Kirk stated that they have talked to developers and the cost per lot for roads is between \$24,000.00 and \$28,000.00. Mr. Osborne asked that a little more attention

on the maintenance would be appreciated. Mayor Van Kirk stated that they will have Public Works take a look at the road.

Jim Hunt, 965 Constance Boulevard NE, stated that he has lived in Ham Lake for 47 years and he would like to see the road improved. Mr. Hunt is in agreement with the assessment of \$16,000.00 if that is what is necessary.

Councilmember Johnson stated that the Family of Christ Lutheran Churches position is that they would be fine if the project went through, but wanted to voice their opinion that they have no reason to want the improvement at this time.

Councilmember Johnson stated it appears the property owners are not opposed to this project, but this is new territory because the City has petitioned for the road improvement. Councilmember Kirkeide stated that the Council would be establishing a fee for deferred assessments to allow a contract between the City and property owners requesting to construct a home on an unimproved road. The costs discussed today would not be accurate for what the actual costs would be in the future. Councilmember Kirkeide stated that the \$16,000.00 assessment fee was established to pave other projects. Councilmember Kirkeide stated that the Road Committee will be discussing assessment fees at their November 20, 2019 meeting. Councilmember Johnson stated that if it is going to be paved this year he can see the assessment fee being \$16,000.00. If it is to be improved in the future it should be assessed at the cost at the time of the paving.

Mayor Van Kirk closed the public hearing at 6:35 p.m.

Motion by Kirkeide, seconded by Johnson, to table discussion regarding the upgrade of Polk Street NE from 165th Avenue NE to 810 feet south until the Road Committee can review the project. All in favor, motion carried.

4.0 CONSENT AGENDA

These items are considered to be routine and will be enacted in one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from the Consent Agenda and considered in normal sequence. (All items listed on the Consent Agenda are recommended for approval.)

- 4.1 Approval of minutes of November 4, 2019 and Workshop Minutes of November 4, 2019
- 4.2 Approval of claims in the amount of \$153,585.31
- 4.3 Approval of Ordinance No. 19-10 amending Article 10-430 regarding mailbox physical standards
- 4.4 Approval of Ordinance No. 19-11 amending Article 11-230 regarding the requirement of a permit for Fences and Hedges in residential zoning
- 4.5 Approval of Compensation Plan Adjustment for Administrative Assistant II, Nicole Wheeler
- 4.6 Approval of the Court Services Amendment Renewal and Resolution No. 19-60 approving the continuation of the E-Charging Joint Powers Agreement

Motion by Doyle, seconded by Kirkham, to approve the November 18, 2019 City Council Consent Agenda, as presented. All in favor, motion carried.

**City of Ham Lake
Road Committee Notes
November 20, 2019**

The Road Committee met at the Ham Lake City Hall on Monday, November 20, 2019 at 5:00 p.m. Present were Councilmember Gary Kirkeide, Councilmember Jim Doyle, Administrator Denise Webster, City Engineer Tom Collins, Public Works Superintendent John Witkowski and Deputy City Clerk Dawnette Shimek.

1. Polk Street NE south of 165th Avenue NE feasibility study

The Committee discussed the active assessment properties being in favor of the upgrade and cost concerns with the 810 foot long project. The Committee determined that the upgrade should be combined with a scheduled street reconstruction project to lower costs, such as the 2021 reconstruction of Lund's Lakeview Forest, the 2022 reconstruction of Meadow Park north of Constance Boulevard or pushing out the reconstruction of Twin Birch Acres from 2020 to 2021 and including. To be discussed more at a future Road Committee meeting.

2. University Avenue NE and 178th Avenue NE feasibility study

Engineer Collins stated that the petition included 41.5% of fronting parcels. Per Andover City Attorney, the Sikora's want the feasibility study to be completed to determine costs. It was determined that the 2011 feasibility study will be updated and that an informational meeting will be held in early 2020.

3. Assessments

The Committee discussed road improvement costs being less for rural road upgrades versus urban (curb and gutter) road upgrades. **It was the consensus of the Road Committee to propose that the 2020 assessment be set at \$20,000 per lot and reviewed annually at years end. Also, asking Attorney Murphy's opinion as to whether the assessment amount proves to be defensible as a benefit to improved property values.**

4. Bunker Lake Boulevard at Highway 65 access modification alternates in the MnDOT Study

Engineer Collins updated the Committee on possible future plans for the intersection of Highway 65 and Bunker Lake Boulevard. Engineer Collins stated that MnDOT is proposing either a freeway (similar to Main Street NE) or a hybrid freeway where the road would be raised up and have turn arounds over the top at two locations. Engineer Collins stated that the Anoka County Highway Department is scheduled to upgrade Bunker Lake Boulevard west of Highway 65 in 2022.

5. Bunker Lake Boulevard reconstruction update

Engineer Collins summarized the access revisions for the scheduled 2022 project. Engineer Collins stated that the County could acquire right-of-way for constructing the bituminous path either thru agreements or thru condemnation but that the City would be responsible for the cost of these acquisitions. Engineer Collins stated that the path is a portion of the East Anoka County Regional Trail so would be eligible for up to 50% Met Council grant funds after construction. Engineer Collins stated that there are no federal funds associated with the upgrade, as has been

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October 4, 2019

Honorable Mayor and Councilmembers
City of Ham Lake
15544 Central Avenue NE
Ham Lake, Minnesota 55304

Re: Polk Street Feasibility Study

Dear Mayor and Council Members,

The City Council directed the preparation of this report on August 19, 2019 regarding the proposed lot division of 855 Constance Boulevard (Figure 1). The purpose of this report is to determine the project necessity, feasibility, cost effectiveness and recommendations on construction. The proposed improvements are for the 810-foot segment of Polk Street from County Ditch 58 to 165th Avenue (Figure 2).

Existing Conditions:

Polk Street is approximately 1,320 feet long and the 510-foot segment from Constance Boulevard to County Ditch 58 was upgraded to a paved street in 2003. North of County Ditch 58, Polk Street is a 20-foot wide sand road. County Ditch 58 passes under Polk Street through a 60-inch RCP draining to the southwest. The culvert was installed as part of the 2003 project. A street high point exists approximately 100 feet south of 165th Avenue.

Soils:

Soils were evaluated using the Anoka County Soils Map. The soils in the area consist of Zimmerman Fine Sand and Isanti Fine Sandy Loam (Figure 3). The Zimmerman Fine Sand is suitable for road subbase. It is generally well drained. The cut material will be used for fill. This soil generally covers the higher ground. The Isanti Fine Sandy Loam is in narrow low-lying areas near organic soils. It has high water tables and is poorly drained, usually requiring proper drainage and/or placement of suitable fill for roadway construction. Due to the high water tables, the Isanti Fine Sandy Loam is not suitable for stormwater infiltration. Organic soils extend from County Ditch 58 to approximately 300 feet to the north. The estimated excavation and granular borrow quantities are included in the estimated project cost.

Wetlands and Flood Zone:

Wetlands exist adjacent to the proposed street improvements. Figure 4 illustrates the approximate wetland locations based on the National Wetland Inventory. Wetlands affected by the proposed improvements would be delineated prior to beginning preparation of plans. The Flood Zone Map, Figure 5, shows an area adjacent to County Ditch 58 within Zone A (100-year flood area).

Right-of-Way and Easements:

The Family of Christ Lutheran Church dedicated the easterly 33 feet of Polk Street right-of-way with the attached plat of God's Harvest Acres (Figure 6). The City Attorney is reviewing whether the westerly 33-feet of Polk Street right-of-way has been recorded. If not, it will be a stipulation of approval with the proposed lot division of 855 Constance Boulevard, along with the required right-of-way for construction of an off-set cul-de-sac at 165th Avenue. It is anticipated that

approximately 20,000 square feet of easement will be required for the stormwater treatment. This will need to be coordinated with the developer with approvals. There is a 50-foot wide prescriptive easement on each side of the County Ditch 58 centerline.

Proposed Improvements:

Polk Street is proposed to be constructed to the City urban street standard of 1 inch of bituminous wear course, 2 inches of bituminous base course, and 4 inches of class 5 aggregate base (Figure 7). The section has a pavement width of 26 feet and has D-312 modified concrete curb and gutter on each side. Catch basins and storm sewer would convey storm run-off to a stormwater pond, located on the north side of County Ditch 58 on the proposed Parcel A. Figure 8 is a map of the proposed improvements. Construction of the urban section with concrete curb and gutter would require less maintenance and right-of-way compared to ditches, and will convey runoff away from the new street base and subgrade into a treatment and ponding area.

Cost Estimate:

The project cost estimates are based on anticipated 2020 construction prices plus a 17% project development cost, an 8% engineering and inspection cost, and a 5% contingency cost (Table 1). The final design has not been completed and therefore unknown work is not included in the estimate. The cost estimate includes subgrade correction, storm piping, and right-of-way and easement acquisition. Where additional costs may arise are additional subgrade correction and storm drainage/ponding.

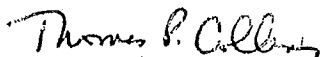
Anticipated Revenues:

City policy is to assess benefitted parcels for the improvement. Parcel A of the proposed 855 Constance Boulevard lot division would have one active assessment and three deferred assessments. The City of Ham Lake executed a Development Agreement with the Family of Christ Lutheran Church in 2002. Per item 4C (Figure 9) the Church will only be assessed for future road improvements when future development of the Church property is proposed. Therefore there are four deferred assessments shown for the Church. The 965 Constance Boulevard parcel and the 16525 Polk Street parcel would have one active assessment. The total number of assessments is 10, with 3 active and 7 deferred (Figure 10).

Estimated Construction Cost	\$ 352,925.74
3 Active Assessments (\$16,000/Each)	\$ 48,000.00 (13.6%)
7 Deferred Assessments (\$16,000/Each)	\$ 112,000.00 (31.7%)
City Contribution	\$ 192,925.74 (54.7%)

Sincerely,

RFC Engineering, Inc.



Tom Collins, P.E.
Ham Lake City Engineer

LOT DIVISION

~for~ GCI, LLC
 ~of~ 855 CONSTANCE BOULEVARD NE
 HAM LAKE, MN 55304

EXISTING PROPERTY DESCRIPTION:

The North One-Half of the Northeast Quarter of Section 18, Township 32, Range 23, Anoka County, Minnesota.

EXCEPT: That part of the Northeast Quarter of the Northeast Quarter of Section 18, Township 32, Range 23, lying southwesterly of the centerline of County Ditch No. 58.

EXCEPT: The west 300.00 feet of the east 600.00 feet of the south 581.00 feet of the Northeast Quarter of the Northeast Quarter of Section 18, Township 32, Range 23, Anoka County, Minnesota.

EXCEPT: The Northwest Quarter of the Northeast Quarter of Section 18, Township 32, Range 23, Anoka County, Minnesota, except the east 600.00 feet of the south 581.00 feet thereof.

EXCEPT: The east 300.00 feet of the south 581.00 feet of the Northeast Quarter of the Northeast Quarter of Section 18, Township 32, Range 23, Anoka County, Minnesota.

(Per Trustee's Deed dated 10/28/17)

PROPOSED PROPERTY DESCRIPTIONS:

PARCEL A:
 That part of the Northeast Quarter of the Northeast Quarter of Section 18, Township 32, Range 23, Anoka County, Minnesota which lies northerly of the following described line:

Commencing at the northwest corner of said Northeast Quarter of the Northeast Quarter; thence on an assumed bearing of South 00 degrees 32 minutes 22 seconds East, along the west line of said Northeast Quarter of the Northeast Quarter, a distance of 484.68 feet to the point of beginning of the line to be described; thence North 88 degrees 03 minutes 51 seconds East a distance of 689.58 feet; thence South 53 degrees 34 minutes 15 seconds East a distance of 301.90 feet; thence South 57 degrees 27 minutes 33 seconds East a distance of 253.11 feet; thence South 46 degrees 49 minutes 13 seconds East a distance of 154.30 feet to the centerline of County Ditch No. 58; thence northerly along the centerline of said ditch to the east line of said Northeast Quarter of the Northeast Quarter and said line there terminating.

PARCEL B:
 That part of the Northeast Quarter of the Northeast Quarter of Section 18, Township 32, Range 23, Anoka County, Minnesota which lies northwesterly of the centerline of County Ditch No. 58 and lies southerly of the following described line:

Commencing at the northwest corner of said Northeast Quarter of the Northeast Quarter; thence on an assumed bearing of South 00 degrees 32 minutes 22 seconds East, along the west line of said Northeast Quarter of the Northeast Quarter, a distance of 484.68 feet to the point of beginning of the line to be described; thence North 88 degrees 03 minutes 51 seconds East a distance of 689.58 feet; thence South 53 degrees 34 minutes 15 seconds East a distance of 301.90 feet; thence South 57 degrees 27 minutes 33 seconds East a distance of 253.11 feet; thence South 46 degrees 49 minutes 13 seconds East a distance of 154.30 feet to the centerline of County Ditch No. 58 and said line there terminating.

PROPOSED DRAINAGE AND UTILITY EASEMENT DESCRIPTIONS:

An easement for drainage and utility purposes over, under and across the northerly 10 feet, the westerly 10 feet, the northerly 10 feet of the southerly 43 feet, the southerly 10 feet and the westerly 10 feet of that part of the Northeast Quarter of the Northeast Quarter of Section 18, Township 32, Range 23, Anoka County, Minnesota which lies northwesterly of the centerline of County Ditch No. 58.

Together with a 20 foot wide easement for drainage and utility purposes. The centerline of said easement is described as follows:

Commencing at the northwest corner of said Northeast Quarter of the Northeast Quarter; thence on an assumed bearing of South 00 degrees 32 minutes 22 seconds East, along the west line of said Northeast Quarter of the Northeast Quarter, a distance of 484.68 feet to the point of beginning of the centerline to be described; thence North 88 degrees 03 minutes 51 seconds East a distance of 689.58 feet; thence South 53 degrees 34 minutes 15 seconds East a distance of 301.90 feet; thence South 57 degrees 27 minutes 33 seconds East a distance of 253.11 feet; thence South 46 degrees 49 minutes 13 seconds East a distance of 154.30 feet to the centerline of County Ditch No. 58 and said centerline there terminating.

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 [Signature]
 Date: 9/23/2019 License No. 41578

LEGEND

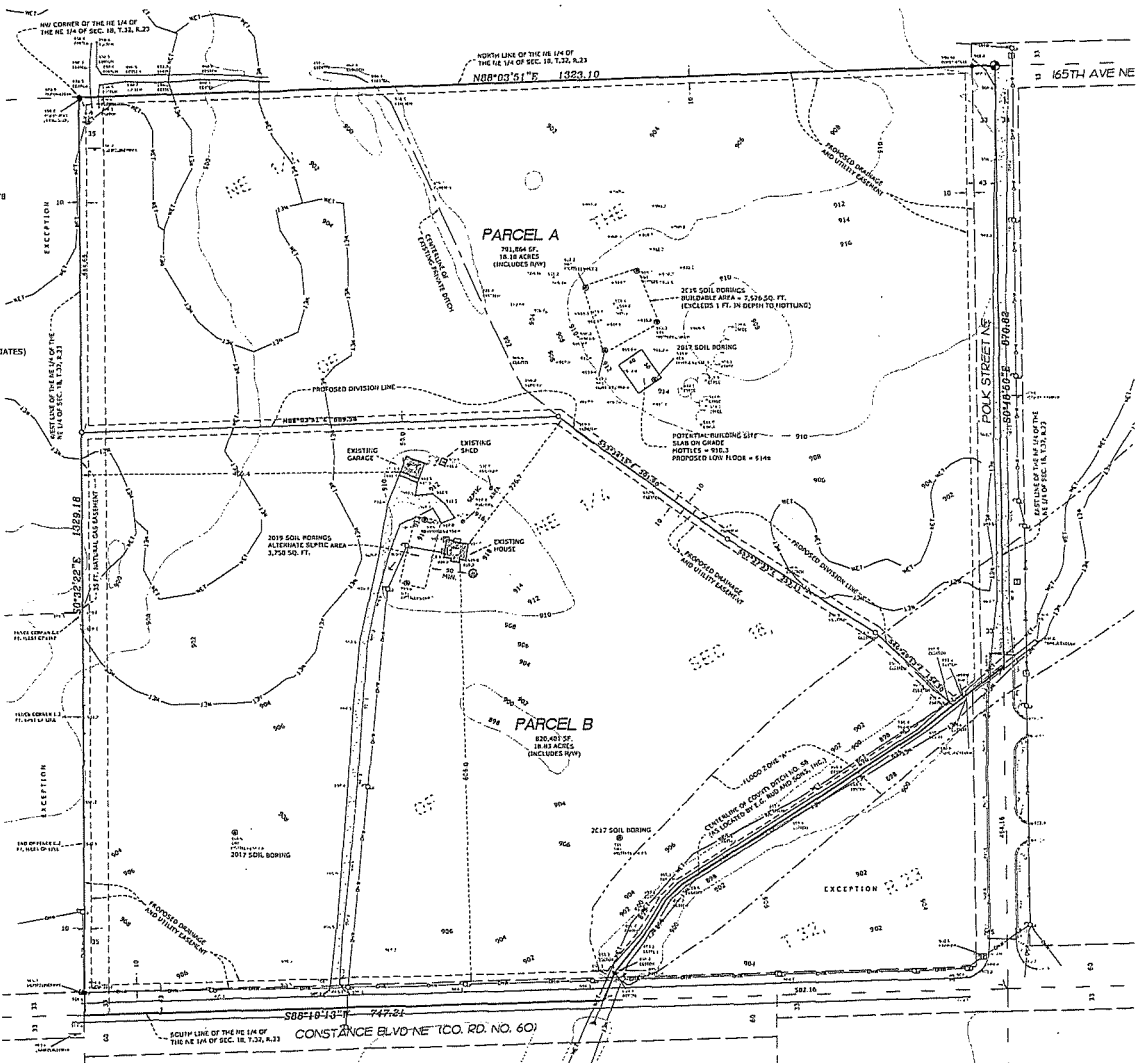
- DENOTES SET 1/2" HIGH IRON PIPE MARKED RLS 41578
- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES ANOKA COUNTY CAST IRON MONUMENT
- DENOTES GAS METER
- ▣ DENOTES TELEPHONE PEDESTAL
- ▤ DENOTES FENCE
- ⊙ DENOTES WELL
- ⊕ DENOTES EXISTING SPOT ELEVATION
- DENOTES EXISTING CONTOURS
- DENOTES POWER POLE AND OVERHEAD WIRES
- DENOTES ELECTRIC METER
- ⊖ DENOTES SOIL BORING (BY TRADEWELL AND ASSOCIATES)
- DENOTES BITUMINIOUS SURFACE
- DENOTES CONCRETE SURFACE
- DENOTES GRAVEL SURFACE
- DENOTES NATIONAL WETLAND INVENTORY PER GIS DATA

BENCHMARK

HH001 GEODETIC STATION 0308 T
 ELEVATION: 911.42 (NAVD 88)

- ### NOTES
- Field survey was completed by E.G. Rud and Sons, Inc. on 7/16/2019.
 - Bearings shown are on Anoka County datum.
 - Parcel ID Number: 19-22-23-11-0001.
 - Curb shots are taken at the top and back of curb.
 - 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.
 - Due to field work being completed during the winter season there may be improvements in addition to those shown that were not visible due to snow and ice conditions characteristic of Minnesota winters.
 - Contours shown MN DNR Lidar website and were field verified.
 - Surveyed premises shown on this survey map is in Flood Zone X (Areas determined to be outside the 0.2% annual chance floodplain) and Flood Zone A (100 base flood elevation determined), according to Flood Insurance Rate Map Community No. 275074 Panel No. 0215 Suite E by the Federal Emergency Management Agency, effective date December 16, 2015.

GRAPHIC SCALE
 1 INCH = 60 FEET




E.G. RUD & SONS, INC.
 Professional Land Surveyors
 6776 Lake Drive NE, Suite 110
 Lino Lakes, MN 55014
 Tel. (651) 961-8200 Fax (651) 961-8701

Figure 1

NO.	DATE	DESCRIPTION	BY
1	9/23/19	FIELD CREW: DT/CT	
2	9/23/19	ADDT. TOPOLOGICAL BORINGS	DM
3	9/23/19	LET DIVISION	JAR

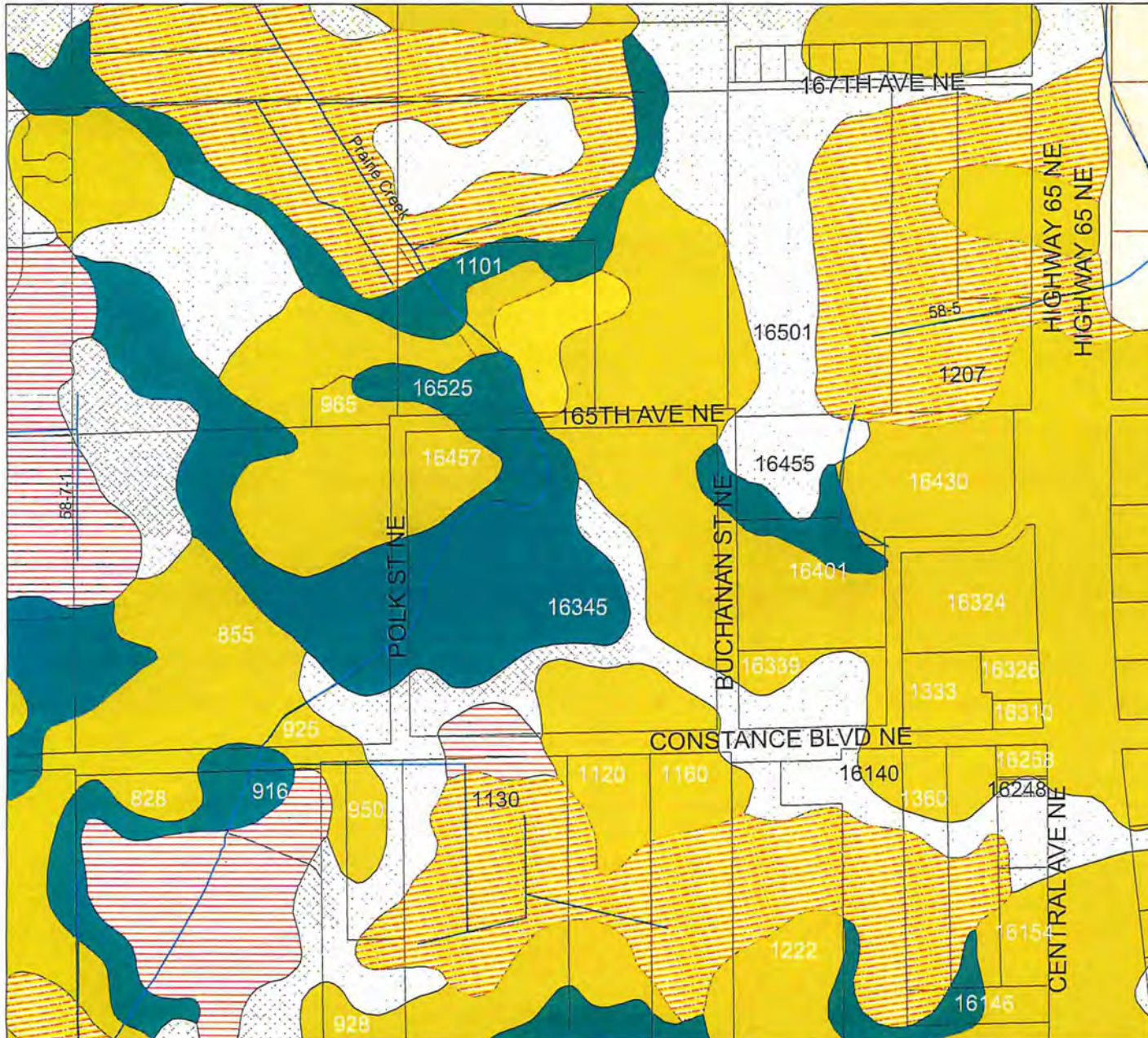


Description LOCATION MAP	Drawn EMP	Date 8/29/19	Project No. 1902.093	Figure No. 2
Project FEASIBILITY STUDY POLK STREET	<div style="text-align: center;">  <p>RFC ENGINEERS & ARCHITECTS, INC. ENGINEERING SOLUTIONS</p> </div> <p> 13635 Johnson Street Ham Lake, MN 55304 Voice: 763.862.8000 Fax: 763.862.8042 </p>			



HAM LAKE, MINNESOTA

SOIL CLASSIFICATIONS



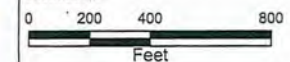
Legend

- Ditches
- SOIL TYPES**
- Isanti Fine Sandy Loam (iw)
- Lino Loamy Fine Sand (LnA)
- Markey Muck (Ma)
- Marsh (Mc)
- Rifle Mucky Peat (Rf)
- Zimmerman Fine Sand B (ZmB)
- Zimmerman Fine Sand C (ZmC)

Figure 3

Soils Classifications:

This document is intended to be used as a general indicator of soil type, location, and distribution. It is not a legal record. The map is not intended to be used as a precise locator of soil boundaries, for site specific planning or management, or for regulatory purposes. Please refer to a soil survey for more information.



