



WHITE BEAR TOWNSHIP

1858
RAMSEY COUNTY
MINNESOTA

1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

651-747-2750

FAX 651-426-2258

Email: wbt@whitebeartownship.org

Board of Supervisors

ROBERT J. KERMES, *Chair*

ED M. PRUDHON

STEVEN A. RUZEK

AGENDA TOWN BOARD MEETING FEBRUARY 21, 2018

1. **7:00 p.m.** - Call to Order at Heritage Hall, 4200 Otter Lake Road.
2. Approval of Agenda (Additions/Deletions).
3. Approval of Payment of Bills.
4. Approval of Minutes of February 17, 2018 (Additions/Deletions).
5. **Consent Agenda:**
 - A. **Right-of-Way Permit** – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve Xcel Energy Permit to Install a New Electric Service for the Business Building at 2310 Leibel Street Which Will Require Directional Boring.
 - B. **Right-of-Way Permit** – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve CenturyLink Permit to Install Buried Cable to Service the Existing Business at 4221 White Bear Parkway Which Will Be Performed Through Boring & Open Trenching.
 - C. **Park Board Recommendation** – Authorize Staff to Start Discussion to Purchase Garley Park Property.
 - D. **Construction Activity Report** – Receive.
6. **Old Business:** None.
7. **New Business:**

Town Planner Items:
 - A. **Ramsey County GIS User Group Joint Powers Agreement Renewal** – Approve.
 - B. **Capra's Utilities, Inc. - 2320 Leibel Street** – Approval of a Permitted Use Standards Permit to Allow Construction of a 18,900 Square Foot Office/Warehouse Building.



recycled paper

Town Engineer Item:

- C. **Local Surface Water Management Plan** – Authorize Update.

Public Works Director Items:

- D. **2018 Street Sweeping:**
 - A. Receive Quotes.
 - B. Approve Allied Blacktopping Company Quote.

- 8. **Added Agenda Items.**
- 9. **Open Time.**
- 10. **Receipt of Agenda Materials & Supplements.**
- 11. **Adjournment.**



Town Board Meeting February 21, 2018

Agenda Number: 1 - 2 - 3 - 4

Subject: Call to Order – 7:00 p.m.
Heritage Hall, 4200 Otter Lake Road

Approval of February 21, 2018 Agenda

Approval of Payment of Bills

Approval of Minutes of February 5, 2018 Town Board Meeting

Documentation: February 21, 2018 Agenda
February 5, 2018 Town Board Minutes

Action / Motion for Consideration:

Call meeting to order:	7:00 p.m.
Approval of Agenda:	February 21, 2018 (additions/deletions)
Approval of Payment of Bills	
Approval of Minutes:	February 5, 2018 Town Board Minutes

**MINUTES
TOWN BOARD MEETING
FEBRUARY 5, 2018**

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

Present: Supervisors: Kermes, Prudhon, Ruzek; Clerk: Short; Attorney: Lemmons; Public Works Director: Reed.

APPROVAL OF AGENDA (Additions/Deletions): Ruzek moved approval of the agenda with the following amendment: Add to Consent Agenda: 5G) Nathan Landucci, 5508 West Bald Eagle Boulevard – Call Public Hearing for Monday, March 5, 2018 beginning at 7:20 p.m., for the following requests: 1) Zoning Ordinance Amendment; 2) Lakeshore & Right-of-Way Setback Variances; 3) Conditional Use Permit for Guest Cottage; 5H) Lucy's Burgers, 1190 County Road J Tent Party Request: Receive Request for a St. Patrick's Day Tent Party and Refer to Town Attorney for Review; Delete New Business Item 7D) Tire Changer and Wheel Balancer – Approve Purchase. Prudhon seconded. Ayes all.

APPROVAL OF PAYMENT OF BILLS: Prudhon moved approval of payment of bills. Ruzek seconded. Ayes all.

APPROVAL OF MINUTES OF JANUARY 17, 2018 (Additions/Deletions): Ruzek moved approval of the Minutes of January 17, 2018. Prudhon seconded. Ayes all.

CONSENT AGENDA: Ruzek moved approval of the Consent Agenda as follows: 5A) Call Board of Audit Meeting for Friday, February 23, 2018 at 11:55 a.m. at the Township Administrative Offices, 1281 Hammond Road; 5B) Call Public Hearing for Monday, March 5, 2018 Beginning at 7:10 p.m., to Hear a Request for a Major Subdivision & a Conditional Use Permit for a Planned Unit Development Between Peterson Road & Centerville Road; 5C) Approve Extension of Expiration Date of the Current Franchise Agreement from July 1, 2018 to November 1, 2018 & Authorize Execution by the Town Board Chair; 5D) Based on Finance Officer Review and Recommendation Receive & Accept the 2017 Financial Report of the White Bear Lake Conservation District; 5E) Reschedule March 23, 2018 Executive Meeting to March 16, 2018 at 12:00 Noon; 5F) Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve XcelEnergy Permit to Upgrade the Electrical Service for the New Three Phase Warning sirens at 5130 Dillon Street; 5G) Nathan Landucci, 5508 West Bald Eagle Boulevard – Call Public Hearing for Monday, March 5, 2018 Beginning at 7:20 p.m., for the Following Requests: 1) Zoning Ordinance Amendment; 2) Lakeshore & Right-of-Way Setback Variances; 3) Conditional Use Permit for Guest Cottage; 5H) Lucy's Burgers, 1190 County Road J Tent Party Request – Receive Request for a St. Patrick's Day Tent Party & Refer to Town Attorney for Review. Prudhon seconded. Ayes all.

OLD BUSINESS: There were no Old Business Items.

2018 SEALCOAT PROJECT: 1) APPROVE PLANS & SPECIFICATIONS; 2) AUTHORIZE ADVERTISEMENT FOR BIDS: The Public Works Director reported that as a part of the Town's infrastructure management program, the Town provides funding for an annual sealcoat project. By proactively treating the road service with sealcoat (an oil and rock application) on a regular scheduled interval of 5-8years, the road's useful life can be extended. Delaying sealcoat applications can lead to premature deterioration and increased maintenance costs over the life

MINUTES
TOWN BOARD MEETING
FEBRUARY 5, 2018

of the roadway. The timing for the sealcoat of these streets is giving the Township the greatest return on investment ultimately increasing the life of the road by providing the right surface maintenance treatment at the right time. This year's project includes the following areas and street segments: the areas east of 35E, north of County Road H-2, north of Jonquil Lane and west of Otter Lake Road. Along with the following street segments: Hammond Road from Otter Lake Road to Polar Lakes Park, Meehan Drive, and Lakewood Avenue from Randy Ave to Martin Way. Improvement Fund 505 has \$150,000 budgeted for sealcoating and crack sealing. This year's sealcoat project is \$108,000 and crack sealing is estimated at \$35,000. Depending on bids, if they are lower than the estimate, the scope of the sealcoat project could increase. Bids would be due on March 1, 2018.

Ruzek moved, based on Public Works Director's review and recommendation to approve the 2018 sealcoat specifications noting the Public Works Director's estimate for \$108,000 for 2018 sealcoat project and with funding provided from Improvement Fund 505. Prudhon seconded. Ayes all.

Ruzek moved to authorize the advertisement for bids which sets the bid opening date for March 1, 2018 at 10:00 a.m. at the Township Administrative Offices. Prudhon seconded. Ayes all.

WELL #5 CONDENSER REPLACEMENT: 1) RECEIVE QUOTES; 2) APPROVE PURCHASE: The Public Works Director reported that the subcontractor for the General Contractor damaged the existing HVAC system condenser during the installation of the veneer on well #5. The subcontractor's insurer has provided a check in the amount of \$6,000 for replacing the condenser coil. Staff is recommending full replacement for \$7,515.00 vs repair for \$6,000 of the condenser. This will provide a new 5-year warranty for the condenser and extend the life of the other components within the HVAC system. Quotes were received from the three different heating and cooling contractors: 1) Assured Htg. A/C & Refrg., Inc. for \$7,515.00; 2) K.B. Service Company for \$8,300.00; and 3) NAC, Mechanical and Electrical Services for \$9,840.00. Staff is recommending approving the quote from Assured Htg. A/C & Refg., Inc. for \$7,515.00. Funding for Well #5 HVAC condenser replacement would be provided by the Water Operating Fund. In response to a question if there is any salvage value for the damaged condenser, the Public Works Director stated that he would check with the contractor.

Prudhon moved to receive the three quotes for the well #5 condenser replacement. Ruzek seconded. Ayes all.

Prudhon moved, based on Public Works Director's review and recommendation to award the well #5 condenser replacement contract to Assured Htg., A/C & Refg., Inc. for their low bid of \$7,515.00. Ruzek seconded. Ayes all.

WELL #1 REHABILITATION: 1) APPROVE PLANS & SPECIFICATIONS; 2) AUTHORIZE ADVERTISEMENT FOR BIDS: The Public Works Director reported that the Township has six wells in the system, two wells (1 and 2) are on the south system and four wells (3, 4, 5, and 5) are on the north system. As part of the Town's infrastructure management program the wells need rehabilitation based on annual pumping records. The pumping records provide hours that the pumps actually worked and/or gallons that the pump produced, which is a major determining

MINUTES
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factor in the frequency with which the wells are rehabilitated. Rehabilitation includes removal, inspection and replacement of parts, if needed and approved by the Public Works Director, of the well motor, column piping, pump shaft, well pump, and related items. In 2018 well #1 is recommended for rehabilitation based on pumping records, duration since the last rehabilitation in 2008, and the need to install a transducer to monitor the wells static and pumping levels. With the current monitoring method, public works drops a steel tape down the well hole to measure the water level while the well is idle. This is done monthly. The remainder of the wells all log the static and pumping levels by dialing on the Town's SCADA system. Staff recommends approval of the specifications for bid in 2018 with the work to be completed in mid-2018. Rehabilitation is estimated at \$30,000 with funding provided from the Water Operating Fund. This project is included in the CIP and the 2018 budget.

Ruzek moved, based on Staff review and recommendation to approve the Well #1 rehabilitation noting the Public Works Director's estimate of \$30,000. Prudhon seconded. Ayes all.

Ruzek moved to authorize advertisement for bids which sets the opening of the bids for March 15, 2018 at 2:00 p.m. at the Township Administrative offices, noting that funding will be provided from the Water Operating Fund. Prudhon seconded. Ayes all.

NORTHEAST YOUTH & FAMILY SERVICES – JERRY HROMATKA PRESENTATION: Jerry Hromatka provided an annual update on the services provided by the Northeast Youth & Family Services to the Township. He reported that they work with the folks regarding how to make adjustments for them to be successful and how they look at themselves to see what they can do and how they respond to what is going on around them. NYFS serves all ages but their main population is 5 – 21 year olds. There are 4000 youth and families who receive services. Their budget has been at approximately \$3.3 million for several years. With changes in funding and programs they have been able to maintain that level of funding. Their three main program areas are mental health, day treatment, and community services. NYFS recognizes that the person is doing the best that they can do to survive. More importantly, goals and aspirations are discussed to see what the person really wants and to work toward something positive rather than trying to fix something negative. Mental health services are provided in school-based, clinic based, and in home. They have therapists in 19 school buildings. This is partly funded by the State, where they realize value in putting therapists available where the service is needed. They work very closely with the school personnel. Clinic based services are provided at clinics in White Bear Lake and the main clinic in Shoreview. In-home services are provided to deal with people in their homes to reduce the barriers for them to receive the services that they need. Community Services focuses on academics, employment, life skills, and citizenship which is being part of something other than themselves. The day treatment program is for kids with severe mental health issues. Out of school program is a special education program where therapists are provided to help with their education.

The budget for NYFS is \$3,314,486. The budget includes day treatment, community services, admin, and building. The building they own is larger than they need so they lease out space. This revenue helps with the budget. Revenue sources come from contracts, fees, grants, and contribution. Contracts have been reduced and NYFS has focused on programs that are fee based. More kids and more families are receiving services through third party reimbursement

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FEBRUARY 5, 2018**

from insurance. Grants are received from municipalities where they provide services. The NYFS Board is working with consultants to develop a contributions program. Support from NYFS for the Township includes services for all residents for mental health services through the diversion and senior chore programs regardless of their ability to pay. They have found that if recipients are able to pay something it makes it more meaningful and successful for them. However, no one would be denied mental health services even if they cannot contribute for their services. The benefits of working with kids is huge. The kids come with more difficult and more complex issues than five years ago. Another benefit is effective workforce opportunities for the kids. In the senior chore program kids are matched with seniors and it becomes a first time job for them. In the citizenship program they believe in giving back. All the kids who go through the diversion program as first time offenders, or low level offenders, go through community service. Community Service is volunteering someplace to make a difference, such as after school programs, meal programs, packing lunches and food. The kids say that they see themselves differently when they help others. Township support helps reduce cost to the public. The State recognizes that NYFS is out there providing services so the kids don't end up in a situation where they need more services. They leverage outside resources provided by the communities that support NYFS. It allows them to use money to match money received from the State or from grants to support the services. Issues go across school boundaries and geographic boundaries and there is something about their services in the 15 municipalities that support NYFS that works. The services for 2016-2017 for households in the Township was reviewed. In 2016 there were 33 different households that received services for consulting, diversion and senior chore with \$19,375 for contracted services. In 2016 the Township contract amount was \$23,744. For 2017 there were 34 households at a cost of \$26,200 for contracted services. The Township contract amount was \$19,650. NYFS is now leveled out with the Township contract. Every June NYFS looks at the contracts and look to increase or decrease no more than 3%. He noted that the stigma for receiving mental health is going away and more families are receiving the help they need. Mental health costs are up; diversion is down a bit; but the senior chore program is being looked at to provide more services and to get the word out to the seniors in the Township that the services are available. This is year four of the six year plan to get the support of the five municipalities that merged with them in 2012 in line with the other municipalities.

One of the things that they are understanding more and more is trauma. Trauma is the result of the brain that does not develop in children who are in an ongoing toxic environment. They are working a lot to help folks to work with trauma. They have to prove that they are making a difference and prove that they are using evidence-based practices. The research shows that this works for people so NYFS staff needs to be trained in that area. They are seeing a widening gap in the community. They see that "those that have" have insurance, and others, who are the working poor, and who are paying for it with high deductibles and high out of pocket cannot afford it. NYFS tries to raise funds to deal with that situation. They will help Township residents who have a high deductible to come in anyway and NYFS will help them pay for the service. The stigma of mental health is diminishing and people are demanding more mental health services. Regarding business, they see businesses dealing with a shortage in the workforce and NYFS sees a shortage in their therapist workforce. Many people do not want to work in a community based program.

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NYFS partnerships are important. This is their 41st year. Nine of the 10 municipalities that helped them get started are still partnering with them. Those communities have the right to have a position on their Board of Directors. They are seeing a renaissance in volunteering within businesses. Young millennials seem to want to give back to the community as well as those who are older. Two upcoming events are their Leadership Lunch on May 2, 2018 at Midland Hills and the Mayor's Challenge Golf Tournament on June 11, 2018. In response to a question if NYFS has a relationship with the Ramsey County Sheriff's Office, Mr. Hromatka stated that they have a contract with the Ramsey County Sheriff's Office and a good working relationship with the Ramsey County Attorney's Office. In response to a question if they have a contract with the courts, Mr. Hromatka stated that the diversion program is a diversion from the court. He stated that families who are having a problem are told that they can go down to the courts, or they can work through NYFS and it does not go on the person's record. The court prefers it that way. In response to a question what NYFS is doing to reach out to the businesses, Mr. Hromatka stated that they are looking for opportunities to reach out to businesses to find a way to connect with them. In response to a question regarding what they are seeing in social media, Mr. Hromatka stated that what they are seeing in diversion is that people will say something on social media that they would not say in person.

The Town Board thanked Mr. Hromatka for his update.

OPEN TIME: Jim Vincent, 4351 Fisher Lane, appeared before the Town Board for information on water restrictions and what the Township position is relative to water restrictions which were reported in the White Bear Press last week. He stated that the article indicated that they would be limited to 75 gallons of water per person per day. He stated that is pretty restrictive and they are concerned about the ability to water their lawn and if there would be a complete ban on all exterior watering of trees and foundation plants and gardens. Kermes stated that the restriction is the end result of the White Bear Lake level lawsuit. The lawsuit was presented to District Court and the Judge made a ruling. The Township did file as an intervenor for the defendant and participated in the court proceedings. The Judge, in her decision, directed the DNR to implement a number of activities. There are 11 communities within five miles of the lake. Those communities are subject to the restrictions that the Judge directed the DNR to pursue. The statement in the Judge's ruling establishes a limit of an average of 75 gallons of water per day per person. The Town Attorney stated that the DNR is the primary defendant and they moved to have the order stayed. A temporary stay was issued by Ramsey County District Court until the hearing on January 26th. The Town supported the DNR's request to stay the order. All the enforcement action brought by that order are stayed at this time. Whether or not the stay continues is not known yet since the Court has not ruled on the request to continue the stay. Kermes stated that the second requirement is if the lake level falls below the protected lake level of 923.5 feet, communities have to ban residential irrigation. That order would come from the DNR to the communities. The third item is to start planning to convert from the ground water supply to surface water supply. The Town Attorney stated that the Judge has 90 days from the date of final submission to make a ruling on the post-trial motions. At the hearing, the DNR and the plaintiffs were discussing de-watering wells. They are negotiating language on that matter. The Court requested that once they have an agreement on the language to submit it to the Judge. At this point there is no agreement on the language so the 90 day period will not start until they submit the language to the Judge. In terms of the trial, the Judge took the 90

MINUTES
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days which was the maximum time she had to rule. The Court ordered the DNR to review all the well permits of the 11 communities and to include amendments regarding water conservation, plans to switch to surface water and plans to reduce consumption to 75 gallons per day per capita for residential consumption. These are the items that the DNR was to incorporate in the amendments to all the well permits. Any well that pumps more than 10,000 gallons per day has to have a permit from the DNR. In the case of the Town of White Bear there are two permits, one for the two wells in the south, (wells #1 and #2) and one permit for the remaining wells, 3 through 6 in the north supply section. Each of those permits needs to be reviewed. The statute states that when any well permit that is reviewed the holder of that permit has the right to request a contested hearing before an administrative law judge to review the changes requested by the DNR. The DNR, White Bear Lake and the Township provided amended findings and until the Judge rules on those amended findings the appeal period will not start. In the case of the Township, there was only a minimum amendment to correct factual errors. Jim Vincent stated that right now their water usage is 150 gallons per day and they are right at the limit. This does not include watering. He stated that he feels that the 75 gallons per person per day is overly restrictive and asked that the Town Board does what they can to contest it.

RECEIPT OF AGENDA MATERIALS / SUPPLEMENTS: Prudhon moved to receive all of the agenda materials and supplements for tonight's meeting. Ruzek seconded. Ayes all.

Ruzek moved to adjourn the meeting at 8:14 p.m. Prudhon seconded. Ayes all.

Respectfully Submitted,

William F. Short
Clerk-Treasurer

Approved as Official Meeting Minutes

Town Board Supervisor

Date



**Town Board Meeting
February 21, 2018**

Agenda Number: 5A – Consent Agenda

Subject: Right-of-Way Permit – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve Xcel Energy Permit to Install a New Electric Service for the Business Building at 2310 Leibel Street Which Will Require Directional Boring

Documentation: Town Engineer Correspondence & Map

Action / Motion for Consideration:

Receive Information / Discuss

Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve Xcel Energy Permit to Install a New Electric Service for the Business Building at 2310 Leibel Street Which Will Require Directional Boring



444 Cedar Street, Suite 1500
Saint Paul, MN 55101
651.292.4400
tkda.com

February 14, 2018

Honorable Chairman and Town Board
White Bear Township, Minnesota

Re: XcelEnergy Permit Application
2310 Leibel Street
White Bear Township, Minnesota
TKDA Project No. 16327.000

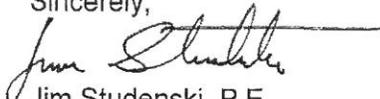
Dear Board Members:

XcelEnergy has applied for a permit to install a new electric service for the business building at 2310 Leibel Street. The project will require directional boring.

We recommend approval with the following conditions:

1. Contractor must protect Leibel Street during the boring activity.
2. Contractor must protect the storm sewer culvert at the road crossing area and in the south ditch line.
3. Contractor must protect the sanitary and water services in the road crossing area.
4. Contractor must protect the watermain on the south side of Leibel Street.
5. Disturbed areas shall be restored equal to or better than original condition.
6. If the relocation of these utilities becomes necessary in the future due to a public improvement, the utilities shall be relocated at no cost to the Township.
7. Call Gopher One-Call prior to any work.