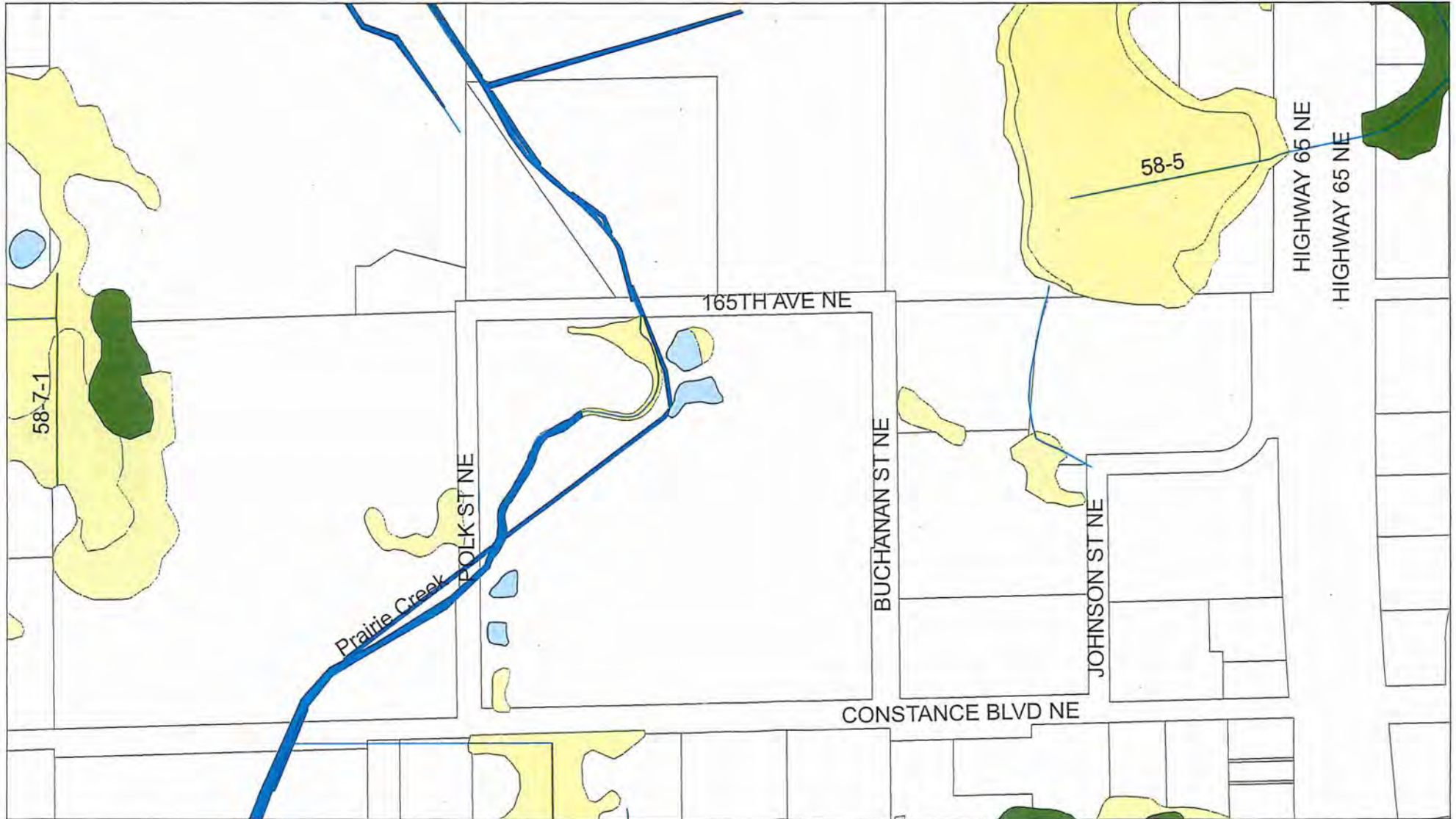
MAP DATE:

8/29/19

Sources:
 - Anoka County Engineering & Surveying Departments

- Land Management Information Center (LMIC) MNPLANNING
- RFC Engineering, Inc.







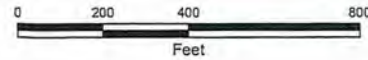


Sheet Title:
NATIONAL WETLAND INVENTORY

Project:
FEASIBILITY STUDY
POLK STREET

Legend:

-  Ditches
- WETLAND TYPE**
-  Freshwater Emergent Wetland
-  Freshwater Forested/Shrub Wetland
-  Freshwater Pond

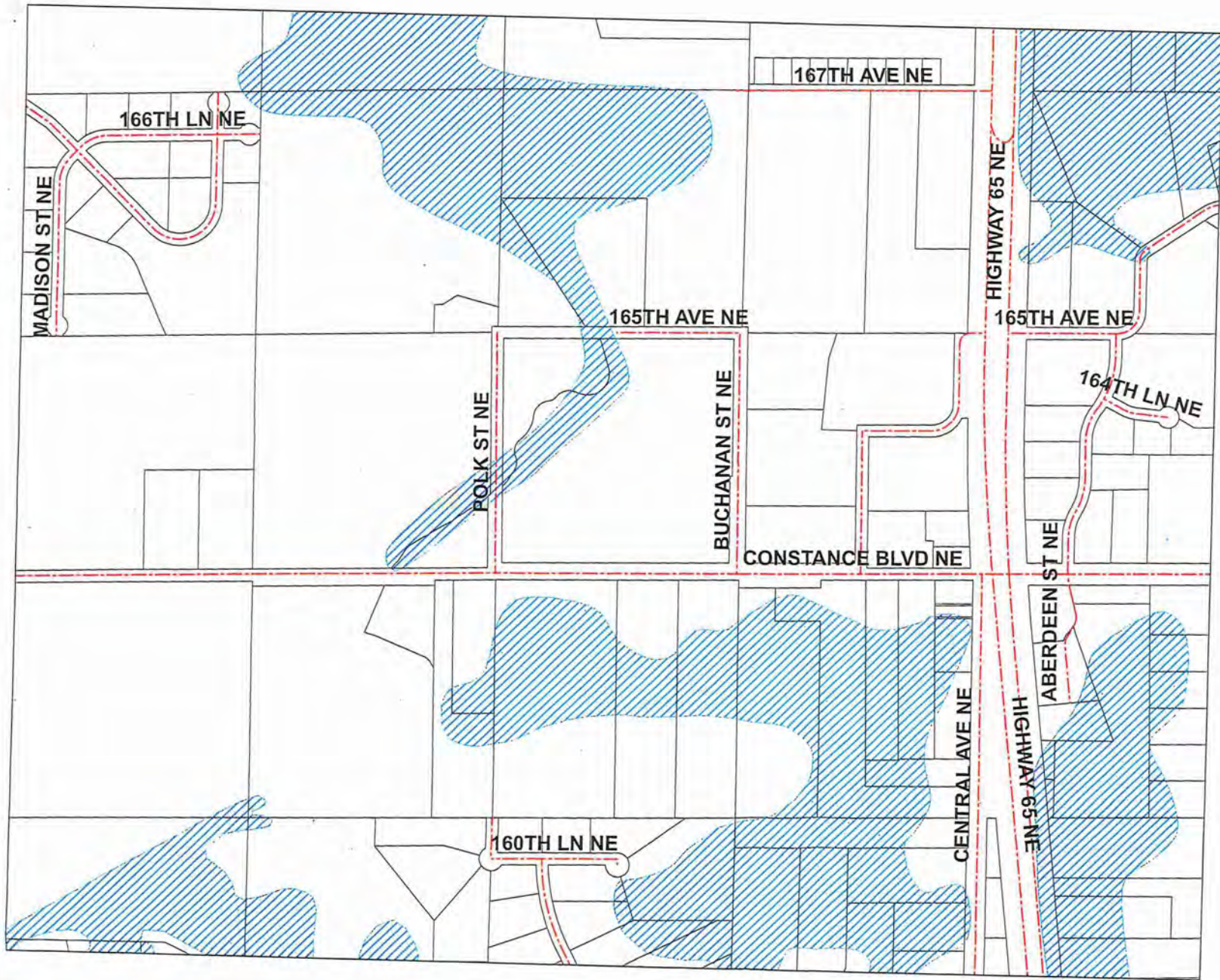


Date: 8/29/2019
Project No. 1902.093

13635 Johnson Street
Ham Lake, MN 55304
Voice: 763.862.8000
Fax: 763.862.8042

FIGURE 4





**Figure 5
Flood Zone Map**

Legend

□ Ham Lake Parcels

FLD_ZONE

▨ A

▨ AE



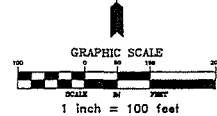
Date: 9/20/2019

OFFICIAL PLAT

Office of Registrar of Titles
STATE OF MINNESOTA
COUNTY OF ANOKA
460993.0
Number words and the words pluralized (N/A)
Filed by this office on (FEBRUARY 11, 2024)
At 1:00 o'clock P.M.
Marion J. DeWitt, Registrar of Titles
DWSA
Deputy Registrar of Titles

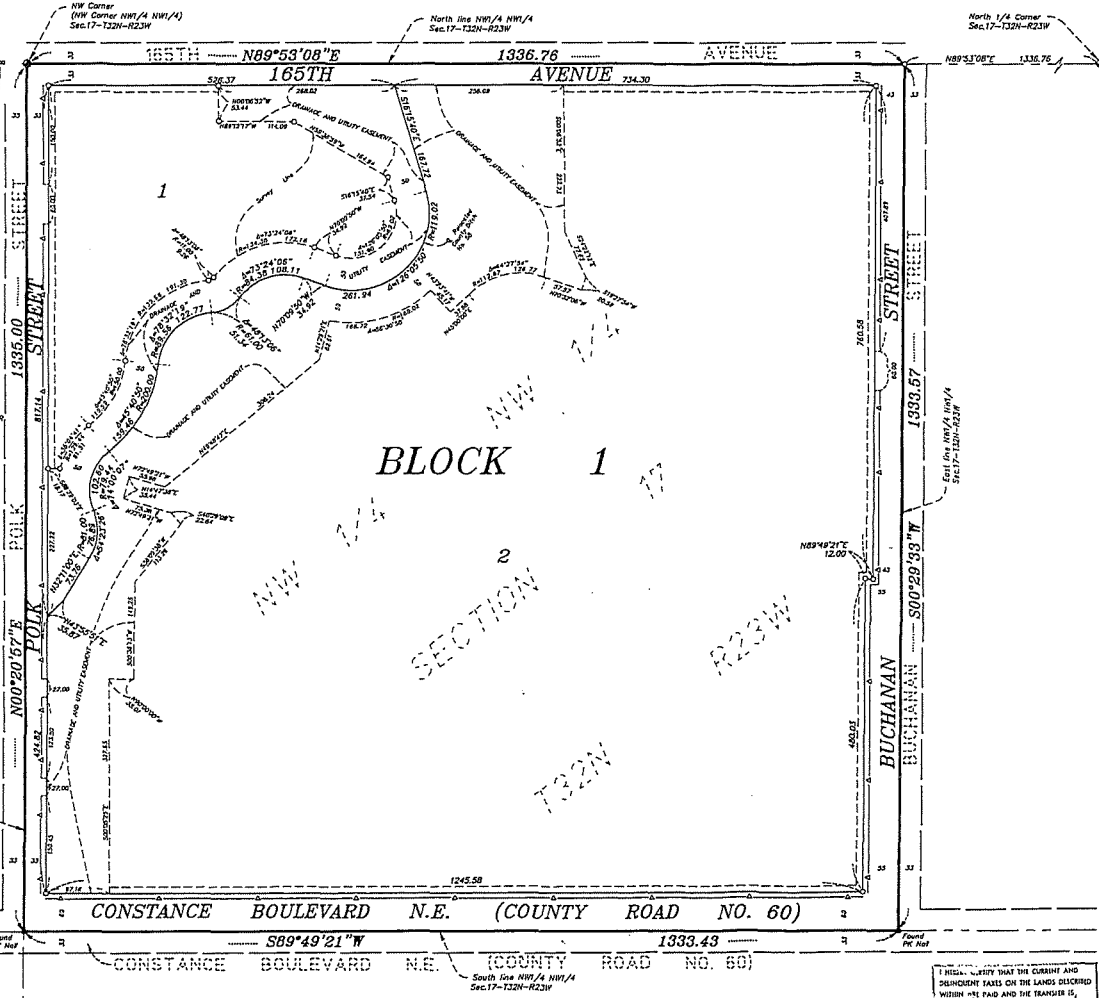
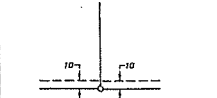
GOD'S HARVEST ACRES

BK 19 of TORNS, pg 8
CITY OF HAM LAKE
COUNTY OF ANOKA
SEC. 17, T32, R23.



- NOTES:**
- DENOTES 1/2 INCH BY 1 1/4 INCH IRON PIPE MONUMENT SET, MARKED WITH A PLASTIC CAP INScribed TO'S BESET
 - DENOTES MONUMENT FOUND
 - ⊙ DENOTES ANOKA COUNTY MONUMENT
 - ⊕ DENOTES RIGHT OF ACCESS DEDICATED TO ANOKA COUNTY AND THE CITY OF HAM LAKE

FOR THE PURPOSES OF THIS PLAT THE SOUTH LINE OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 17-T32N-R23W IS ASSUMED TO HAVE A BEARING OF S89°49'21"W



KNOW ALL PERSONS BY THESE PRESENTS, That Family of Christ Lutheran Church-Missouri Synod, a non-profit corporation under the laws of the State of Minnesota, owner and proprietor and that Lutheran Church Extension Fund-Missouri Synod, a non-profit corporation under the laws of the State of Minnesota, mortgages of the following described property situated in the County of Anoka, State of Minnesota to wit:

The Northwest Quarter of the Northwest Quarter of Section 17, Township 32, Range 23, Anoka County, Minnesota.

Have caused the same to be surveyed and plotted as GOD'S HARVEST ACRES, and do hereby donate and dedicate to the public use forever the boulevard, streets, avenues and easements for drainage and utility purposes, and also dedicate to the County of Anoka and the City of Ham Lake the right of access onto County Road No. 60, Buchanan Street and Polk Street as shown on the plat.

In witness whereof said Family of Christ Lutheran Church-Missouri Synod, a non-profit corporation, has caused these presents to be signed by its proper officer this 22nd day of February 2024.

FAMILY OF CHRIST LUTHERAN CHURCH-MISSOURI SYNOD
Joy T. Spores, Executive Director

In witness whereof said Lutheran Church Extension Fund-Missouri Synod, a non-profit corporation, has caused these presents to be signed by its proper officer this 1st day of March 2024.

LUTHERAN CHURCH EXTENSION FUND-MISSOURI SYNOD
James L. Wood, Senior Vice President

STATE OF MINNESOTA
COUNTY OF ANOKA
The foregoing instrument was acknowledged before me this 25th day of February, 2024, by Joy T. Spores, as Executive Director, of Family of Christ Lutheran Church-Missouri Synod, a non-profit corporation, on behalf of the Corporation.

STATE OF MINNESOTA
COUNTY OF STELLAND
The foregoing instrument was acknowledged before me this 1st day of March, 2024, by Carol E. Wood, as Senior Vice President of Lutheran Church Extension Fund-Missouri Synod, a non-profit corporation, on behalf of the Corporation.

I, Blake L. Riverd hereby certify that I have surveyed and plotted the property described on this plat as GOD'S HARVEST ACRES; that this plat is a correct representation of the survey; that all distances are correctly shown on the plat in feet and hundredths of a foot; that all monuments will be correctly placed in the ground as shown within one year after the recording date of this plat; that the outside boundary lines are correctly designated on the plat and that there are no wellroads as defined in MS 505.02, Subd. 1 or public highways to be designated on said plat other than as shown.

Blake L. Riverd, Land Surveyor
Minnesota License No. 18421

STATE OF MINNESOTA
COUNTY OF ANOKA
The foregoing instrument was acknowledged before me this 24th day of February, 2024, by Blake L. Riverd, Land Surveyor.

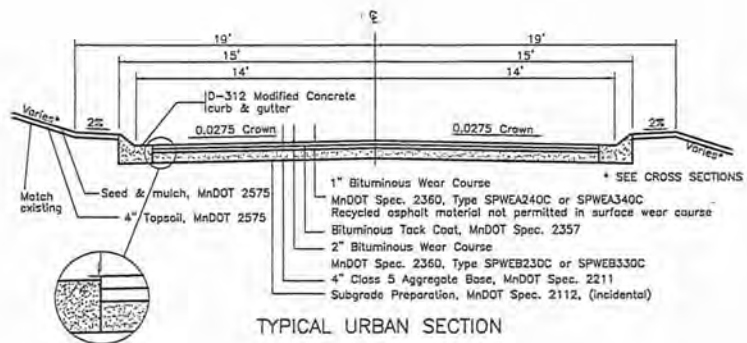
STATE OF MINNESOTA
COUNTY OF ANOKA
The foregoing instrument was acknowledged before me this 24th day of February, 2024, by Blake L. Riverd, Land Surveyor.

The foregoing plat of GOD'S HARVEST ACRES was approved and passed by the City Council of Ham Lake, Minnesota at a regular meeting thereof held this 1st day of February, 2024, if applicable, the written comments and recommendations of the Commissioner of Transportation and County Highway Engineer have been received by the City or the prescribed 30 day period has elapsed without receipt of such comments and recommendations, as provided by Minnesota Statutes, Section 505.02, Subd. 2.

CITY COUNCIL OF HAM LAKE, MINNESOTA
By: _____ Mayor
By: _____ Clerk
Checked and approved this 3rd day of March, 2024
Anoka County Surveyor

I HEREBY CERTIFY THAT THE CURRENT AND DELINQUENT TAXES ON THE LANDS DESCRIBED HEREIN HAVE BEEN PAID AND THE TAXPAYER IS ENTITLED TO A REFUND.
MAYHELYN DAVIS
PROPERTY TAX ADMINISTRATOR
DEPUTY PROPERTY TAX ADMINISTRATOR

Figure 6
MIDWEST
Land Surveyors & Civil Engineers, Inc.



TYPICAL STREET SECTION RFC-366E11
NOT TO SCALE

Sheet Title
TYPICAL STREET SECTION

Drawn
JRY

Date
10/2/19

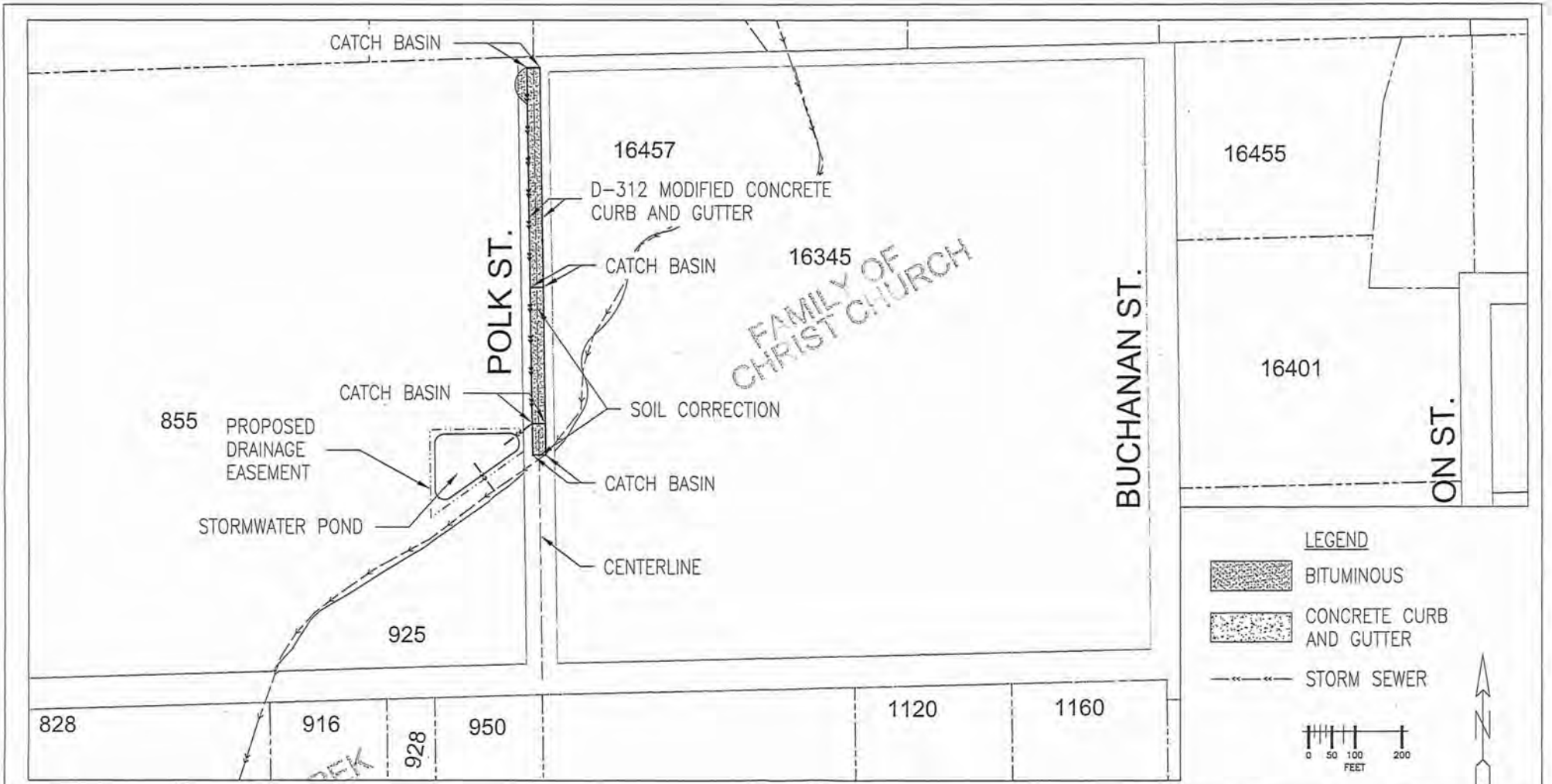
Project No.
1902.93

Figure No.
7



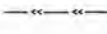
Project
FEASIBILITY STUDY
POLK STREET

13635 Johnson Street
Ham Lake, MN 55304
Telephone (763) 862-8000
Fax (763) 862-8042


RFC
ENGINEERING, INC.
CONSULTING ENGINEERS



LEGEND

-  BITUMINOUS
-  CONCRETE CURB AND GUTTER
-  STORM SEWER

0 50 100 200
FEET



Description
PROPOSED IMPROVEMENTS MAP

Drawn JRY	Date 10/2/19	Project No. 1902.093	Figure No. 8
--------------	-----------------	-------------------------	-----------------

Project
FEASIBILITY STUDY
POLK STREET

13635 Johnson Street
Ham Lake, MN 55304
Voice: 763.862.8000
Fax: 763.862.8042



CONSTRUCTION COST ESTIMATE
Polk Street from 165th Avenue to 810 feet south
Table 1

ITEM NUMBER	ITEM DESCRIPTION	UNIT	EST QTY	UNIT PRICE	TOTAL
2021.501	MOBILIZATION	LUMP SUM	1	\$20,000.00	\$20,000.00
2101.505	CLEARING	ACRE	1	\$2,590.00	\$2,590.00
2101.505	GRUBBING	ACRE	1	\$2,590.00	\$2,590.00
2104.502	REMOVE SIGN	EACH	1	\$43.50	\$43.50
2104.502	REMOVE MAIL BOX SUPPORT	EACH	2	\$48.90	\$97.80
2104.502	REMOVE CONCRETE SPILLWAY	EACH	2	\$460.00	\$920.00
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	31	\$5.95	\$184.45
2105.507	COMMON EXCAVATION	CU YD	1,310	\$20.60	\$26,986.00
2105.507	MUCK EXCAVATION	CU YD	1,000	\$11.05	\$11,050.00
2105.507	SUBGRADE EXCAVATION	CU YD	800	\$11.90	\$9,520.00
2105.507	CHANNEL AND POND EXCAVATION	CU YD	2,000	\$10.50	\$21,000.00
2105.507	GRANULAR BORROW (CV)	CU YD	1,000	\$10.80	\$10,800.00
2211.507	AGGREGATE BASE (CV) CLASS 5 - BIT DRIVEWAY	CU YD	15	\$36.60	\$549.00
2211.509	AGGREGATE BASE CLASS 5	TON	537	\$15.55	\$8,350.35
2360.504	TYPE SP 9.5 WEARING COURSE MIXTURE (2:C) 2.0" THICK DRIVEWAY	SQ YD	135	\$17.10	\$2,308.50
2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2:C)	TON	141	\$85.85	\$12,104.85
2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (2:C)	TON	282	\$72.30	\$20,388.60
2501.502	15" RC PIPE APRON	EACH	1	\$650.00	\$650.00
2501.502	24" RC PIPE APRON	EACH	1	\$750.00	\$750.00
2501.503	15" RC PIPE CLASS V	LIN FT	760	\$37.45	\$28,462.00
2501.503	18" RC PIPE CLASS V	LIN FT	292	\$42.80	\$12,497.60
2501.503	24" RC PIPE CLASS V	LIN FT	100	\$53.50	\$5,350.00
2501.602	TRASH GUARD FOR 15" PIPE APRON	EACH	1	\$300.00	\$300.00
2501.602	TRASH GUARD FOR 24" PIPE APRON	EACH	1	\$430.00	\$430.00
2506.602	INSTALL CATCH BASIN	EACH	4	\$2,400.00	\$9,600.00
2506.602	INSTALL CATCH BASIN MANHOLE	EACH	4	\$2,700.00	\$10,800.00
2511.504	GEOTEXTILE FILTER TYPE 4	SQ YD	8	\$5.10	\$40.80
2511.507	RANDOM RIPRAP CLASS III	CU YD	13	\$96.30	\$1,251.90
2531.503	CONCRETE CURB AND GUTTER DESIGN D312 MODIFIED	LIN FT	1,670	\$16.50	\$27,555.00
2540.602	INSTALL MAIL BOX SUPPORT - SWING TYPE	EACH	3	\$77.65	\$232.95
2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$4,700.00	\$4,700.00
2573.502	STORM DRAIN INLET PROTECTION	EACH	8	\$220.00	\$1,760.00
2573.502	CULVERT END CONTROLS	EACH	3	\$330.00	\$990.00
2573.503	SILT FENCE, TYPE MS	LIN FT	1500	\$2.95	\$4,425.00
2574.507	COMMON TOPSOIL BORROW	CU YD	360	\$10.20	\$3,672.00
2575.605	TURF ESTABLISHMENT	ACRE	0.75	\$3,800.00	\$2,850.00
2582.503	4" DBLE SOLID LINE PAINT-YELLOW	LIN FT	1,510	\$2.05	\$3,095.50
TOTAL ESTIMATED CONSTRUCTION COST					\$268,895.80
PROJECT DEVELOPMENT COST (17%)					\$45,712.29
ENGINEERING AND INSPECTION COST (8%)					\$21,511.66
TOTAL PROJECT COST					\$336,119.75
CONTINGENCY (5%)					\$16,805.99
TOTAL PROJECT COST WITH CONTINGENCY					\$352,925.74
3 Active Assessments (\$16,000/Each)					\$48,000.00
7 Deferred Assessments (\$16,000/Each)					\$112,000.00
City Cost					\$192,925.74

- 3) Establishes a timetable for the construction of such improvements, based on anticipated traffic volume thresholds, and
- 4) Provides for a basic geometric design of the intersection improvements.

B. Costs and Improvements

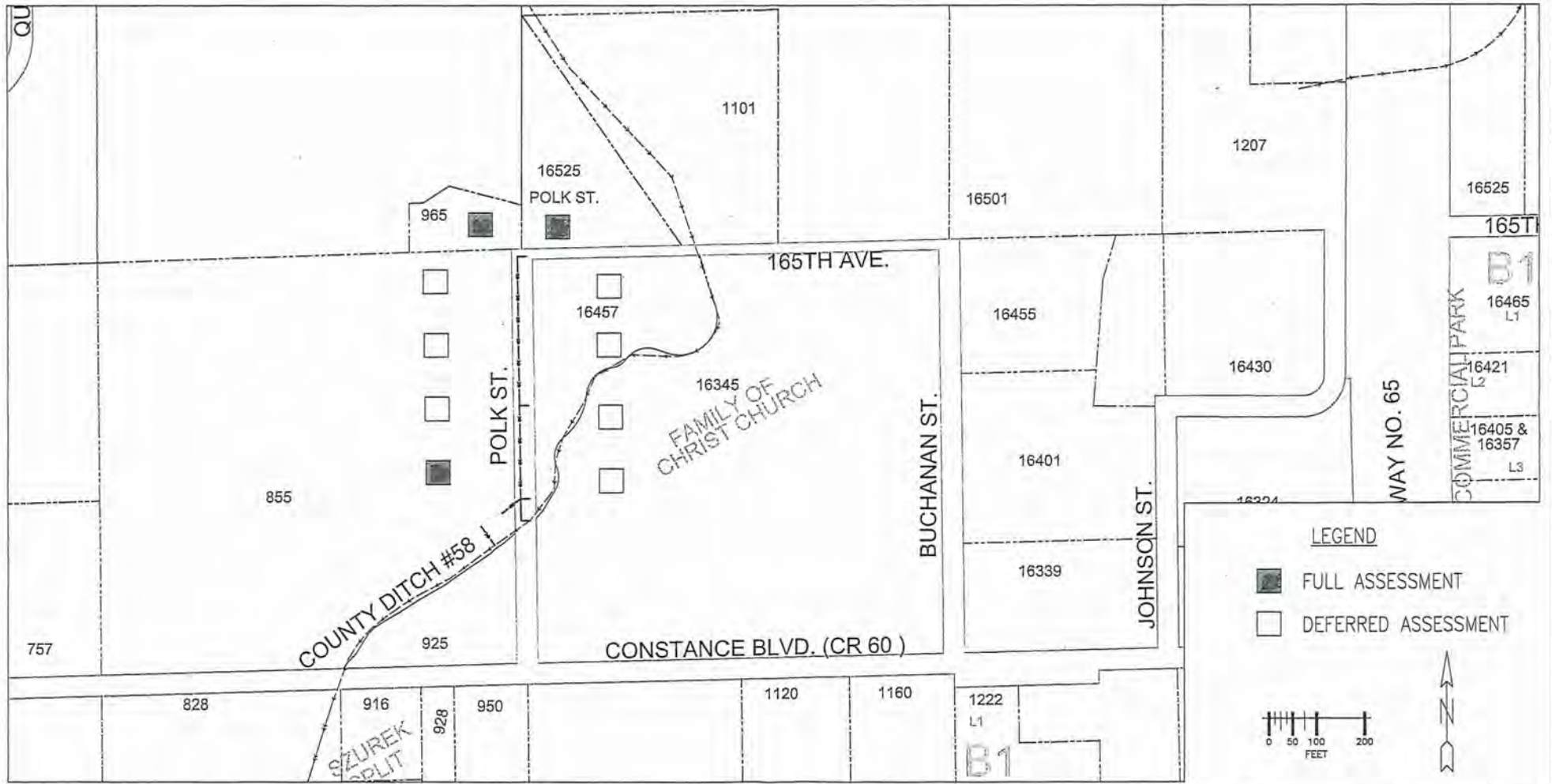
The cost of the Traffic Study shall be borne by Developer. The City Council shall consider the results of the study, and determine whether intersection improvements referenced in paragraph 4(A)(2) above are warranted by the study as a consequence of the Phase II improvements. The Developer reserves the right to argue to the City Council that the intersection improvements are not necessary, or that the Council should not require their installation. This agreement does not obligate Developer to pay any particular share of such intersection improvement costs, but Developer acknowledges that Developer is aware that under the current City policy, unless modified by the City, no municipal funds would be allocated toward such costs, such that in the absence of sources of funds to complete intersection improvements ordered by the Council, no further development would be permitted, under current City policy, for Phase II Elements which add to traffic volumes which contributed to the need for such improvements.

C. Future Special Assessments for Polk Street NE

* Developer acknowledges that by discharging its obligation to pay for a share of assessments for the road improvements contemplated in Phase I, developer is not absolved of any responsibility to contribute to future road improvement costs for future road improvements that may be undertaken on Polk Street NE, between Constance Boulevard NE and 165th Avenue NE. Developer further acknowledges that while it is the City's present policy to specially assess the cost of improving streets such as Polk Street NE, it is also the policy of City, unless the policy is modified by the City, to require a land developer to pay for any costs of the paving of such a street which cannot be recovered through special assessments at the City's prevailing unit amount of assessment. It is possible, therefore, that future development of any land use on Developer's land which would benefit by the paving of Polk Street NE may require a substantial Developer contribution toward that end. This agreement does not obligate Developer to pay any particular share of such paving costs, but Developer acknowledges that Developer is aware that under the current City policy, unless modified by the City, no municipal funds would be allocated toward such paving, such that in the absence of sources of funds to complete the paving, no further development will be permitted for Phase II Elements which add to traffic volumes on Polk Street NE.

5. Municipal Determination of Traffic Study Need

Notwithstanding the foregoing, the City may, in its discretion, order a Traffic Study similar to that contemplated by paragraph 4(A) above, earlier than the time at which any



Description
ASSESSMENT MAP

Drawn
JRY

Date
9/25/19

Project No.
1902.093

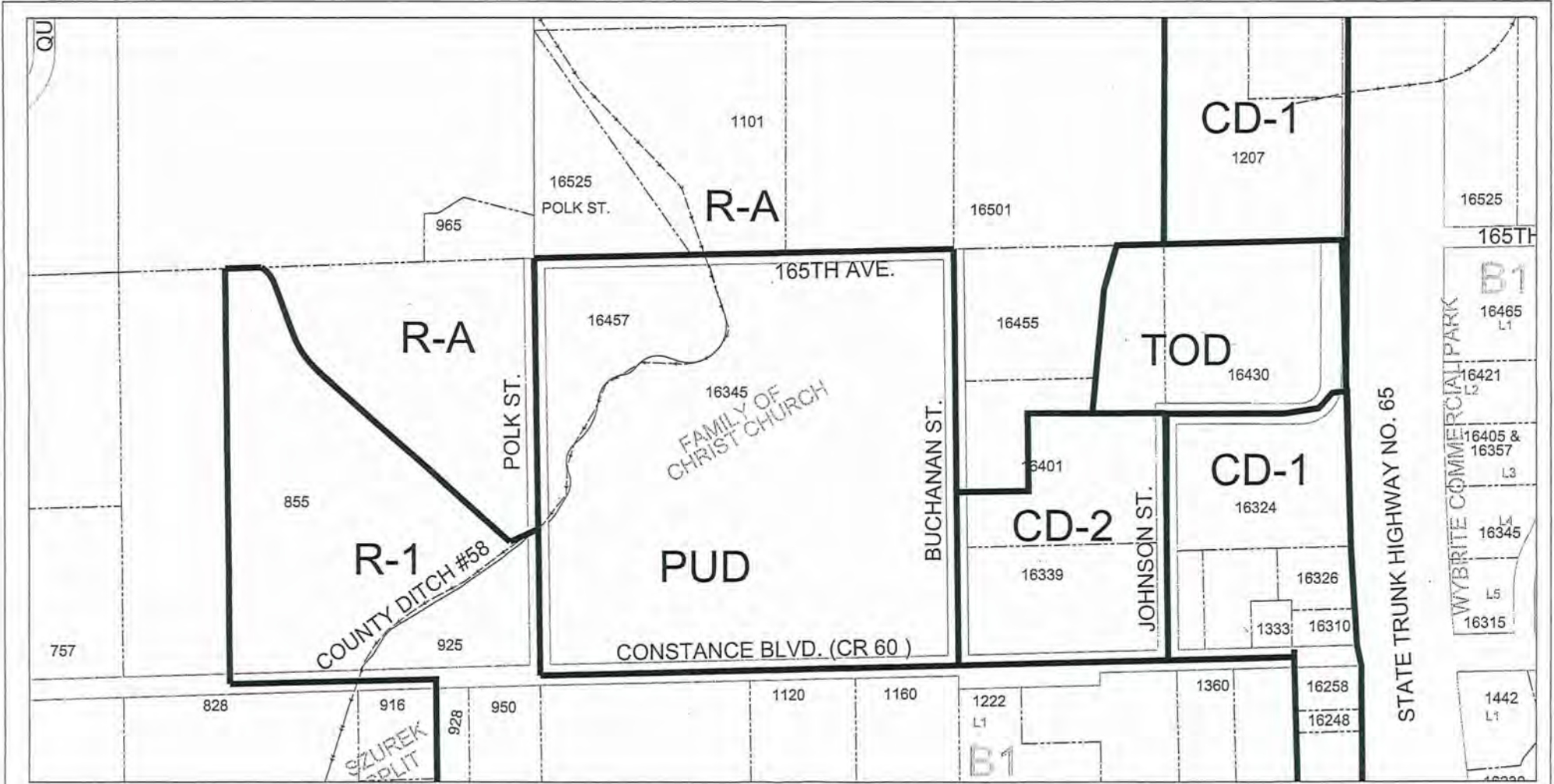
Figure No.
10

Project
FEASIBILITY STUDY
POLK STREET

13635 Johnson Street
Ham Lake, MN 55304
Voice: 763.862.8000
Fax: 763.862.8042



RFC
ENGINEERING, INC.
SUSTAINING EXCELLENCE

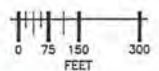


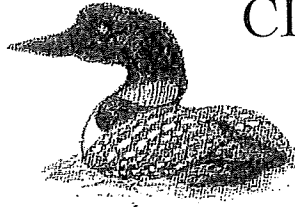
Description
ZONING MAP

Project
FEASIBILITY STUDY
POLK STREET

Drawn EMP	Date 8/29/19	Project No. 1902.093	Figure No. 11
--------------	-----------------	-------------------------	------------------

13635 Johnson Street
Hem Lake, MN 55304
Voice: 763.862.8000
Fax: 763.862.8042





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, MAY 24, 2021

CALL TO ORDER: 6:00 p.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: April 26, 2021

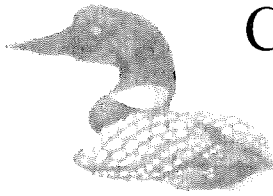
PUBLIC HEARINGS: None

NEW BUSINESS:

1. Courtney Laufenberg requesting a Home Occupation Permit to operate No Loose Ends at 4614 141st Lane NE.

COMMISSION BUSINESS:

1. City Council Update
2. Discussion of Article 9-220 of the City Code



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, MAY 24, 2021

The Ham Lake Planning Commission met for its regular meeting on Monday, May 24, 2021 in the Council Chambers at Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

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

MEMBERS ABSENT: None

OTHERS PRESENT: Building and Zoning Clerk, Jennifer Bohr

CALL TO ORDER: Vice Chair Dixon called the meeting to order at 6:01 p.m.

PLEDGE OF ALLEGIANCE:

The pledge of allegiance was recited by all in attendance.

APPROVAL OF MINUTES:

Motion by Lejonvarn, seconded by Fisher, to approve the minutes of the April 26, 2021 Planning Commission meeting as written. All present in favor, motion carried.

Chair Pogalz arrived at 6:02 p.m.

PUBLIC HEARINGS: None

NEW BUSINESS:

Courtney Laufenberg requesting a Home Occupation Permit to operate No Loose Ends at 4614 141st Lane NE

Ms. Laufenberg was present. Ms. Laufenberg stated she started No Loose Ends, a professional organization business, a couple of months ago. Ms. Laufenberg stated she does administrative work for the business from an office in her home; she has no employees and will have no customer traffic. Ms. Laufenberg stated she is also an event coordinator and floral designer. Ms. Laufenberg stated she books event venues and vendors for her clients, oversees event setup and tear down, provides other requested event services and creates floral arrangements at times; the floral work is either done in her home, at a client's home or at the event site. Chair Pogalz completed the inspection, a copy which is on file. Chair Pogalz stated he drove by Ms. Laufenberg's home to verify it was as presented in the pictures submitted with her application and it was. Chair Pogalz

stated he spoke with Ms. Laufenberg via telephone but did not inspect the inside of her home; the work she is doing within her home office is similar to the work many other residents are currently doing in their homes due to the COVID-19 virus and there will be no employees or customers entering her home. **Motion by Pogalz, seconded by Dixson, to recommend approval of the Home Occupation Permit requested by Courtney Laufenberg to operate No Loose Ends at 4614 141st Lane NE, subject to the following conditions: complying with criteria outlined in Article 9-350.1 of the City Code, all activities being carried on indoors, no employees, no customer meetings at the residence, no outside storage of business-related materials and meeting all City, State and County requirements. All in favor, motion carried. This item will be placed on the June 7, 2021 City Council Agenda.**

COMMISSION BUSINESS:

Discussion of Article 9-220 of the City Code

Chair Pogalz stated the City Council has asked the Planning Commission to discuss possible amendments to Article 9-220 of the City Code to update it and make the code less restrictive in some areas. Chair Pogalz stated it has been pointed out that City Code allows offices and office buildings in the CD-1 and CD-2 zoning districts and enclosed storage and warehousing in the CD-2 zoning district but requires a Conditional Use Permit for office warehouse use in CD-1 and CD-2 zoning. Commissioner Entsminger stated office warehouses should be a permitted use in CD-1 and CD-2 zoning districts if the separate uses of offices and office buildings and enclosed storage and warehousing are permitted uses. Chair Pogalz stated he agreed. The Commissioners discussed 9-220.1.a related to paving; no changes were suggested. Chair Pogalz read Section 9-220.2.a.i-iii. Chair Pogalz stated there are many nice-looking exterior metal building products on the market today; CD-1 standards for site and building construction could be modified to allow for more exterior metal surfaces. Chair Pogalz provided examples of buildings recently constructed in the City of Blaine that have exterior metal paneling and look nice – Renovations Church on Lexington Ave NE and Main Street NE and the former Tournament Liquor building across from Target on 109th Avenue NE. Commissioner Lejonvarn stated it took a long time to put the current site and building standards together and he would like to this section of the code to remain as is. Commissioner Entsminger stated he met with city staff and some city councilmembers to discuss changing the standards. Commissioner Entsminger stated there was agreement to change the verbiage of the standards in the CD-2 district to allow for exterior metal product options. Commissioner Entsminger stated he felt pole barn steel looks better than inexpensive vinyl and lap siding that is currently allowed as exterior materials in the CD-2 zoning district. Commissioner Entsminger stated he was in favor of continuing to require a portion of the exterior walls to be a wainscot of different materials. Commissioner Lejonvarn stated the City should have a review process of proposed exterior building materials when a commercial building permit request is submitted for property in CD-1 and CD-2 zoning districts. Commissioner Entsminger stated the code should be changed to address site and building standards for the part(s) of the building that have the most visibility to the public not the sides facing Highway 65 NE if the building is not adjacent to the highway. Commissioner Dixson stated the site and building standards for the CD-2 zoning district do permit architectural or modern metal paneling for roof and

exterior wall surfaces; the CD-2 standards could also be site and building standards for the CD-1 district. Commissioner Dixon stated exterior building walls facing Highway 65 NE, and another street(s), if the building has frontage on more than one street, could be required to have a more decorative look by combining modern metal paneling and other materials such as brick, stone, decorative, masonry, etc. on the exterior walls facing the street(s). Commissioner Heaton stated steel fences have been allowed recently in the CD-1 district so metal exterior wall surfaces should be considered. Commissioner Entsminger stated he felt exterior metal panels with standing seams/concealed fasteners (no galvanized steel) should be allowed in both CD-1 and CD-2 zoning districts, perhaps the standards in the CD-1 zoning district should require engineered metal panels, with an allowance of fifty to sixty percent surface area coverage of exterior metal products as the materials available are aesthetically pleasing and are more industrial looking. Commissioner Entsminger stated inexpensive vinyl can currently be used on the exterior of commercial buildings but he feels it doesn't look good. Chair Pogalz stated he is in favor of allowing a larger percentage of metal paneling on exterior walls facing Highway 65 NE, or the streets the building has frontage on, but feels multiple materials should be required, such as stone, due to it being less likely to be damaged by equipment during snow removal in the winter. Commissioner Entsminger stated that a 42" wainscot of stone, decorative masonry, etc. could be required and the remainder of the surface could be covered in steel, cedar or another material. Chair Pogalz stated he didn't want to get so specific in defining the standard that the standards minimize design options for business owners. Commissioner Dixon suggested changing the wording of Article 9-220.3.a.ii so as to not place so much emphasis on walls facing Highway 65 NE in the CD-2 district but rather place the emphasis on the façade/building front that faces the public street; the public facing portions of the building should have a combination of exterior building materials like what is currently defined in 9-220.3.a.ii. Commissioner Heaton asked what standards should be required if a building was in a CD-2 zoning district, with frontage on a city street, yet visible from Highway 65 NE, like the parcel that Frovik's Towing is currently located at. Commissioner Dixon stated there may have to be separate site and building standards for buildings that do not have frontage on Highway 65 NE. Commissioner Lejonvarn stated some buildings along Highway 65 NE, have the side of the building rather than the front or main entrance of the building facing Highway 65 NE such as the auto repair shop at 13327 Highway 65 NE; consideration as to what building standards to require for this type of building orientation should be considered.

The Commissioners discussed the current permitted and conditional uses listed in the CD-1 zoning district and proposed changing some conditional uses to permitted uses.

Commissioner Lejonvarn stated some changes could be made to 9-220.2.d – Temporary Conditional Uses Only in the CD-1 zoning district. Commissioner Lejonvarn stated Section 9-220.2.d.vi states a modular home display unit shall not be replaced for 24 months. Commissioner Lejonvarn stated the owner of the display unit should have the ability to sell the unit if the opportunity arises and felt the requirement of keeping the unit in place for 24 months should be removed. Commissioner Lejonvarn also stated that Section 9-220.2.d.viii states all display units shall have an attached garage for two cars or more; he has not seen a display unit with an attached two car garage so he suggested

that this requirement be removed. All commissioners agreed. **Motion by Lejonvarn, seconded by Fisher, to recommend the following amendments to Article 9-220 of the Ham Lake City Code:**

- 1) Amend Article 9-220.3.a.ii to read - ii) Modern metal paneling or architectural metal panel may be used for roof and exterior wall surfaces. On all exterior wall surfaces, the surface may be modern metal paneling, used in combination with brick, decorative masonry, stone, precast panel, architectural concrete, architectural panel, glass, stucco or wood framed with horizontal lap siding;

Modern metal paneling may be used for roof and exterior wall surfaces, provided that on the wall sides facing T.H.65, no more than ~~25%~~ 60% of the surface area may be modern metal paneling with a concealed metal fastener system, with the remaining portion of these surfaces being brick, decorative masonry, stone, precast panel, architectural concrete, glass, stucco or wood framed with horizontal lap siding; For other wall surfaces, there shall be a wainscot at least 42 inches in height which is composed of brick, decorative masonry, stone, precast panel, architectural concrete, glass, stucco or wood framed with horizontal lap siding;

If the front of the building is not adjacent to or does not face Highway 65 NE, the exterior wall surfaces facing the street, with the most exposure to the public, shall have a wainscot at least 42 inches in height which is composed of brick, decorative masonry, stone, precast panel, architectural concrete, glass, stucco or wood framed with horizontal lap siding.

- 2) Amend Article 9-220.2.a.ii so that the standards are the same as the amended Article 9-220.3.a.ii. Additional amendments may need to be considered for other sections of Article 9-220; this will be dependent on amendment recommendations accepted by the City Council.
- 3) Move the following Uses from 9-220.2.c-Conditional Uses to 9-220.2.b-Permitted Uses in the CD-1 zoning district:
 - a. Light Manufacturing, defined as follows....
 - b. Manufactured/Prefabricated Structure Sales
 - c. Office Warehouses
 - d. Pool Stores
 - e. Residential Treatment Centers
 - f. Service Businesses
 - o Landscaping
 - g. Therapeutic Massage under Article 9-330.5
- 4) Amend Article 9-220.2.d – Temporary Conditional Uses Only in the CD-1 zoning district by removing the items that have been struck through.

vi) All units shall be completely finished on the exterior to give the appearance

that the unit is inhabited as a part of a quality single family neighborhood. Units may be assembled from pre-constructed component parts on site, but may not be constructed from scratch on the site. Assembly of any display unit shall be complete (weather permitting) within 14 days after commencement of assembly. Each display unit shall obtain a building permit from the City prior to commencement of assembly. ~~A display unit, once in place, shall not be replaced for at least 24 months.~~

viii) ~~All display units shall have an attached garage for two cars or more.~~

All in favor, motion carried. *This item will be placed on the June 7, 2021 City Council Agenda.*

City Council Update

Commissioner Fisher attended the May 3, 2021 City Council meeting; all recommendations made by the Planning Commission were accepted. Commissioner Dixon will be attending the June 7, 2021 City Council meeting.

ADJOURNMENT:

Motion by Heaton, seconded by Fisher, to adjourn the Planning Commission meeting at 7:07 p.m. All in favor, motion carried.

Jennifer Bohr
Building and Zoning 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 5/13/2021

Date of Receipt 5-19-2021
Receipt # 84858

Meeting Appearance Dates:

Planning Commission 5-24-2021

City Council 6-7-2021

Please check request(s):

- Metes & Bounds Conveyance
- Sketch Plan
- Preliminary Plat Approval*
- Final Plat Approval
- Rezoning*
- Private Kennel License*

- Commercial Building Permit
- Certificate of Occupancy
- Home Occupation Permit
- Conditional Use Permit (New)*
- Conditional Use Permit (Renewal)
- 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: NO Loose Ends

Address/Location of property: 4614 141st Lane NE Ham Lake

Legal Description of property: single family home

PIN # 25-32-23-43-0025 Current Zoning R-1 Proposed Zoning ---

Notes: _____

Applicant's Name: Courtney Lautenberg

Business Name: NO Loose Ends

Address 4614 141st Lane NE

City Ham Lake State MN Zip Code 55304

Phone 612-670-7117 Cell Phone 612-670-7117 Fax Ø

Email address Courtney@no-loose-ends.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 Courtney Lautenberg DATE 5/13/2021

- FOR STAFF USE ONLY -

ACTION BY: Planning Commission 5-24-2021
City Council _____

PROPERTY TAXES CURRENT YES NO

Anoka County Parcel Viewer



Parcel Information: Approx. Acres: 1.55
 25-32-23-43-0025 Commissioner: JULIE BRAASTAD
 4614 141ST LN NE
 HAM LAKE
 MN 55304
 Plat: HIDDEN FOREST EAST

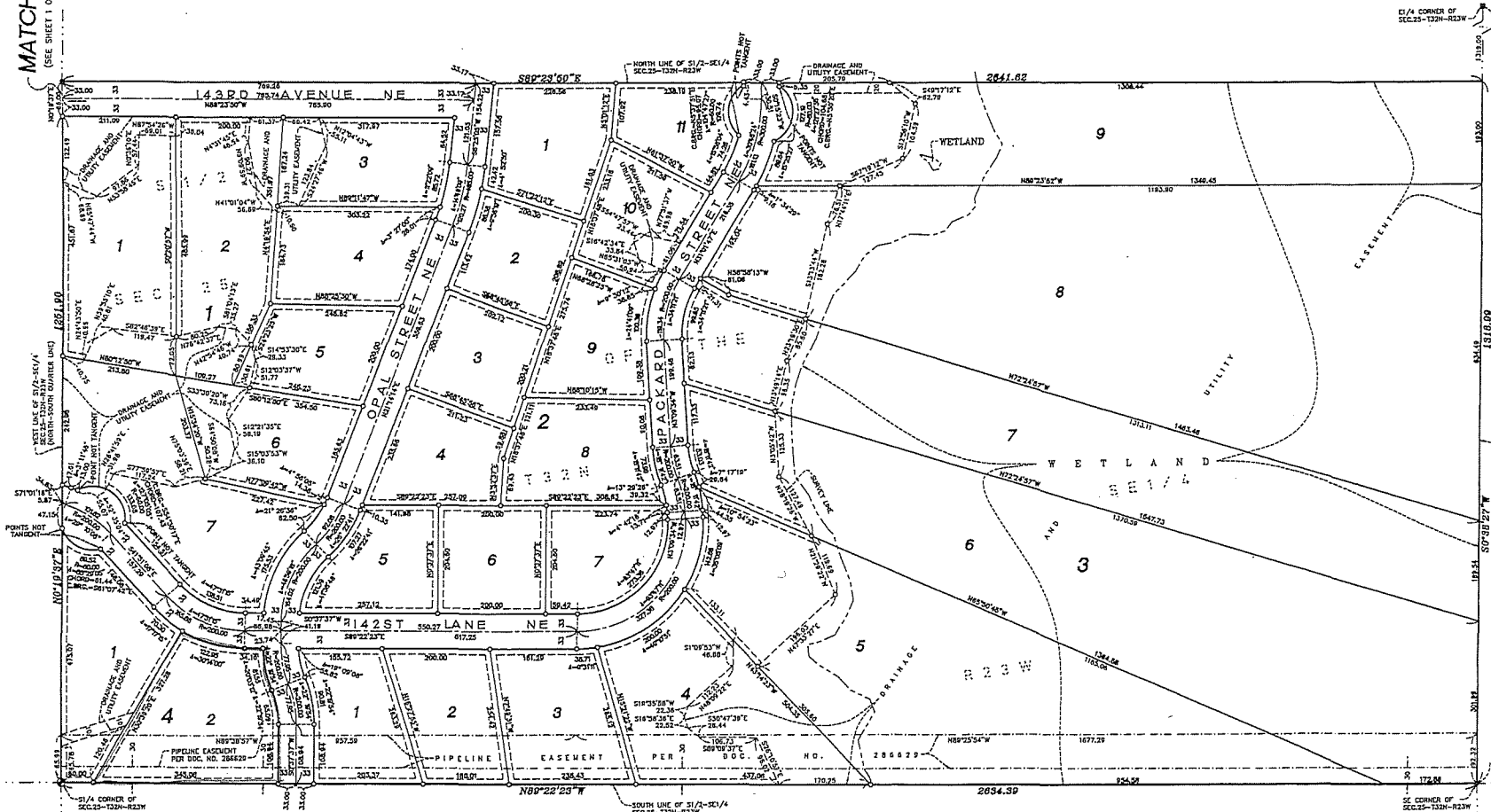
Owner Information:



HIDDEN FOREST EAST

CITY OF HAM LAKE
COUNTY OF ANOKA
SEC. 25, T32N, R23W

MATCH LINE
(SEE SHEET 1 OF 2 SHEETS)



1/4 CORNER OF
SEC.25-132N-R23W

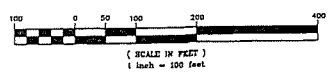
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SOUTH LINE OF 31/2-32 1/4
SEC.25-132N-R23W

CORNER OF
SEC.25-132N-R23W

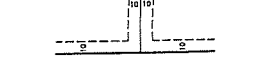
E. G. RUD & SONS, INC.
EST. 1877 Professional Land Surveyors



- ◆ DENOTES FOUND ANOKA COUNTY MONUMENT
- DENOTES SET 1/2 INCH BY 14 INCH IRON PIPE MARKED BY RLS NO. 41578.
- DENOTES FOUND IRON MONUMENT, UNLESS OTHERWISE SHOWN.
- DENOTES FOUND CONCRETE MONUMENT
- DENOTES WETLAND DELINEATION BY KIDDAHAUC ENVIRONMENTAL SERVICE COMPANY IN JULY OF 2016.