Sincerely,


Jim Studenski, P.E.
Town Engineer

Enclosures

TKDA is an Equal Opportunity Employer. Minorities and women are encouraged to apply. TKDA is an employee owned company promoting affirmative action and equal opportunity.

Date: 2/9/2018
Project #: 10043562
Design: Hans J. Wenthe
651-462-6205

APPLICATION XCEL ENERGY d/b/a NORTHERN STATES POWER COMPANY

To: Jim Studenski
TKDA
1500 Piper Jaffray Plaza
444 Cedar Street
St. Paul MN 55101-2140

FOR WHITE BEAR TOWNSHIP

Application is hereby made for permission to replace, construct and therefore
Maintain: Electric Distribution System.

I. Type of Utility - Electric General Description

Bore from existing three phase pole on the north side of Leibel street west 40'
then across Leibel st. to serve cold storage mini storage unit (see attached
sketch)
2310 leibel st White Bear Township, 55110

Work to be started upon approval and completed by: March 15th thru March 20th 2018
Approximately 5 days. No road or lane closure required.

Application Approved

XCEL ENERGY d/b/a NORTHERN STATES POWER
COMPANY

Hans J. Wenthe 

Hans J. Wenthe
Electrical Design
5363 260th st n
Wyoming, MN 55092

Date: _____

**DESIGNER: HANS WENTHE
OFFICE # 651-462-6205**

**JOB LOCATION 2310 LEIBEL
STREET WHITE BEAR LAKE
TOWNSHIP. JOB CONTACT IS PAUL
BRANTON@ 612-490-5663.**

**INSTALL TERMINAL AND
TRANSFER POLE BULB TO
EXISTING 13.8 KV
STANDARD'S POLE TO 40T.**

**BORE 1/0 3 PHASE PRIMARY
WIRE FROM TERMINAL POLE TO
TXFR SITE. 160' TOTAL WIRE**

**INSTALL 75 KVA PDMT TXFR 120/208V
AT STAKED LOCATION. SERVICE
ENTRANCE 400 AMP SECONDARY WIRE
SIZE 750 AL 1 SET.**

**NOTE: THIS WILL BE
"LOOPED" TO THE CAPRA'S
BUILDING. FUTURE NORMAL
OPEN AT V0994T31.**

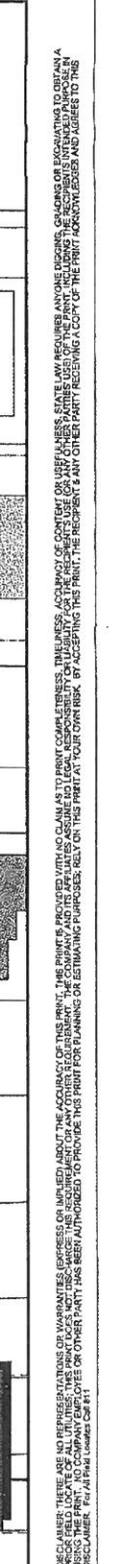
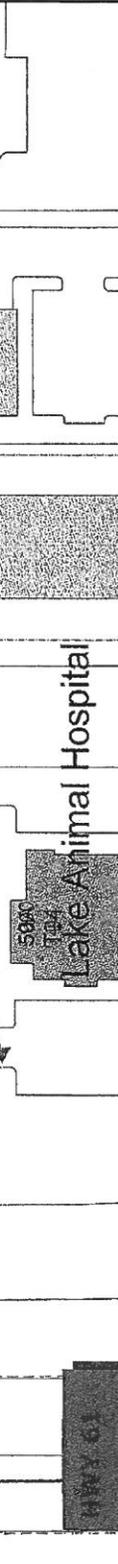
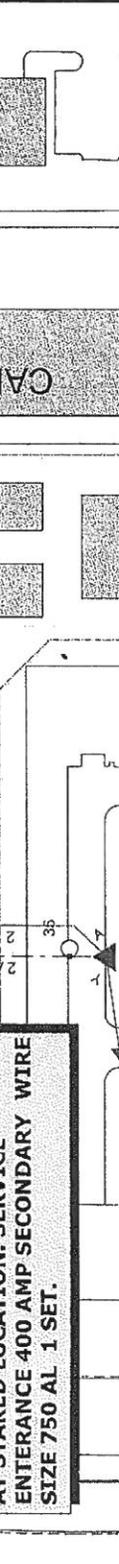
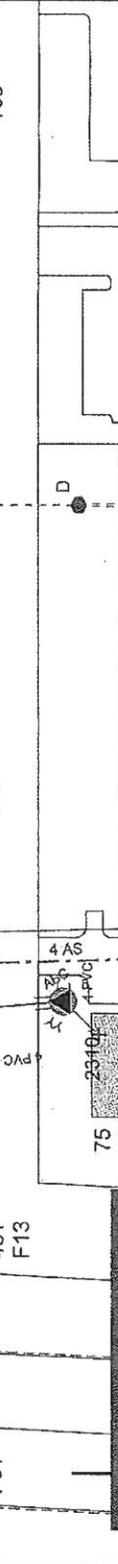
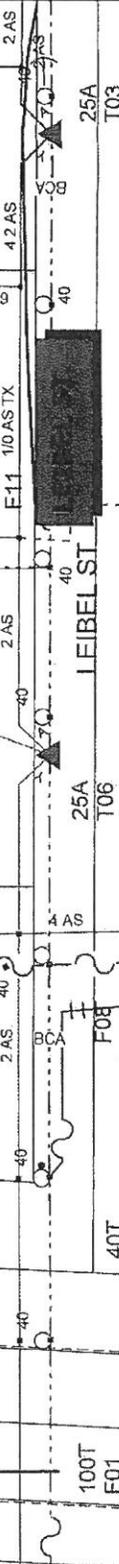
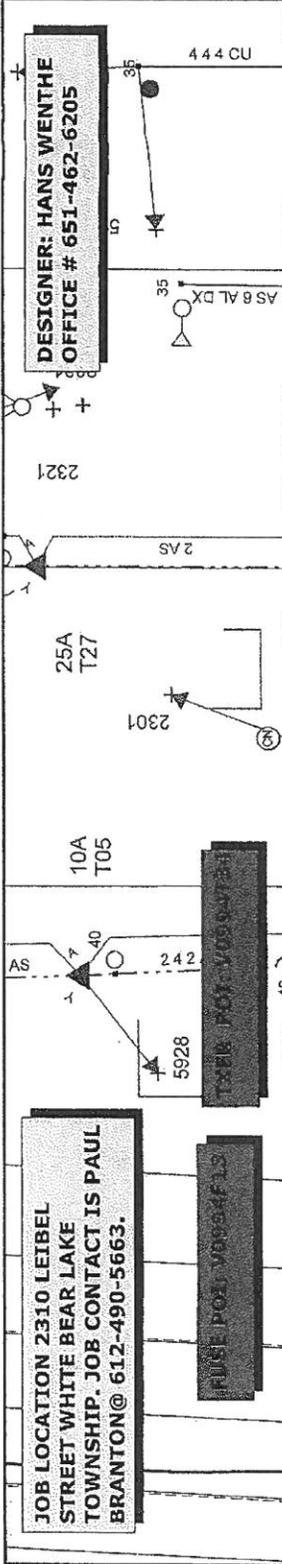
TXFR POLE V0994T31

5928

5906

5906

5906



Service Request # : 00000179665
 Origin Number : 00000179665
 Designer/Printer ID : WHT/22
 Designer/Printer Name : WHT/22/Name
 Designer/Printer Phone # : 651-462-6205
 Designer/Printer Fax # :
 Manager Approval :
 Job Label :
 E :
 T : G : C :

Division : White Bear Lake
 County : Ramsey
 City : WHITE BEAR TWP
 Address : 2310 LEIBEL ST
 T: 204 R: 22W E: 1
 Map # : V0994
 Permit :
 Block :
 Voltage : 13.8 KV
 Phase : THREE
 Bus Day ID :
 System :
 Size :
 Material :
 Pressure :
 Year Order # :
 Date: 07/10/2018
 Sheet: 1 of 1 Sheet Data
 Scale: 1" = equal 75'

Xcel Energy

CONSTRUCTION USE ONLY
 NO CHANGES (BUILT AS DESIGNED)
 CHANGES MADE AS INDICATED
 (ALL LIND MUST HAVE ACTUAL
 MEASUREMENTS FROM THE FIELD SITE)

REF: _____ DATE: _____
 FOREMAN: _____
 TEAM LEADER: _____

DECLARATION: THERE ARE NO REPRESENTATIONS OR WARRANTIES EXPRESSED OR IMPLIED ABOUT THE ACCURACY OF THIS PRINT. THE PRINT IS PROVIDED WITH NO CLAIM AS TO PRESENT COMPLETENESS. THE USER ASSUMES STATE LAW REQUIRES ANYONE DESIGNING, CHECKING OR EXECUTING TO OBTAIN A
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 DECLARATION. For All Field Locations: CSE #11



**Town Board Meeting
February 21, 2018**

Agenda Number: **5B – Consent Agenda**

Subject: **Right-of-Way Permit** – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve CenturyLink Permit to Install Buried Cable to Service the Existing Business at 4221 White Bear Parkway Which Will Be Performed Through Boring & Open Trenching

Documentation: Town Engineer Correspondence & Map

Action / Motion for Consideration:

Receive Information / Discuss

Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve CenturyLink Permit to Install Buried Cable to Service the Existing Business at 4221 White Bear Parkway Which Will Be Performed Through Boring & Open Trenching



444 Cedar Street, Suite 1500
Saint Paul, MN 55101
651.292.4400
tkda.com

February 14, 2018

Honorable Chairman and Town Board
White Bear Township, Minnesota

Re: CenturyLink Permit Application
4221 White Bear Parkway
White Bear Township, Minnesota
TKDA Project No. 16627.000

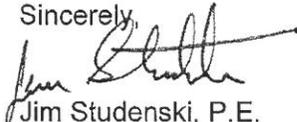
Dear Board Members:

CenturyLink has applied for a permit to install buried cable to service the existing business at 4221 White Bear Parkway. The proposed improvement will be performed through boring and open trenching.

We recommend approval with the following conditions:

1. Contractor must protect Otter Lake Road during directional boring.
2. Contractor must protect White Bear Parkway during directional boring.
3. Contractor must protect driveways during directional boring.
4. Contractor must protect the water service to the building.
5. Contractor must run cable behind the hydrant when the lines go past them.
6. Disturbed areas shall be restored equal to or better than original condition.
7. Ramsey County has jurisdiction of Otter Lake Road and may require a permit.
8. If the relocation of these utilities becomes necessary in the future due to a public improvement, the utilities shall be relocated at no cost to the Township.
9. Call Gopher One-Call prior to any work.

Sincerely,


Jim Studenski, P.E.
Town Engineer

Attachments

Centurylink Job # N.333978

Date: Wednesday, February 07, 2018

Lance Murdock
CenturyLink Inc.
3700 Mansell Road, Ste. #400
Alpharetta, Ga 30022
Lance.Murdock@CenturyLink.com

Jim Studenski
White Bear Township
444 Cedar Street, Suite #1500
St. Paul, MN 55101
jim.studenski@tkda.com
651-292-4503

Application is hereby made for permission to place, construct and thereafter

maintain a telephone utility along White Bear Parkway in White Bear Township

as detailed on the attached drawing.

Your early consideration of this application will be appreciated.

If this meets your satisfaction, please return the approved signed copy.

Application Approved:

Application submitted by:

By (Print name)

Lance Murdock for Gail Sherrick

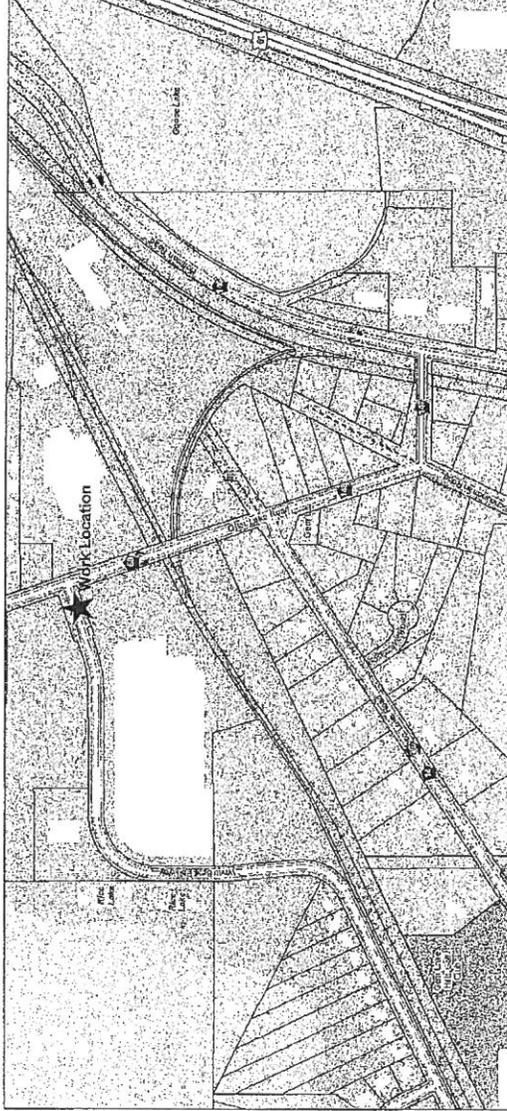
Signature

Lance Murdock
Signature

Date

214-326-7894
Telephone

PERMIT DRAWING



CENTURYLINK ENGINEER: GAIL SHERRICK
TELEPHONE: 651 714 7540
EMAIL: GAIL.SHERRICK@CENTURYLINK.COM

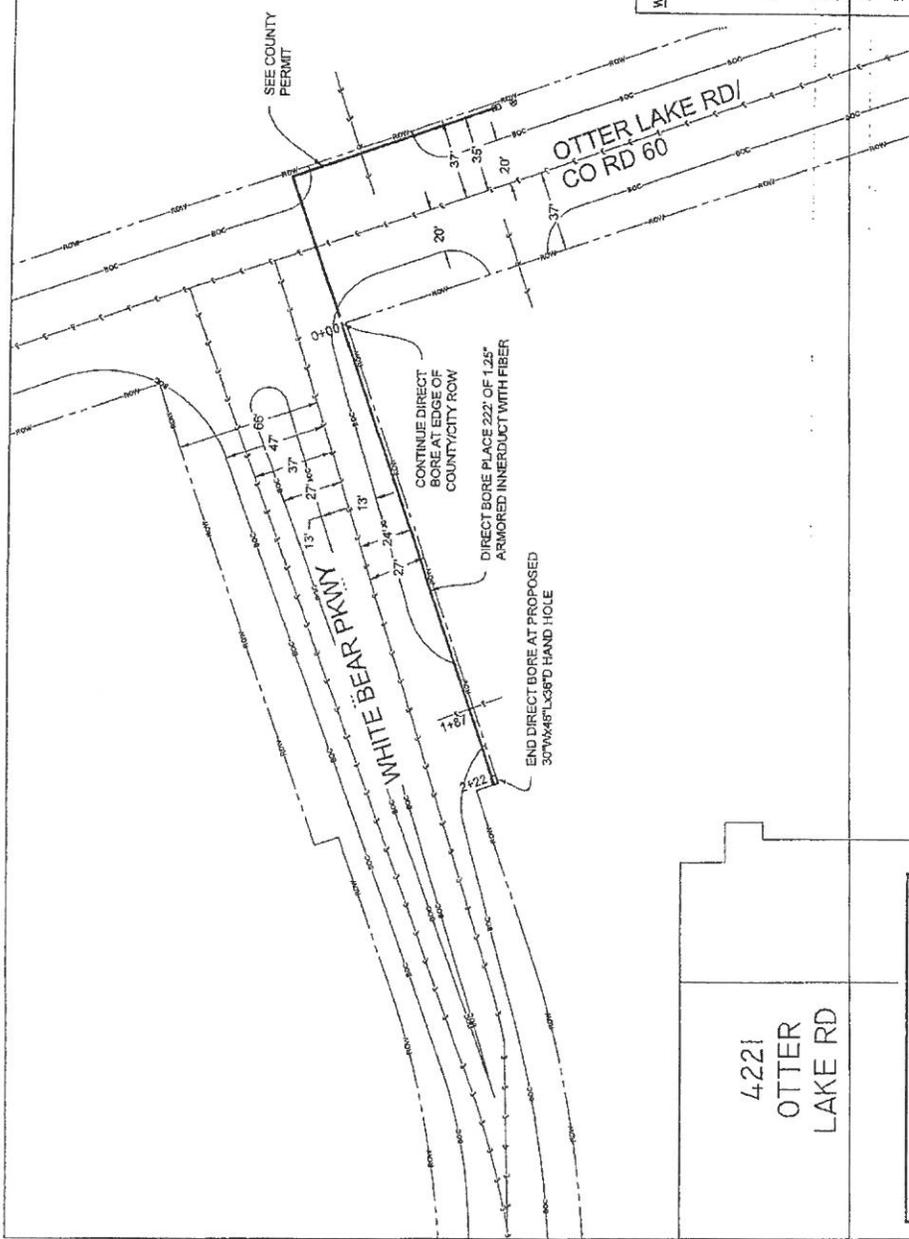
CENTURYLINK CPA: MARK MUNDIE
TELEPHONE: 651 482 7378
EMAIL: MARK.MUNDIE@CENTURYLINK.COM

SCALE: NTS

PROJECT NUMBER: N. 333978
SITE ADDRESS: 4221 OTTER LAKE RD
COUNTY: RAMSEY
SECTION: 22, TOWN: 30, RANGE: 22
COORDINATES: 45.040537, -93.020388

GOODMAN NETWORKS

PERMIT DRAWING



WHITE BEAR TOWNSHIP PERMIT NOTES:

CENTURYLINK ENGINEER: GAIL SHERRICK
 TELEPHONE: 651 714 7514
 EMAIL: GAIL.SHERRICK@CENTURYLINK.COM

1. THIS JOB PLACES A DIRECTIONAL BORE OF 222' OF 1.25" ARMORED INNERDUCT WITH 74-FIBER. ALSO, PLACING A PROPOSED 30"Wx48"Lx36"D HAND HOLE.
2. DIRECTIONAL BORE AND HAND HOLE DIGGING WILL BE USED.
3. ALL DISTURBED SURFACES WILL BE RESTORED TO AS GOOD AS OR BETTER CONDITION THAT FOUND.
4. ALL EXISTING UNDERGROUND UTILITIES WILL BE LOCATED PRIOR TO CONSTRUCTION.
5. POT Holes TO BE DONE ON ALL WATER LINE CROSSINGS AND ANY CONFLICTING UNDERGROUND UTILITIES.

0" SCALE: 1" = 50'

SHEET 2 OF 2

DRAWING SYMBOLS

- STREET LIGHT
- FIRE HYDRANT
- VALVE
- UTILITY POLE
- EXISTING MANHOLE
- EXISTING CABINET
- HANDLE
- TREE

JOB: N. 333978
 LOC.: 4221 OTTER LAKE RD
 WHITE BEAR TOWNSHIP, MN

CONTACT PERSON: LANCE MURDOCK
 PHONE: (214) 326-7894
 FAX: N/A
 EMAIL: LANCE.MURDOCK@CENTURYLINK.COM

PERMITS REQUIRED: WHITE BEAR TOWNSHIP
 W/C: WBL\MNWB
 C/A: MVLUNDIE

CenturyLink
 5005 GREEN CIRCLE DR.
 MINNETONKA, MN 55343

4221
 OTTER
 LAKE RD

NO WORK SHALL COMMENCE UNTIL A SIGNED PERMIT IS IN HAND AND ON SITE WITH CONTRACTOR



Town Board Meeting February 21, 2018

Agenda Number: 5C – Consent Agenda

Subject: Park Board Recommendation – Authorize Staff to Start Discussion to Purchase Garley Park Property

Documentation: None

Action / Motion for Consideration:

Receive Information / Discuss

Minutes
Park Board Meeting
January 18, 2018

CAMBRIDGE DOWNS – MAJOR SUBDIVISION: The Planner reviewed a Planned Unit Development plan for property on Centerville Road north of County Road H-2, south of Anderson Lane, west of Peterson Road. The property is owned by the North Oaks Company. The development has been named Cambridge Downs and proposes 29 detached single family townhomes. The homes are traditional looking single family units but are being processed as a planned unit development, meaning a homeowners association will manage and maintain the properties. A PUD is required to have a minimum of ½ acre of land provided as an active recreation area for the residents in the PUD. This is required above and beyond the Town's Park Subdivision requirements. When reviewing residential subdivision proposals, the Town is required to consider whether parkland should be acquired or in the alternative, cash shall be required to satisfy park subdivision requirements. No public park land is proposed to be dedicated by North Oaks Company therefore the developers are expecting to pay a park dedication fee. As part of the development, the Town staff recommends including a trail along Peterson Road to Garley and Anderson Parks.

Town staff has been considering the location of a future park in this area for several years. After considerable thought staff recommends the Town acquire the Garley Park / North Oaks Lawn Service property for neighborhood park purposes. Historically, the Town has received property for a park as part of a subdivision. The North Oaks Lawn Service property is not proposed for development or subdivision as part of the Cambridge Downs development proposal so the property must be purchased by the Town rather than being acquired due to a subdivision (park land/fee).

The Town's Parks Open Space Map which is part of the Town's Comprehensive Plan, identifies a future park being acquired by the Town in this neighborhood. Existing parks in this neighborhood

include Anderson Park which is a small parcel of property and is primarily wetland. There is not much development potential for this lot as it is wetland. Garley Park is also located in this neighborhood. Garley Park is approximately one acre in area of a larger property owned by the North Oaks Lawn Service. The Town leases this property under contract with the previous owner. The property was recently sold. North Oaks Lawn Service, owner of the property, is a commercial business located in a residential zoning district. As a result, they are considered a legal non-conforming use operating under a Non-Conforming Use Permit. The non-conforming use permit is approved by the Town on a 5-year basis. After discussion it was the consensus that staff contact the owner of North Oaks Lawn Service regarding the park.

Lombardi moved to recommend to the Town Board to authorize Staff to start discussion with North Oaks Lawn Service regarding the Town's long term plan for the Garley Park property. Reeves seconded. Ayes all.



**Town Board Meeting
February 21, 2018**

Agenda Number: 5D – Consent Agenda

Subject: Construction Activity Report

Documentation: Report

Action / Motion for Consideration:

Receive Information / Discuss

White Bear Township Construction Activity Report

<u>BUILDING PERMIT</u>	JANUARY 2018		2018 YEAR TO DATE		2017 YEAR TO DATE	
<u>HOUSING</u>	<u>PERMITS</u>	<u>VALUATION</u>	<u>PERMITS</u>	<u>VALUATION</u>	<u>PERMITS</u>	<u>VALUATION</u>
SINGLE FAMILY	-	-	-	-	2	543,000
TOWN HOME	-	-	-	-	-	-
TOTALS	-	-	-	-	2	543,000
<u>MISCELL. RESIDENTIAL</u>	<u>PERMITS</u>	<u>VALUATION</u>	<u>PERMITS</u>	<u>VALUATION</u>	<u>PERMITS</u>	<u>VALUATION</u>
REMODEL & ADDITIONS	8	547,963	8	547,963	5	128500
SIDING, ROOF. & WIND.	9	68,329	9	68,329	5	43,369
DECKS	2	18,400	2	18,400	-	-
SWIMMING POOLS	-	-	-	-	-	-
ACCESSORY BLDG	-	-	-	-	-	-
OTHER	1	4,740	1	4,740	1	6,900
TOTALS	20	\$ 639,432	20	\$ 639,432	11	\$ 178,769
<u>COMMERCIAL</u>	<u>PERMITS</u>	<u>VALUATION</u>	<u>PERMITS</u>	<u>VALUATION</u>	<u>PERMITS</u>	<u>VALUATION</u>
PUBLIC BUILDINGS	-	-	-	-	-	-
INDUSTRIAL	-	-	-	-	-	-
BUSINESS	-	-	-	-	-	-
REMODEL & ADDITIONS	-	-	-	-	-	-
OTHER	-	-	-	-	-	-
TOTALS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>MISCELLANEOUS</u>	<u>PERMITS</u>	<u>VALUATION</u>	<u>PERMITS</u>	<u>VALUATION</u>	<u>PERMITS</u>	<u>VALUATION</u>
DEMOLITION	-	-	-	-	-	-
<u>TOTALS</u>	20	\$ 639,432	20	\$ 639,432	13	\$ 721,769
PERMIT REVENUE		\$ 3,671		\$ 3,671		\$ 6,039



**Town Board Meeting
February 21, 2018**

Agenda Number: 6 – Old Business

Subject: None

Documentation:

Action / Motion for Consideration:



**Town Board Meeting
February 21, 2018**

Agenda Number: 7A – New Business

Town Planner Item:

Subject: Ramsey County GIS User Group Joint Powers Agreement – Approve

**Documentation: Joint Powers Agreement /
Town Attorney Report – (to be in supplement)**

Action / Motion for Consideration:

Town Planner Report at Meeting / Discussion

Based on Town Attorney & Staff Review & Recommendation Approve the Renewal of the Ramsey County GIS Joint Powers Agreement for the Term of January 1, 2018 Through December 31, 2020 & Authorize Execution by the Town Board Chair & Town Clerk

Minutes
Town Board Meeting
September 3, 2014

RAMSEY COUNTY GIS JOINT POWER AGREEMENT RENEWAL – 2015-2017: The Planner reported that in 1995 the first users group from member communities was formed. The purpose was for interested government units to use Geographic Information Systems (GIS) and data created and maintained by Ramsey County. He noted that the request is for renewal of the Joint Powers Agreement for 2015-2017. He referred to maps included in tonight's meeting packet which were a result of use of the GIS data from Ramsey County and noted that the Township uses GIS on a daily basis. He reported that the membership fee is \$500. Prudhon asked the Town Attorney if he has reviewed the Joint Powers Agreement. The Town Attorney stated that he has reviewed the Agreement and it is acceptable for renewal.

Prudhon moved, based on Town Attorney recommendation, to approve the Joint Powers Agreement among members of the Ramsey County Geographic Information Systems User Group for the term of January 1, 2015 through December 31, 2017. Mample seconded. Ayes all.

JOINT POWERS AGREEMENT

AMONG

MEMBERS OF THE RAMSEY COUNTY GEOGRAPHIC INFORMATION SYSTEMS USERS GROUP

This JOINT POWERS AGREEMENT ("Agreement") is entered into pursuant to the provisions of Minn. Stat. §471.59 among Governmental Units for the purposes of forming the Ramsey County Geographic Information System Users Group ("Users Group").

ARTICLE I. INTENT OF THIS AGREEMENT

In 1995, an informal alliance, known as the Ramsey County Geographic Information System Users Group ("Users Group"), was formed among Governmental Units interested in using Geographic Information Systems (GIS) and data created and maintained by Ramsey County. This agreement is intended to establish and enable the Users Group to represent the parties to this Agreement for the purposes of undertaking negotiations and transactions.

ARTICLE II. DEFINITIONS

Section 1. **Members** means those Governmental Units that have executed this Joint Powers Agreement and have paid the annual membership dues as provided in Article X.

Section 2. **Governmental Unit** has the meaning set forth in Minnesota Statutes §471.59.

Section 3. **Users Group** means a group made up of one representative of each Member with the powers and responsibilities described in this Agreement.

ARTICLE III. GIS BOARD OF DIRECTORS STRUCTURE

Section 1. There is hereby created a GIS Board of Directors (Board).

Section 2. Each Member shall appoint one person to serve as a Director. Each Member may also appoint a person to serve as an Alternate Director. Members shall notify the Board in writing if the Director or Alternate Director changes.

Section 3. The Board shall have the following officers: a Chair, Vice Chair, Secretary, and Treasurer (Officers).

Section 4 The Officers will be elected annually by the Board.

Section 5. The Officers shall serve on a voluntary basis without pay.

Section 6. A quorum will consist of at least 40% of the full membership of the Board, whether or not all vacancies have been filled.

Section 7. Decisions of the Board will be made by a majority of the quorum.

ARTICLE IV. DUTIES OF THE GIS BOARD OF DIRECTORS

Section 1. The Board shall meet at least two times per year.

Section 2. The Board shall conduct an organizational meeting no later than 30 days after the effective date of this Agreement. The organizational meeting shall include: the election of officers; the adoption of by-laws and other procedures governing the conduct of its meetings and its business as it deems appropriate; the adoption of the Users Group Budget; review of the operating procedures within this Agreement.

Section 3. The Board shall approve and adopt the formula for the distribution of Ramsey County GIS data and the funding of special projects. This formula shall be reviewed annually by the Board.

Section 4. The Board shall arrange for and facilitate regular meetings of the Users Group and for Users Group activities.

Section 5. The Chair presides at Users Group meetings. The Vice Chair will preside in the absence of the Chair. The Secretary is responsible for recording the proceedings of the Board and communicating these proceedings to all Member organizations. The Treasurer is responsible for the funds and financial records of the Board.

Section 6. The Chair and the Treasurer must sign vouchers or orders disbursing funds of the Users Group. Disbursement will be made in the method prescribed by law for statutory cities.

Section 7. The Board may take such actions as it deems necessary and convenient to accomplish the general purposes of this Agreement.

Section 8. The Board shall purchase liability insurance on behalf of the Users Group to insure against liability of the Users Group and its constituent Members.

Section 9. The Board may:

(i) Enter into contracts to carry out its powers and duties, in full compliance with any competitive bidding requirements imposed by State or local law;

(ii) Provide for the prosecution, defense, or other participation in proceedings at law or in equity in which it may have an interest;

(iii) Employ such persons as it deems necessary on a part-time, full-time, or consultancy basis;

(iv) Purchase, hold, or dispose of real and personal property;

(v) Contract for space, commodities or personal services with a Member or group of Members;

(vi) Accept gifts, apply for and use grants or loans of money or other property from the state, the United States of America, and from other government units and may enter into agreements in connection therewith and hold, use and dispose of such money or property in accordance with the terms of the gift, grant, loan or agreement relating thereto;

(vii) Appoint a fiscal agent.

ARTICLE V. NEW MEMBERS

Section 1. Any Governmental Unit that is not a party to the initial Agreement may join as a Member at any time.

Section 2. To become a Member, a local unit of government shall adopt a resolution and shall sign this Joint Powers Agreement.

Section 3. New Members will pay the current one-time membership fee and the annual membership dues for the year in which the new Member is joining, as set by the Board pursuant to Article IV, Section 3, as calculated by the current formula. Fees will not be pro-rated for new Members who join after January 1 of each year.

ARTICLE VI. GIS DATA TO BE SUPPLIED BY RAMSEY COUNTY

Section 1. It is the intent of this Agreement that the Users Group will negotiate an agreement with Ramsey County for the County GIS Data. Components will include the collection of aerial photography and maintenance of digital physical features derived from aerial photography.

Section 2. The GIS Data should consist of the following components generated and maintained by the County:

- (i) The Ramsey County Digital Base Map;
- (ii) The Ramsey County Attribute Database;
- (iii) The Physical Features Data.

Section 3. The Board shall determine whether it is satisfied with the content, accuracy, and timeliness of the data provided to Ramsey County.

ARTICLE VII. GIS DATA TO BE EXCHANGED AS PART OF THIS AGREEMENT

Section 1. Members agree to exchange any GIS data with Ramsey County and with any requesting Member for the requesting party's own use where that GIS data has been in some way derived and/or developed from the County GIS Data accessed through this Agreement or future agreements between the Users Group and Ramsey County. Members agree to exchange with Ramsey County and with any other Member any attribute data that it has created and maintained where that data can be associated to a parcel using a parcel identifier. Members also agree to exchange any building permit data requested by Ramsey County for the identification of future physical feature data base updates.

Section 2. The Board will negotiate with Ramsey County on behalf of the Members in all matters deemed necessary relating to supply of GIS data generated by a Member.

ARTICLE VIII. DATA ACCESS AND USAGE

Section 1. All Members shall have equal rights to access Ramsey County GIS Data.

Section 2. Data generated by Ramsey County and provided to Members may not be sold in its original form to third party agencies. However, a Member may allow use of the original data by a third party for specific contracted purposes.

Section 3. Data which results from enhancement of Ramsey County GIS Data by a Member, received pursuant to this Agreement, may be made available to a third party.

Section 4. All Members will adhere to future Users Group license agreements for County or other agency GIS data.

ARTICLE IX. DATA SECURITY

All Members agree to abide by the data privacy and data security standards of the Member when using Ramsey County GIS Data or any derivative or enhancement of the data.

ARTICLE X. FINANCIAL MATTERS

Section 1. The fiscal year of the Users Group is the calendar year.

Section 2. The Board shall adopt an initial budget and must thereafter adopt an annual budget prior to July 1 of each year for each succeeding year. The Board will give an opportunity to each Member to comment or object to the proposed budget before adoption. Notice of the adopted budget must be mailed promptly thereafter to the chief administrative officer of each Member.

Section 3. Operational costs shall be shared according to a method agreed upon by majority decision of the Board of Directors. The costs could be met by membership dues. These costs could include Users Group administrative costs, purchase of liability insurance, and others as appropriate.

Section 4. Membership Fee: New Members shall pay a one-time membership fee of \$500 to the Users Group for the calendar year in which they are accepted into the User Group. The amount of this fee shall be reviewed and set annually by the Board of Directors for new Members.

Section 5. Annual Membership Dues: Members shall commit to payment of Annual Membership Dues, except where limited by State Statutes.

Section 6. Special Projects Assessments: Members who wish to enter into special projects and consultations shall present proposals to the Board for review. Examples of special projects could be cooperative training or consortium purchase of software. Upon approval by the Board, those Members who are part of the project will be assessed to meet the cost of the project.

Section 7. Billings to the Members are due and payable no later than 60 days after the receipt of the invoice. In the event of a dispute as to the amount of a billing, a Member must nevertheless make payment as billed to preserve membership status. The Member may make payment subject to its right to dispute the bill and exercise any remedies available to it. Failure to pay a billing within 60 days results in suspension of voting privileges of the Member Director. Failure to pay a billing within 120 days is grounds for termination of membership, but the Users Group's right to receive payment survives termination of membership.

ARTICLE XI. TERM

Section 1. The Term of this Agreement is January 1, 2018, through December 31, 2020.

Section 2. Based on the annual review of the operating procedures within the Agreement conducted by the Board, a new Agreement will be developed and circulated at least three months prior to December 31, 2020 and be agreed upon and signed on or before December 31, 2020.

ARTICLE XII. TERMINATION

Each Member shall have the right to terminate its membership and participation in the Users Group by formal resolution of the Member's organization and communicated to the Board in writing. However, the Member is still obligated to its financial commitments for the year during which termination of membership occurs.

These commitments include:

- (i) Any balance of the Annual Membership Dues. This commitment applies to all Members;
- (ii) Any balance owing on Special Projects Assessments. This commitment applies to Members which have entered into any special project agreement(s).

Termination of membership prior to expiration of the Agreement shall make the Governmental Unit ineligible to re-join the User Group during the Term of this Agreement.

ARTICLE XIII. DISSOLUTION

Section 1. The Users Group may be dissolved by a two-thirds vote of its Members in good standing. Dissolution is mandatory when the Secretary has received certified copies of resolutions adopted by the governing bodies of the required number of Members requesting dissolution.

Section 2. In the event of a dissolution, the Board must determine the measures necessary to effect the dissolution and must provide for the taking of such measures as promptly as circumstances permit, subject to the provisions of this Agreement and law.

Section 3. In the event of dissolution, following the payment of all outstanding obligations, assets of the Users Group will be distributed among the then existing Members in direct proportion to their cumulative annual contributions. If those obligations exceed the assets of the Users Group, the net deficit of the Users Group will be charged to and paid by the then existing Members in direct proportion to their cumulative annual contributions.

ARTICLE XIV. ACCESS TO DOCUMENTS

Until the expiration of six years after this Agreement terminates, the Users Group shall make available to the Member organizations and to the State Auditor, a copy of this Agreement and books, documents, accounting procedures and practices of the Users Group relating to this Agreement.

ARTICLE XV. HOLD HARMLESS

Section 1. Each Member agrees to defend, indemnify, and hold the other Members harmless from any claims, demands, actions or causes of action, including reasonable attorney's fees, against or incurred by such other Members, for injury to, death of, or damage to the property of any third person or persons, arising out of any act or omission on the part of the indemnifying Member or any of its agents, servants or employees in the performance of or with relation to any of the work or services provided by Members under the terms of this Agreement.

Section 2. Nothing in this Agreement shall constitute a waiver by any Member, the Users Group of any limitation of liability under Minnesota Statutes Chapter 466, or other statutory or common law immunities, limits, or exceptions on liability.

Section 3. Under no circumstances, however, shall a Member be required to pay on behalf of itself and other Members, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one Member. The limits of liability for some or all of the Members may not be added together to determine the maximum amount of liability for any Member.

ARTICLE XVI. EQUAL EMPLOYMENT OPPORTUNITY

The Members and the Users Group agree to comply with all federal, state, and local laws, resolutions, ordinances, rules, regulations, and executive orders pertaining to unlawful discrimination on account of race, color, creed, religion, national origin, sex, sexual preference, marital status, status with regard to public assistance, disability, or age.

ARTICLE XVII. DATA PRACTICES

Section 1. All data collected, created, received, maintained, or disseminated for any purpose in the course of either the Member's or the Users Group's performance of this Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, and rules adopted to implement the Act.

Section 2. The Members and the Users Group agree to abide strictly by these statutes, rules, and regulations.

IN WITNESS WHEREOF the parties have caused this Agreement to be executed on this ____ day of _____,
_____.