FOR THE PURPOSES OF THIS PLAT THE SOUTH LINE OF SOUTH HALF OF THE SOUTHWEST QUARTER OF SECTION 25, TOWNSHIP 32 NORTH, RANGE 23 WEST, IS ASSUMED TO HAVE A BEARING OF NORTH 89 DEGREES 22 MINUTES 23 SECONDS WEST.

(NOT TO SCALE)
DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THIS:



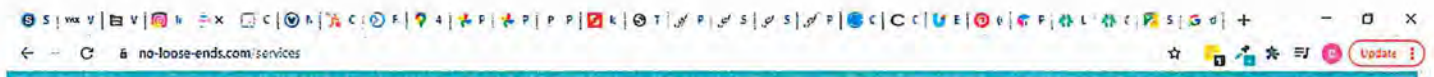
BEGING 10 FEET IN WIDTH AND ADJOINING RIGHT OF WAY LINES, SIDE AND REAR LOT LINES, UNLESS OTHERWISE SHOWN ON THIS PLAT.



To Whom It May Concern,

No Loose Ends Organization is a new business providing excellent organization services to clients in their home or office space. I begin with a free 30-minute phone consult followed up with a free 1 hour in home consult to determine the scope of the project and if I'm the best fit for the job. Once I take a job for organizing services, I do all the work at the client's home. The project could be a small one like a pantry or closet, or it could be a full home pack and move. I do not have clients come to my home and I do not sell products that require clients to come to my home. I do not have any employees and use my home office for administrative tasks. There will not be an issue with parking or traffic at my home.

Another piece of my business is events and floral design. I work with clients to put together their events by booking vendors, setting up and tearing down along with other services. I also create florals for special occasions and deliver them to people's homes. This work is primarily done at the client's home or venue but I do some floral work in my home and transport it to the client.



Residential Organizing

- Kitchens & Pantries
- Attics
- Garages
- Storage Rooms
- Playrooms
- Bedrooms and Closets
- Bathrooms
- Home Gyms

Staging & Moving

- Editing items you no longer need
- Packing items to move
- Using your own furniture and decor to stage for moving
- Coordinating movers
- Unpacking in your new home.





Maintenance

- Adjusting systems to make them work more effectively
- Reorganizing and putting away items to keep things straightened up
- Editing to keep your items contained in the space provided

Event Management & Floral Design

- Intimate dinner parties
- Birthday parties
- Weddings
- Floral Design
- Corporate Events
- Catering, rentals, and venue management



If you have any questions about my business, all the information can be found on my website at www.no-loose-ends.com.

Sincerely,

Courtney Laufenberg

No Loose Ends Owner



FOR ALL INFORMATION, CONTACT THE ARCHITECT AT THE FOLLOWING ADDRESS:
 NEAL & COURTNEY LAUBENBERG
 1100 COASTAL DRIVE, SUITE 100
 OCEAN CITY, MD 21825
 PHONE: 410-281-1111
 FAX: 410-281-1112
 WWW.NEALANDCOURTNEYLAUBENBERG.COM



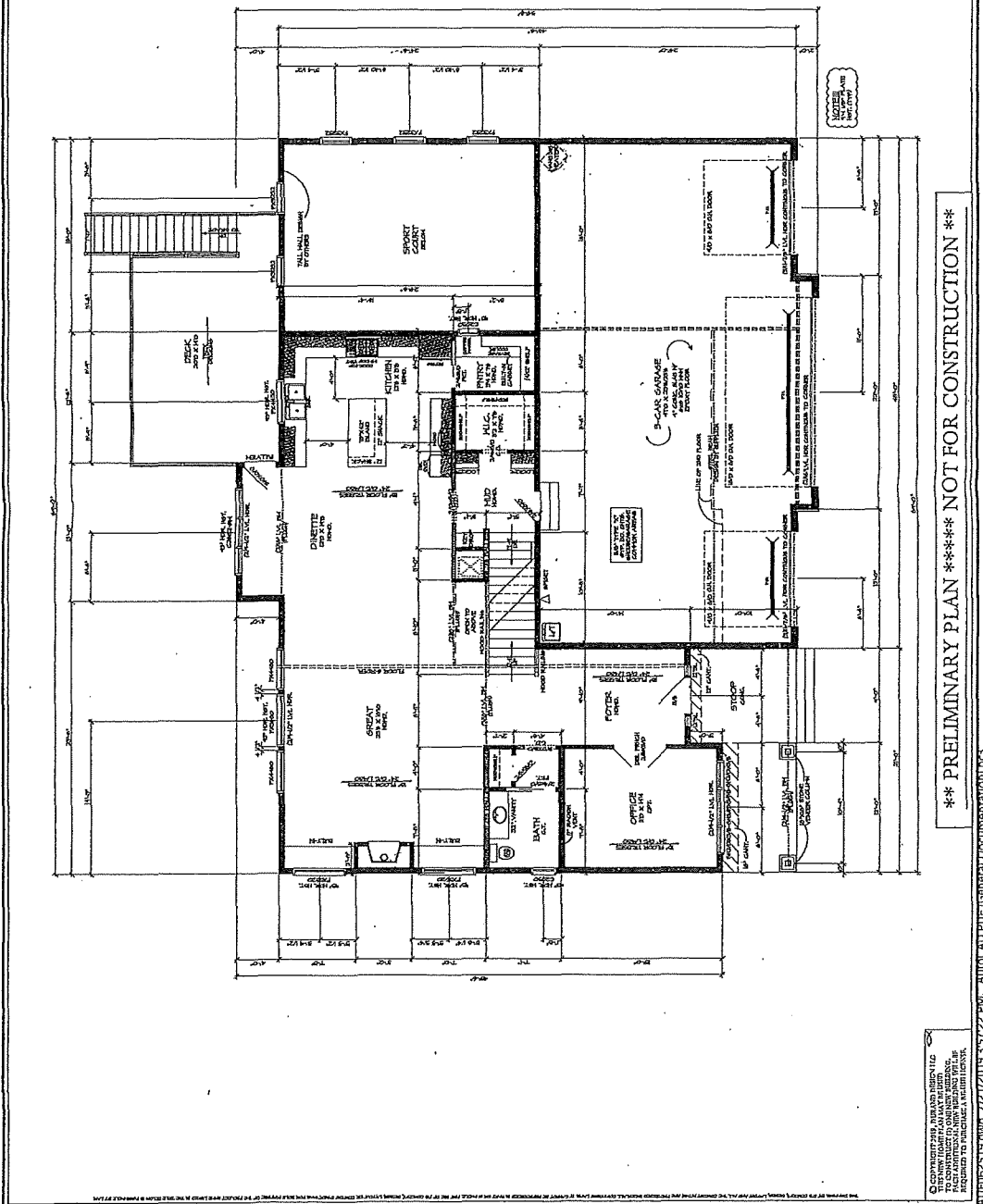
NEW HOME FOR:
 NEAL & COURTNEY LAUBENBERG
 LEGAL DESCRIPTION:
 HOUSE NUMBER:
 CITY, ST., ZONING:

DATE:	7/27/2019
SCALE:	AS SHOWN
PROJECT:	LAUBENBERG
OWNER:	A3
DATE:	08/17

- GENERAL NOTES:**
1. GENERAL NOTES TO BE READ IN CONJUNCTION WITH THE SPECIFICATIONS AND CONTRACT DOCUMENTS.
 2. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL RESIDENTIAL CODE BOOK (IRC) AND THE INTERNATIONAL MECHANICAL AND ELECTRICAL CODE (IMC).
 3. ALL MATERIALS SHALL BE APPROVED BY THE ARCHITECT PRIOR TO INSTALLATION.
 4. ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED TIME FRAME.
 5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INSURANCE.
 6. ALL UTILITIES SHALL BE PROTECTED AND MAINTAINED THROUGHOUT THE PROJECT.
 7. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.
 8. ALL WORK SHALL BE SUBJECT TO INSPECTION AND APPROVAL BY THE ARCHITECT.
 9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.
 10. ALL WORK SHALL BE COMPLETED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IRC AND IMC.

STAIRS:
 ALL STAIRS SHALL BE CONFORM TO THE LATEST EDITIONS OF THE IRC.
 ALL STAIRS SHALL BE FINISHED WITH A NON-SLIP SURFACE.
 ALL STAIRS SHALL BE PROTECTED BY A BALUSTRADE.
 ALL STAIRS SHALL BE MAINTAINED CLEAR OF OBSTRUCTIONS.
 ALL STAIRS SHALL BE SUBJECT TO INSPECTION AND APPROVAL BY THE ARCHITECT.

3-CAR GARAGE:
 ALL GARAGE WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IRC.
 ALL GARAGE WORK SHALL BE FINISHED WITH A NON-SLIP SURFACE.
 ALL GARAGE WORK SHALL BE PROTECTED BY A BALUSTRADE.
 ALL GARAGE WORK SHALL BE MAINTAINED CLEAR OF OBSTRUCTIONS.
 ALL GARAGE WORK SHALL BE SUBJECT TO INSPECTION AND APPROVAL BY THE ARCHITECT.



**** PRELIMINARY PLAN ***** NOT FOR CONSTRUCTION ****

THIS DOCUMENT IS THE PROPERTY OF NEAL & COURTNEY LAUBENBERG. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM. ANY UNAUTHORIZED USE OF THIS DOCUMENT IS STRICTLY PROHIBITED. NEAL & COURTNEY LAUBENBERG SHALL NOT BE LIABLE FOR ANY DAMAGES, INCLUDING CONSEQUENTIAL DAMAGES, ARISING FROM THE USE OF THIS DOCUMENT.

CITY OF HAM LAKE

9-350 Home Occupation Permits

A *Home Occupation* is a for-profit enterprise carried on in a residential dwelling, which meets the criteria specified below. A *Home Occupation* permit may be issued by the City Council after review and recommendation by the *Planning Commission*, and subject to any conditions imposed by the City Council. A *Home Occupation* permit may be revoked by the City Council, after affording due process of law to the applicant, if the conditions of issuance or any other ordinance feature are violated.

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

- a) **Incidental Usage** The usage must be clearly incidental and subservient to the usage of the premises as a dwelling, and may not occupy a significant portion of the dwelling unit living space;
- b) **Indoors** All activities must be carried on indoors. No outside storage, except the parking of motor vehicles, shall be permitted;
- c) **Parking** No on-street parking shall be generated, and no more than a total of four passenger motor vehicles may be parked at the premises in conjunction with the occupation, including employee and customer parking. All parking shall be on paved surfaces;
- d) **Employees** No more than one employee who does not live at the residence shall be permitted;
- e) **Traffic** The activity may not generate any traffic in excess of that normally generated by a residential dwelling unit;
- f) **Nuisance and Compliance** The usage shall not generate any nuisance, and the landowner shall at all times be compliant with all other municipal codes, and the regulations of all other jurisdictions;

9-350.2 Annual Review All *Home Occupation* permits shall be reviewed annually by the City Staff, and shall automatically be renewed unless complaints have been received, in which case the permit shall be re-submitted to the *Planning Commission* for review and recommendation to the City Council.

Meeting Date: 04/26/2021

CITY OF HAM LAKE
STAFF REPORT

To: Planning Commission

From: Jennifer Bohr, Zoning & Building Clerk

Subject: Discussion of potential changes to Article 9-220

Introduction:

At the April 19, 2021 City Council meeting, Councilmember Jesse Wilken stated two Conditional Use Permits were approved at the meeting for a couple businesses occupying office/warehouse in suites in CD-2 zoning but the conditions listed were minimal. Councilmember Wilken stated Article 9-220 should be reviewed. The City Code allows offices and office buildings in the CD-1 and CD-2 zoning districts and enclosed storage and warehousing in the CD-2 zoning district as permitted uses but requires a Conditional Use Permit for an office/warehouse use in CD-1 & CD-2 zoning. The City of Ham Lake wants to be considered a business-friendly city. Councilmember Wilken stated the City Code should be updated and less restrictive in some areas, such as in the CD-2 zoning district, to reflect this.

Excerpt from April 19, 2021 City Council Minutes

11.3 Discussion of Article 9-220 of the City Code

Councilmember Wilken stated that some of the Conditional Use Permits that were approved earlier in the meeting are for properties located in CD-2 Zoning (Commercial Development Tier 2) and are to operate office/warehouse businesses; Commissioner Wilken feels that an office/warehouse business should be a permitted use in CD-2 Zoning. Councilmember Wilken stated the City Code should be reviewed and one of the changes should be to allow an office/warehouse as a permitted use in CD-2 Zoning. Councilmember Kirkeide agreed with Councilmember Wilken. **It was the consensus of the City Council to refer the review of Article 9-220 of the Ham Lake City Code to the Planning Commission for review.**

Discussion: The City Council would like the Planning Commission to review Article 9-220 of the City Code and recommend amendments they feel should be made.

9-220 Mercantile Districts The land uses described in Article 9-220 are intended to be applicable to developments which utilize subsurface sewage treatment systems (SSTS), and to developments which use approved combined sewage treatment systems. All building permits and Certificates of Occupancy in the Mercantile Districts shall require the review and approval of the City Council, after review and recommendation by the Planning Commission, excepting building permits and/or certificates of occupancy being issued for an alteration to an existing structure under circumstances in which the land use will be unchanged, and in which the alteration will not materially affect parking requirements, stormwater runoff, traffic, sewage treatment needs or aesthetics.

9-220.1 Standards Common to All Mercantile Districts The following standards shall apply to all of the mercantile districts as listed in Article 9-220.

- a) Paving** All parking lots, drives and surfaces upon which the public shall have access shall be paved according to specifications to be established by the city's engineer;
- b) Drainage** Surface water drainage and ponding needs shall be implemented in the manner directed by the city's engineer;
- c) Landscaping** Landscaping shall be implemented in the manner provided in Article 11-1800;
- d) Setbacks for Paved Areas** There shall be a ten foot setback between any lot line and the back of curb of any parking lot or driveway, and a six foot setback between the back of curb of any parking lot and any building;
- e) Buffering** When any mercantile land use is located adjacent to a residential area, it shall be screened by opaque fencing, vegetation, or both;
- f) Refuse Containers** Refuse containers shall be stored in locations which are completely screened from outside view; hazardous materials shall be stored and disposed of in the manner provided by law;
- g) Parking Lots and Lighting** Off-street parking shall be provided for all patrons and employees. The *Zoning Officer* shall maintain a schedule of parking requirements, to be ratified from time to time by resolution of the City Council, to serve as the general guideline for the establishment of parking requirements, subject to modification by the City Council where merited. Security lighting shall be permitted, and may be required on review of site plans, but shall be directed away from adjacent properties. No light or combination of lights that cast light upon a Residential Land Use shall exceed 4 foot candle meter reading as measured at the residential property line. All measurements shall be made after dark at the property line or edge of roadway.

h) Off-Street Loading All deliveries and bulk pickups of merchandise, inventory and supplies shall be made to loading facilities preferably located in the rear of the building, which loading facilities shall be sufficient to enable the prompt and safe transfer of goods.

i) Signage All signage shall conform to the provisions of Article 11-300.

j) Special Considerations Notwithstanding the limitations as to building styles, construction types and exterior treatments, the City Council, after Planning Commission review, may depart from strict adherence to the standards found in Article 9-220, where special conditions merit such departure, and where certain standards are met. Such special conditions and standards may include, without limitation, the following items.

i) The departure is not being requested for purely economic reasons;

ii) The nature of the business is such that it requires a specific type of building construction in order to improve the business function, such as requirements for sunlight, specialty equipment, interior lighting or the like;

iii) The business is a permitted or conditional use in the zoning district;

iv) The applicant proposes the usage of special aesthetic treatments which provide a superior exterior view, such as landscaping, vegetation screening, berming, or the like;

v) The property contains unusual topography, mature vegetation or other features which can be preserved or enhanced to produce an overall superior appearance;

vi) The property contains unusual accessibility problems to or from adjacent roadways;

vii) The applicant offers to implement more stringent design limitations in certain site plan features than would normally be required, in exchange for being permitted less stringent design limitations in other site plan features.

k) Outside Storage Outside storage and activities for areas zoned CD-3, CD-4, Industrial Park (I-P) and Light Industrial (I-1) shall be as specifically detailed in the Code Sections dealing with those land uses (Articles 9-220.4 through 9-220.7). For areas zoned CD-1 and CD-2, the following provisions shall apply to outside storage,

excepting Fireworks sales and storage, which are governed by the provisions of Article 9-330.6. **Unless specifically permitted by this Article 220.1(k), no Outside Storage shall be allowed in any area zoned CD-1 or CD-2.**

1) Definitions

aa) Outside Storage – personal property (not fixtures) that are located within the Approved Property Lines of any parcel bearing a CD zoning classification, but which are found outside of an enclosed, roofed building (including temporary structures). Outside Storage does not include Refuse Containers, customer vehicles, employee vehicles parked while the employee is on duty, delivery vehicles while in the process of delivery or pickup, construction materials or vehicles being used in an active construction project on the parcel, legal signs or banners, or legal temporary structures. Except where specifically excepted, Outside Storage does include inventory of the business occupying the parcel.

bb) Inventory - goods, except Vehicle Inventory, that are offered for sale in the ordinary course of business of any business occupying the parcel. For auto repair shops, inventory shall also be deemed to mean passenger vehicles or pickup trucks awaiting repair services.

cc) Vehicle Inventory – Automobiles, Trucks, Trailers, Manufactured Homes, Recreational Vehicles, Campers, Camper Tops, Truck Toppers, Boats or other wheeled conveyances that are offered for retail sale at a legal business location whose primary business is the retail sale of one or more of the above items. Rental equipment that may be offered for sale is not Vehicle Inventory. Vehicle Inventory that bears obvious signs that the vehicle is not presently capable of being legally operated or conveyed on a public road is not Vehicle Inventory, including, but not limited to vehicles lacking wheels or inflated tires, operable drive train components, broken windows or lights, required current vehicle registration, missing body parts, such as fenders, doors, hood lids, trunk lids, bumpers, lights or trim.

dd) Aesthetically Screened Outside Storage - Inventory or Vehicle Inventory behind an opaque barrier constructed of masonry or brick, attached to and matching or complementary to the main building, and of sufficient height and design so as to give the appearance that the barrier is a part of the main building. No object shall be stored inside of such a barrier if the object protrudes above the height of the barrier. Any gates through the barrier shall be opaque and of aesthetic design.

ee) Limited Outdoor Displays - Temporary displays of merchandise which are normally sold or displayed from within an enclosed retail store locations, but which are temporarily placed not

more than ten feet from an outside wall of the main retail sales building during business hours, and then returned to inside storage during non-business hours.”

ff) Improvement Stores – Businesses that have as their primary source of revenue the retail sale of plants, seeds, landscaping supplies, produce, or yard statuary.

gg) 24-Hour Convenience Stores – Businesses that sell gasoline at retail, and, from the same store location, also sell groceries, auto supplies, sundries, over-the-counter medications and personal products, sundries and other items for human consumption, and which remain open for business at all times of every day.

hh) Approved Property Lines – Are the outside perimeter of the real estate parcel or parcels which were shown on the site plan used for the initial municipal approval of a certificate of occupancy or conditional use permit for a particular operation.

ii) Pool Stores – retail stores that engage in the retail sales of above ground or below ground recreational swimming pools that contain electric filtration devices providing water circulation and filtration in the pool, and under conditions where an inventory of above ground or in ground swimming pools is maintained, connected by water and electricity to a source originating in a permanent retail building located on the same parcel. A Pool Store shall not be considered a retail store for the purposes of determining permitted uses under Article 9-220.2 (b) or 9-220.3(b).

jj) Screened Outside Storage – is Inventory or Vehicle Inventory behind an opaque barrier constructed of wood, metal, plastic, masonry, brick or earthen berm, or which is behind an opaque barrier composed of existing buildings or other structures on the property, or which is behind a semi-opaque barrier of vegetation that substantially conceals the storage from outside view.

2) Permitted Outside Storage

aa) Vehicle Inventory is permitted Outside Storage on any CD-1 or CD-2 parcel in connection with a business that is legally permitted to sell Vehicle Inventory. If specifically permitted by the conditions of any Conditional Use Permit or Temporary Conditional Use Permit for any such parcel, vehicles that do not meet the definition of Vehicle Inventory may also be permitted Outside Storage.

bb) Aesthetically Screened Outside Storage is permitted outside storage if used as a condition of approval of any site plan, Conditional Use Permit or Temporary Conditional Use Permit on any CD-1 or CD-2 parcel in connection with the new construction of a main commercial building on the parcel.

cc) Limited Outdoor Displays are permitted Outside Storage in both the CD-1 and CD-2 districts. If the business is a 24-Hour Convenience Store, the Limited Outdoor Display need not be moved indoors, but the business shall at all times maintain a clear pedestrian path on sidewalks that is at least 36 inches in width.

(dd) Inventory is permitted Outside Storage for Improvement Stores and Manufactured/Prefabricated Structure Sales but must be separately identified on the initial site plan submitted with the initial request for certificate of occupancy or conditional use permit, and must be stored only in conformance with that site plan. Bins or containers housing the Inventory shall also be permitted Outside Storage for Improvement Stores and Manufactured/Prefabricated Structure Sales as shall be other items necessarily incident to the storage, maintenance or protection of the Inventory.

ee) No Outside Storage shall be permitted for any business unless the storage is within the Approved Property Lines.

ff) Pool Stores may display above ground or below ground swimming pools as Permitted Outside Storage only on property under conditional use permit, subject to conditions to be established by the City Council, which must include, at a minimum, the following:

- 1) Pool water must be maintained in a sanitary condition;
- 2) Below ground pools must be surrounded by code-compliant fencing;
- 3) Above ground pools must be constructed in a code-compliant method relative to either fencing or sufficient elevation to prevent accidental entry into the pool;
- 4) Adequate security fencing around the storage display area must be installed to discourage after-hours entry into the pool storage area;
- 5) Reasonable screening from outside view shall be installed;
- 6) All sources of water and electricity shall be connected to the pools in a code-compliant manner;
- 7) Only pools that are intended for use with circulating filters shall be permitted outside; no "kiddy pools", wading pools or inflatable pools shall be permitted to be displayed outside.
- 8) Winter storage of outside pools shall be done in a manner that covers the pool surface and prevents the accidental entry into the pool;

gg) Screened Outside Storage is permitted outside storage if used as a condition of approval of any site plan, Conditional Use Permit or Temporary Conditional Use Permit on any CD-1 or CD-2 parcel involving pre-existing main buildings or structures that:

- 1) Historically utilized outside storage in connection with business operating on the property, and which uses were never abandoned;

- 2) Do not involve replacement or major remodeling of the existing structures, but utilizes the existing structures for the business to be operated;

Approval of Screened Outside Storage is discretionary with the City Council.

i) Revocation All permits and certificates of occupancy issued in the mercantile districts are subject to revocation under the provisions of Article 9-240.

3) Office/Warehouses Office/Warehouse is a term given to a structure that is designed to have office space in front, behind which is situated an open bay or bays, with the office and bay space to be occupied by a single business. The office space and the bay space may also include area for retail sales. The bay space may also be used for manufacturing, other industrial activity, or warehousing. Building Permits may be issued for Office/Warehouses in any Mercantile District as found in Article 9-220. However, specific uses within each Office/Warehouse are subject to the Permitted Use, Conditional Use and Temporary Conditional Use restrictions for the given zoning district in which the Office/Warehouse is constructed. The issuance of a building permit for an Office/Warehouse does not confer upon the property owner the right to use any portion of the structure in a manner inconsistent with the use restrictions for the zoning district in which the structure is located. All new tenants or occupants of any Office/Warehouse must observe the same conditions for site plan or other approval, as would any other occupant. Further, if the zoning district in which the Office/Warehouse is to be constructed contains restrictions on building materials or design, those restrictions must be followed.