ORGANIZATION _____

Approved:

By: _____

(Mayor / Chair / President)

By: _____

(City Manager / Administrator)

DESIGNATED DIRECTOR TO REPRESENT ORGANIZATION:

Name: _____

Phone: _____

Email: _____

ALTERNATE DIRECTOR (IF APPLICABLE):

Name: _____

Phone: _____

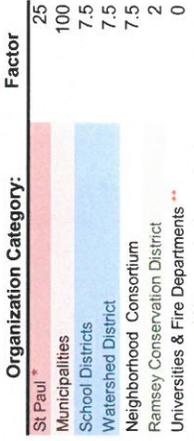
Email: _____

By: _____

(Chair of Users Group)

Ramsey County GIS User Group Fee Allocation 2008

Organization Name	Population Served *	2018 Fees Paid	Population Factor	Units Assigned	2018 Fees	Population Factor
Arden Hills	9,552		1.000	9,552	\$861.89	25
Capitol Region Watershed District	225,881		0.075	16,941	\$1,705.97	100
Falcon Heights	5,321		1.000	5,321	\$535.82	7.5
Gem Lake	393		1.000	393	\$39.58	7.5
Lauderdale	2,176		1.000	2,176	\$219.12	7.5
Little Canada	9,773		1.000	9,773	\$984.14	2
Maplewood	38,018		1.000	38,018	\$3,828.41	0
Mississippi Water Management Organization	3,203		0.075	240	\$24.19	
Mounds View	12,155		1.000	12,155	\$1,224.01	
New Brighton	21,456		1.000	21,456	\$2,160.62	
Ramsey/Wash Meiro Watershed District	130,688		0.075	9,802	\$987.02	
Vadnais Lake Area Watershed	33,666		0.075	2,525	\$254.26	
Rice Creek Watershed District	92,894		0.075	6,967	\$701.58	
Roseville	33,660		1.000	33,660	\$3,389.56	
Roseville Schools	61,467		0.075	4,610	\$464.23	
Shoreview	25,052		1.000	25,052	\$2,522.74	
St Paul	285,068		0.250	71,267	\$7,176.59	
St Paul Regional Water Services	369,463		0.075	27,710	\$2,790.37	
Vadnais Heights	12,302		1.000	12,302	\$1,238.81	
White Bear Lake	23,396		1.000	23,396	\$2,355.98	
White Bear Township	10,942		1.000	10,942	\$1,101.86	
Total:					\$34,666.75	



* Non-standard organization
 ** Considered part of the municipalities

CURRENT MEMBERS

* Based from 2010 Census Stats

2008 RCGISUG Member Contacts

Organization	First Name	Last Name	Title	Contact Phone	Email Address	Mailing Street	Mailing City	Mailing Zip	Organization Phc
Arden Hills	Matthew	Bachler		651-792-7822	mbachler@cityofardenhills.org	1245 West Highway 96	Arden Hills	55112	651-792-7800
Falcon Heights	Paul	Moretto		651-792-7613	paul.moretto@falconheights.org	2077 Larpenteur Avenue	Falcon Heights	55113	651-792-7600
Gem Lake (SEH)	Bill	Short			bill.short@ci.whitebear-township.mn.us		Gem Lake	55110	651-747-2790
Lauderdale	Jim	Bownick		651-792-7656	jim.bownick@ci.lauderdale.mn.us	1891 Walnut Street	Lauderdale	55113-5137	651-792-7650
Little Canada	Joel	Hanson		651-766-4040	joel.hanson@ci.little-canada.mn.us	515 Little Canada Rd E	Little Canada	55117-1633	651-766-4029
Maplewood	Chad	Bergo		651-249-2922	Chad.Bergo@ci.maplewood.mn.us	1830 County Road B E	Maplewood	55109	651-249-2000
Mississippi WMO	Brian	Jastram		612-746-4985	bjastram@mwmo.org	2522 Marshall ST NE	Minneapolis	55418	612-465-8780
Mounds View	Jim	Ericson	City Administrator	763-717-4021	jim.ericson@ci.mounds-view.mn.us	2401 Highway 10	Mounds View	55112	763-717-4000
New Brighton	Mark	Andrie	DCAD/GIS Analyst	651-638-2058	Mark.Andrie@newbrightonmn.gov	803 Old Highway 8 NW	New Brighton	55112	651-638-2100
North St. Paul	David	Kotilinek		651-747-2437	fkotilinek10@msn.com	2400 Margaret Street	North St. Paul	55109	651-747-2400
Ramsey Conservation District	Mike	Goodnature		651-266-7274	mike.goodnature@co.ramsey.mn.us	1425 Paul Kirkwood Drive	Arden Hills	55112	651-266-7270
Ramsey-Washington Metro Watershed District	Carrie	Magnuson	GIS Technician	651-792-7971	carrie.magnuson@nwmwd.org	2665 Noel Drive	Little Canada	55117	651-792-7950
Rice Creek Watershed District	Matt	Kocian	Lake and Stream Specialist	763-398-3075	mkocian@ricecreek.org	4325 Pheasant Ridge Dr., Suite 611	Blaine	55449-4541	763-398-3070
Roseville	Jolinda	Stapleton	GIS Coordinator	651-792-7044	jolinda.stapleton@ci.roseville.mn.us	2660 Civic Center Drive	Roseville	55113	651-792-7000
Roseville Schools	Jan	Vanderwall		651-635-1609	nhill@shoreviewmn.gov	1251 County Road B2 W	Roseville	55113	651-635-1609
Shoreview	Niki	Hill	Econ Dev & Planning Associate	651-490-4658	JAN.VANDERWALL@isd623.org	4600 Victoria Street North	Shoreview	55126	651-490-4600
St Paul Regional Water Services	Steve	Lorbach		651-266-6353	steve.lorbach@ci.stpaul.mn.us	1900 Rice Street	Saint Paul	55113	651-266-6350
St. Paul	Sam	Klimoski		651-266-6772	sam.klimoski@ci.stpaul.mn.us	15 West Kellogg Blvd, CH 110	St Paul	55102	651-266-6770
Vadnais Heights (SEH)	Becky	Blue		651-490-2148 (SEH)	rblue@sehinc.com	800 East County Road E	Vadnais Heights	55127	651-204-6000
Vadnais Lake Area Watershed Mgmt. Organization	Tyler	Thompson	Water Resources & GIS Tech		tyler.thompson@viammo.org	800 East County Road E	Vadnais Heights	55127	651-204-6700
Vadnais Lake Area Watershed Mgmt. Organization	Kristine	Jenson	Program Mgr	651-204-6074	kristine.jenson@viammo.org	800 East County Road E	Vadnais Heights	55127	651-204-6070
Vadnais Lake Area Watershed Mgmt. Organization (A)	Stephanie	McNamara	Administrator	651-204-6073	Stephanie.o.mcnamara@viammo.org	800 East County Road E	Vadnais Heights	55127	651-204-6070
White Bear Lake	Dan	Holzemer	Senior Eng. Tech	651-429-8531	dholzemer@whitebearlake.org	4701 Highway 61	White Bear Lake	55110	651-429-8526
White Bear Township	Tom	Riedesel	Township Planner	651-747-2776	tom.riedesel@ci.white-bear-township.mn.us	1281 Hammond Road	White Bear Lake	55110	651-747-2750
Capital Region Watershed District	Nate	Zwonitzer	Water Resource Project Mgr	651-644-8888	Nate@capitolregionwmd.org	1410 Energy Park Dr., Suite 4	St Paul	55108	651-644-8888



**Town Board Meeting
February 21, 2018**

Agenda Number: 7B – New Business

Town Planner Item:

Subject: Capra’s Utilities, Inc. - 2320 Leibel Street – Approval of a Permitted Use Standards Permit to Allow Construction of a 18,900 Square Foot Office/Warehouse Building

Documentation: Staff Memo
Permitted Use Standards Permit Application
TKDA Memo
Maps & Miscellaneous Correspondence
Proposed Permitted Use Standards Permit/Zoning Certificate & Attached Requirements

Action / Motion for Consideration:

Town Planner Report at Meeting/ Discussion

Based on Planning Commission & Staff Review & Recommendation Approve the Issuance of a Permitted Use Standards Permit to Capra Utilities, Inc., 2320 Leibel Street, to Allow Construction of an 18,900 Square Foot Office/Warehouse Building

Minutes
Planning Commission Meeting
January 25, 2018

CAPRA’S UTILITIES, INC. – 2320 LEIBEL STREET – REQUEST FOR PERMITTED USE STANDARDS PERMIT TO ALLOW CONSTRUCTION OF A 18,900 SQUARE FOOT OFFICE/WAREHOUSE BUILDING: Capra Utilities, Inc. is requesting approval of a Permitted Use Standards Permit which would allow construction of an 18,900 square foot office/warehouse building. The new building is proposed for the lot at 2320 Leibel Street. This is the last undeveloped lot in the Leibel Addition Industrial Park. Capra Utilities owns several lots in the Leibel Addition. The building is planned to be leased to one of his current tenants which is looking for additional space to lease. The proposed building is similar in design and will use exterior materials consistent with other buildings in

the development. The building is proposed to be a two story wood framed structure with a pitched asphalt shingle roof. Parking areas are planned on both the front and rear of the building. Seventeen stalls are proposed for each end of the building. The building is proposed to be placed 15' from the west lot line with vehicle access to the building on the east side. The garage doors are proposed to face east. The proposed building is located in the Leibel Addition Light Industrial Park. When developed in the 1980's, requirements were adopted for all future developers/users of the platted lots. Based on the site perimeter and building sizes, the following landscaping is required: 1) 15 overstory trees; 2) 9 conifers; 3) 9 ornamental trees; and 4) 63 shrubs. The Landscaping Plan proposes 15 overstory trees, 16 conifers, 7 ornamental trees, and 72 shrubs. The landscaping quantities are consistent with the Leibel Addition requirements, with the exception of ornamental trees. The Capra plan shows areas of wetland on the 2320 and 2330 Leibel Street lots. When the Leibel Addition was developed in the late 1980's, a large wetland area was filled and replaced on the easterly portion of the site. Drainage ditches were graded around the perimeter of the properties. Several of the lots remained vacant after they were graded according to the approved Leibel Addition plans. Without the development or use of the lots, some of the drainage ways did not flow according to plans and "incidental" wetlands were created. Since these incidental wetland were not natural, they qualify for a wetland exemption. This means that they may be filled without replacement. Wetland areas are proposed to be filled on the undeveloped lot at 2320. In addition, Capra would like to modify the site plan at 2030 Leibel Street relocating a stormwater treatment area to the southerly portion of the site. Stormwater treatment at 2320 Leibel Street is also proposed on the south side of the property. Mike Turnbull, the Town's Fire Inspector has reviewed the plans and offers the following comments: 1) an automatic fire protection system shall be installed in the building; 2) a new fire hydrant must be provided within 120' of the Fire Department connection to the building.

A poll of the members indicated that there were no concerns.

Artner moved to recommend to the Town Board to approve the request for Permitted Use Standards Permit to allow construction of a 18,900 square foot office/warehouse building at 2320 Leibel Street. Swisher seconded. Ayes all.

MEMORANDUM

TO: PLANNING COMMISSION
FROM: TOM RIEDESEL
DATE: JANUARY 17, 2018

SUBJECT: LIGHT INDUSTRIAL BUILDING CONSTRUCTION

LOCATION: 2320 LEIBEL STREET
APPLICANT: CAPRA'S UTILITIES INC.
ZONING: I-1 – LIGHT INDUSTRIAL

Capra Utilities, Inc., is requesting approval of a Permitted Use Standards Permit which would allow construction of an 18,900 square foot office/warehouse building. The new building is proposed for the lot at 2320 Leibel Street. This is the last undeveloped lot in the Leibel Addition Light Industrial Park. Capra Utilities owns several lots in the Leibel Addition. The building is planned to be leased to one of his current tenants which is looking for additional space to lease. The proposed building is similar in design and will use exterior materials consistent with other buildings in the development.

The building is proposed to be a two story wood framed structure with a pitched asphalt shingle roof. Parking areas are planned on both the front and rear of the building. Seventeen stalls are proposed for each end of the building. The building is proposed to be placed 15' from the west lot line with vehicle access to the building on the east side. The garage doors are proposed to face east.

The proposed building is located in the Leibel Addition Light Industrial Park. When developed in the 1980's, requirements were adopted for all future developers/users of the platted lots. The following is a list of the requirements:

1. That the applicant has obtained all necessary permits from the Town of White Bear and other agencies.
2. That the applicant shall conform to all of the drainage requirements as established by the Town Board.
3. All rules and regulations of the Rice Creek Watershed District shall be complied with.
4. All Federal and State statutes, rules and regulations and all local Ordinances shall be complied with.
5. The applicant shall comply with the following Permitted Use Standards:

- a. Limited outside storage shall be allowed with adequate screening consisting of 100% opaque fencing to compliment the building.

A fenced storage area is shown on the southerly portion of the site.

- b. No use of wrinkle metal in building exteriors shall be permitted.

Horizontal vinyl siding is proposed.

- c. All roof pitches shall be at the ratio of 4:12 or greater.

A 4:12 roof pitch is proposed.

- d. No garage doors shall face any public street.

The garage doors are proposed to face east away from Leibel Street.

- e. Roof overhangs above sidewall and end wall shall extend a minimum of two feet.

2' roof overhangs are proposed.

- f. All building exteriors shall be earth tones, e.g., no blue, orange, red, purple, white.

The building exterior will match the existing Capra buildings using earth tone colors.

- g. Dumpsters shall be screened with a 100% opaque fence painted the color of the principal structure.

Dumpsters will be stored inside of the building.

- h. The Township shall dictate a common light standard for all outside lighting.

No outside light standards are proposed.

- i. Monument signs using a common design shall be used for identification. No other signage except street numbers shall be permitted.

No sign is shown on the proposed plan.

- j. Driveways and parking lots used by the public shall be paved.

The drive lanes and parking areas are proposed to be paved.

- k. The 30% green area required in the Zoning Ordinance shall be mowed so that no grass reaches a height of more than four inches.

30% of the site is proposed to be green area.

- l. An easement should be granted to the Township for location of a "Town of White Bear Industrial Area" sign.

This does not apply to this property.

- m. White Bear Township Landscaping requirements for light industrial property shall apply:

(1) The following minimum number of plant materials shall be provided as indicated below:

- (a) One (1) overstory deciduous shade tree for every two thousand (2,000) square feet of total building floor area or one (1) tree for every one hundred (100) feet of site perimeter, whichever is greater.
- (b) One (1) coniferous tree for every two thousand (2,000) square feet of building or one (1) coniferous tree for every two hundred (200) feet of site perimeter, whichever is greater.
- (c) One (1) understory shrub for every three hundred (300) square feet of building or one (1) shrub for every thirty (30) feet of site perimeter, whichever is greater.
- (d) One (1) ornamental tree for every two thousand (2,000) square feet of building or one (1) ornamental tree for every two hundred (200) feet of site perimeter, whichever is greater.

Based on the site perimeter and building sizes, the following landscaping is required:

15 Overstory trees
9 Conifers
9 Ornamental trees
63 Shrubs

The Landscaping Plan proposes 15 overstory trees, 16 conifers, 7 ornamental trees, and 72 shrubs. The landscaping quantities are consistent with the Leibel Addition

requirements, with the exception of ornamental trees. Several coniferous trees greater than the minimum requirements are proposed in trade for 2 ornamental trees.

The Capra plan shows areas of wetland on the 2320 and 2330 Leibel Street lots. when the Leibel addition was developed in the late 1980's, a large wetland area was filled and replaced on the easterly portion of the site. Drainage ditches were graded around the perimeter of the properties. Several of the lots remained vacant after they were graded according to the approved Leibel Addition plans. Without development or use of the lots, some of the drainage ways did not flow according to plans and "incidental" wetlands were created. Since these incidental wetland were not natural, they qualify for a wetland exemption. This means that they may be filled without replacement.

Wetland areas are proposed to be filled on the undeveloped lot at 2320. In addition, Capra would like to modify the site plan at 2030 Leibel Street relocating a stormwater treatment area to the southerly portion of the site. Stormwater treatment at 2320 Leibel Street is also proposed on the south side of the property.

Fire Inspector:

Mike Turnbull, the Town's Fire Inspector has reviewed the plans and offers the following comments:

- An automatic fire protection system shall be installed in the building.
- A new fire hydrant must be provided within 120' of the Fire Department connection to the building.

TR/psw
cc:admin/add.file
b:capra-18

- Site locations and adjacent land use.
- Site grading and drainage plan.
- Topography (no greater than 2 foot intervals).
- Wetlands (delineation of streams, water bodies, wetlands and 100 year storm elevation).
- Paved or surfaced area (include type or materials and function of area to be paved).
- Proposed landscaping (include existing trees 7 inches or greater and large shrub massings).
- Building plans (size, intended use of structures, exterior finishes, floor plans and elevations).
- Schedule (when applicant intends to construct).
- Additional information if required.
- Certificate of Survey.
- Permits or written comments from other agencies (DNR, COE, RCWD, VLAWMO, Ramsey County Public Works, MPCA).

REVIEW PROCESS:

1. Submit 15 copies of application and all supporting information to Town Planner (minimum of 3 weeks prior to Planning Commission Meeting).
2. Planning Commission _____ (4th Thursday of the month @ 7:00 p.m. at the Town Hall).
3. Town Board _____ (1st Monday of the following month @ 7:00 p.m. at Town Hall).

STANDARDS:

The Town Board will approve a Permitted Use Standards Permit only if the following facts are established.

- ____ 1. There will be no detracting from the appearance of adjacent properties or Town as a whole.
- ____ 2. There will not be aesthetic incompatibility.
- ____ 3. There will not be aural incompatibility (noise).
- ____ 4. There will not be damage to vegetation.
- ____ 5. Traffic patterns will not be negatively affected.
- ____ 6. There is no unnecessary loss of existing natural features.
- ____ 7. Will not cause soil erosion.
- ____ 8. Will not increase flood potential.

- ___ 9. The proposal is consistent with the Comprehensive Plan and complies with other Ordinances.
- ___ 10. Will not result in unusual maintenance or repair costs of road, parking areas or utility lines.
- ___ 11. The maximum number of trees will be preserved.
- ___ 12. The type and density of land use proposed will be suited to site conditions.
- ___ 13. The proposed use will be designed, sited, oriented, and landscaped to produce a harmonious relationship with building and properties in the neighborhood.
- ___ 14. The site will be landscaped to screen undesirable features and enhance the development.

It is the policy of White Bear Township that all identifiable costs associated with Permitted Use Standards Permits within the Township shall be the sole responsibility of the owner of said property. The costs shall include, but are not limited to: Township planning review costs (reports, meetings, site review); engineering review costs; legal costs, (preparation of hearing notices, legal research, certification costs); publication costs (notice of hearing); reapportionment of assessments (engineers report); mailings and Ownership Reports (ownership/encumbrance).

Prior to the final approval by the Town Board, all Township expenses to date shall be paid by the owner. Subsequent expenses not paid at the time of final approval (due to billings by consultants, etc.), shall be due upon receipt of a billing from the Township.

[Signature]
 Signature of Applicant(s)

1-3-18

 Date

<u>To Be Completed By Office:</u>		<i>CD # 6108</i>	
Date Request Received	<u>1/4/18</u>	<i>6109</i>	
By	<u><i>Karen</i></u>	\$75.00 Fee + \$200 Deposit Received	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	(Staff Member)		
Date Application Complete	_____		



444 Cedar Street, Suite 1500
Saint Paul, MN 55101
651.292.4400
tkda.com

January 19, 2018

Planning Commission
White Bear Township, Minnesota

Re: Capra Properties, LLC
Capra Site Improvements Development Review
White Bear Township, Minnesota
TKDA Project No. 16627.001

Dear Commission Members:

We have completed a review of the Capra Site Improvements project plans, and have the following comments:

Documents Reviewed

1. Preliminary Plans, dated January 4, 2018.
 - NOTE: Plans appear to have been updated since this date.
2. Stormwater Management Plan, dated January 8, 2018.
3. Parcel Sketch and Description, dated September 30, 2014

The following items must be addressed:

General:

1. Please provide a copy of the project specifications.
2. Final erosion control and stormwater treatment approval subject to Rice Creek Watershed District (RCWD). Plans submitted to RCWD on January 18th.
3. Drainage and utility easements must be provided over all stormwater treatment areas, wetlands, and 10-feet from all property lines.
4. Calculations for domestic and fire service must be provided. There will be a local Water Availability Charge (WAC) for the project.
5. Calculations for sewer service must be provided. There will be a local Sewer Availability Charge (SAC) and a SAC from MCES.
6. Provide documentation for combining the lots if that has been determined.

Stormwater Management Report:

1. Update report to separate Existing and Proposed areas, specifically total runoff area on page 3.
2. Area summaries in the drainage report are inconsistent with sheet C3.2.

Capra Site Improvements
Development Review
January 19, 2018
Page 2

Sheet C1:

1. Show turf restoration type and location.
2. Specify Enkamat product that will be used to stabilize overflow.

Sheet C2:

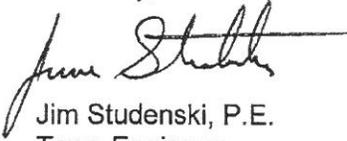
1. Define sanitary sewer and watermain connections to the main lines.

Sheet L1:

1. Provide Tree and shrub species.

Please contact me at (651) 292-4503 with any questions.

Sincerely,



Jim Studenski, P.E.
Town Engineer

cc: Tom Riedesel, Town Planner
Dale Reed, Public Works Director





Building a Better World
for All of Us®

MEMORANDUM

TO: Tom Riedesel, Planner - White Bear Township
Steven Gebauer, PE – AMI Consulting Engineers, PA

FROM: Rebecca Nestingen, PE, CFM - SEH

DATE: January 16, 2018

RE: Capra Properties Stormwater Review

BACKGROUND

At your request, we have reviewed the proposed development plan for Capra Properties, LLC at 2320 Leibel Street in White Bear Township, Minnesota to identify any water resources and/or stormwater management issues or concerns that should be considered for the preliminary development plan. The proposed plan consists of constructing a utility storage building, bituminous parking, and connection onto Leibel Street from the 2.13 acre property.

STORMWATER MANAGMENT

The Township's Local Water Management Plan has adopted the standards of the Rice Creek Watershed District (RCWD) and requires compliance with their rules for stormwater management. In addition to local regulations the project must be in compliance with the Minnesota Pollution Control Agency's NPDES Construction Stormwater Permit. The following criteria are applicable to the proposed project:

- **Rate Control.** The proposed project shall not increase the peak stormwater runoff rate from the site for the 2, 10, and 100-yr, 24-hr precipitation design events.
- **Volume Retention.** The MPCA requires a water quality volume (WQV) of one inch of runoff from the new impervious surfaces created by the project to be retained onsite. RCWD and White Bear Township requires onsite retention of 1.1 inches of runoff from the new and/or fully reconstructed impervious.
- **Water Quality.** For those projects where infiltration is prohibited other methods of volume retention shall be considered and the WQV must be treated by a wet sedimentation basin, filtration system, regional ponding or equivalent methods. BMPs which do not reduce runoff volume shall apply a TP removal factor to the WQV proposed to satisfy the equivalent volume retention WQV per RCWD standards. RCWD also requires 2.5" of dead storage for wet detention ponds. White Bear Township requires design practices for new construction to provide an 80% sediment reduction from a one-year, 24-hour storm event.
- **Freeboard.** White Bear Township requires a minimum of 3 feet of freeboard above the 100-year, 24-hour storm event of water bodies or graded areas that create ponded conditions with a piped outlet to the low opening elevation of a structure. In consideration of the groundwater table, the low floor and low opening elevation of structures should be four feet above the normal groundwater elevation. RCWD requires 2.0' of freeboard between the 100-year high water elevation and low entry and 1.0' of freeboard between the EOF and low entry.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-5196

SEH is 100% employee-owned | sehinc.com | 651.490.2000 | 800.325.2055 | 888.908.8166 fax

The proposed project will create a net new impervious area of approximately 1.8 acres and includes the construction of a two filtration basins to provide the required stormwater management. The existing site also utilizes two wet sedimentation basins, one of which will remain and one which will be removed and converted into a bituminous area.

A plan layout and stormwater management plan was submitted by AMI Consulting Engineers and reviewed for compliance with the applicable criteria. The proposed project appears to meet the rate control criteria, however, there are numerous technical errors in the HydroCAD® model used to estimate the peak discharge rates. The following model/documentation errors should be corrected:

- Peak flow rates are summed in the report tables but the peak rates do not occur at the same time in the hydrograph so it is inaccurate to provide a total project flow rate utilizing this methodology. To compare the peak rates leaving the site from existing and proposed conditions a composite hydrograph of the discharge points should be used (i.e. use a link in HydroCAD to sum the hydrographs).
- The Atlas 14 rainfall depths for the design events are acceptable, however, they should not be used with a SCS Type II storm distribution. A distribution for each design event should be created for each event from the Atlas 14 rainfall information. Technical guidance on importing Atlas 14 distributions into HydroCAD is provided by MnDOT here: www.dot.state.mn.us/bridge/pdf/hydraulics/ImportingAtlas14DateIntoHydroCAD.pdf alternatively, a NRCS MSE3 distribution which is included in recent versions of HydroCAD may be used with Atlas 14 rainfall depths.
- The outlets of Pond EP1 do not seem to be defined correctly, specifically the routing of devices 1-3. Also please provide further documentation for the discarded flow occurring at 0.6 cfs. This pond appears to be a wet sedimentation pond which do not typically exfiltrate at significant rates based upon aerial photos of the site and the evidence of a permanent pool.
- Pond EP2 appears to utilize incorrect units in the storage definition (acres used as opposed to square feet)
- Pond PO1 outlet device #1 is modeled as a 6" pipe however it is shown on the plans as a 10". The 8" vertical orifice (device #3) should also have a discharge coefficient of 0.6, not 0.8. Furthermore the filtration through the filter bench will be controlling rates into the perforated drain tile. Add the filtration at a rate determined by multiplying rate of filtration by the surface area of the bench and route it to the drain tile outlet.
- Pond PO2 outlet device #1 is modeled as a 8" pipe however it is shown on the plans as a 6". Furthermore the filtration through the filter bench will be controlling rates into the perforated drain tile. Add the filtration at a rate determined by rate of filtration times the surface area of the bench and route it to the drain tile outlet.
- Subcatchment areas EO1 and EO2 both have the same description for undisturbed soil B, however different curve numbers are used. If both of these areas are undisturbed in the existing condition they should both utilize a CN of 61 in the existing condition model.
- Subcatchment areas E1, E2, E3, E4, and EO3 use a CN of 69 (grass cover, fair condition) for the pervious areas in the existing condition. Per RCWD Rule C 7(b) and Table C3, the maximum curve number that may be utilized for existing condition modeling is 61.
- In the proposed model the curve number for the pervious cover (grass cover, fair condition) should be shifted down one HSG for disturbed areas. The recommended CN for pervious areas and HSG C is 74 per RCWD Table C3.
- Subcatchment area EO1 in the proposed model should route to Pond PO1, not directly to the PSE-Total link.

In addition to the modeling error corrections the filtration basin BMP design should demonstrate a maximum 48 hour drawdown time from the 100-year HWL to the bottom of the basin per the requirements of the NPDES Construction Stormwater Permit. Pond 1 also does not conform with the White Bear Township freeboard requirement of 3' between the 100-year high water elevation and low opening. It is also recommended that a minimum slope of 0.4% is utilized on the 12" outlet pipe from Pond 2 to provide a self-cleaning velocity of 3 fps during full flow.

The proposed filtration basins provide approximately 11,697 cf of volume below the low surface outlet, however, a TP removal factor of 0.50 should be applied to the volume (as opposed to 0.65) per RCWD rules Table C1. This results in a water quality treatment volume credit of 5,849 cf. This amount does not satisfy the water quality treatment volume requirement of 7,187 cf based upon 1.1 inches over the net new impervious area of 1.8 acres. In addition to the water quality treatment volume required for the net new impervious, the proposed site features should also make up the water quality treatment lost with the removal of the existing wet sedimentation basin EP2 constructed to comply with water quality requirements during the initial development of the site.

CONTROL OF EROSION AND SEDIMENTATION

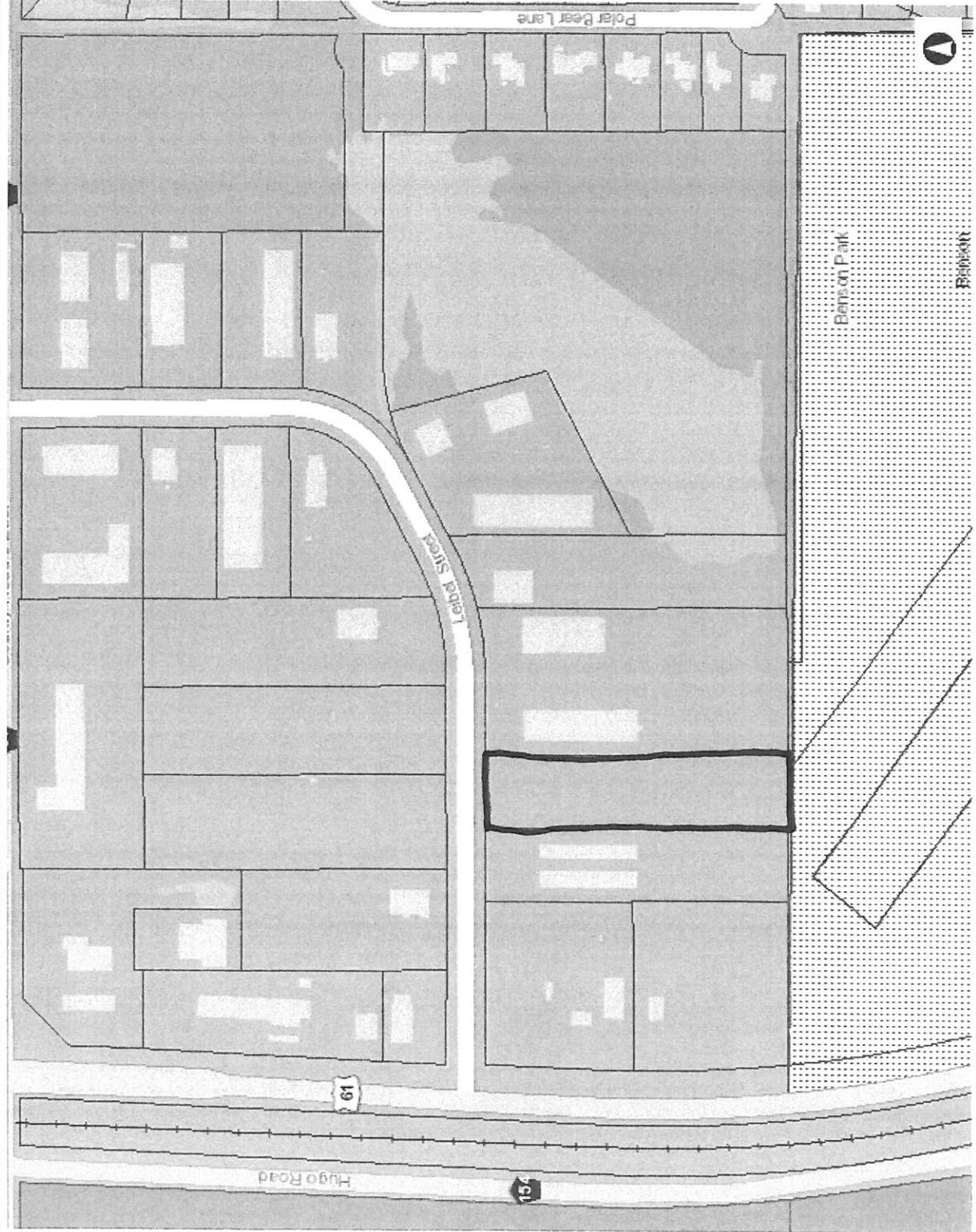
The site plan shows silt fence installed around the perimeter of disturbed areas, inlet protection, biorolls, erosion control blanket, and rock construction entrances. Details of the silt fence installation, bioroll log installation, inlet protection and the rock construction entrance have been included in the plans. A SWPPP has been included but does not include training documentation for the preparer of the SWPPP.

RECOMMENDATIONS

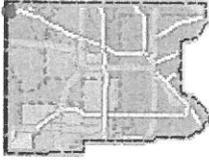
It is recommended that the proposed project not be approved until hydrologic model corrections are made confirming rate control is satisfied, the water quality treatment volume is demonstrated and basins/structure elevations are modified such that the freeboard is achieved.

rsn

s:\uzlw\whbrt\040100\capra2018\stormwaterreview011618.docx



Legend



- City Halls
- Schools
- Hospitals
- Fire Stations
- Police Stations
- Recreational Centers
- Parcel Points
- Parcel Boundaries

Notes

Enter Map Description

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

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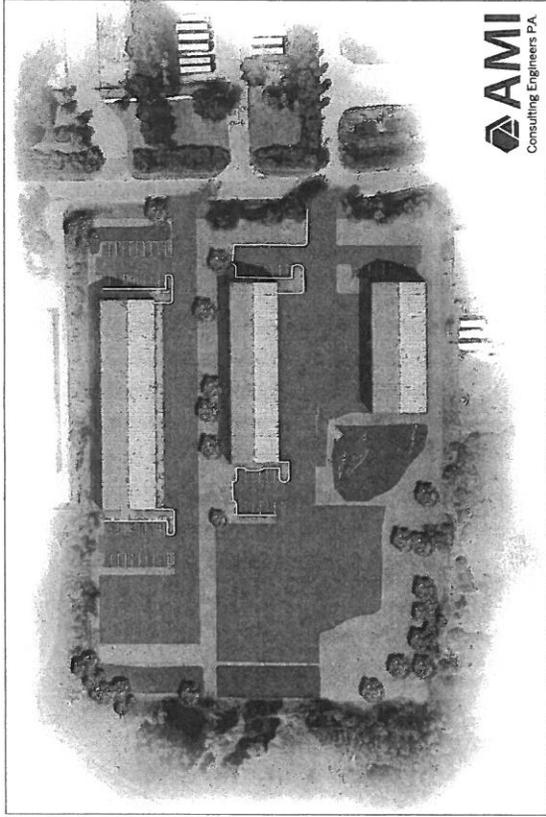
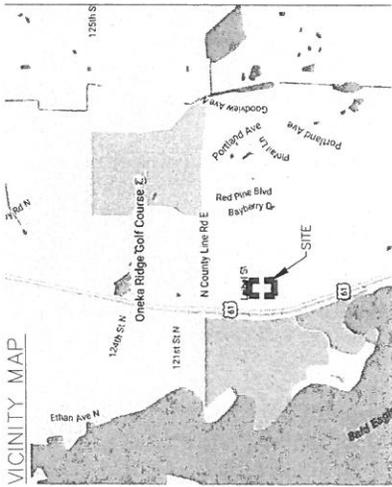
300.00

600.0 Feet

CAPRA PROPERTIES, LLC

SITE IMPROVEMENTS

WHITE BEAR TOWNSHIP, MN



OWNER

OWNER CONTACT
 CAPRA PROPERTIES, LLC
 MIKE CAPRA
 MIKE@CAPRAS.COM
 2340 LEIBEL STREET
 WHITE BEAR TOWNSHIP, MN

DESIGN TEAM

CIVIL ENGINEER
 AMI CONSULTING ENGINEERS, P.A.
 ELI RUPNOW, PE, LEED AP
 ELI.RUPNOW@AMIENGINEERS.COM
 3640 TALMAGE CIR. SUITE 200
 VADNAIS HEIGHTS, MN 55110
 651.337.9259

SURVEYOR

AMI CONSULTING ENGINEERS, P.A.
 RON ALWIN, PLS
 RON.ALWIN@AMIENGINEERS.COM
 3640 TALMAGE CIR. SUITE 200
 VADNAIS HEIGHTS, MN 55110
 651.337.9259

PLAN ABBREVIATIONS:

- | | | | |
|-----|------------------------------|-------|---------|
| PTE | FRESH FLOOR ELEVATION | ST-1 | STATION |
| WB | WALKOUT ELEVATION | ST-2 | STATION |
| LO | LOOKOUT ELEVATION | ST-3 | STATION |
| ME | MATCH EXISTING ELEVATION | ST-4 | STATION |
| CB | GRADE BREAK | ST-5 | STATION |
| TV | TOP OF WALL ELEVATION | ST-6 | STATION |
| BM | BOTTOM OF WALL ELEVATION | ST-7 | STATION |
| CB | GRADE BREAK | ST-8 | STATION |
| OP | EMERGENCY OVERFLOW ELEVATION | ST-9 | STATION |
| HWL | HIGH WATER LEVEL | ST-10 | STATION |
| NWL | NORMAL WATER LEVEL | ST-11 | STATION |
| FM | FINISH MAJOR | ST-12 | STATION |
| FM | FINISH MINOR | ST-13 | STATION |
| DIP | DRAINAGE | ST-14 | STATION |
| PCG | PROPOSED CONCRETE PIPE | ST-15 | STATION |
| PCV | POLYVINYL CHLORIDE PIPE | ST-16 | STATION |
| PCP | PERFORATED PIPE | ST-17 | STATION |
| PCF | PERFORATED FIBERGLASS PIPE | ST-18 | STATION |
| LF | LINEAR FEET | ST-19 | STATION |
| CY | CUBIC YARD | ST-20 | STATION |
| SF | SQUARE FOOTAGE | ST-21 | STATION |
| STA | STATION | ST-22 | STATION |
| FAI | FURNISH AND INSTALL | ST-23 | STATION |
| AR | AS REQUIRED | ST-24 | STATION |
| UN | USE AS-IS | ST-25 | STATION |
| TRP | TYPICAL | ST-26 | STATION |
| R | RADIUS | ST-27 | STATION |
| NTS | NOT TO SCALE | ST-28 | STATION |
| ROW | RIGHT OF WAY | ST-29 | STATION |

PLAN LEGEND:

- PROPERTY LINE
- SETBACK LINE
- RIGHT OF WAY LINE
- RETAINING WALL
- EXISTING BUILDING
- PROPOSED BUILDING
- PROPOSED FENCE
- EXISTING STORM
- PROPOSED STORM
- PROPOSED DRAINAGE
- EXISTING SANITARY
- PROPOSED SANITARY
- EXISTING WATERMAIN
- PROPOSED WATERMAIN
- EXISTING OVERHEAD UTILITY
- EXISTING UNDERGROUND ELECTRIC
- EXISTING UNDERGROUND GAS
- EXISTING MAJOR CONTOUR
- PROPOSED MAJOR CONTOUR
- EXISTING MINOR CONTOUR
- PROPOSED MINOR CONTOUR
- SILT FENCE
- BERRILL LOG

- #### PLAN SYMBOLS:
- Sanitary Manhole
 - Sanitary Cleanout
 - Storm Manhole
 - Storm Catch Basin
 - Storm Apiron
 - Water Valve
 - Fire Hydrant
 - Light Pole
 - Flag Pole
 - Gas Meter
 - Electric Meter
 - Mail Box
 - Soil Boring Location
 - Spot Elevation
 - Slope
 - Parking Stall Count
 - Inlet Protection
- #### PLAN HATCHES:
- Bituminous Pavement
 - Concrete
 - Riprap
 - Wetland
 - Erosion Control Blanket
 - Sod
 - Mulch
 - Rock Construction Entrance

RECEIVED
 JAN 04 2018
 TOWN OF WHITE BEAR



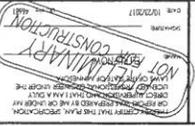
THE LOCATIONS OF UNDERGROUND UTILITIES HAVE BEEN PROVIDED BY THE UTILITY COMPANIES. THE CONTRACTOR SHALL VERIFY EXACT LOCATION OF ALL UTILITIES BEFORE COMMENCING CONSTRUCTION PER STATE LAW.

SHEET INDEX

CIVIL	TITLE SHEET
G1.0	SITE PLAN
G2.0	GRADING PLAN
C3.0	STORM MANAGEMENT PLAN
S4.0	BOUNDARY AND TOPOGRAPHIC SURVEY
L1.0	LANDSCAPE PLAN

CAPRA SITE IMPROVEMENTS
 CAPRA PROPERTIES, LLC
 2340 LEIBEL STREET
 WHITE BEAR TOWNSHIP, MN
 TITLE SHEET

JOB No: 171265
 DATE: 01/04/2018
 DRAWN BY: CJO
 DESIGNED BY: ECR
 SHEET:
G1.0



AMI Consulting Engineers P.A.
 3640 TALMAGE CIR. VADNAIS HEIGHTS
 651.337.9259 - amineers.com
 SUPERIOR - IRON RANGE



DATE:	01/22/21
DESCRIPTION:	
REV:	
BY:	

DATE:	
DESCRIPTION:	
REV:	
BY:	

GRADING PLAN
CAPRA SITE IMPROVEMENTS
CAPRA PROPERTIES, LLC
2322 LABEL STREET
WHITE BEAR TOWNSHIP, MN

JOB NO: 171365
DATE: 01/04/2018
DRAWN BY: CJO
DESIGNED BY: ECK
SHEET: C3.0



- GRADING LEGEND:**
- MANHOLE
 - CATCHBASIN
 - ATRIUM
 - FLOW ARROW
 - SPOT ELEVATION
 - PROPOSED MINOR CONTOUR
 - PROPOSED MAJOR CONTOUR
 - EXISTING MINOR CONTOUR
 - EXISTING MAJOR CONTOUR
 - TRIP-OUT CURB AND GUTTER
 - RETAINMENT WALL
 - VEGETATED SWALE
 - GRADING EXTREME

GENERAL GRADING AND DRAINAGE NOTES:

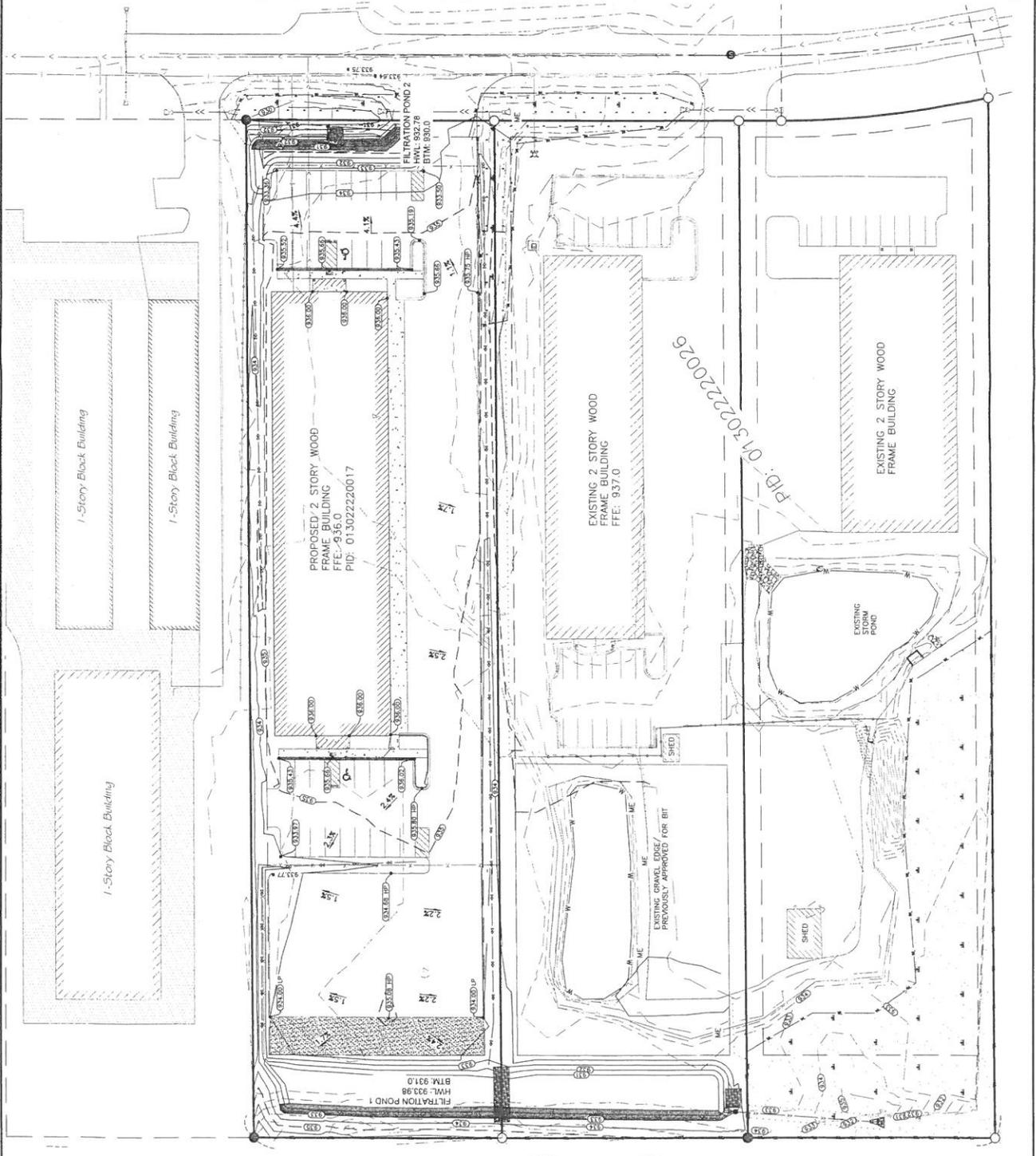
- ALL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE IN PLACE BEFORE CONSTRUCTION BEGINS.
- CONTRACTOR SHALL BE RESPONSIBLE FOR DETERMINING QUANTITIES OF CUT, FILL AND WASTE MATERIAL TO BE INCULCATED, AND FOR THE AMOUNT OF GRADING TO BE DONE. ALL COSTS ASSOCIATED WITH IMPORTING SUITABLE MATERIAL AND EXPORTING UNSUITABLE/EXCESSIVE MATERIAL SHALL BE INCLUDED IN THE BID PRICE.
- CONTRACTOR SHALL MAINTAIN A MINIMUM OF 6" MINIMUM IN ALL DESIRED AREAS TO BE LANDSCAPED. MATERIAL IS APPROVED BY THE LANDSCAPE ARCHITECT AND/OR SPOURS BEFORE PROCEEDING.
- CONTRACTOR SHALL DISPOSE OF ANY EXCESS SOIL MATERIAL UNLESS OTHERWISE DIRECTED.
- REFER TO LANDSCAPE PLAN FOR PERMANENT TURF RESTORATION AND PLANTING INFORMATION.
- MAINTAIN TEMPORARY PROTECTION MEASURES DURING CONSTRUCTION ACTIVITIES. SEE SITE PLAN FOR PROTECTION MEASURES. PROVIDE CONTINUAL PROTECTION AS NECESSARY AS WORK PROGRESSES.
- SEE CIVIL SITE PLAN FOR SITE LAYOUT.
- PROPOSED CONTOURS AND SPOT ELEVATIONS ARE TO FINISHED SURFACE GRADE.
- SPOT ELEVATIONS SHOULD BE PLACED TO SHOW WITH AN INTERPOLATED SPOT ELEVATION SHOWN FOR TOP OF CURB AND GUTTER. SPOT ELEVATIONS SHOULD BE LABELED AS PER THE TOPOGRAPHIC MAP. SPOT ELEVATIONS SHOULD BE LABELED AS PER THE TOPOGRAPHIC MAP. SPOT ELEVATIONS SHOULD BE LABELED AS PER THE TOPOGRAPHIC MAP.
- PROVIDE POSITIVE DRAINAGE AWAY FROM BUILDINGS AT ALL TIMES.
- NO GRATED SLOPES SHALL EXCEED 3:1 (HORIZONTAL TO VERTICAL) UNLESS OTHERWISE NOTED.
- USUALLY GRADE AREAS WITHIN LINES OF FINISH AND PROPOSED SURFACE WITH UNIFORM SLOPES BETWEEN POINTS WHERE ELEVATIONS ARE SHOWN OR BETWEEN SUCH POINTS AND EXISTING GRADES.
- LIMIT THE DISTURBED AREA AS MUCH AS POSSIBLE AND CONDUCT GRADING OPERATIONS IN A MANNER TO MINIMIZE THE POTENTIAL FOR EROSION.



STATE LAW 48 HOURS BEFORE EXCAVATING OR DISTURBING BELONGS. CALL 811 FOR FIELD LOCATION OF UTILITY OWNED LINES BUT NOT PRIVATE LINES.

THE LOCATIONS OF UNDERGROUND UTILITIES ARE SHOWN INDEPENDENTLY VERIFIED. THE EXACT LOCATION OF ALL UTILITIES (PUBLIC AND PRIVATE) MUST BE DETERMINED THROUGH CONSTRUCTION BARRIERS.

Know what's below.
Call before you dig.

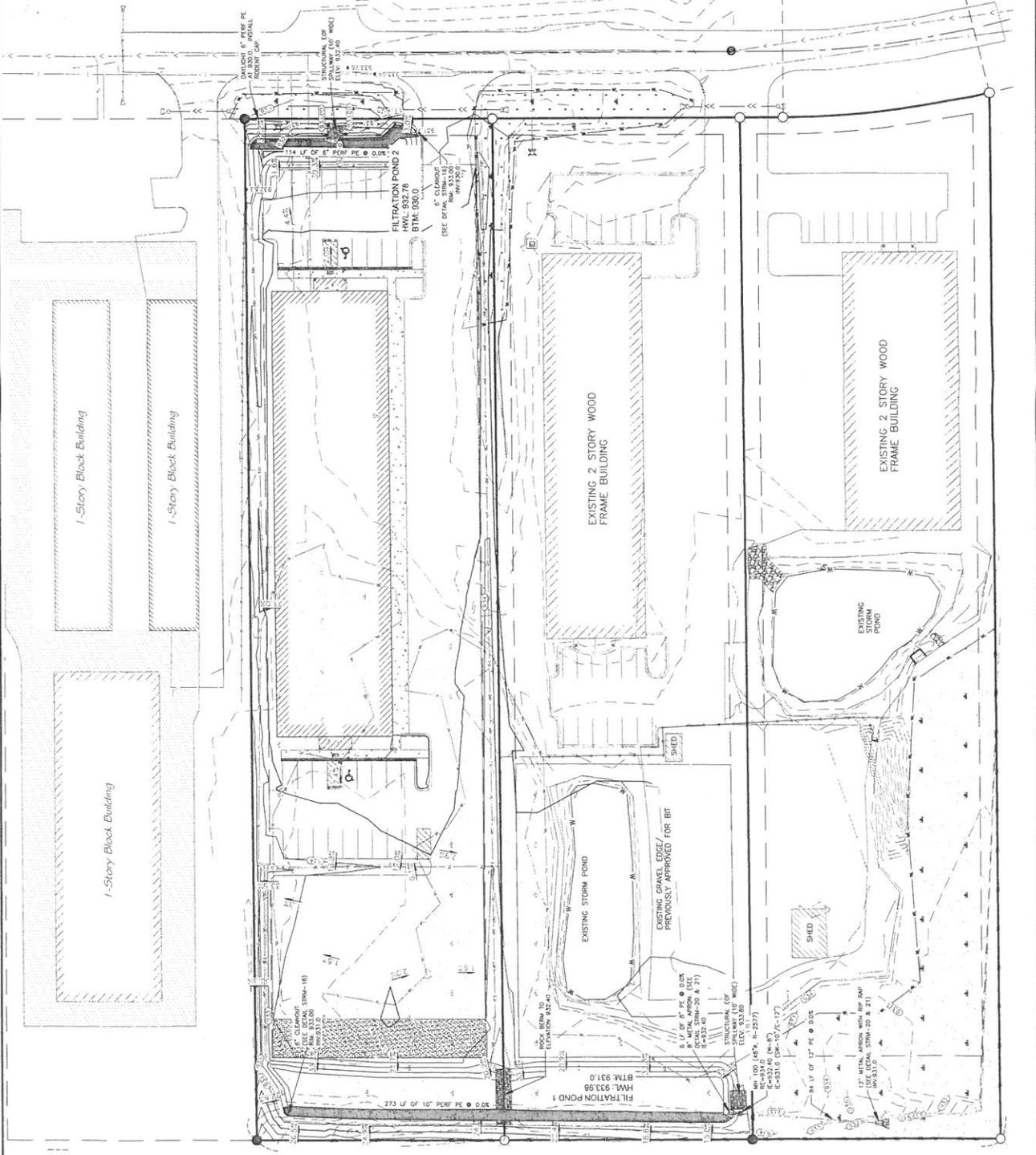




- STORMWATER MANAGEMENT LEGEND:**
- APRON
 - MANHOLE/CATCHBASIN
 - CLEANOUT
 - FLOW ARROW
 - SPOT ELEVATION
 - MAJOR CONTOUR ELEVATION
 - MAJOR CONTOUR ELEVATION
 - STORM SEWER
 - DRAINAGE
 - NON-JURISDICTIONAL WETLAND
 - FILTRATION BENCH (SEE DETAIL 505)
 - REPAIR

- GENERAL GRADING AND DRAINAGE NOTES:**
- ALL EROSION AND STABILIZATION CONTROL MEASURES SHALL BE IN PLACE BEFORE BEGINNING SITE GRADING ACTIVITIES.
 - CONTRACTOR SHALL MAINTAIN THE STABILITY OF CUT, FILL, AND WASTE MATERIAL TO BE HANDLED, AND FOR THE AMOUNT OF GRADING TO BE DONE. ALL COSTS ASSOCIATED WITH IMPROVING MATERIAL SHALL BE INCLUDED IN THE BID PRICE.
 - CONTRACTOR SHALL STABILIZE AND RE-SPREAD EXISTING ON-SITE TOPSOIL IF MATERIAL IS APPROVED BY THE LANDSCAPE ARCHITECT. MINIMUM IN ALL DISTURBED AREAS TO BE LANDSCAPED.
 - CONTRACTOR SHALL DEPOSE OF ANY EXCESS SOIL MATERIAL UNLESS OTHERWISE DIRECTED.
 - REFER TO LANDSCAPE PLAN FOR PERMANENT TURF RESTORATION AND PLANTING INFORMATION.
 - MAINTAIN TEMPORARY PROTECTION MEASURES DURING CONSTRUCTION PROVIDE ADDITIONAL PROTECTION AS NECESSARY AS WORK PROGRESSES.
 - SEE CIVIL SITE PLAN FOR SITE LAYOUT.
 - PROPOSED CONTOURS AND SPOT ELEVATIONS ARE TO FINISHED SURFACE GRADE.
 - SPOT ELEVATIONS SHOWN ADJACENT TO CURB REFER TO GUTTER/FLOW LINE SPOT ELEVATION SHOWN FOR THE CURB. MATERIAL SHALL BE CHANGED TO REFLECT TO EMERGENCY OVERFLOW ELEVATION. TW REFERS TO TOP OF WALL AND BE REFERRED TO BOTTOM OF WALL.
 - PROVIDE POSITIVE DRAINAGE AWAY FROM BUILDINGS AT ALL TIMES.
 - NO CHIMED SLOPES SHALL EXCEED 3:1 (HORIZONTAL TO VERTICAL) UNLESS OTHERWISE NOTED.
 - UNDERGROUND SERVICES (ELECTRIC, GAS, FIBER, AND CABLE) ARE SHOWN WITH UNIFORM SLOPE BREAK POINTS WHERE ELEVATIONS ARE SHOWN OR BETWEEN SLOPE POINTS AND EXISTING UTILITIES.
 - LIMIT THE DISTURBED AREA SUCH AS POSSIBLE. ALL SUBJECT UNDERGROUND UTILITIES SHALL BE PROTECTED AND MAINTAINED TO PREVENT EROSION.

STATE LAW: 48 HOURS BEFORE EXCAVATING OR DEMOLISHING BUILDINGS, CALL 811 FOR FIELD LOCATIONS OF UTILITY OWNER UNITS BUT NOT PRIVATE LINES. THE LOCATIONS OF UNDERGROUND UTILITIES ARE SHOWN INDICATIVELY ONLY. THE EXACT LOCATION OF ALL UTILITIES (PUBLIC AND PRIVATE) MUST BE DETERMINED BY FIELD SURVEY AND RECORDS.



RECORD RETENTION:

- 1. THE SWPPP, INCLUDING ALL CHANGES TO IT, PERMITS, AND INSPECTION AND MAINTENANCE RECORDS MUST BE KEPT ON-SITE AT ALL TIMES. THESE RECORDS MUST BE KEPT FOR A MINIMUM OF 3 YEARS AFTER THE SWPPP IS COMPLETED.
- 2. ANY OTHER STORMWATER RELATED PERMITS REQUIRED FOR THE PROJECT.
- 3. RECORDS OF ALL INSPECTION AND MAINTENANCE CONDUCTED DURING CONSTRUCTION.
- 4. ALL PERMITS, ORDINANCES AND MAINTENANCE AGREEMENTS THAT HAVE BEEN IMPLEMENTED, INCLUDING ALL RIGHT-OF-WAY, CONTRACTS, COMMENTS AND OTHER BINDING REQUIREMENTS REGARDING PERMITAL MAINTENANCE.
- 5. ALL REQUIRED CALCULATIONS FOR DESIGN OF THE TEMPORARY AND PERMANENT STORMWATER MANAGEMENT SYSTEM.

SWPPP AMENDMENTS:

- 1. THE PERMITS MUST ALLOW THE SWPPP AS NECESSARY TO INCLUDE ADDITIONAL REQUIREMENTS THAT ARE DESIGNED TO CORRECT PROBLEMS IDENTIFIED OR TO ADDRESS ANY OF THE FOLLOWING SITUATIONS:
 - a. THERE IS A CHANGE IN DESIGN, CONSTRUCTION, OPERATION, MAINTENANCE, WEATHER OR SEASONAL CONDITIONS THAT HAVE A SIGNIFICANT EFFECT ON THE STORMWATER DISCHARGE.
 - b. INSPECTION OR INVESTIGATION BY A PARTY (SWPPP COORDINATOR, INSPECTORS, SITE OPERATOR, LOCAL STATE OR FEDERAL OFFICIALS) INDICATES THE SWPPP IS NOT EFFECTIVE.
 - c. THE SWPPP IS NOT ACHIEVING THE GENERAL OBJECTIVES OF MINIMIZING POLLUTANTS IN STORMWATER DISCHARGE.
 - d. ANY PART OF THE SWPPP IS DEEMED TO BE NOT CONSISTENT WITH THE TERMS AND CONDITIONS OF THE PERMIT.
- 2. THE WORK DETERMINES THAT DISCHARGE MAY CAUSE OR CONTRIBUTE TO NON-ATTAINMENT OF ANY APPLICABLE WATER QUALITY STANDARDS OR THE SWPPP DOES NOT INCORPORATE THE REQUIREMENTS RELATED TO AN IMPROVED WATERSHED OR APPROVED TMDL.

ADDITIONAL REQUIREMENTS:

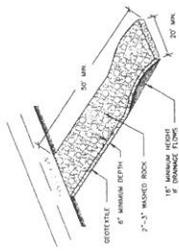
- 1. LEAVE NO SOIL OPEN FOR MORE THAN 48 HOURS TO MEET MINNESOTA BD REQUIREMENTS.
- 2. PERFORM INSPECTIONS WITHIN SIX (6) HOURS OF EVERY 24 HOUR STORM EVENT THAT IS GREATER THAN OR EQUAL TO 0.75" RAIN TO MEET MINNESOTA BD REQUIREMENTS.

ESTIMATED QUANTITIES	UNIT	QUANTITY
SILT FENCE	LF	122
STORMWATER INLET PROTECTION	EA	4
ROCK CONSTRUCTION ENTRANCE	EA	1
SEDIMENT CONTROL BLANKET	SY	1000
SPRINT/LANDSCAPING	AC	0

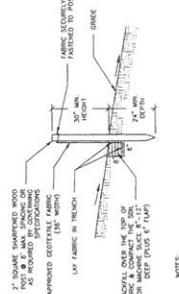
STATE LAW 48 HOURS BEFORE EXCAVATING OR DEMOLISHING UNITS CALLS FOR THE SERVICE LOCATOR TO BE PLACED IN THE PUBLIC UTILITY OWNED UNITS BUT NOT PRIVATE LINES. THE LOCATIONS OF UNDERGROUND UTILITIES ARE SHOWN INDEPENDENTLY OBTAINED. THE EXACT LOCATION OF ALL UTILITIES (PUBLIC OR PRIVATE) MUST BE DETERMINED BEFORE COMMENCING WORK.



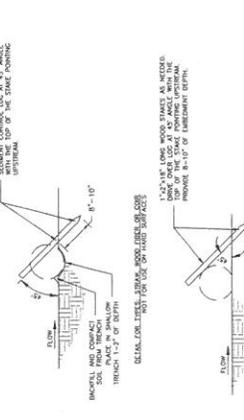
USGS MAP NOT TO SCALE



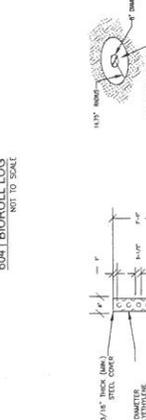
- 800 ROCK CONSTRUCTION ENTRANCE**
NOT TO SCALE
1. GROUTABLE SHALL BE PLACED UNDER ROCK TO STOP WIND.
 2. OTHER METHODS BEHIND ROCK (SLASH MACH, RUBBLE AND ETC.) MAY BE USED FOR EROSION STABILIZATION WITH ENGINEER APPROVAL.
 3. SEE EROSION CONTROL PLAN OR SWPPP FOR MAINTENANCE.



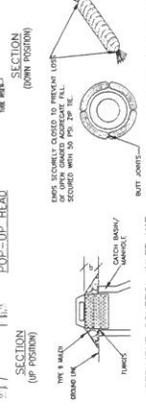
- 601 SILT FENCE**
NOT TO SCALE
1. POST SPACING SHALL NOT EXCEED 8 FEET.
 2. POST SIZE AND TYPE SHALL BE APPROVED BY ENGINEER.
 3. GROUTABLE/FABRIC SHALL BE "WEARY" TYPE OR APPROVED EQUAL.
 4. FENCE SHALL BE A MIN. OF 6 INCHES DEEP BY 6 INCHES WIDE.
 5. MACHINE SLOTTED METHOD IS ACCEPTABLE.
 6. SEE EROSION CONTROL PLAN OR SWPPP FOR REPAIR AND MAINTENANCE.



- 604 BIOROLL LOG**
NOT TO SCALE
1. SPACE BETWEEN STRIPS SHALL BE A MAXIMUM OF 1 FOOT FOR EACH CHECK OR 2 FEET FOR OTHER APPLICATIONS.
 2. TO OBTAIN FACED LOGS, STRIPS SHALL BE INCORPORATED.
 3. FOR PERMANENT DESIGN CHECK, REDUCE THE HEIGHT TO 18 IN. AND ADJUST THE 1/2" DIA. LOGS TO 1/4" DIA.
 4. SHALL CONSIST OF 1/2" DIA. LOGS OF APPROXIMATELY 18 IN. L. IN 2' DIA. LOGS SHALL BE PLACED ON EDGE.
 5. HOLE AND BUSHING, PLACE BUSHING ON THE BLANKET AND MARK BUSHING AROUND THE BUSHING PLACE STRIP THROUGH HOLE AND BUSHING.