9-220.2 Commercial Development 1 (CD-1)

The CD-1 zone is intended to apply to certain commercial uses on lands abutting the city's only major thoroughfare, Trunk Highway 65. In that these lands have high visibility to the traveling public, it is considered important to the preservation of land values in general, as well as important to the continuing ability of the city to generate the establishment of quality commercial development and the concomitant tax and employment base, that structures in the CD-1 zones observe specific construction and aesthetic standards, which are listed below. No usage shall be permitted in the CD-1 zone which does not observe the standards found in Article 9-220.2 (a) below.

a) Standards for Site and Building Construction

- i) Except for structures housing public utility feature, no metal or pole-type building shall be permitted;

- ii) Exterior wall surfaces shall be of brick, decorative masonry, stone, precast panel, architectural concrete, glass, stucco or wood framed with horizontal lap siding;
- iii) No galvanized surfaces shall be permitted, either on roofs or siding;
- iv) All roofs shall be colored and shall incorporate a minimum 18-inch soffit on the eave edge of the roof;
- v) All roofs shall have a minimum 12-inch overhang on the gable ends;
- vi) All roofs have a 9.5 inch fascia;
- vii) Standing metal seam roofing shall be permitted (Minimum 24 gauge, non-galvanized);

b) Permitted Uses (Including uses that are ancillary to the main use)

- Clubs and Lodges
- Medical Facilities
 - Assisted Living Facilities
 - Chiropractic
 - Clinics of all medical disciplines
 - Dental
 - Diagnostic Facilities
 - Hospitals
 - Laboratories
 - Nursing Homes
 - Treatment Rooms and Centers
 - Veterinary Clinics
- Hotels, Motels and Lodging Houses under Article 11-1100
- Offices and Office Buildings
- Park and Ride Lots
- Post Offices
- Public Utilities (metal or pole type construction allowed)
- Recreational Facilities (indoor unless noted)
 - Batting Cages
 - Billiard Parlors
 - Bowling Alleys
 - Dance/Gymnastic Studios
 - Health Clubs
 - Martial Arts Studios
 - Miniature Golf Courses (outdoor)
 - Paintball or Laser Tag Facilities
 - Parks (outdoor/publicly owned)
 - Roller Skating Facilities
 - Shooting Range
 - Skateboard Facilities
 - Virtual Golf Facilities
- Restaurants, including liquor service
- Retail Facilities - engaged in the sale of goods (Excluding

Motor Vehicle/ Boat/RV/Camper Sales), from freestanding one-store locations, shopping centers, strip malls or enclosed malls, including, but not limited to:

- Antique Stores
- Appliance Stores
- Automobile Parts Stores (new parts only)
- Bakeries
- Bicycle Stores
- "Big Box" Stores (subject to Article 9-400)
- Book Stores
- Butcher Shops/Meat Markets
- Camera Stores
- Candy Stores
- Carpet Stores
- Clothing Stores
- Coin Stores
- Convenience Stores
- Cosmetic Stores
- Discount Stores
- E-Cig Stores
- Electrical, HVAC and Plumbing Equipment Stores
- Electronics Stores
- Fireworks (under Article 9-330.6)
- Floral Stores
- Furniture Stores
- Gift Shop
- Grocery Stores
- Hardware Stores
- Health Stores
- Hobby/Game Stores
- Housewares Stores
- Improvement Stores (Lawn & Garden) as defined in Article 9-220.1 (k)(1)(ff)
- Jewelry Stores
- Liquor Stores
- Luggage Stores
- Music Stores
- Office Supply Stores
- Optical Supply Stores
- Paint/Wallpaper Stores
- Pet Stores
- Petroleum product sales (excluding vehicle repair)
- Pharmacies
- Shoe Stores
- Sporting Goods Stores
- Souvenir Stores

- Thrift Stores
- Tobacco Stores
- Video Stores
- Schools and Colleges
- Service Businesses
 - Appliance Repair Shops
 - Barber Shops
 - Beauty Shops
 - Car Washes
 - Day Cares (licensed)
 - Dry Cleaners
 - Electronics Repair Shops
 - Financial Institutions
 - Funeral Homes
 - Government Buildings
 - Insurance Agencies
 - Law Offices
 - Locksmiths
 - Manicure/Pedicure/Nail Care shops
 - Pet Grooming Shops
 - Photography Studios
 - Print Shops
 - Shoe Repair Shops
 - Specialty Retail Shops
 - Tailor Shops
 - Tanning Facilities
 - Travel Agencies
- Small Engine Sales and Repair
 - Air Compressors
 - Chain Saws
 - Garden Tractors
 - Lawn Mowers
 - Leaf Blowers
 - Other Motorized Gardening Equipment
 - Power Rakes
 - Power Washers
 - Rototillers
 - Shop Vacs
 - Snowblowers
 - Woodchippers
 - Woodsplitters
- Theatres
- Worship Centers and ancillary features owned by the entity that owns the Worship Center, including classrooms, recreational features, residences for staff, offices and kitchen/dining.

c) Conditional Uses

- Automobile Repair Shops (Passenger Vehicles, Pickup Trucks, ATVs, Snowmobiles, Motorcycles, Jet-skis, Boats and other Marine Equipment)
- Equipment Rental Businesses
- Light Manufacturing, defined as follows:

The fabrication or processing of goods for sale to retailers, wholesalers, other manufacturers or at retail that takes place entire within an enclosed building and that meets the following criteria:

 - a) The business does not generate any noise, odor or vibration detectable from adjoining properties, other than that which occurs in the normal course of business during shipping and receiving activities;
 - b) There is no outside storage of any item except Aesthetically Screened Outside Storage as defined in Article 9-220(k)(1)(dd) of this Code.
 - c) No outside cranes or booms are located on the site;
 - d) Retail sales of the business products can occur on the premises if the commodities are the commodities manufactured on site.
- Manufactured/Prefabricated Structure Sales (including, without limitation, housing units, gazebos, storage sheds, playhouses, screened porches, and shelters) together with incidental furnishings such as lawn chairs and picnic tables
- New Vehicle Sales (must have indoor showroom) limited to the following:
 - **Note:** Where the word "vehicle" is used, the term is hereby defined to exclude manufactured homes, busses, semi-tractors, semi-trailers over 30 feet in length, and heavy construction equipment, such as bulldozers, backhoes, road graders, earth moving equipment, cranes and excavators.
 - ATV's (all-terrain vehicles)
 - Automobiles
 - Boats
 - Campers
 - Golf Carts
 - Motorcycles, Motorbikes and Scooters
 - Recreational Vehicles
 - Snowmobiles
 - Commercial Trucks
 - Pickup Trucks
 - Trailers less than 30 feet in length
- Office Warehouses
- Pool Stores

- Residential Treatment Centers
- Service Businesses
 - Landscaping
- Sexually Oriented Business under Article 9-330.3
 - Self-Storage Facilities, limited to properties on which self-storage facilities were in existence as of January 1, 2014. "Properties" as used herein is intended to include "Expansion Parcels", which are tax parcels that were on said date contiguous to and in common ownership or control with the parcel on which self-storage facilities were in use on said date and which were lacking a permanent structure/usage and/or providing a parking area or driveway serving the parcel on which the self-storage units were located. Expansion Parcels do not include parcels that are separated by public roads from the parcel on which the self-storage units were located on said date. It is the intent of this language that the self-storage use be permitted to expand onto the Expansion Parcels if a Conditional Use Permit for such expansion is approved. Notwithstanding these provisions, all self-storage uses shall be considered non-conforming uses and if abandoned or damaged and unrepaired, are subject to the same criteria for termination of allowed usage status as for other non-conforming uses as provided in Article 9-150.1 of this Code.
- Temporary Commercial Structures under Article 9-330.7
- Therapeutic Massage under Article 9-330.5
- Transportation Facilities
- Used Vehicle Sales limited as follows
 - Collector Cars
 - Motor Homes and Recreational Vehicle Trailer Sales*
 - * (A "Trailer", for the purposes of this code, shall mean a conveyance which is primarily designed to be towed behind a motor vehicle on public highways for usage in camping at bona fide campgrounds or RV parks. The conveyance commonly known in the industry as a "Park Model" is not to be considered a Trailer.)
 - Facilities that meet the following criteria:
 - The lot on which the use is proposed is presently and lawfully used by a business whose primary business is in the automotive industry such as automobile specialty shop, auto repair or recreational vehicle sales lot; and
 - The sales are limited to passenger cars and pickup trucks; and
 - The primary business activity in the automotive industry that qualified the lot to be used for Used Vehicle Sales must continue to be the primary business activity on the lot; Used Vehicle Sales shall be an incidental use only, and shall not replace the primary business activity; or

- The used vehicle inventory is part of the overall inventory of a New Vehicle Sales operation, limited to vehicles that have been taken in trade by the owner

d) Temporary Conditional Uses Only

Certain modular housing sales lots may be allowed as Temporary Conditional Uses in the CD-1 areas under the following limited conditions:

- i) The permit shall be for no longer than five years;
- ii) No housing units shall be permitted which are manufactured homes, which were at one time manufactured homes, or which could become manufactured homes with the addition of wheels installed in a pre-engineered or pre-planned receptacle. It is the intention of this usage that the only housing units permitted for display in such areas are single family dwellings of wood frame construction, designed for placement on a permanent foundation in a typical single family residential neighborhood, and not designed for or commonly found in mobile home parks.
- iii) A single housing unit may be used as a sales office.
- iv) Marketing of housing units shall be only to consumer-homeowners, and not to retailers or wholesalers;
- v) All units shall be placed on concrete blocks, at least two courses in height, giving the appearance of a full basement.
- vi) All units shall be completely finished on the exterior to give the appearance that the unit is inhabited as a part of a quality single family neighborhood. Units may be assembled from pre-constructed component parts on site, but may not be constructed from scratch on the site. Assembly of any display unit shall be complete (weather permitting) within 14 days after commencement of assembly. Each display unit shall obtain a building permit from the City prior to commencement of assembly. A display unit, once in place, shall not be replaced for at least 24 months.
- vii) All surfaces upon which the public is expected to drive, park or walk shall be paved with bituminous or concrete material according to specifications to be established by the City's engineer.
- viii) All display units shall have an attached garage for two cars or more.
- ix) A Site Plan shall be reviewed and approved by the City Council, after review and comment by the Planning Commission, which plan shall limit the number of units to be displayed, provide a landscaping plan, show the locations of all drives, walkways and parking areas, and provide photographic samples of the styles of units to be displayed.
- x) The City Council may attach such other conditions to the Temporary Conditional Use Permit as are deemed appropriate or necessary to protect public safety, health or welfare, or to protect nearby property values.

9-220.3 Commercial Development II (CD-2)

The CD-2 Districts are located adjacent to the CD-1 Districts, and constitute a second tier of commercial activities along the T.H. 65 corridor. These

districts also have importance in presenting a visually pleasing image to the traveling public, but are less visible from the T.H. 65 roadway than the CD-1 districts.

a) Standards for Site and Building Construction

i) Metal or pole-type buildings shall be permitted if surfaces meet the requirements of ii below, and, provided that no galvanized surface may appear, all roofs shall be colored and incorporate a minimum 18 inch soffit on eave edges, 12 inch overhang on gable ends, and 6 inch fascia.

ii) Modern metal paneling or architectural metal panel may be used for roof and exterior wall surfaces. On all exterior wall surfaces, the surface may be modern metal paneling, used in combination with brick, decorative masonry, stone, precast panel, architectural concrete, architectural panel, glass, stucco or wood framed with horizontal lap siding;

Modern metal paneling may be used for roof and exterior wall surfaces, provided that on the wall sides facing T.H.65, no more than 25% of the surface area may be modern metal paneling, with the remaining portion of these surfaces being brick, decorative masonry, stone, precast panel, architectural concrete, glass, stucco or wood framed with horizontal lap siding; For other wall surfaces, there shall be a wainscot at least 42 inches in height which is composed of brick, decorative masonry, stone, precast panel, architectural concrete, glass, stucco or wood framed with horizontal lap siding;

b) Permitted Uses (Including uses that are ancillary to the main use)

- All Permitted Uses in the CD-1 District
- Broadcasting Studios
- Building Supply Yards/Lumber Yards
- Enclosed Storage and Warehousing
- Landscaping Businesses
- Manufacturing involving no non-enclosed storage
- Public Utilities (metal or pole type construction allowed)
- Research laboratories
- Used Vehicle Sales - limited to the following:
 - ATV's (all-terrain vehicles)
 - Automobiles
 - Boats
 - Campers
 - Golf Carts
 - Motorcycles, Motorbikes and Scooters
 - Recreational Vehicles
 - Snowmobiles
 - Commercial Trucks

- Pickup Trucks
- Trailers less than 30 feet in length
- Utility Companies

c) Conditional Uses

- All conditional uses or temporary conditional uses in the CD-1 District
- Flea Markets under Article 11-1500
- Kennels
- Pawn Shops under Article 11-1300
- Truck Terminals – as defined as a location where commercial trucks are parked and/or stored
 - Self-storage facilities, but not including the limitations and conditions imposed for such facilities as found in Article 9-220.2 (c).
 - Concrete Masonry

9-220.4 Commercial Development III (CD-3)

The CD-3 zones are areas of the City that are located outside of the TH 65 Corridor, which are suitable for certain institutional activities; neighborhood retail, or which operate under historic permits, and which involve no outside storage of supplies, equipment or inventory excepting motor vehicles used in the business (unless specifically allowed by historic permit) and except as stated below:

a) Permitted Uses (Including uses that are ancillary to the main use)

- Campgrounds (may include outside storage of firewood, equipment, picnic tables and other items common to a campground environment)
- Churches, including ancillary structures such as classrooms, offices, recreational facilities, parsonages or other dwellings for occupancy by church staff
- Convenience Stores including outdoor displays and inventory
- Financial Institutions
- Governmental, Business and Professional Offices
- Land Uses Specifically Authorized by Development
- Agreements in effect in whole or in part prior to January 1, 2000
- Licensed Day Care Centers
- Medical Clinics, including general medicine, specialty medicine, dental, optical and chiropractic
- Off Sale Liquor Stores
- Personal Services, including Beauty Shops and Barber Shops
- Petroleum Products Sales including outdoor displays and

inventory

- Plant Nurseries, Garden Centers and Produce Markets (including limited outdoor display)
- Veterinary Clinics

b) Conditional Uses

- None

9-220.5 Commercial Development IV (CD-4)

The CD-4 zones are areas of the City that are located outside of the TH 65 Corridor, which are suitable for certain light industrial or construction trades, and which involve no outside storage of supplies, equipment or inventory excepting motor vehicles used in the business.

a) Permitted Uses (Including uses that are ancillary to the main use)

- Electrical, HVAC, Plumbing, Septic Contracting Businesses
- Indoor Storage
- Light Assembly
- Light Manufacturing or Re-Manufacturing
- Office/Warehouse
- Personal Services, including Beauty Shops and Barber Shops
- Small Retail Sales Facilities

b) Conditional Uses

- None

9-220.6 Industrial Park (I-P) This zoning category shall apply to mercantile parcels which are intended for manufacturing, warehousing, machining, tooling, fabricating, assembly, processing, equipment storage, storage of raw materials or supplies, and the like, as opposed to mercantile parcels used primarily for office or retail activities. Limited office space activity may occur in an Industrial Park, but only as incidental to the main industrial usage of a given parcel.

a) Physical Requirements

i) Building Materials All building construction shall be of masonry or of products made from concrete or materials related to concrete. Metal framed with architectural panel shall be allowed, but no other metal buildings shall be allowed in any I-P District.

ii) Screening Any I-P area developed after the effective date of this ordinance which is adjacent to land which is now or which is intended to become a residential land use shall be completely fenced by attractive, opaque fencing of sufficient height to completely screen all future activities within I-P area. Opaque fencing shall be deemed to mean only solid wood or solid metal components. Fence height

shall be as determined upon site plan review by the *Planning Commission*, which may also require different screening material, including earthen berming.

iii) Paving All drives, parking lots or sidewalks which will be utilized by the general public or by employees of the business shall be paved in accord with standards established by the City's engineer. Equipment storage areas may be surfaced with Class V or other material if the area so surfaced is not to be open to the general public.

iv) Landscaping Article 11-1800 of this code shall apply to landscaping in I-P areas.

b) Usage Limitations All uses in the I-P areas shall be subject to the same review procedures as are found in Article 9-220 for Mercantile Areas. The following specific usage limitations shall apply to the I-P areas:

i) Outside Storage All outside storage shall be fenced for security purposes. Trash containers or accumulations of waste or debris of any kind shall be completely screened from view from outside the lot. All waste and debris shall be properly and promptly disposed of, storage of such material being allowed only for the time interval reasonably necessary to arrange for regular disposal service. During hours in which the business activity within the main building is not being conducted, all storage areas shall be gated and locked. Machinery and vehicles stored on the premises shall be secured so as not to be readily operable or moveable during non-business hours. No unregistered motor vehicles or inoperable vehicle or machinery shall remain on the premises.

ii) Semi-Trailers, Large Trucks and Truck-Tractors Semi-trailers may be stored within the fenced area of an I-P lot, provided that each semi-trailer shall be fully licensed and road-worthy. The use of dilapidated, inoperable or otherwise non-functioning semi-trailers for warehousing or other purposes shall be prohibited. Large trucks and truck-tractors may likewise be stored within the fenced area, but shall likewise be fully and currently licensed and operable. Each semi-trailer shall have a parking stall with minimum dimensions of 12 feet by 125 feet.

iii) Noise Noise generated from lots in the I-P areas that are audible in *Residential Land Uses* shall not exceed standards as established by the Minnesota Pollution Control Agency.

iv) Lighting No light or combination of lights that cast light upon a *Residential Land Use* shall exceed 4 foot candle meter reading as measured at the residential property line. All measurements shall be made after dark at the property line or edge of roadway.

v) Fumes and Odor Fumes and odors generated from lots in the I-P districts shall not exceed published standards as established by

the United States Environmental Protection Agency, herein adopted by reference.

(c) Permitted Uses

- Assembly Businesses
- Cabinetry Assembly/Manufacturing Shops
- Construction Companies
- Electrical Companies
- Equipment Rental Businesses (large industrial equipment)
- Equipment Repair or Service Businesses
- Fabricating Companies
- Government Storage/Repair Centers
- Machine Shops
- Manufacturing Plants (Excepting Bituminous or Concrete)
- Motor Vehicle Sales - limited to the following:
 - ATV's (all-terrain vehicles)
 - Automobiles
 - Boats
 - Campers
 - Golf Carts
 - Motorcycles, Motorbikes and Scooters
 - Recreational Vehicles
 - Snowmobiles
 - Commercial Trucks
 - Pickup Trucks
 - Trailers less than 30 feet in length
- Plumbing and HVAC Companies
- Public Utilities (metal or pole type construction allowed)
- Textile Companies
- Tooling Companies
- Utility Companies
- Warehouses

(d) Conditional Uses

- Bituminous or Ready-Mix Concrete Plants
- Chemical/Paint Companies
- Uses which are normally permitted but which involve some retail sales
- Heavy Equipment Sales
- Trucking Companies
- Transfer Stations for Demolition Debris under the following conditions:

- 1) The Transfer Station is fully licensed/permitted by appropriate county, state and federal agencies having jurisdiction over its activities;
- 2) The term "Demolition Debris" refers only to concrete, stone, asphalt, wood, plastic, metal or composites. No shingles, putrescible items or hazardous materials shall be intentionally processed at the Transfer Station. Any putrescible items or hazardous materials found to be on the premise shall be handled and disposed of properly and legally.
- 3) The location of the actual site within the I-P area is in a sufficiently remote and screened portion of the area so as to eliminate disturbance of nearby existing or possible future residential neighborhoods through noise, light, vibration, odor, fumes, unsightliness or dust.
- 4) The activities at the Transfer Station shall be limited to the reception of Demolition Debris on roll-off containers or dump trucks, all contents of which are to be placed on the floor of a completely enclosed building, where the materials will be sorted and re-shipped to recyclers or landfills, in a manner consistent with all applicable regulations and codes. No outside storage of demolition debris will be permitted.

9-220.7 Light Industrial (I-1) I-1 zones are areas which are used for limited manufacturing purposes, involving frequent truck traffic for pickup and delivery of products and materials, and which require a significant portion of the manufacturing process to occur outside of enclosed buildings.

a) *Permitted Uses*

- Ready Mix Concrete Plants
- Priestesses Concrete Plants
- Monument Companies

b) *Conditional Uses or Temporary Conditional Uses*

- None

9-220.8 Commercial Development V (CD-5)

The CD-5 Zones are areas of the City that were designated a Multiple Use Options areas in Chapter 4, paragraph 4.7 of the 2005 Ham Lake Comprehensive Plan which are specifically designated by action of the Ham Lake City Council for rezoning to the CD-5 classification, and may also include other lands that are zoned R-A but which are found to either be located in close proximity to the intersections of minor or major arterials, or which abut other land that has been rezoned to the CD-5 classification. Because CD-5 lands will often be found near existing residential areas, or areas expected to develop into residential land uses,

building construction, screening and landscaping are to be of upscale quality, and ongoing grounds maintenance given high priority.

a) Permitted Uses

- Medical/Dental Clinics or Facilities
- Governmental, business and professional offices
- Parks
- Financial institutions
- Veterinary clinics
- Uses ancillary or incident to the above

b) Conditional Uses

The following uses shall be allowed by Conditional Use Permit or Temporary Conditional Use Permit only, after fulfillment of the requirements hereafter outlined.

- Office Warehouses meeting the requirements outlined in Article 9-220.1 and this Article of the Ham Lake City Code
- All Permitted Uses found in areas zoned CD-1 and CD-2 not permitted above, except Fireworks Sales
- Non-profit clubs, lodges or halls
- Institutional Uses (Governmental, Educational and Religious)
- Commercial Recreational Facilities
- Construction Companies
- Enclosed Storage and Warehousing
- Broadcasting Studios and Facilities
- Office Buildings
- Movie Theaters
- Convenience stores

c) Building, Outside Storage, Screening and Fencing Standards

All buildings constructed in the CD-5 districts shall meet the same standards as for buildings in the CD-1 zoning districts, as found in Article 9-220.2(a) of this Code. Outside storage shall meet the same standards as for uses in the CD-1 zoning districts, as found in Article 9-220.1(k) of this Code, in particular as regards screening attached to main buildings. Perimeter fencing shall be opaque and of such quality and appearance as is dictated by the conditions of approval of the Conditional Use Permit, but perimeter fencing may be up to eight feet in height, not counting the height of any beam upon which a perimeter fence may be constructed.

d) Maintenance Standards

The development agreement for each project approved in a CD-5 zone shall include a maintenance covenant guaranteeing the ongoing maintenance of

all buildings, fences, screens, landscaping, paving, curbing or other property improvements. The maintenance covenant shall be assured by an ongoing cash security deposit, Letter of Credit or by an Assessment Agreement permitting the City to complete any unperformed maintenance and to assess the cost thereof against the appropriate property.

e) Application Procedure

The initial application for a change to CD-5 zoning shall include the following, which is to be prepared by a registered land surveyor, registered civil engineer or registered architect:

- i) If the area is to be subdivided, a sketch plan for platting meeting the requirements of Article 10 of the City Code shall be provided;
- ii) A site plan for each parcel proposed for development that includes:
 - aa) The maximum perimeter of the footprint for every building to be constructed;
 - bb) The locations of all parking and drive areas;
 - cc) The locations of all ISTS and wells;
 - dd) The locations of all outside storage areas;
 - ee) The locations of all fencing and screening;
 - ff) The location of all landscaped or open areas and ponding.
- iii) For each proposed parcel, a narrative that states the range of specific land uses to which each parcel may be devoted. If Office-Warehouses are proposed, the range of potential land uses shall be given for each bay in each Office-Warehouse.
- iv) An identification of any variances that will be requested in the project.

f) Conceptual Approval

Following receipt of all of the items required in the application process, the proposal shall be reviewed by the Planning Commission, and then given conceptual approval, conditional approval or rejection by the City Council. Conceptual approval shall confer no "substantial reliance" or other developmental rights on the applicant, and is intended only as a measure of the initial reaction of the appointed and elected officials of the City to the proposed concept. However, in that the eventual rezoning of the property from R-A to CD-5 would require 4 or more affirmative votes of the City Council, Conceptual Approval shall also require 4 or more affirmative votes of the Ham Lake City Council.

g) Public Input

Following Conceptual Approval, the applicant shall submit the following more detailed project plans:

- i) Professionally prepared renderings of the outside plan view of all sides of each parcel proposed by the Developer, noting

screening heights. These drawings should accurately portray the future view to the property from all adjoining roads and parcels, and should accurately portray the portions of all areas screened from view;

- ii) A detailed landscaping plan showing the location, size and species of all plantings;
- iii) A colored site plan detailing the locations of all structures, roads, drives, parking stalls, turn lanes or other infrastructure improvements, open areas and ponding.
- iv) A traffic study prepared by a registered professional engineer showing the peak traffic consequences of the project, assuming the most traffic-intensive land uses from the range of land uses reported, and assessing the effect of such traffic on adjacent roads, neighborhoods, and intersections.
- iv) For any land uses proposed that are likely to store or frequently have on site any diesel engine vehicles (except non-business passenger vehicles and pickup trucks), self-propelled construction equipment, other noise-generating motors or devices, or which have loading dock facilities for semi-tractor/trailer deliveries or pickups, a noise study prepared by a qualified acoustical expert predicting the estimated noise levels to be experienced by adjoining properties (except roadways) for a distance of 500 feet from each parcel proposed.
- v) A lighting plan showing the location and illumination pattern of all proposed lighting on each parcel;

Upon submission of all of the above, the City Council shall order the conducting of a public hearing on the proposal. In its order for hearing, the City Council shall designate who shall conduct the public hearing (City Council, Planning Commission or both) and what degree and coverage of notice to give to nearby properties, but not to be less notice than is required by law. The City Council may require more than one public hearing, or may recess any public hearing for continuation.

h) Action Following Public Hearing

The public hearing, once conducted, shall be deemed to be the public hearing required by Minnesota Statutes Chapter 462.357 (subd. 3) for Zoning Changes and to be the public hearing required by Article 10-204 of this Code at the Preliminary Plat stage of any subdivision. Notwithstanding the provisions of Article 10-204, for plats submitted in areas proposed for rezoning to the CD-5 classification, some or all of the items normally required for submission before the public hearing (as detailed in Article 10-204 (A) and (B) may, in the discretion of the City's engineer, be submitted following the public hearing. Following the public hearing, the City Council (after review and recommendation by the Planning Commission if appropriate) shall adopt a resolution either rejecting the rezoning or

conditionally approving the rezoning, but such approval always conditioned on the successful completion of any remaining subdivision work and execution of an approved development agreement. If the City Council determines to reject the proposed rezoning, the rejection shall be deemed to also be a rejection of the proposed subdivision, if any.

i) Preliminary Plat Approval

If a subdivision is involved, then following the public hearing, and assuming a conditional approval of the rezoning request, the applicant shall submit the remaining items as required in Article 10-204 of the City Code for Preliminary Plat Approval. The City Council, shall act on the Preliminary Plat Approval after Planning Commission review and recommendation.

j) Final Approval of Subdivision and Rezoning

Following conditional rezoning approval and preliminary plat approval, the City's attorney shall prepare a written development agreement embodying all of the terms and conditions of all previous approvals, and all of the other requirements of this code. Upon approval of the agreement by the City Council, the City Council shall grant final plat and rezoning approval, subject to the execution of the development agreement, including the posting of all required security and municipal fees or deposits, within thirty days after City Council approval. If the applicant fails to execute an approved development agreement within 30 days of City Council approval, then the City Council shall move to reject both the zoning request and the subdivision request.

k) Deadlines for Filing and Completion; Security

The following timelines shall apply to the development of properties developed in the CD-5 districts. The Development Agreement may provide for the posting of reasonable security to guarantee the proper and timely completion of all improvements.