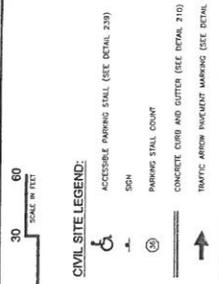


- 605 INLET PROTECTION**
NOT TO SCALE
1. SEDIMENT CONTROL INLET HAT SHALL BE A HAT OR PLACING PERFORATED METAL SCREEN TO IT TO HOLD THE WATER BACK AVAILABLE HAVE PROVISIONS TO ALLOW FOR WATER BACKUP.
 2. PERFORATED METAL SCREEN SHALL BE 1/2\"/>



- 606 ROCK LOG/COMPOST LOG**
NOT TO SCALE
1. PERFORATED METAL SCREEN SHALL BE 1/2\"/>

NOT FOR CONSTRUCTION



- KEY NOTES**
- BITUMINOUS PAVEMENT (SEE DETAIL 200)
 - CONCRETE SIDEWALK (SEE DETAIL 04)
 - 8" RIBBON CONCRETE CURB AND GUTTER (SEE DETAIL 210)
 - RIBBON CURB FILL WITH ADJACENT PARAPET (SEE DETAIL 212)
 - CURB MARK (SEE DETAIL 214)
 - BRIMMED APRON (SEE DETAIL 220)
 - CURB OPENING (SEE DETAIL 227)
 - ACCESSIBLE STALL SIGN (SEE DETAIL 240)
 - STOP SIGN (SEE DETAIL 243)
 - PROPOSED BUILDING: SEE ARCHITECTURAL FOR EXACT LOCATIONS AND DIMENSIONS. SEE CIVIL FOR EXISTING AND PROPOSED DIMENSIONS. SEE ARCHITECTURAL AND STRUCTURAL FOR DETAILS.

SITE DATA

STIP/AREAL SIZE	2.13 AC (93,791 SQ FT)
BUILDING AREA	18,999 SF (TOTAL COVERAGED)
IMPERVIOUS/POROUS AREA	149 SQ/7654 AC (70% COVERAGED)
LAND USE CLASSIFICATION	XXXXXXX
CURRENT ZONING	XXXXXXX
FLOOD ZONE CLASSIFICATION	XXX

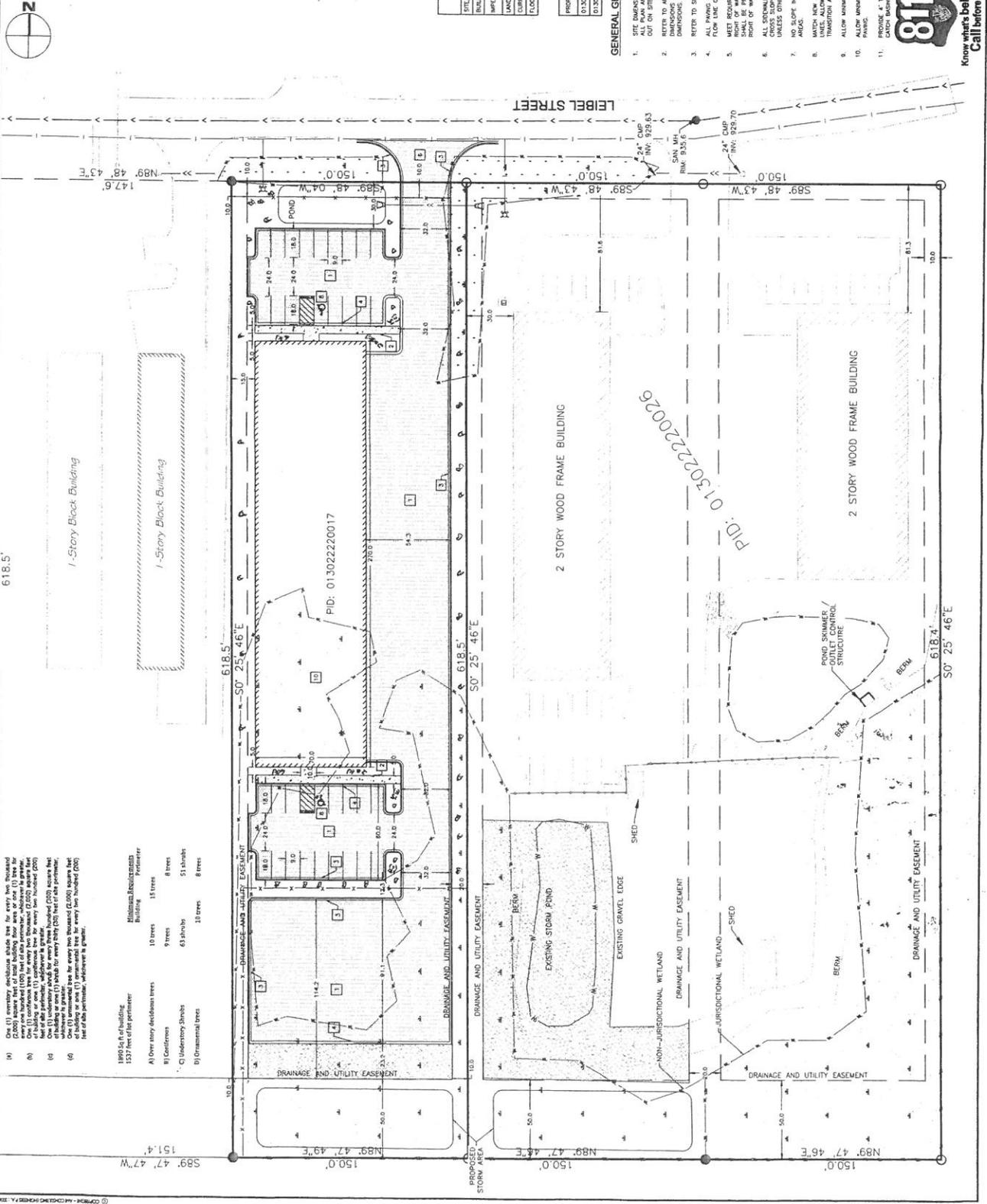
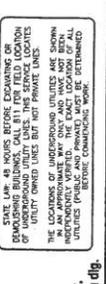
PROPERTY IDENTIFICATION NUMBER (PIN) IMPERVIOUS COVERAGE

013022220017	72%
013022220018	34%

GENERAL GEOMETRIC AND PAVING NOTES:

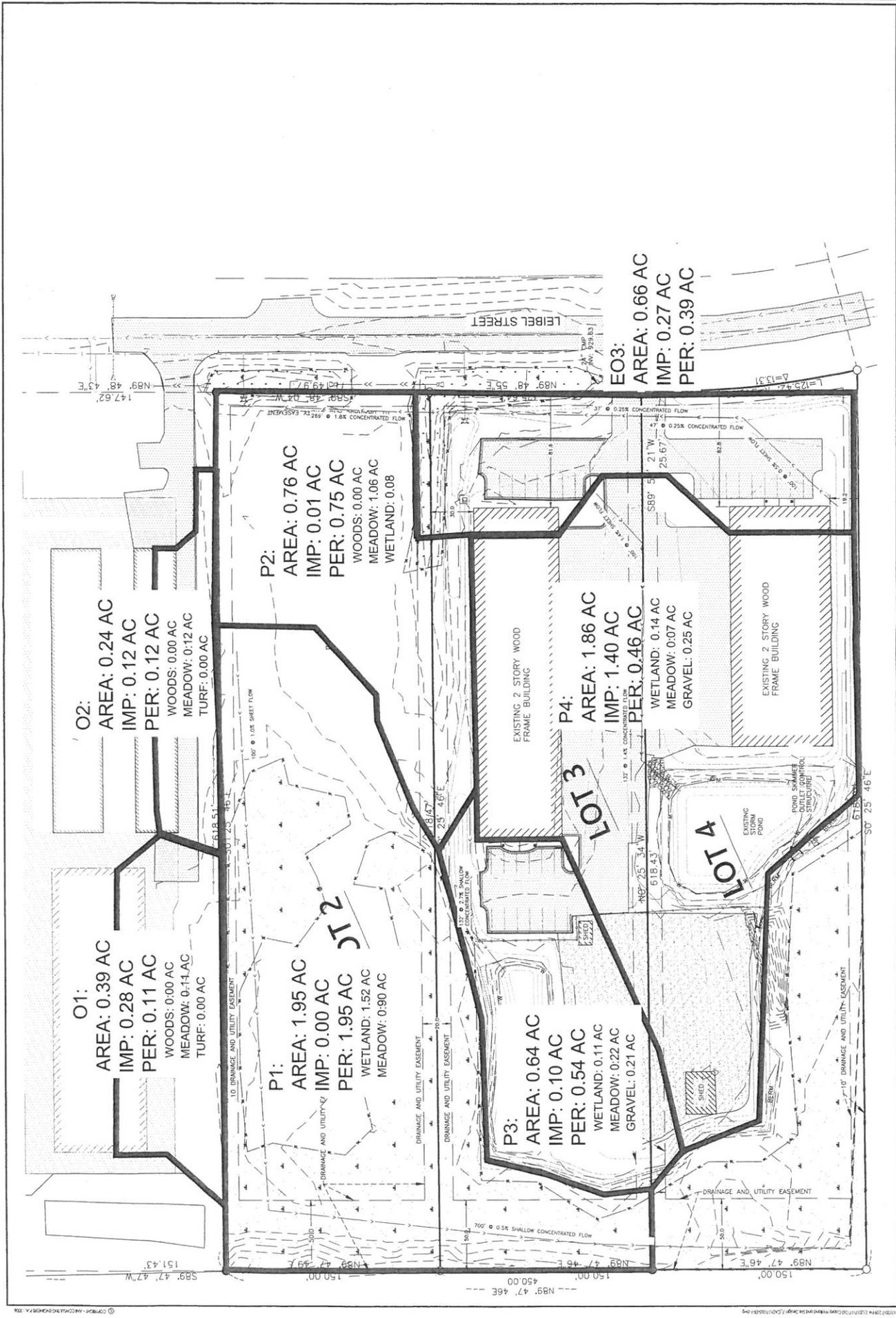
- SITE DIMENSIONS SHOWN ON THIS PLAN SHALL BE USED FOR ALL LAYOUT WORK. CHECK ALL PLAN AND DETAIL DIMENSIONS, BUILDING AND SITE IMPROVEMENTS SHALL BE Laid OUT ON SITE BY A REGISTERED LAND SURVEYOR OR A LICENSED ENGINEER.
- DIMENSIONS OF STODDARD, HAYS AND WELLS STOPS AND PAVEMENT MARKING DIMENSIONS.
- REFER TO SITE RELOCATION PLAN FOR LIMITS OF PAVEMENT REMOVAL, IF APPLICABLE.
- ALL PAVING DIMENSIONS ARE TO FLOW LINE OF CURB UNLESS NOTED OTHERWISE. THE FLOW LINE OF CURB IS ASSUMED TO BE 8" INCHES FROM THE BACK OF CURB.
- MEET REQUIREMENTS OF LOCAL GOVERNING AUTHORITY FOR WORK WITHIN THE PUBLIC RIGHT OF WAY. ALL PAVING DIMENSIONS SHALL BE PROVIDED AND APPROVED BY THE CITY PRIOR TO BEGINNING WORK IN THE RIGHT OF WAY.
- ALL SIDEWALKS SHALL HAVE POSITIVE SLOPE AWAY FROM THE BUILDING THE MAXIMUM UNLESS OTHERWISE SHOWN ON THE DRAWINGS.
- NO SLOPE IN ANY DIRECTION SHALL EXCEED 2% IN ACCESSIBLE PARKING AND LOADING AREAS.
- MATCH NEW AND EXISTING PAVEMENT SURFACES, SIDEWALKS AND CURBS AT SKINOUT TRANSITION AREAS AND EXISTING JOINTS.
- ALLOW MINIMUM OF 500X DASH CURB FOR CURB AND GUTTER PRIOR TO PAVING.
- ALLOW MINIMUM OF 24 HOUR COOKING PRIOR TO ALLOWING TRAFFIC ON BITUMINOUS PAVING.
- PROVIDE A TRANSITION OF BEAR CURB AND GUTTER OTHER SIDE OF RETICULAR CATCH BASINS TO MATCH WIDTH OF CASTING.

STATE LAW 48 HOURS BEFORE EXPOSURE OF UNDERGROUND UTILITY LINES. THIS SERVICE LOCATED UTILITY OWNED LINES BUT NOT PRIVATE LINES. THE LOCATION OF ALL UTILITIES AND THE EXACT LOCATION OF ALL UTILITIES IS SUBJECT TO CHANGES. CONTACT THE UTILITY OWNERS FOR FURTHER INFORMATION.



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 THIS DRAWING IS THE PROPERTY OF AMI CONSULTING ENGINEERS P.A. AND IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, REPRODUCED OR OTHERWISE TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF AMI CONSULTING ENGINEERS P.A.

DATE: _____	DESCRIPTION: _____	REV: _____	EXISTING DRAINAGE: _____
_____	_____	_____	WHITE BEAR TOWNSHIP, MN 2320 LABEL STREET WHITE BEAR TOWNSHIP, MN
_____	_____	_____	JOB No: 171285 DATE: 01/04/2018 DRAWN BY: CJO CHECKED BY: ECR
_____	_____	_____	SHEET: EX-1



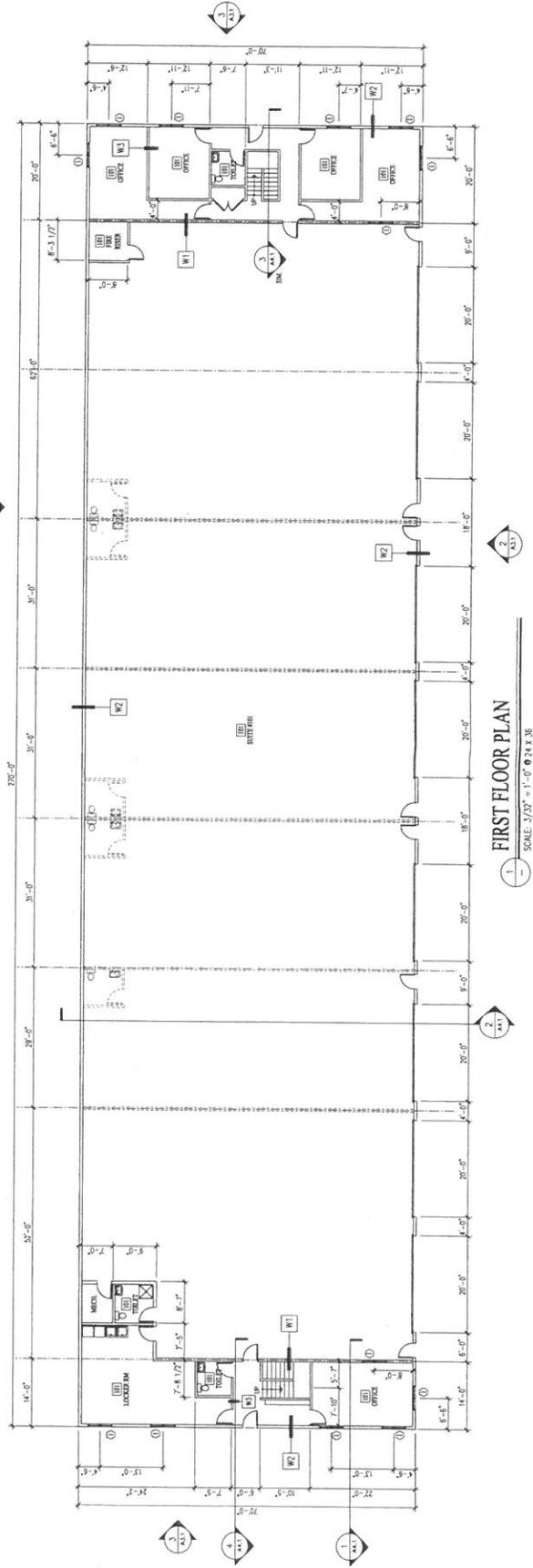
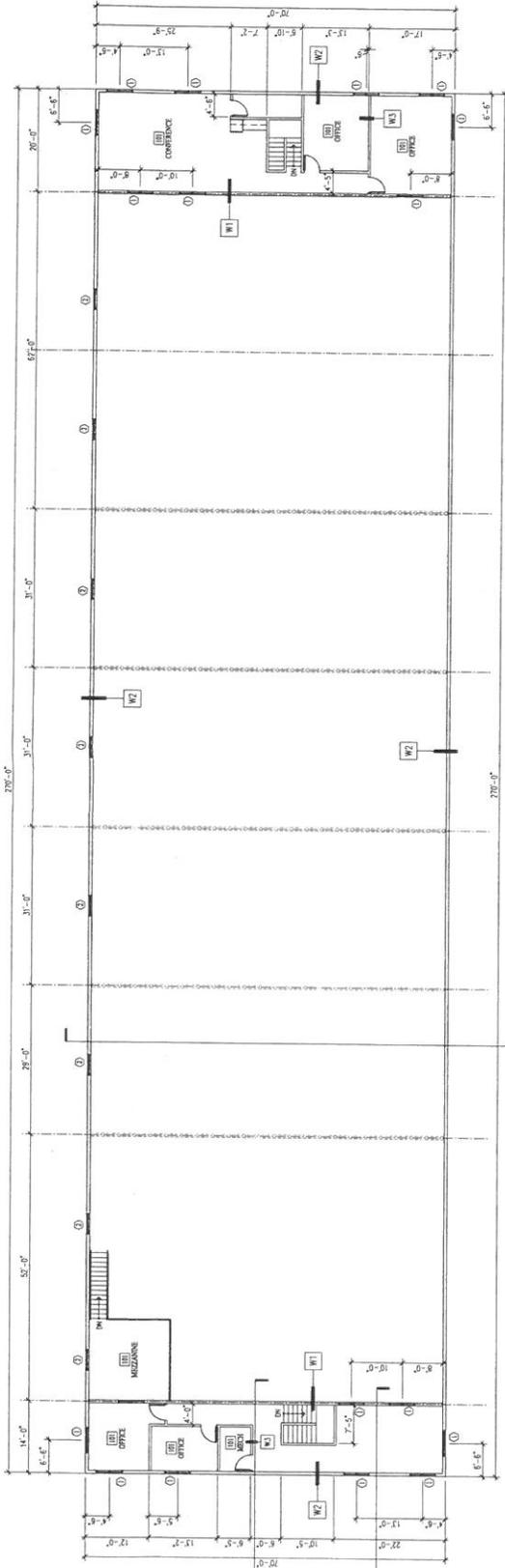


RECEIVED
 JAN 04 2018
 TOWN OF WHITE BEAR

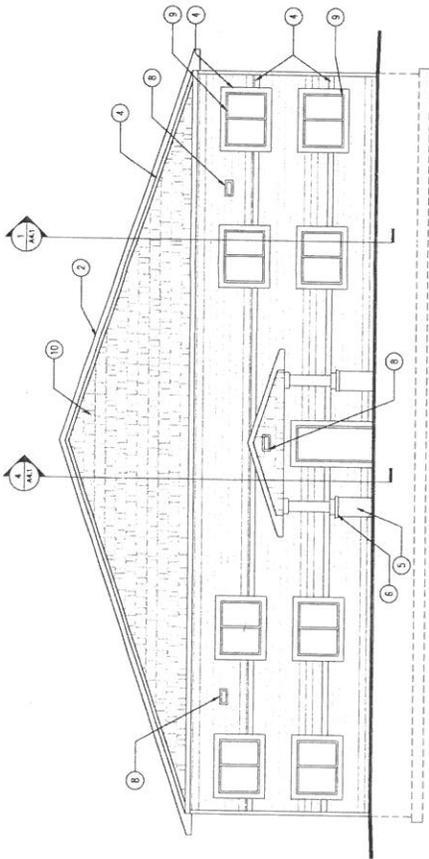
CAPRAS UTILITIES BUILDING
 2320 LEIBEL STREET
 WHITE BEAR LAKE TOWNSHIP, MN

A2.0

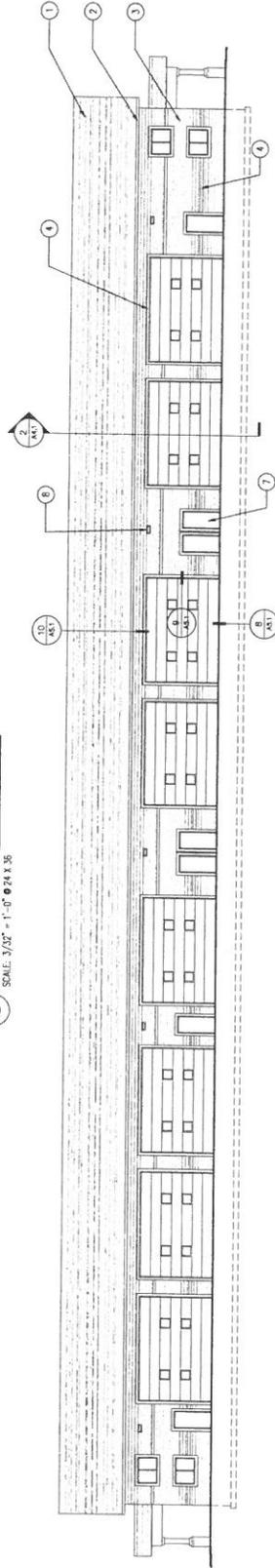
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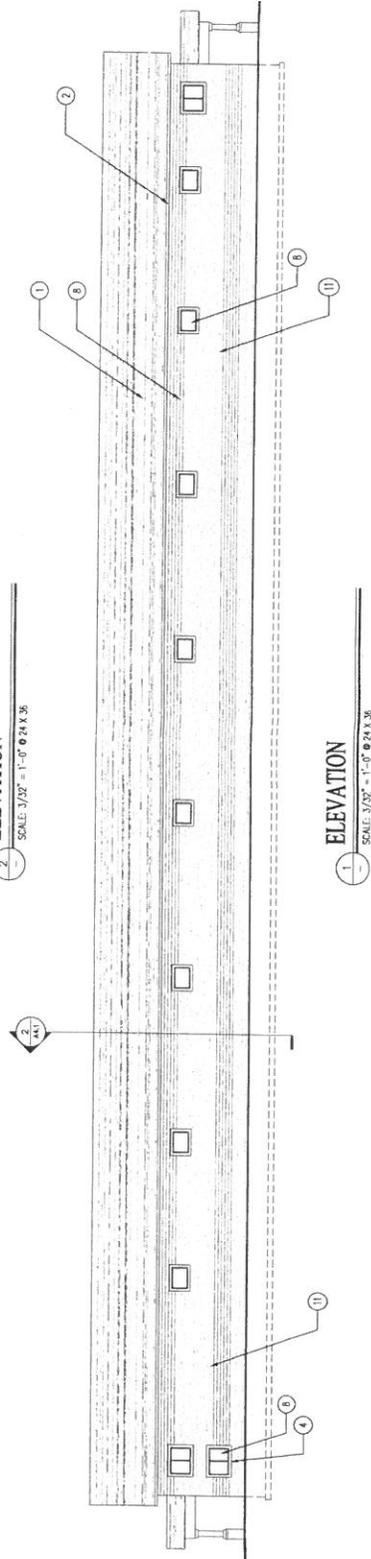
1	36 YEAR ARCHITECTURAL ASPHALT SHINGLES
2	PREFINISHED METAL FACIA
3	SIDING - HARD BOARD
4	6" TERT BOARD
5	STONE VENEER
6	PRECAST SILL
7	HOLLOW METAL DOOR AND FRAME
8	WALL PAK LIGHT
9	WINDOWS
10	SHAKES SIDING
11	WHT. SIDING
12	
13	
14	
15	
16	