1. Projects involving subdivision:

aa) The plat must be filed within ninety days of the date of final approval.

bb) All infrastructure improvements in the subdivision must be completed within one year of the date of filing of the plat, except the second lift of bituminous paving, which shall be completed within a time frame established by the City's engineer.

cc) Office-warehouses may not be constructed as separate bays, and all bays of a given office-warehouse must be constructed together, in one construction season.

dd) The applicant shall observe an absorption rate of not less than one building unit each six months until all lots in the subdivision have been sold and improved with a building. The City shall grant reasonable extensions to this absorption rate where market conditions warrant.

2. Where no subdivision of land is involved, the applicant shall apply for a building permit for all structures proposed in the project within 90 days after final approval, and all site improvements, including completion of all buildings, shall be complete within one year of the date of issuance of the building permit.

9-220.9 Traditional Use Overlay Districts (TOD) TOD districts are areas that carry a CD-1 or CD-2 zoning category, but which have been specially designated for the exceptions stated in this section by reason of having historically carried on a specific land use or land uses that have involved a significant investment in infrastructure and/or buildings. Properties included in the following designation as qualifying for TOD treatment (see Article 9-220.94) were properties in the CD-1 and CD-2 zoning districts which carried an estimated value for improvements to real estate that were at least 50% of total market value on Anoka County property tax records for the year of enactment of this Article (2010), or, if contiguous parcels were owned by the same party and the aggregate of the two parcels met the above criteria, then both parcels were included for TOD treatment. If the owner of any property in a CD-1 or CD-2 zoning district that is not included in the initial designation for TOD treatment wishes to have their property included, a condition of approval will be that the owner demonstrate to the satisfaction of the Ham Lake City Council that the value of improvements on the parcel is at least 50% of the total market value expressed on County Tax records for the year in which application is made.

9-220.91 Permitted Uses, Conditional Uses and Temporary Conditional Uses
The uses detailed in Article 9-220.3 (b) and (c) shall apply to TOD districts, regardless of whether the underlying zoning in such districts is CD-1 or CD-2.

9-220.92 Exemption from Certain Building Standards

The owner of a parcel carrying the TOD designation shall not be required, as a condition of approval of any site plan or building permit, to upgrade existing facilities to meet building standards found in Articles 9-220.2(a) or 9-220.3 (a). New structures constructed on such parcels, such as expansions of existing buildings, may also be exempted from such standards on approval of the City Council if the adherence to the exterior appearance standards required by the foregoing code sections would not significantly improve the overall aesthetic appearance of the property.

9-220.93 Exemption from Certain Site Standards

The provisions of Article 9-220.1 (c), (e) and (h) shall not apply to Parcels carrying the TOD designation.

9-220.94 Designation of Specific Parcels

Parcels carrying the TOD overlay designation shall be identified by PID number, and shall include the following:

17-32-23-21-0005
17-32-23-21-0022
17-32-23-12-0006
17-32-23-12-0007
17-32-23-12-0008
20-32-23-42-0004
20-32-23-13-0011

Jennifer Bohr

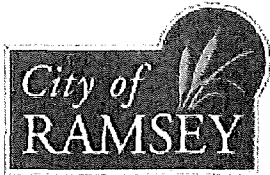
From: Chris Anderson <CAnderson@ci.ramsey.mn.us>
Sent: Tuesday, May 18, 2021 12:07 PM
To: Jennifer Bohr
Cc: Chloe McGuire Brigl
Subject: RE: Your Help Please

Caution: This email originated outside our organization; please use caution.

Hi Jennifer,

We typically only allow warehousing in our Employment Districts (both offices and warehousing are permitted uses in our E-1, E-2 and E-3 Districts). We have a similar district to your CD-1 and CD-2, ours is B-2 Highway Business and is generally speaking along the Highway 10 corridor through Ramsey. But, as you can see, warehousing is not specifically identified (I think we generally assume there may be some warehousing component to retail activities and therefore do not specifically address it). Hopefully this helps. Please let me know if you have any questions.

Sincerely,



Chris Anderson, ISA-CA | canderson@cityoframsey.com
City Planner | City of Ramsey
P: 763-433-9817 | F: 763-433-9848
7550 Sunwood Drive NW | Ramsey, MN 55303
www.cityoframsey.com

Our Mission: To work together to responsibly grow our community, and to provide quality, cost-effective, and efficient government services.

#ResilientRamsey

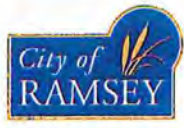
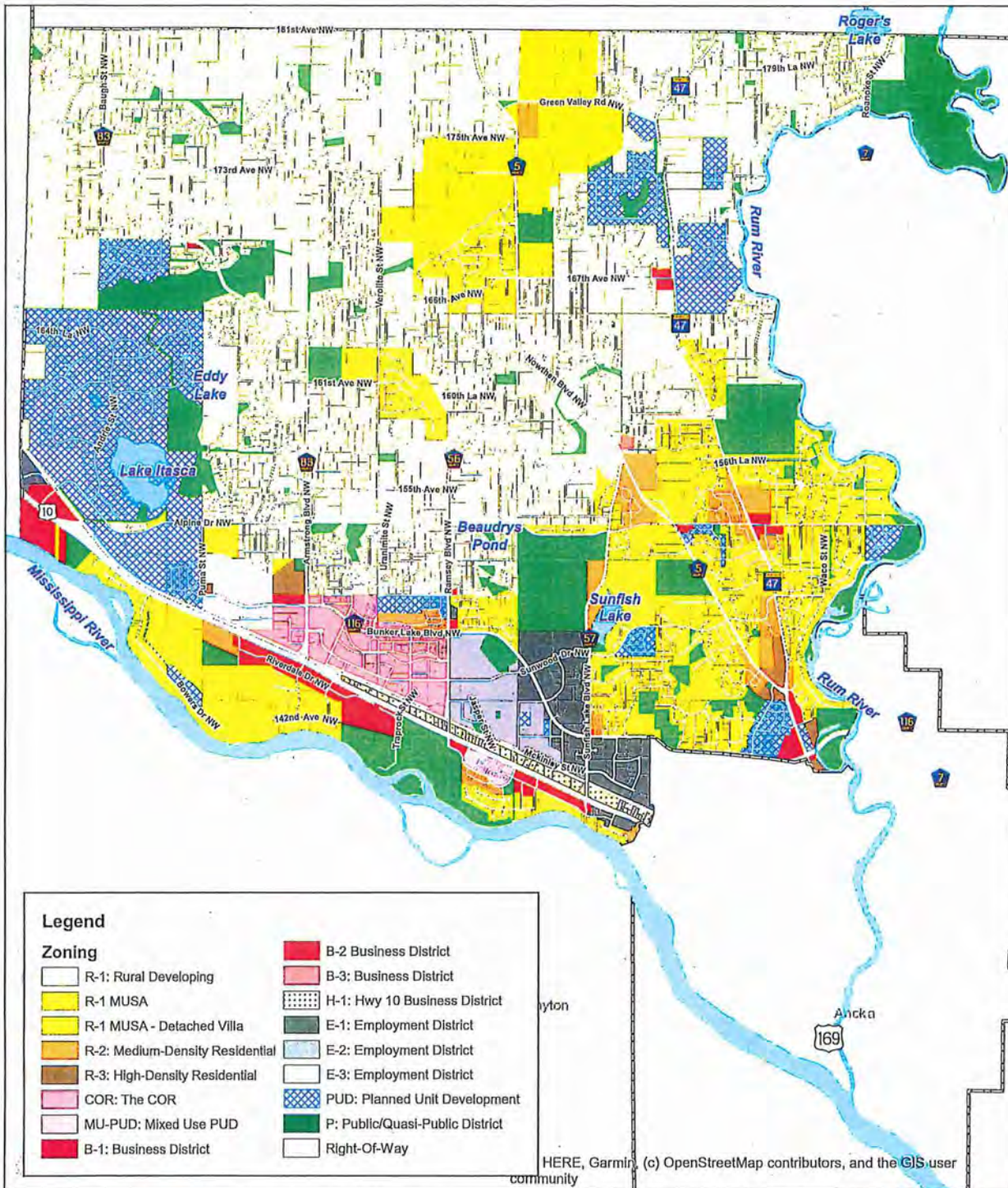
**COVID-19 Response
Action Plan**

Building Permit Updates

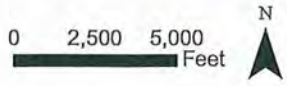
<http://cityoframsey.com/753/Building-Permit-COVID-19-Polices>

Business Resource Updates

<https://www.cityoframsey.com/752/COVID-19-Business-Resources>



Official Zoning Map
 January 2020
 Ramsey, MN



Sec. 117-115. B-2 Highway Business District.

- (a) *Intent.* The purpose of the B-2 Highway Business District is to provide for and limit the establishment of motor vehicle oriented or dependent and convenience type, high intensity commercial and service activities characteristically located along major traffic carriers.
- (b) *Permitted uses.* The following are permitted uses, subject to standards established in subsection (e) of this section and performance standards established in article II, division 6 of this chapter:
- (1) Restaurants, cafes, on and off-sale liquor.
 - (2) Private clubs or lodges serving food and beverages.
 - (3) Commercial recreational uses.
 - (4) Governmental and public utility buildings and structures.
 - (5) Motels, motor hotels and hotels provided that the lot area contains not less than 500 square feet of lot area per unit.
 - (6) Animal clinics.
 - (7) Adult uses — principal and adult uses — accessory.
 - (8) Enclosed retail sales and rental activity.
 - (9) Offices, banks, personal and professional services.
 - (10) Drive-in and convenience, fast food establishments.
 - (11) Commercial carwashes (drive through and mechanical).
 - (12) Gas station, truck stop, and motor vehicle repair.
 - (13) Convenience grocery and/or food operations with convenience gas (no vehicle service or repair).
 - (14) Day care services.
- (c) *Conditional uses.* Requires a conditional use permit based upon procedures set forth in and regulated by section 117-51 (conditional use permits) of this chapter.
- (1) Outdoor commercial recreation.
 - (2) Motor vehicle, implement, and recreation equipment sales and service.
 - (3) Oversizing of signs.
 - (4) Expansion or enlargement of lawful nonconforming uses.
 - (5) Cell towers.
 - (6) Micro-scale WECS.
 - (7) Medium-scale WECS.
 - (8) Religious institutions.
- (d) *Accessory uses.* The following are accessory uses, subject to standards established in subsection (e) of this section and performance standards established in article II, division 6 of this chapter:
- (1) Commercial or business buildings and structures for a use accessory to the principal use but such use shall not exceed 30 percent of the gross floor space of the principal use unless otherwise approved by the city council.

- (2) Open and outdoor areas for display of goods for sale and rental.
- (3) Off-street parking including semi-trailer trucks, as regulated and required by this chapter.
- (4) Off-street loading as regulated and required by this chapter.
- (5) Signing as regulated by this Code.
- (6) Temporary seasonal sales.
- (7) Motor vehicle implement and recreational indoor storage when accessory to sales and service.
- (8) Open and outdoor storage as an accessory use not to exceed 30 percent of the property provided that (this section takes precedence over other provisions of this chapter as it relates to this district):
 - a. Storage area may only be located in the side or rear yard. The storage area may not be located in the front yard.
 - b. Storage area is surfaced with concrete or bituminous with continuous B6/12 concrete curb and gutter if located in the side yard.
 - c. Storage area may be surfaced with Class V Gravel in the rear yard only provided that:
 - 1. The gravel depth must be at least two inches.
 - 2. The storage area must be setback at least 20 feet from public rights of way.
 - 3. The storage area must be setback at least 35 feet from adjacent residential properties.
 - 4. The gravel surface must be kept free of vegetative cover and routinely maintained.
 - 5. The size of the gravel surface may not exceed the size of areas surfaced with concrete or bituminous on the property or 30 percent of the gross lot area, whichever is less.
 - d. Items stored outdoors shall comply with chapter 30 of the Ramsey City Code entitled Public Nuisances.
- (9) Seasonal outdoor storage of marine boats from September 1 through May 31 in accordance with subdivision (8) of this subsection, except that seasonal storage of marine boats may be parked on an unimproved surface in the rear yard.

(e) *Standards.* (Also refer to article II, division 6 of this chapter for general performance standards).

(1) Bulk standards.

Standard	Requirement
Minimum lot area	½ acre
Minimum lot width	100 feet
Minimum lot depth	150 feet
Maximum building height	35 feet
Maximum structure area	35% of lot area
Minimum building setbacks	
Front yard	35 feet
Side yard	10 feet
Side yard on corner lot	20 feet
Rear yard	35 feet
Major and minor arterials and county and state roadways	60 feet from centerline of road right-of-way plus the local applicable setback

Parking and pavement (includes maneuvering areas) setback from street right-of-way	20 feet
Public/private service roads	25 feet
Setbacks from residential districts:	35 feet
Structure setback	
Off-street parking, driveways and outside sales and display areas	
Fuel pumps	

- (2) All exterior wall finishes on any building shall be:
- a. Face brick;
 - b. Stucco;
 - c. Glass;
 - d. Natural stone;
 - e. Specifically designed pre-cast concrete units whose surfaces have been integrally treated with an applied decorative material or texture;
 - f. Factory fabricated panel materials if the panel material is to be of those noted in subsections a through e of this section; and
 - g. Other material as may be approved by the planning and zoning commission and council. Combinations of such materials shall be permitted.
- (3) Vehicular access points shall be limited, shall create a minimum of conflict with through traffic movements, and shall be subject to the approval of the city engineer.
- (4) The entire site shall have a drainage system which is subject to the approval of the city engineer.
- (5) All signing and information or visual communication devices shall be in compliance with the applicable provisions of this Code.
- (6) All magazinging or stacking space for vehicles shall be off-street and shall be constructed to size that will accommodate that number of vehicles which can be serviced during a maximum 30 minute period and shall be subject to the approval of the city engineer.
- (7) Parking or car magazine storage space shall be screened from view of abutting residential districts.
- (8) Provisions are made to control and reduce noise.
- (9) A concrete curb not less than six inches above grade shall separate the public sidewalk from motor vehicle service areas.
- (10) Motor fuel activities shall be installed in accordance with state and city standards, regardless of whether the dispensing, sale or offering for sale of motor fuels and/or oil is incidental to the conduct of the use or business. Additionally, adequate space shall be provided to access gas pumps and allow maneuverability around the pumps. Underground fuel storage tanks are to be positioned to allow adequate access by motor fuel transports and unloading operations do not conflict with circulation, access and other activities on the site. Fuel pumps shall be installed on pump islands with protective canopies. Canopies shall maintain a 20-foot setback from property lines as measured from the edge of the canopy.

- (11) There shall be no off-street parking or outside sales and display areas within 20 feet of any street right-of-way.
- (12) Open and outdoor storage areas and/or open and outdoor service, sales, display or rental areas shall not encroach on the required off street parking, loading area or traffic maneuvering area required by this chapter.
- (13) Off street parking areas, driveways, traffic maneuvering areas, open and outdoor storage areas, open and outdoor service, sales, display or rental areas shall be surfaced with concrete or blacktop and finished with continuous concrete curbing as recommended by the city engineer and reflected on an approved site plan. Any site proposing to install any of the above named site improvements is subject to the site plan review process established in section 117-52.
- (14) Open and outdoor service, sales, display or rental shall be fenced or screened from view of abutting residential districts. All conditions pertaining to a specific site are subject to change when the council, upon investigation in relation to a formal request, finds that the general welfare and public betterment can be served as well or better by modifying the conditions.
- (15) Lighting. Any lighting used to illuminate an off-street parking area, sign or structure shall be arranged to deflect light away from an adjoining residential district or public street. Bulbs emitting in excess of 3,000 lumens (150 watts) shall be so directed that the bulb is not visible from off of the property where such light source is located.
- (16) Landscaping and buffering.
- a. *Site landscaping.*
1. *Minimum landscaping requirements.* All open space areas of a lot which are not used or improved for required parking areas, drives or storage shall be landscaped with a combination of overstory trees, ornamental trees, shrubs, flowers, ground cover, decorative walks, or other similar site design materials in a quantity and placement suitable for the site. A reasonable attempt should be made to preserve as many existing trees as is practicable and to incorporate them into the development. For each existing significant tree retained one overstory tree can be deducted from the minimum requirements.
 2. *Number of plantings.* The minimum number of overstory trees on any given site shall be as indicated below. These are minimum requirements that are typically supplemented with other understory trees, shrubs, flowers and ground covers deemed appropriate for a complete quality landscape treatment of a site.

	Business Districts
Deciduous/coniferous trees	1 per 50 lineal feet of site perimeter or 1 tree per 1,000 square feet of building footprint area, whichever is greater. For expansions to buildings, 1 additional tree is required for each 1,000 square feet of additional building area.
Shrubs	1 per lineal feet of site perimeter or 1 per 300 square feet of building footprint area, whichever is greater.

3. *Minimum size of plantings.* Landscaping material shall be of the following minimum planting size:

Landscape Material	Size
Deciduous trees	2.5 inches diameter as measured three feet above ground

Coniferous trees	6 feet in height
Deciduous shrubs	2 feet in height
Evergreen shrubs	2 feet in height or 2 feet in width, whichever applies
Ornamental trees	1.5 inches diameter as measured three feet above ground

4. *Planting Types.*

- (i) Acceptable plantings shall be determined by the City of Ramsey Tree Book.
 - (ii) The compliment of trees fulfilling the landscaping requirements shall be not less than 25 percent deciduous and not less than 25 percent coniferous. No more than 25 percent of the required plantings shall consist of ornamental trees.
 - (iii) For every 35 feet of public road frontage, one overstory tree shall be planted on the private property adjacent to the public road right-of-way.
- b. *Topsoil.* All exposed ground areas of a site not occupied by building, parking or storage, excluding natural areas that are left undisturbed, shall be covered with four inches of topsoil, as defined in section 117-1, or an approved alternative as referenced in section 117-348.
- c. *Sodding and ground cover.* All areas not otherwise improved in accordance with approved site plans shall be finished with sod up to the edge of improved streets. Any alternative to the sod requirement shall require city council approval.
- d. *Irrigation.* If a landscape irrigation system is provided, the system shall be equipped with the following:
- 1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
 - 2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.
- e. *Parking lot landscaping.* All parking lots are required to provide internal overstory tree plantings in an effort to shade parking surfaces and provide visual relief. Plantings are required at the following minimum schedule. The planting schedule is established to provide an acceptable number of plantings that may be planted in regular symmetrical patterns or irregular clusters or groupings.
- 1. 1 tree per every ten parking spaces.
 - 2. Every overstory tree planting shall be provided with a planting area of 162 square feet.
 - 3. Acceptable ground cover materials include sod, mulch, and other natural ground cover. Landscaping rock and plastic underlayment is not allowed.
 - 4. All parking lot planting areas shall include underground irrigation systems.
- f. *Bufferyards.* This section is intended to be minimum requirements to achieve screening between differing uses with varied intensities and impacts that are not always complementary when adjacent to one another. When a bufferyard is required under this section, the yard space and planting requirements are not to be reduced for other purposes such as future parking and driveways, building expansions, or other activities that are not in keeping with the purposes of buffering and screening.

1. Bufferyards are intended to provide additional screening of businesses that are adjacent to residential areas. The following table details the width of the bufferyard along the common adjacent property line. An additional increase of landscape plantings would be required in the bufferyard. That increase is expressed in the table below as a percentage of the total required site landscaping.

		Existing Adjacent Development		
		R-1	R-2	R-3
<i>Proposed Development</i>	B-1	40 ft.	30 ft.	20 ft.
	Bufferyard width	25%	20%	20%
	% increase in plantings required			
	B-2	50 ft.	40 ft.	30 ft.
Bufferyard width	30%	25%	20%	
% increase in plantings required				

2. As an alternative method for screening, fences that are 100 percent opaque may be used to mitigate the impacts of businesses that are adjacent to residential areas. Fences shall be subject to the provisions found in all applicable ordinances. When a fence is used for screening purposes, the bufferyard planting requirements may be reduced by ten percent from the stated minimum requirement.

(17) Off-street loading. One off-street loading dock/berth shall be provided for the first 10,000 square feet of floor area and one additional dock/berth for each additional 25,000 square feet of floor area. Such loading berth/dock shall be located in the rear or side wall of building.

(Code 1978, § 9.20.22; Ord. No. 86-2, 8-25-1986; Ord. No. 93-03, 3-1-1993; Ord. No. 96-12, 7-29-1996; Ord. No. 03-21, 8-25-2003; Ord. No. 04-20, 6-1-2004; Ord. No. 09-06, § 2, 4-28-2009; Ord. No. 09-12, § 2, 9-8-2009; Ord. No. 09-13, § 2, 9-8-2009; Ord. No. 10-04, § 2, 4-13-2010; Ord. No. 11-09, § 2, 6-28-2011; Ord. No. 14-10, § 2, 9-23-2014; Ord. No. 17-04, § 2, 5-9-2017; Ord. No. 18-15, § 2, 10-23-2018)

Sec. 117-117. E-1 Employment District.

- (a) *Intent.* To accommodate general industrial activities.
- (b) *Permitted uses.* The following are permitted uses, subject to general requirements and performance standards as specified by this chapter:
- (1) Manufacturing.
 - (2) Research labs.
 - (3) Testing labs.
 - (4) Offices.
 - (5) Supply yards with building.
 - (6) Warehousing and storage.
 - (7) Self storage facilities, indoor.
 - (8) Truck terminals with building.
 - (9) Athletic facilities/fitness centers/dance studios.
 - (10) Business incubators/multitenant facilities housing manufacturing, research labs, testing labs, offices, athletic facilities/fitness centers/dance studios, motor vehicle implement and recreation equipment sales or repair, governmental or public uses, indoor commercial recreation, light manufacturing, radio and television offices and stations, and wholesale businesses, provided they are indoor operations with no outside storage or display areas. A maximum of 20 percent of the units or suites of such a facility may be occupied by enclosed retail and rental activity as a principal use.
- (c) *Accessory uses.*
- (1) Commercial or business buildings and structures for a use accessory to the principal use but such use shall not exceed 50 percent of the gross floor space of the principal use.
 - (2) Off-street parking including semi-trailer trucks, as regulated and required by this chapter.
 - (3) Off-street loading as regulated and required by this chapter.
 - (4) Signing as regulated by this Code.
 - (5) Open and outdoor storage as an accessory use of the property provided that:
 - a. Storage area is surfaced to control dust and subject to the approval of the zoning administrator.
 - b. This use does not take up parking space or loading area as required for conformity to this chapter.
 - (6) Indoor retail and rental activity as an accessory to a permitted use in a business incubator or multitenant facility provided the retail or rental activity does not occupy more than 15 percent of the gross floor area of the occupied unit or suite.
- (d) *Conditional uses.* The following are conditional uses and require a conditional use permit based upon procedures set forth in and regulated by section 117-50.
- (1) Open and outdoor storage as a principal use, provided that:
 - a. Storage area is surfaced to control dust and subject to the approval of the zoning administrator.

- b. This use does not take up parking space or loading area as required for conformity to this chapter.
- c. The provisions of section 117-51 are considered and satisfactorily met.
- (2) Open or outdoor service, sale, display and rental as a principal use, provided that:
 - a. The use does not take up parking space or loading area as required for conformity to this chapter.
 - b. Sales area is surfaced with asphalt or concrete material to control dust.
 - c. The provisions of section 117-51 are considered and satisfactorily met.
- (3) Indoor retail, rental or service activity, or industrial uses other than that allowed as a permitted use or conditional use within this section provided that:
 - a. Such use meets the stated intent of this district.
 - b. Adequate off-street parking and off-street loading in compliance with the requirements of this chapter is provided.
 - c. All signing and informational or visual communication devices shall be in compliance with the applicable provisions of this Code.
 - d. The provisions of section 117-51 are considered and satisfactorily met.
- (4) Heavy manufacturing provided that:
 - a. The operation does not adversely impact abutting properties.
 - b. The physical facilities and operation are in keeping with the character of the district and surrounding properties.
 - c. The provisions of section 117-51 are considered and satisfactorily met.
- (5) Oversizing of signs.
- (6) Expansion or enlargement of lawful nonconforming uses.
- (7) Cell towers.
- (8) Micro-scale WECS.
- (9) Medium-scale WECS.
- (10) Retail sales facility for CNG (compressed natural gas) or other alternative automotive fuels. Retail sales must be an accessory to an onsite fleet fueling operation.
- (e) *Standards.* (Also refer to article II, division 6 of this chapter for general performance standards)
 - (1) *Bulk standards.*

Standard	Requirement
Minimum lot size	1 acre
Minimum lot width	200 feet
Building setbacks	
Front	35 feet
Rear	35 feet
Side	20 feet

Major and minor arterials and county and state roadways	60 feet from centerline of road right-of-way plus the local applicable setback
From service road	35 feet
Setbacks when adjacent to residential district:	
Buildings	60 feet
Off-street parking, storage areas, and driveways	40 feet
Parking and paving (includes maneuvering areas) setback from street right-of-way	20 feet
Maximum building height	65 feet
Maximum lot coverage	45 percent

(2) *Lighting.* Any lighting used to illuminate an off-street parking area, sign or structure, shall be arranged to deflect light away from an adjoining residential district or public street. Bulbs emitting in excess of 3,000 lumens (150 watts) shall be so directed that the bulb is not visible from off of the property where such light source is located.

(3) *Landscaping and buffering.*

a. *Site landscaping.*

1. *Minimum landscaping requirements.* All open space areas of a lot which are not used or improved for required parking areas, drives or storage shall be landscaped with a combination of overstory trees, ornamental trees, shrubs, flowers, ground cover, decorative walks, or other similar site design materials in a quantity and placement suitable for the site. A reasonable attempt should be made to preserve as many existing trees as is practicable and to incorporate them into the development. For each existing significant tree retained one overstory tree can be deducted from the minimum requirements.
2. *Number of plantings.* The minimum number of overstory trees on any given site shall be as indicated below. These are minimum requirements that are typically supplemented with other understory trees, shrubs, flowers and ground covers deemed appropriate for a complete quality landscape treatment of a site.

Type	Number of Plantings
Deciduous/coniferous trees	1 per 50 lineal feet of site perimeter or 1 tree per 1,000 square feet of building footprint area, whichever is greater. For expansions to buildings, 1 tree is required for each 1,000 square feet of additional building footprint area.
Shrubs	1 per 30 lineal feet of site perimeter or 1 per 300 square feet of building footprint area, whichever is greater.

3. *Minimum size of plantings.* Landscaping material shall be of the following minimum planting size:

Type	Size
Deciduous trees	2.5 inches diameter as measured three feet above ground
Coniferous trees	6 feet in height
Deciduous shrubs	2 feet in height

Evergreen shrubs	2 feet in height or 2 feet in width, whichever applies
Ornamental trees	1.5 inches diameter as measured three feet above ground

4. *Planting types.*

- (i) Acceptable plantings shall be determined by the City of Ramsey Tree Book.
 - (ii) The compliment of trees fulfilling the landscaping requirements shall not be less than 25 percent deciduous and lot less than 25 percent coniferous. No more than 25 percent of the required plantings shall consist of ornamental trees.
 - (iii) For every 35 feet of public road frontage, one overstory tree shall be planted on the private property adjacent to the public road right-of-way.
- b. *Topsoil.* All exposed ground areas of a site not occupied by building, parking or storage, excluding natural areas that are left undisturbed, shall be covered with four inches of topsoil, as defined in section 117-1, or an approved alternative as referenced in section 117-348.
- c. *Sodding and ground cover.* All areas not otherwise improved in accordance with approved site plans shall be finished with sod up to the edge of improved streets. Any alternative to the sod requirement shall require city council approval.
- d. *Irrigation.* If a landscape irrigation system is provided, the system shall be equipped with the following:
- 1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
 - 2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.
- e. *Parking lot landscaping.* All parking lots are required to provide internal overstory tree plantings in an effort to shade parking surfaces and provide visual relief. Plantings are required at the following minimum schedule. The planting schedule is established to provide an acceptable number of plantings that may be planted in regular symmetrical patterns or irregular clusters or groupings.
- 1. One tree per every ten parking spaces.
 - 2. Every overstory tree planting shall be provided with a planting area of 162 square feet.
 - 3. Acceptable ground cover materials include sod, mulch, and other natural ground cover. Landscaping rock and plastic underlayment is not allowed.
 - 4. All parking lot planting areas shall include underground irrigation systems.
- f. *Bufferyards.* Bufferyards are intended to provide additional screening of businesses that are adjacent to residential areas. The following table details the width of the bufferyard along the common adjacent property line. An additional increase of landscape plantings would be required in the bufferyard. That increase is expressed in the table below as a percentage of the total required site landscaping in the setback area.

		Existing Adjacent Development				
		R-1	R-2	R-3	B-1	B-2
		60 ft.	60 ft.	60 ft.	35 ft.	35 ft.

<i>Proposed Development</i>	E-1 Bufferyard width % increase in plantings required	30%	30%	30%	20%	20%
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(4) *Off-street loading.* All off-street loading dock/berth areas shall be a minimum of 50 feet in length and there shall be at least one dock/berth for the first 10,000 square feet of floor area and one additional berth/dock for each additional 25,000 square feet of floor area.

(f) *Architectural standards.* All exterior wall finishes on any building shall be:

- (1) Face brick;
- (2) Stucco;
- (3) Glass;
- (4) Wood;
- (5) Natural stone;
- (6) Specifically designed pre-cast concrete units whose surfaces have been integrally treated with an applied decorative material or texture;
- (7) Other material as may be approved by the city.

Combinations of such materials shall be permitted.

(Code 1978, § 9.20.24; Ord. No. 86-2, 8-25-1986; Ord. No. 96-12, 7-29-1996; Ord. No. 97-09, 7-28-1997; Ord. No. 03-21, 8-25-2003; Ord. No. 03-22, 8-25-2003; Ord. No. 09-06, § 2(9.20.24), 4-28-2009; Ord. No. 09-12, § 2, 9-8-2009; Ord. No. 10-04, § 2, 4-13-2010; Ord. No. 11-09, § 2, 6-28-2011; Ord. No. 11-14, § 1, 10-11-2011; Ord. No. 17-04, § 2, 5-9-2017)

Sec. 117-116. E-2 Employment District.

- (a) *Intent.* The purpose of the E-2 Employment District is to provide for the mix of typically large volumes or bulk commercial goods and services, wholesale/warehouse activities and limited retail activities.
- (b) *Permitted uses.* The following are permitted uses, subject to general requirements and performance standards as specified by this chapter:
- (1) Adult uses principal and accessory.
 - (2) Building materials sales stores.
 - (3) Governmental and public utility buildings and structures.
 - (4) Indoor commercial recreation.
 - (5) Manufacturing.
 - (6) Office buildings and uses.
 - (7) Radio and television offices and stations.
 - (8) Transportation terminals.
 - (9) Warehousing of non-explosive material or equipment.
 - (10) Wholesale business.
 - (11) Storage.
 - (12) Business incubators/multitenant facilities housing manufacturing, research labs, testing labs, offices, motor vehicle, implement and recreation equipment sales or repair, governmental or public uses, indoor commercial recreation, manufacturing, radio and television offices and stations, and wholesale businesses, provided they are indoor operations with no outside storage or display areas. A maximum of 20 percent of the units or suites of such a facility may be occupied by enclosed retail and rental activity as a principal use.
 - (13) Self-storage facilities.
- (c) *Accessory uses.*
- (1) Commercial or business buildings and structures for a use accessory to the principal use but such use shall not exceed 50 percent of the gross floor space of the principal use.
 - (2) Off-street parking including semi-trailer trucks, as regulated and required by this chapter.
 - (3) Off-street loading as regulated and required by this chapter.
 - (4) Signing as regulated by this Code.
 - (5) Open and outdoor storage as an accessory use not to exceed 30 percent of the property provided that:
 - a. Storage area is surfaced with concrete or bituminous.
 - b. This use does not take up parking space or loading area as required for conformity to this chapter.
 - (6) Enclosed retail and rental activity as an accessory to a permitted use in a business incubator or multitenant facility provided the retail or rental activity does not occupy more than 50 percent of the gross floor area of the occupied unit or suite.

- (d) *Conditional uses.* The following are conditional uses and require a conditional use permit based upon procedures set forth in and regulated by section 117-50:
- (1) Open and outdoor storage as a principal use, provided that:
 - a. Storage area is surfaced with concrete or bituminous.
 - b. This use does not take up parking space or loading area as required for conformity to this chapter.
 - c. The provisions of section 117-51 are considered and satisfactorily met.
 - (2) Open or outdoor service, sale, display and rental as a principal use, provided that:
 - a. The use does not take up parking space or loading area as required for conformity to this chapter.
 - b. Sales area is surfaced with asphalt or concrete material to control dust.
 - c. The provisions of section 117-51 are considered and satisfactorily met.
 - (3) Oversizing of signs.
 - (4) Expansion or enlargement of lawful nonconforming uses.
 - (5) Cell towers.
 - (6) Micro-scale WECS.
 - (7) Medium-scale WECS.
 - (8) Retail sales facility for CNG (compressed natural gas) or other alternative automotive fuels. Retail sales must be an accessory to an onsite fleet fueling operation.
- (e) *Standards.* (Also refer to article II, division 6 of this chapter for general performance standards).
- (1) *Bulk standards.*

Standard	Requirement
Minimum lot size	1 acre
Minimum lot width	200 feet
Building setbacks:	
Front	35 feet
Rear	25 feet
Side	25 feet
Major and minor arterials	60 feet from centerline of road right-of-way plus the local applicable setback
From service road	30 feet
Setbacks when adjacent to residential district:	
Buildings	60 feet
Off-street parking, storage areas, and driveways	40 feet
Parking and pavement (includes maneuvering areas) setback from street right-of-way	20 feet
Maximum building height	65 feet
Maximum lot coverage	45 percent

(2) *Lighting.* Any lighting used to illuminate an off-street parking area, sign or structure, shall be arranged to deflect light away from an adjoining residential district or public street. Bulbs emitting in excess of 3,000 lumens (150 watts) shall be so directed that the bulb is not visible from off of the property where such light source is located.

(3) *Landscaping and buffering.*

a. *Site landscaping.*

1. *Minimum landscaping requirements.* All open space areas of a lot which are not used or improved for required parking areas, drives or storage shall be landscaped with a combination of overstory trees, ornamental trees, shrubs, flowers, ground cover, decorative walks, or other similar site design materials in a quantity and placement suitable for the site. A reasonable attempt should be made to preserve as many existing trees as is practicable and to incorporate them into the development. For each existing significant tree retained one overstory tree can be deducted from the minimum requirements.
2. *Number of plantings.* The minimum number of overstory trees on any given site shall be as indicated below. These are minimum requirements that are typically supplemented with other understory trees, shrubs, flowers and ground covers deemed appropriate for a complete quality landscape treatment of a site.

Type	Number of Plantings
Deciduous/coniferous trees	1 per 50 lineal feet of site perimeter or 1 tree per 1,000 square feet of building footprint area, whichever is greater. For expansions to buildings, 1 tree is required for each 1,000 square feet of additional building footprint area.
Shrubs	1 per 30 lineal feet of site perimeter or 1 per 300 square feet of building footprint area, whichever is greater.

3. *Minimum size of plantings.* Landscaping material shall be of the following minimum planting size:

Type	Size
Deciduous trees	2.5 inches diameter as measured three feet above ground
Coniferous trees	6 feet in height
Deciduous shrubs	2 feet in height
Evergreen shrubs	2 feet in height or 2 feet in width, whichever applies
Ornamental trees	1.5 inches diameter as measured three feet above ground

4. *Planting types.*

- (i) Acceptable plantings shall be determined by the City of Ramsey Tree Book.
- (ii) The compliment of trees fulfilling the landscaping requirements shall be not less than 25 percent deciduous and lot less than 25 percent coniferous. No more than 25 percent of the required plantings shall consist of ornamental trees.
- (iii) For every 35 feet of public road frontage, one overstory tree shall be planted on the private property adjacent to the public road right-of-way.

- b. *Topsoil.* All exposed ground areas of a site not occupied by building, parking or storage, excluding natural areas that are left undisturbed, shall be covered with four inches of topsoil, as defined in section 117-1, or an approved alternative as referenced in section 117-348.
- c. *Sodding and ground cover.* All areas not otherwise improved in accordance with approved site plans shall be finished with sod up to the edge of improved streets. Any alternative to the sod requirement shall require city council approval.
- d. *Irrigation.* If a landscape irrigation system is provided, the system shall be equipped with the following:
 - 1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
 - 2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.
- e. *Parking lot landscaping.* All parking lots are required to provide internal overstory tree plantings in an effort to shade parking surfaces and provide visual relief. Plantings are required at the following minimum schedule. The planting schedule is established to provide an acceptable number of plantings that may be planted in regular symmetrical patterns or irregular clusters or groupings.
 - 1. 1 tree per every ten parking spaces.
 - 2. Every overstory tree planting shall be provided with a planting area of 162 square feet.
 - 3. Acceptable ground cover materials include sod, mulch, and other natural ground cover. Landscaping rock and plastic underlayment is not allowed.
 - 4. All parking lot planting areas shall include underground irrigation systems.
- f. *Bufferyards.* Bufferyards are greenspace areas intended to provide additional screening of businesses that are adjacent to residential areas. The following table details the width of the bufferyard along the common adjacent property line. An additional increase of landscape plantings would be required in the bufferyard. That increase is expressed in the table below as a percentage of the total required site landscaping.

		Existing Adjacent Development				
		R-1	R-2	R-3	B-1	B-2
<i>Proposed Development</i>	E-2 Bufferyard width	60 ft.	60 ft.	60 ft.	35 ft.	35 ft.
	% increase in plantings required	30%	30%	30%	20%	20%

- (4) *Off-street loading.* All off-street loading dock/berth areas shall be a minimum of 50 feet in length and there shall be at least one dock/berth for the first 10,000 square feet of floor area and one additional berth/dock for each additional 25,000 square feet of floor area.

(Code 1978, § 9.20.23; Ord. No. 86-2, 8-25-1986; Ord. No. 96-12, 7-29-1996; Ord. No. 03-21, 8-25-2003; Ord. No. 03-22, 8-25-2003; Ord. No. 04-20, 6-1-2004; Ord. No. 09-06, § 2, 4-28-2009; Ord. No. 09-12, § 2, 9-8-2009; Ord. No. 10-04, § 2, 4-13-2010; Ord. No. 11-09, § 2, 6-28-2011; Ord. No. 11-15, § 1, 10-11-2011; Ord. No. 17-04, § 2, 5-9-2017)

Sec. 117-124. E-3 Employment District.

- (a) *Intent.* The purpose of the E-3 Employment District is to provide for the mix of typically large volumes or bulk commercial goods and services, wholesale/warehouse activities and limited retail activities and limited outdoor storage.
- (b) *Permitted uses.* The following are permitted uses, subject to general requirements and performance standards as specified by this chapter:
- (1) Building materials sales stores.
 - (2) Governmental and public utility buildings and structures.
 - (3) Indoor commercial recreation.
 - (4) Manufacturing.
 - (5) Office buildings and uses.
 - (6) Radio and television offices and stations.
 - (7) Transportation terminals.
 - (8) Warehousing of non-explosive material or equipment.
 - (9) Wholesale business.
 - (10) Storage.
 - (11) Business incubators/multitenant facilities housing manufacturing, research labs, testing labs, offices, motor vehicle, implement and recreation equipment sales or repair, governmental or public uses, indoor commercial recreation, manufacturing, radio and television offices and stations, and wholesale businesses, provided they are indoor operations with no outside storage or display areas. A maximum of 20 percent of the units or suites of such a facility may be occupied by enclosed retail and rental activity as a principal use.
 - (12) Self-storage facilities.
- (c) *Accessory uses.*
- (1) Commercial or business buildings and structures for a use accessory to the principal use but such use shall not exceed 50 percent of the gross floor space of the principal use.
 - (2) Off-street parking including semi-trailer trucks, as regulated and required by this chapter.
 - (3) Off-street loading as regulated and required by this chapter.
 - (4) Signing as regulated by this Code.
 - (5) Enclosed retail and rental activity as an accessory to a permitted use in a business incubator or multitenant facility provided the retail or rental activity does not occupy more than 50 percent of the gross floor area of the occupied unit or suite.
- (d) *Conditional uses.* The following are conditional uses and require a conditional use permit based upon procedures set forth in and regulated by section 117-50:
- (1) Open and outdoor storage accessory to a principal use, provided that:
 - a. Storage area is surfaced with concrete or bituminous.
 - b. This use does not take up parking space or loading area as required for conformity to this chapter.

- c. The provisions of section 117-51 are considered and satisfactorily met.
- d. Open and outdoor storage shall be screened from adjacent properties and public right-of-way.
- (2) Open or outdoor service, sale, display and rental as a principal use, provided that:
 - a. The use does not take up parking space or loading area as required for conformity to this chapter.
 - b. Sales area is surfaced with asphalt or concrete material to control dust.
 - c. The provisions of section 117-51 are considered and satisfactorily met.
- (3) Oversizing of signs.
- (4) Expansion or enlargement of lawful nonconforming uses.
- (5) Cell towers.
- (6) Micro-scale WECS.
- (7) Medium-scale WECS.
- (8) Retail sales facility for CNG (compressed natural gas) or other alternative automotive fuels. Retail sales must be an accessory to an onsite fleet fueling operation.
- (9) Schools, public and private.

(e) *Standards.* (Also refer to article II, division 6 of this chapter for general performance standards).

(1) *Bulk standards.*

Standard	Requirement
Minimum lot size	1 acre
Minimum lot width	200 feet
Building setbacks:	
Front	35 feet
Rear	25 feet
Side	25 feet
Major and minor arterials	60 feet from centerline of road right-of-way plus the local applicable setback
From service road	30 feet
Setbacks when adjacent to residential district:	
Buildings	60 feet
Off-street parking, storage areas, and driveways	40 feet
Parking and pavement (includes maneuvering areas) setback from street right-of-way	20 feet
Maximum building height	65 feet
Maximum lot coverage	45 percent

- (2) *Lighting.* Any lighting used to illuminate an off-street parking area, sign or structure, shall be arranged to deflect light away from an adjoining residential district or public street. Bulbs emitting in excess of 3,000 lumens (150 watts) shall be so directed that the bulb is not visible from off of the property where such light source is located.
- (3) *Landscaping and buffering.*

a. *Site landscaping.*

1. *Minimum landscaping requirements.* All open space areas of a lot which are not used or improved for required parking areas, drives or storage shall be landscaped with a combination of overstory trees, ornamental trees, shrubs, flowers, ground cover, decorative walks, or other similar site design materials in a quantity and placement suitable for the site. A reasonable attempt should be made to preserve as many existing trees as is practicable and to incorporate them into the development. For each existing significant tree retained one overstory tree can be deducted from the minimum requirements.
2. *Number of plantings.* The minimum number of overstory trees on any given site shall be as indicated below. These are minimum requirements that are typically supplemented with other understory trees, shrubs, flowers and ground covers deemed appropriate for a complete quality landscape treatment of a site.

Type	Number of Plantings
Deciduous/coniferous trees	1 per 50 lineal feet of site perimeter or 1 tree per 1,000 square feet of building footprint area, whichever is greater. For expansions to buildings, 1 tree is required for each 1,000 square feet of additional building footprint area.
Shrubs	1 per 30 lineal feet of site perimeter or 1 per 300 square feet of building footprint area, whichever is greater.

3. *Minimum size of plantings.* Landscaping material shall be of the following minimum planting size:

Type	Size
Deciduous trees	2.5 inches diameter as measured three feet above ground
Coniferous trees	6 feet in height
Deciduous shrubs	2 feet in height
Evergreen shrubs	2 feet in height or 2 feet in width, whichever applies
Ornamental trees	1.5 inches diameter as measured three feet above ground

4. *Planting types.*

- (i) Acceptable plantings shall be determined by the City of Ramsey Tree Book.
 - (ii) The compliment of trees fulfilling the landscaping requirements shall be not less than 25 percent deciduous and lot less than 25 percent coniferous. No more than 25 percent of the required plantings shall consist of ornamental trees.
 - (iii) For every 35 feet of public road frontage, one overstory tree shall be planted on the private property adjacent to the public road right-of-way.
- b. *Topsoil.* All exposed ground areas of a site not occupied by building, parking or storage, excluding natural areas that are left undisturbed, shall be covered with four inches of topsoil, as defined in section 117-1, or an approved alternative as referenced in section 117-348.
 - c. *Sodding and ground cover.* All areas not otherwise improved in accordance with approved site plans shall be finished with sod up to the edge of improved streets. Any alternative to the sod requirement shall require city council approval.

- d. *Irrigation.* If a landscape irrigation system is provided, the system shall be equipped with the following:
1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
 2. One or more water efficient technologies. This could include, but is not limited to; WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.
- e. *Parking lot landscaping.* All parking lots are required to provide internal overstory tree plantings in an effort to shade parking surfaces and provide visual relief. Plantings are required at the following minimum schedule. The planting schedule is established to provide an acceptable number of plantings that may be planted in regular symmetrical patterns or irregular clusters or groupings.
1. One tree per every ten parking spaces.
 2. Every overstory tree planting shall be provided with a planting area of 162 square feet.
 3. Acceptable ground cover materials include sod, mulch, and other natural ground cover. Landscaping rock and plastic underlayment is not allowed.
 4. All parking lot planting areas shall include underground irrigation systems.
- f. *Bufferyards.* Bufferyards are greenspace areas intended to provide additional screening of businesses that are adjacent to residential areas. The following table details the width of the bufferyard along the common adjacent property line. An additional increase of landscape plantings would be required in the bufferyard. That increase is expressed in the table below as a percentage of the total required site landscaping.

		Existing Adjacent Development				
		R-1	R-2	R-3	B-1	B-2
<i>Proposed Development</i>	E-3 Bufferyard width	60 ft.	60 ft.	60 ft.	35 ft.	35 ft.
	% increase in plantings required	30%	30%	30%	20%	20%

- (4) *Off-street loading.* All off-street loading dock/berth areas shall be a minimum of 50 feet in length and there shall be at least one dock/berth for the first 10,000 square feet of floor area and one additional berth/dock for each additional 25,000 square feet of floor area.

(Ord. No. 18-04, § 1, 5-8-2018)

Meeting Date: June 7, 2021



**CITY OF HAM LAKE
STAFF REPORT**

To: Mayor and Councilmembers

From: Denise Webster, City Administrator

Item/Title/Subject: City Owned EDA Property

Introduction/Discussion:

A Market Value Appraisal has been completed on the City owned parcel west of Aberdeen Street NE and north of 144th Avenue NE (PID 29-32-23-42-0017). The opinion of the Appraiser was that the property was valued at \$46,000 and the Assessor's Market Value is \$64,000. The newly constructed Aberdeen Street NE divides the property. A building could be constructed on one portion and the septic system serving the building could be constructed on the other portion of the lot, or smaller buildings with individual septic could be constructed on each side of 144th Avenue NE. A license agreement would be required to allow the septic to run under the road for the one building alternative.

I contacted Marty Fisher from Premier Commercial Properties, LLC to get an estimate of value for this property. Marty suggested that the property be listed for \$75,000.00

Recommendation:

I recommend having Marty Fisher from Premier Commercial Properties, LLC list the EDA Property for \$75,000.

ITEM 6.1 (1)

1. Market Value Appraisal – City owned parcel west of Aberdeen Street and north of 144th Avenue (PID 29-32-23-42-0017)

Engineer Collins stated that the Market Value Appraisal has been received for the property located at 144xx Aberdeen Street NE. The was the opinion of the Appraiser that the property was valued at \$46,000 and the Assessor's Market Value is \$64,000. The newly constructed Aberdeen Street NE divides the property. A building could be constructed on one portion and the septic system serving the building could be constructed on the other portion of the lot, or smaller buildings with individual septic could be constructed on each side of 144th Avenue NE. A license agreement would be required to allow the septic to run under the road for the one building alternative. **It was the consensus of the Road Committee to recommend to the City Council to direct Administrator Webster to move forward and list the City owned property.**



CITY OF HAM LAKE

REQUEST FOR
AN APPEARANCE
BEFORE THE
CITY COUNCIL

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

Date of Application 5-25-21

Date of City Council appearance 6-7-21

60-day review deadline _____

APPLICANT'S
NAME Gary Osendorf

STREET
ADDRESS 13450 Staples St NE

CITY, STATE
ZIP Ham Lake, MN 55304

PHONE (daytime) 763-458-5931

NATURE OF REQUEST

Roof design issues with driveway

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 of Applicant

5-25-21

Date

Please attach any relevant information including maps, diagrams, and/or a descriptive narrative.

This form must be submitted to the City staff by 4:00 p.m. on the Monday prior to the Council meeting at which you will be appearing.



**NOTICE TO ALL APPLICANTS FOR MUNICIPAL
PERMITS, LICENSES,
OR OTHER MUNICIPAL ACTION**

1. *If you are requesting municipal action on any request for any of the above, you will be required to furnish certain information about yourself, the project you are involved in, or other matters pertaining to the subject. Some of the information you are asked to provide is classified by state law as either private or confidential. Private data is information which generally cannot be given to the public but can be given to the subject of the data. Confidential data is information which generally cannot be given to either the public or the subject of the data.*
2. *The purpose of this information is to enable the City Staff, Commissions, Council or other government agencies to evaluate relevant factors in considering your request. You are not legally required to provide this information. If you do not provide the requested information, the City may not act upon your request.*
3. *The information you supply will be public and available to any entity requesting to inspect the information.*

**DATA PRACTICES ADVISORY
TENNESSEN WARNING**

REQUIRED BY MINNESOTA STATUTES CHAPTER 13.04

SIGNED BY

COMPANY/TITLE: _____

DATE: 6-3-21

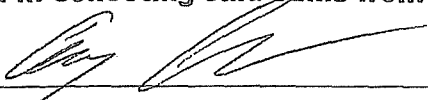
**CITY OF HAM LAKE
ACKNOWLEDGMENT OF RESPONSIBILITY
TO REIMBURSE EXPENSES**

The undersigned, Gary Osendorf, having applied to the City of Ham Lake for consideration of a planning and zoning request, or any other permit, license, or action requiring review and/or approval of the City, as follows:

Type of Application

acknowledges that the sum of \$ 500, has been deposited with the City of Ham Lake to reimburse the City of Ham Lake for any out of pocket expenses incurred by the City in reviewing the proposal, including but not limited to a staff review fee, any signage required by ordinance, and City Engineer and City Attorney's fees for their review, in amounts which are not known to the City at this time. The applicant acknowledges that it is the responsibility of the undersigned to reimburse the City for any such engineering or attorney's fees incurred in review of the applicant's request, or any other expenses incurred by the City in connection with this requires, and further acknowledges that in the event that the undersigned fails to promptly remit any amounts incurred by the City in excess of the deposit, the City shall have the right to discontinue further consideration or action upon the undersigned's request, shall have the right to rescind any approvals, withdraw any permits, licenses or other consents, shall have the right to vacate any street or road, plat or other dedication, and the undersigned waives the right to claim damages arising out of any such act by the City. Furthermore, the applicant agrees that in the event that the City is required to take legal action in order to effect recovery of any of the expenses incurred by the City from the undersigned, the City shall be entitled, in addition to principle and interest, to recover its reasonable attorney's fees incurred in collecting said sums from the undersigned.

Applicant Signature




Dated

6-3-21

The following statement must be signed if the applicant is not the property owner:

Gary Osendorf, as owner of the property involved in the foregoing application, agrees to be jointly and severally liable for payment of the foregoing fees.

Property Owner Signature



Dated

6-3-21

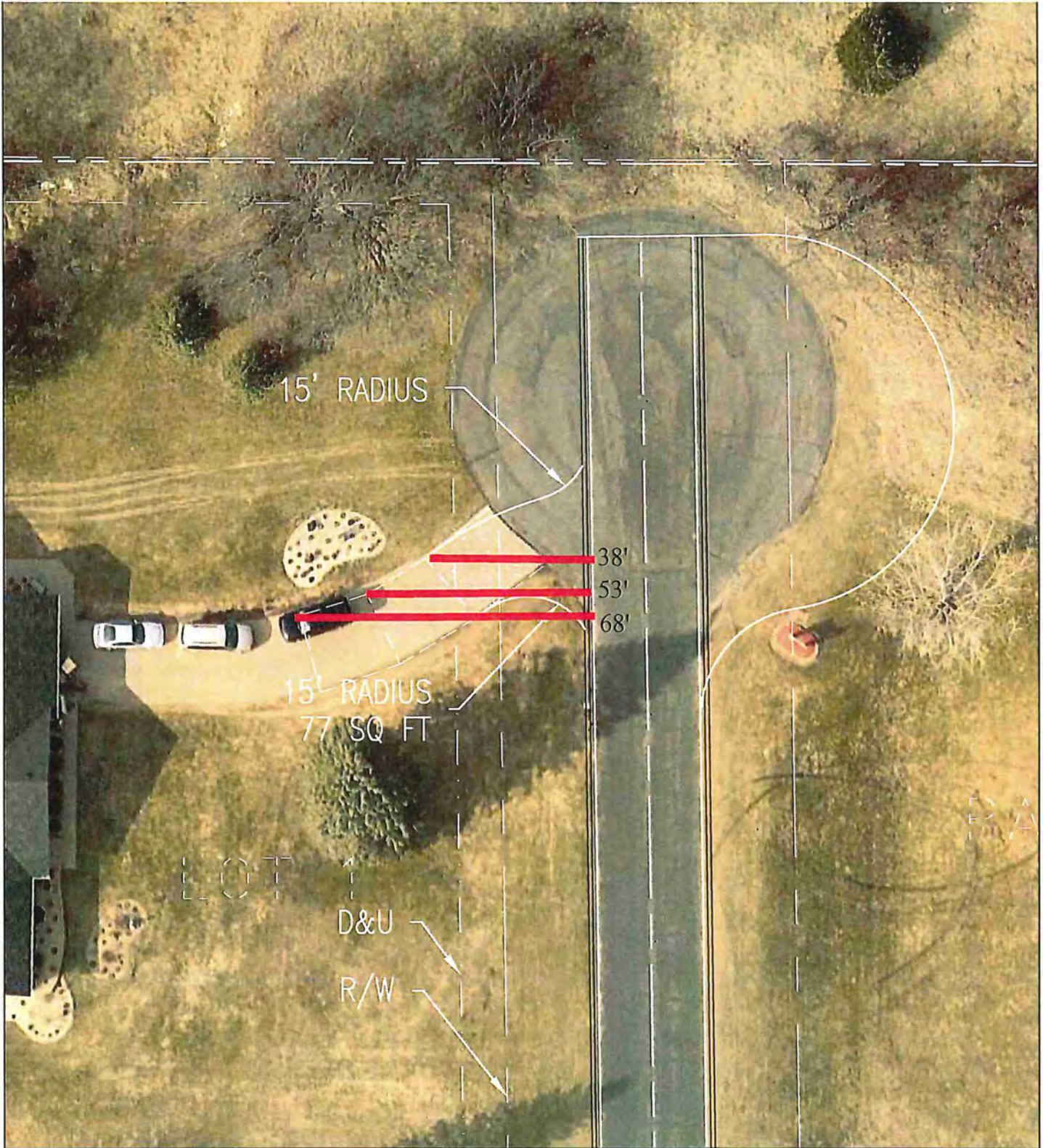
Before road Construction

13450 Staples St. NE (L1, B1, Twin Birch Acres)



© All Pictometry

04/08/2020



Sheet Title
13450 STAPLES STREET

Date
5/25/21

Scale
1:30

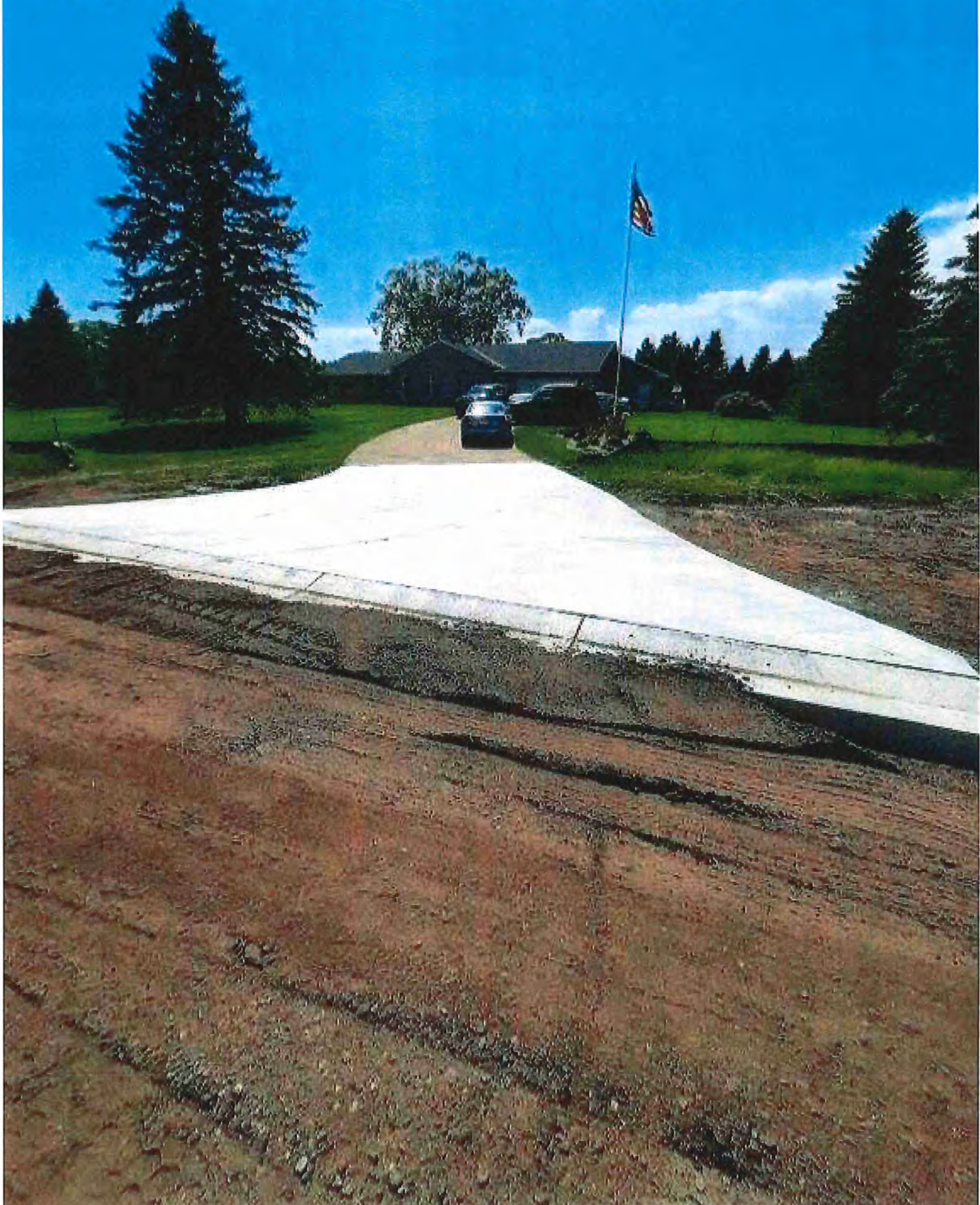
Project
1805
TWIN BIRCH ACRES STREET RECONSTRUCTION

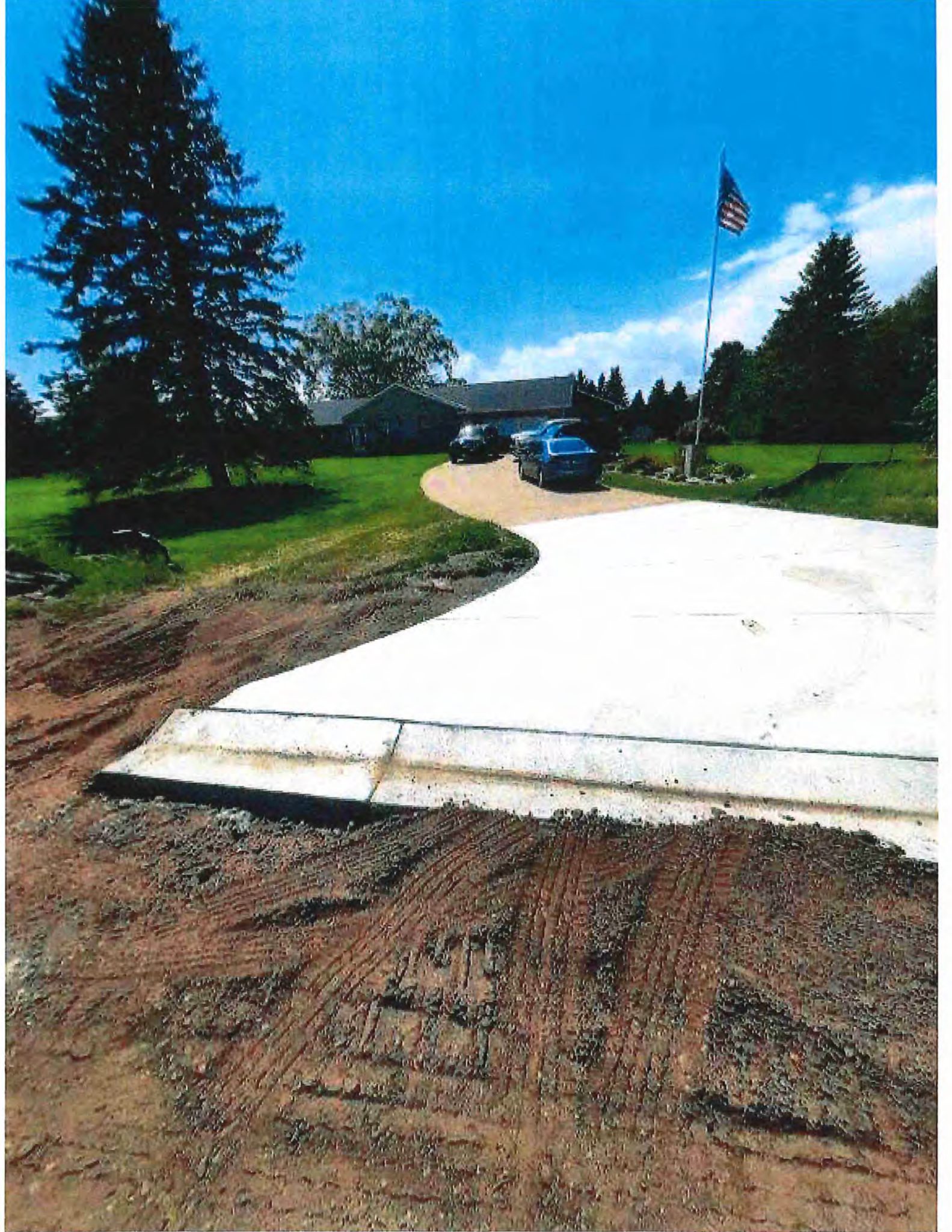
13635 Johnson Street
Ham Lake, MN 55304
Telephone (763) 862-8000
Fax (763) 862-8042

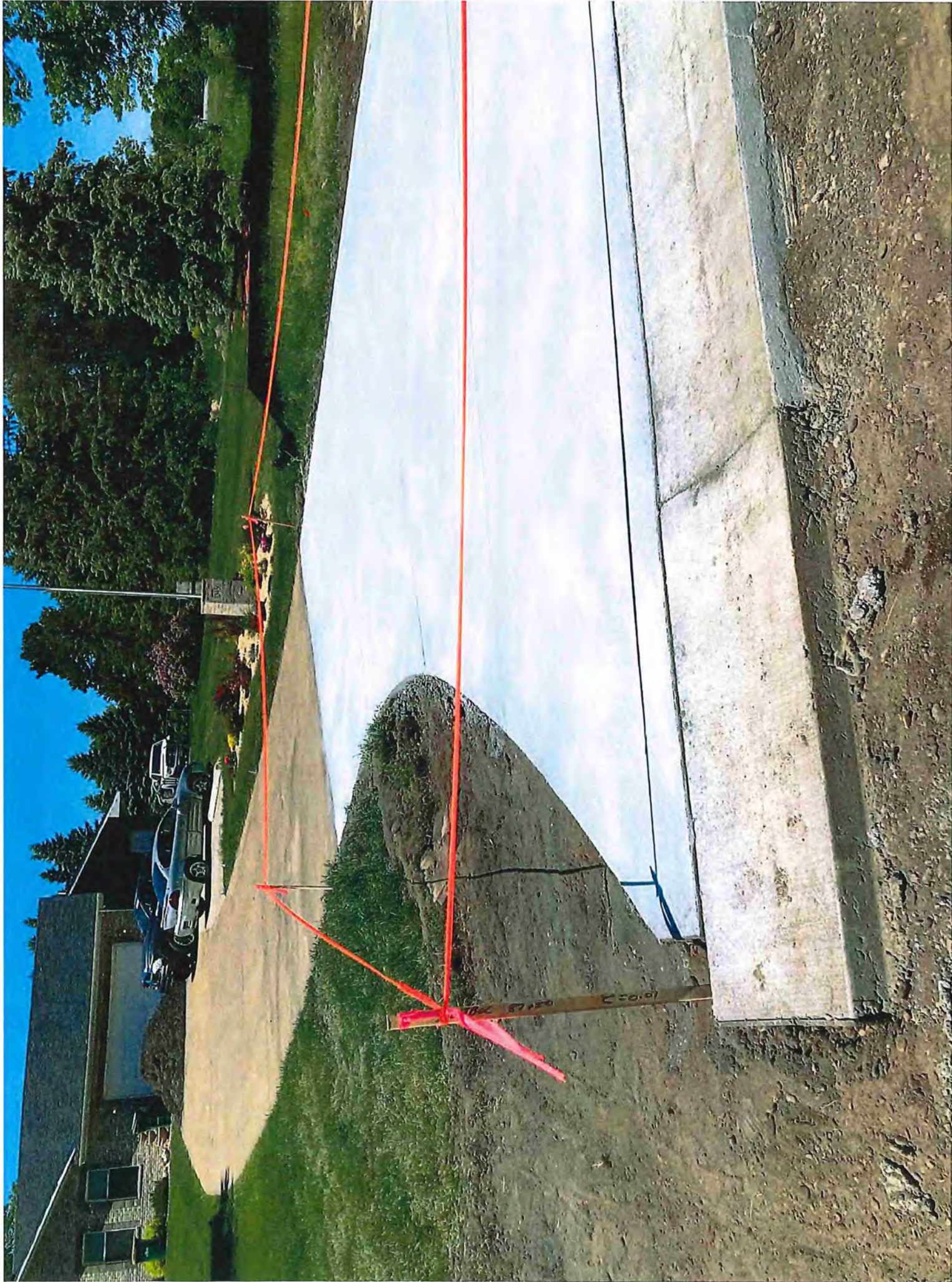


RFC
Engineering, Inc.
Consulting Engineers

After road Construction





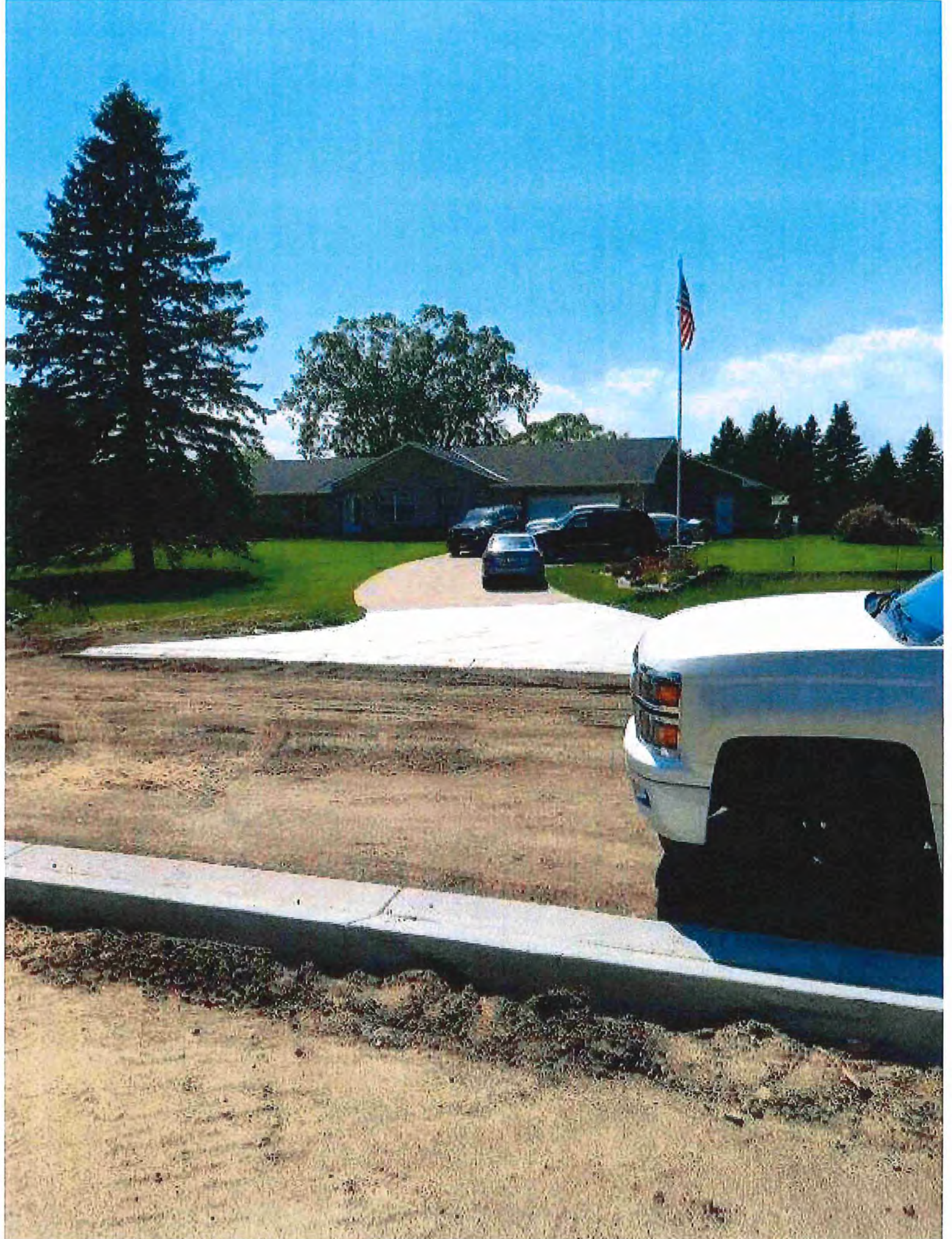


















Carson, Clelland
& Schreder

ATTORNEYS AT LAW

MEMORANDUM

TO: MAYOR AND COUNCILMEMBERS
FROM: JOSEPH MURPHY, CITY ATTORNEY
SUBJECT: SIGN ORDINANCE AMENDMENTS
DATE: JUNE 7, 2021

Discussion:

After consultation with city staff and the councilmembers on the law enforcement committee, it was suggested that Article 11 of the city code be amended to clarify and modify the types of signs that may be maintained and displayed in residential areas.

Clearly, with any attempt to regulate how residents express themselves through signs, flags, speech, etc, the city must be mindful of the First Amendment and be aware that courts are going to scrutinize any ordinance limiting expression very carefully to ensure that the ordinance is neutrally serving a public purpose.

Any sign ordinance should be “content-neutral” and not favor any type of expression over any other type of expression. A city’s regulation of signs should be focused on the time, place, and manner, not on the content of the message.

Currently, the city code prohibits any “permanent” signs on residential lots, with a few limited exceptions. In my opinion, the current code already regulates yard signs, including flags, whether made of fabric, cardboard, plywood, etc. But for clarity, I would recommend updating the ordinance to clearly include all types of sign materials for city staff to effectively interpret and enforce the ordinance. It would lead to an absurd and unfair result if one resident was unable to put up a single cardboard yard sign, but his neighbor could put up 20 flags.

There has been some confusion about election or political signs and how and when they can be displayed. Every two years, during the general election, State law pre-empts City Code and the city must allow political or election signs with fewer restrictions. During all other “normal” time periods, however, the City Code controls the size, location, etc. of signs, regardless of the political or other subject/content of the signs. As signs, flags, and other objects permanently expressing any viewpoint are currently prohibited in residential neighborhoods, it was suggested by some council members that the ordinance be changed to be less restrictive.

I have drafted a proposed ordinance amendment that would allow up to two permanent, 6-square-foot signs per lot, with no restrictions on the content, subject matter, or appearance of those signs. This is just a suggestion for discussion purposes. Those numbers are subject to change and you should discuss what size and what number of signs you would want to allow in residential neighborhoods to balance the numerous competing interests involved.

ORDINANCE NO. 21-XX

An Ordinance Amending and ARTICLE 11, GENERAL ACTIVITY REGULATIONS, to clarify definition of signage and to allow signage under 6 square feet in size for residential lots with a home occupation permit and to eliminate the requirement that such lots have no outward indication of the use.

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

ARTICLE 11, GENERAL ACTIVITY REGULATIONS of the Ham Lake City Code is hereby amended as indicated in the following sections:

11-300 GENERAL PROVISIONS TO ALL SIGNS AND DEFINITION

A "sign" shall mean any device designed to attract attention to a particular object, message, or activity, regardless of the material.

11-340 Standards in Specific Residential Districts

No signs shall be permitted in any area zoned R-1, R-M, R-AH, PUD, RS-1 or RS-2 except for a) temporary signs that are no greater than six square feet in size, used for no more than thirty (30) consecutive days, and on no more than three (3) occasions per year, b) up to two (2) permanent signs no greater than six square feet in size may be kept on each lot, ~~on lots with a Home Occupation Permit under Article 9-350,~~ and c) Neighborhood Monument Signs as defined in Article 11-350.4 of this code may be up to 40 square feet in size, as measured on the perimeter of the border of the message displayed (excluding structural components of the sign).

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Presented to the Ham Lake City Council on _____, 2021 and adopted by a _____ vote this ___ day of _____, 2021.

Michael G. Van Kirk, Mayor

Denise Webster, City Clerk

ITEM 9.1 (1)

1. Maximum assessment amount

The Road Committee directed Engineer Collins to update the developer costs for residential development spreadsheet.

Development Cost Summary

Development	Year of Construction	# Lots *	Construction Cost Estimate **	Length of Streets	Cost Per Lot	Cost Per Foot
Cedar Estates	2013	4	\$83,100	504	\$20,775	\$164.88
Lake Life Estates	2013	8	\$164,000	1,273	\$20,500	\$128.83
Deer Haven Hills 7th Addition	2013	12	\$206,700	1,522	\$17,225	\$135.81
Hidden Forest North and North 2nd	2014	16	\$389,250	2,758	\$24,328	\$141.13
London Meadows	2014	5	\$128,400	647	\$25,680	\$198.45
Deer Haven Hills 8th Addition	2015	11	\$163,800	1,582	\$14,891	\$103.54
Ehrnreiter Estates	2016	22	\$390,650	2,715	\$17,757	\$143.89
Harmony Estates 2nd Addition	2016	23	\$786,950	3,022	\$34,215	\$260.41
Hedgewood	2016	18	\$460,100	2,926	\$25,561	\$157.25
Red Fox Hollow	2016	10	\$284,900	1,615	\$28,490	\$176.41
Ehrnreiter Estates 2nd Addition	2017	13	\$241,650	1,495	\$18,588	\$161.64
Red Fox Hollow 2nd Addition	2017	21	\$770,150	2,596	\$36,674	\$296.67
Crosstown Rolling Acres 2nd Additio	2018	33	\$588,400	3,781	\$17,830	\$155.62
Gallagher Shores	2018	19	\$391,600	2,292	\$20,611	\$170.86
Nettas Preserve	2018	7	\$130,000	668	\$18,571	\$194.61
Rylies Way	2018	5	\$126,000	688	\$25,200	\$183.14
Whitetail Crossing 2nd Addition	2018	12	\$238,950	1,392	\$19,913	\$171.66
Catchers Creek of Ham Lake	2020	4	\$104,150	315	\$26,038	\$330.63
Coon Creek Commercial Park	2020	5	\$125,550	370	\$25,110	\$339.32
Hidden Forest East 2nd Addition	2020	42	\$1,101,950	5,062	\$26,237	\$217.69
Average					\$23,209.68	\$191.62
Range					\$14,891-\$34,674	\$103.54 - \$374.78

Average Cost by Year	Cost Per Lot	Cost Per Foot
2013	\$19,500.00	\$143.17
2014	\$25,004.06	\$169.79
2015	\$14,890.91	\$103.54
2016	\$26,505.79	\$184.49
2017 ***	\$27,631.14	\$229.15
2018	\$20,424.95	\$175.18
2020	\$25,794.80	\$295.88

* Only lots fronting on constructed streets

** Development Costs do not include soils correction or engineering

*** Does not include Hidden Forest East, due to 1/2 mile of 143rd Avenue construction to reach subdivision

Hidden Forest East	2017	29	\$1,058,800	13,881	\$36,510	\$76.28
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