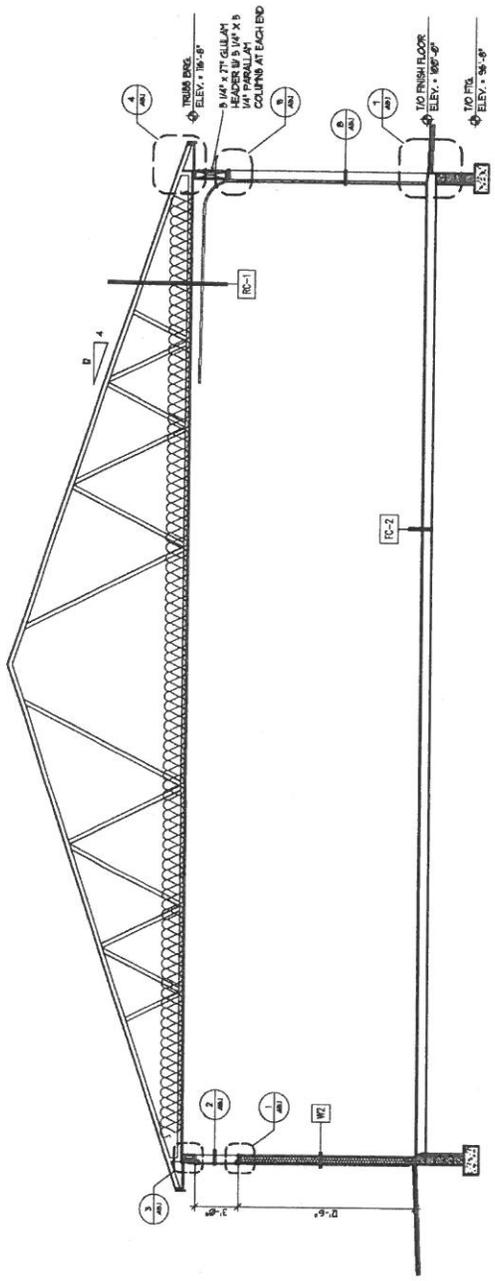
3
 ELEVATION
 SCALE: 3/32" = 1'-0" @ 24 X 36



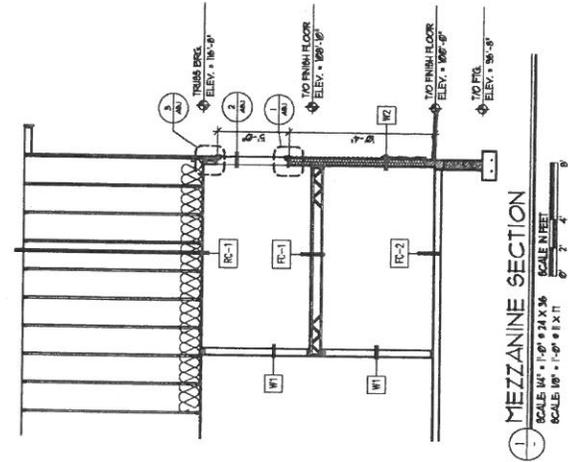
2
 ELEVATION
 SCALE: 3/32" = 1'-0" @ 24 X 36



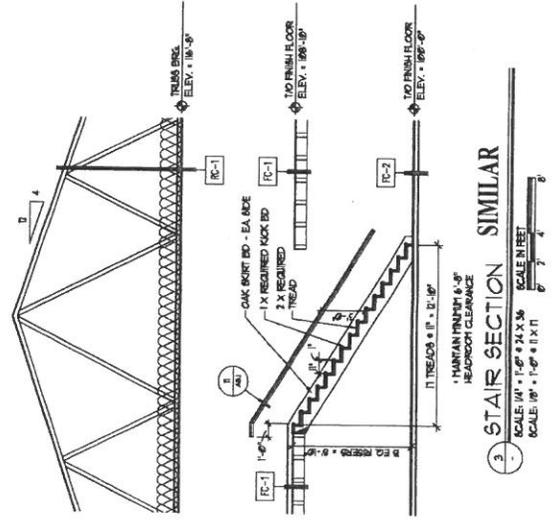
1
 ELEVATION
 SCALE: 3/32" = 1'-0" @ 24 X 36



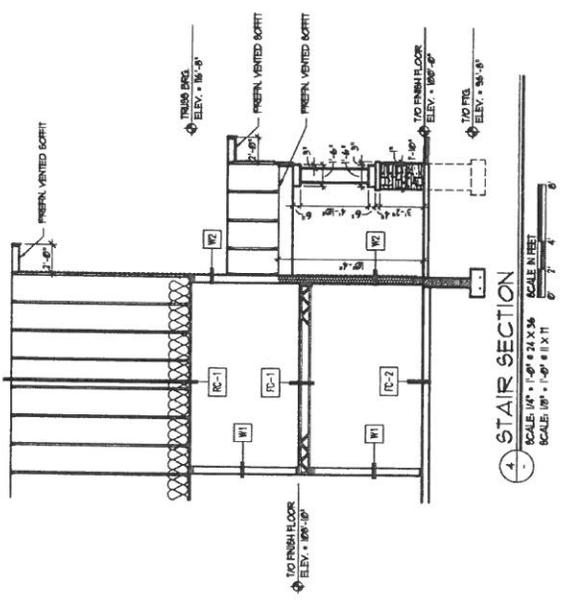
2 BUILDING SECTION
SCALE 1/8" = 1'-0" = 24 X 36'
SCALE 1/8" = 1'-0" = 12 X 11'



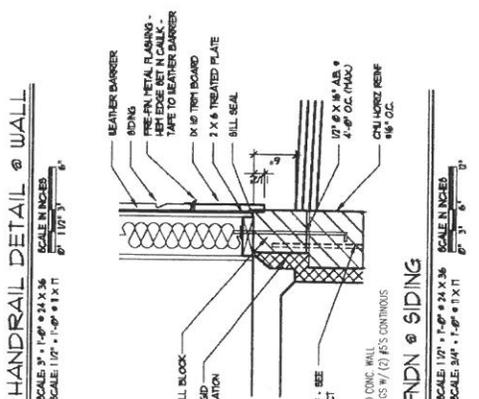
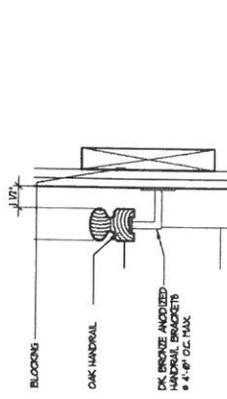
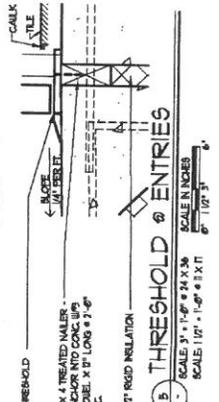
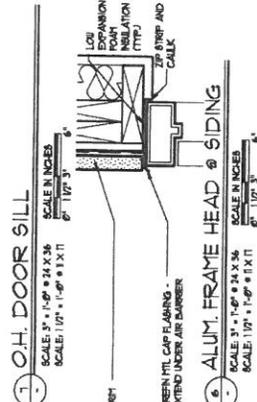
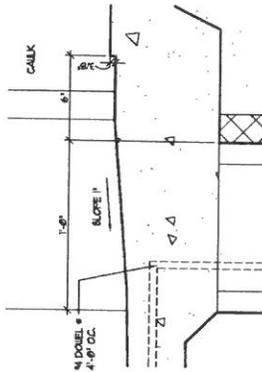
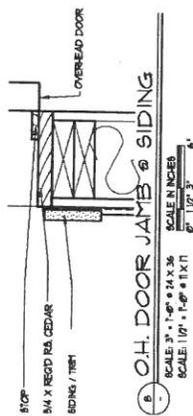
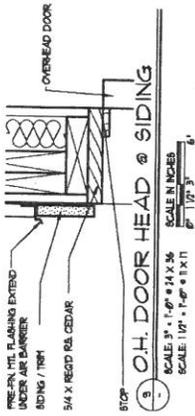
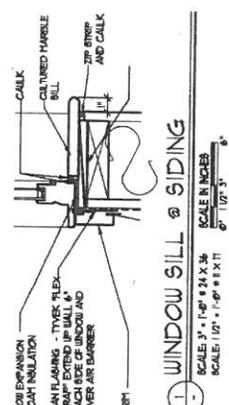
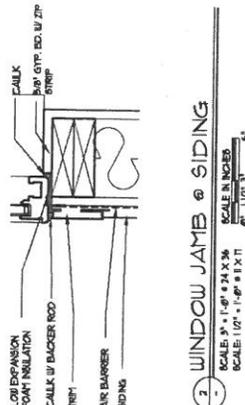
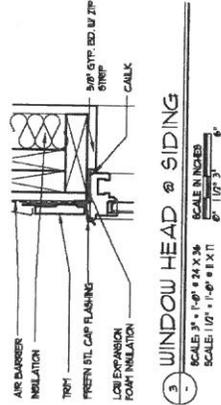
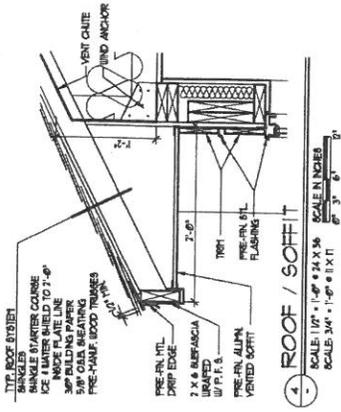
1 MEZZANINE SECTION
SCALE 1/8" = 1'-0" = 24 X 36'
SCALE 1/8" = 1'-0" = 12 X 11'



3 STAIR SECTION SIMILAR
SCALE 1/8" = 1'-0" = 24 X 36'
SCALE 1/8" = 1'-0" = 12 X 11'



4 STAIR SECTION
SCALE 1/8" = 1'-0" = 24 X 36'
SCALE 1/8" = 1'-0" = 12 X 11'



48" HIGH ROUND CONC. WALL
 12" X 24" FOOTINGS W/ (2) #5'S CONTINUOUS

ZONING CERTIFICATE

TOWN OF WHITE BEAR, MINNESOTA

I hereby certify that the real estate situated in the Town of White Bear, Ramsey County, Minnesota, described as follows, to-wit: Lot 2, Block 2, Leibel Addition, and commonly known as 2320 Leibel Street, is in a(n) I-1 Light Industrial District, and can be used for the following purpose: 18,900 square foot office/warehouse building in accordance with the attached Requirements, pursuant to Ordinance No. 35, the Zoning Ordinance for the Town of White Bear, Ramsey County, Minnesota.

Dated: February 21, 2018.

TOWN CLERK

- CONDITIONAL USE PERMIT
- PERMITTED USE
- NON-CONFORMING USE
- SPECIAL HOME OCCUPATION PERMIT
- OTHER: _____

PERMITTED USE STANDARDS PERMIT REQUIREMENTS

CAPRA PROPERTIES
2320 LEIBEL STREET

1. The following Plans are made a part hereof by reference:
 - Title Sheet – G 1.0 dated 1/4/18;
 - Boundary/Topo Plan S 1.0 dated 1/4/18;
 - Existing Drainage Plan EX -1 dated 1/4/18;
 - Grading Plan – C 3.0 dated 1/4/18;
 - Stormwater Management Plan C 5.0 dated 1/4/18;
 - Stormwater Management Plan Details C 5.1 dated 10/24/17;
 - SWPPP C 6.0 dated 1/4/18;
 - SWPPP C 6.1 dated 1/4/18;
 - SWPPP C 6-2 dated 1/4/18;
 - Landscaping Plan L1 dated 12/19/17
 - Proposed Drainage Plan EX-2 dated 1/4/18;
 - Capra's Utility Bid Plans A 2.0, A 2.1, A 3.1, A 4.1 dated 12/20/17 & A 5.1 dated 12/30/17.
2. All requirements of the Rice Creek Watershed District shall be complied with.
3. All requirements of the Leibel Addition (attached hereto) shall be complied with.
4. Any sign erected on site shall be in compliance with all Township and Leibel Addition requirements.
5. Any security lighting proposed for the building shall be directed downward so as not to glare off site.
6. The low floor of the building shall be at elevation 936 or higher or the high water elevation of the stormwater treatment pond shall be lowered in elevation to 932.5.
7. A representative of the Town shall verify the elevation of the driveway culvert to ensure it meets requirements if replacement of the existing culvert is necessary.
8. A rock construction entrance shall be in place during construction.
9. Silt fencing shall be installed around the outer ring of the site to prevent sediment from leaving the site prior to the start of grading and shall be removed when sod is established.

10. Exposed areas shall be stabilized, seeded and mulched, or sodded as soon as possible after completion of grading.
11. No dismantled vehicles shall be stored outside, on the property.
12. Fuel and oil tanks stored outside shall be screened by 100% opaque fencing so they cannot be seen from the public right-of-way or abutting properties.
13. A fire hydrant shall be provided on site in an area which is approved by the Town's Fire Inspector.
14. An automatic fire protection system shall be provided inside of the building.
15. All requirements of the Town Engineer as listed below shall be complied with:
 - Final erosion control & stormwater treatment approval shall be subject to the Rice Creek Watershed District.
 - Drainage and utility easements shall be provided over all stormwater treatment areas, wetlands, and along all property lines.
 - Payment of water access charges.
 - Payment of local sewer access fees to the Town and Meet Council.
 - Update report to separate Infiltration Basin #1A and Infiltration Basin #1B, unless an equalizer pipe or ditch is installed the basins and their respective drainage areas must be modeled individually.
 - Show all removals.
 - All pavement on public roadways shall be saw cut to provide a clean and true edge.
 - Show utility connections to existing utility stubs at property line. Locations of stubs can be provided.
 - Identify sanitary sewer service size.
 - Show utility connection locations at building.
 - Show turf restoration type and location.
 - Specify Enkamat product that will be used to stabilize overflow.
 - Pond #1 shall comply with the 3' minimum freeboard requirement between the 100 year high water level and the lowest floor opening of the proposed building
 - The Permitted Use Standards Permit/Zoning Certificate approves modifications to the stormwater treatment pond and expansion of the paved area at 2330 Leibel Street as shown on the Site Plan (C-2).
16. The property owner shall grant a trail easement over the westerly 10' of the lot consistent with the drainage and utility easement.
17. All Federal and State Statutes, rules and regulations, and any other governmental agencies shall be complied with.

TR/PSW
cc:admin.file
b:capra2320requirements

REQUIREMENTS

LEIBEL ADDITION

1. That the applicant has obtained all necessary permits from the Town of White Bear and other agencies
2. That the applicant shall conform to all the drainage requirements as established by the Town Board.
3. All rules and regulations of the Rice Creek Watershed District shall be complied with.
4. All Federal and State statutes, rules and regulations and all local Ordinance shall be complied with.
5. The applicant shall comply with the following PERMITTED USE STANDARDS:
 - a. Limited outside storage shall be allowed with adequate screening consisting of 100% opaque fencing to compliment the building. Maximum fence height allowed shall be 6'. 3% of site outside storage max. - defined by section 3-36A of ORD. #35 (requires a conditional use permit).
 - b. No use of wrinkle metal in building exteriors shall be permitted
 - c. All roof pitches shall be at the ratio of 4:12 or greater.
 - d. No garage doors shall face any public street.
 - e. Roof overhangs above sidewall and end wall shall extend a minimum of two feet.
 - f. All building exteriors shall be earth tones, e.g., no blue, orange, red, purple, white.
 - g. Dumpsters shall be screened with a 100% opaque fence painted the color of the principle structure.
 - h. The Township shall dictate a common light standard for all outside lighting.
 - i. Monument signs using a common design shall be used for identification. No other signage except street numbers shall be permitted.
 - j. Driveways and parking lots used by the public shall be paved.
 - k. The 30% green area required in the Zoning Ordinance shall be mowed so that no grass reaches a height of more than four inches.
 - l. An easement should be granted to the Township for location of a "Town of White Bear Industrial Area" sign.
 - m. White Bear Township Landscaping requirements for light industrial property shall apply:
 - (1) The following minimum number of plant materials shall be provided as indicated below:

shall replace any damaged or dead trees, shrubs, ground covers, and sodding

(6) Preservation of Woodland Areas:

- a) No clear cutting of woodland areas shall be permitted. Shade trees of six (6) inches or more in caliper shall be saved unless it can be demonstrated that there is no other way to develop the site.

- a) One (1) overstory deciduous shade tree for every two thousand (2,000) square feet of total building floor area or one (1) tree for every one hundred (100) feet of site perimeter, whichever is greater.
- b) One (1) coniferous tree for every two thousand (2,000) square feet of building or one (1) coniferous tree for every two hundred (200) feet of site perimeter, whichever is greater.
- c) One (1) understory shrub for every three hundred (300) square feet of building or one (1) shrub for every thirty (30) feet of site perimeter whichever is greater.
- d) One (1) ornamental tree for every two thousand (2,00) square feet of building or one (1) ornamental tree for every two hundred (200) feet of site perimeter, whichever is greater.

(2) Minimum size of plantings:

- a) Overstory deciduous – 2 ½ inch caliper.
- b) Coniferous – 6 feet in height.
- c) Shrubs – 24 inch (pot).
- d) Ornamental trees – 2 inch caliper

In the event a site plan layout does not have adequate open space to accommodate plant quantities, such quantities per species can be combined into less quantities per species, provided total height or caliper is maintained.

(3) Method of installation: All deciduous and coniferous trees shall be ball and burlap and staked and guyed per National Nurserymen's Standards. All shrubs shall be potted.

(4) Sodding and ground cover: All open areas of any site not occupied by building, parking, or storage, shall be added over four (4) inches of topsoil. Exceptions to this area as follows:

- a) Seeding over four (4) inches of topsoil of future expansion areas (area to be built upon within eighteen (18) months as shown on approved plans.
- b) Undisturbed areas containing existing natural vegetation which can be maintained free of foreign and noxious materials
- c) Areas designated as open space for future expansion area properly planted and maintained with grass.

(5) Maintenance Policy:

- a) It is the responsibility of the property owner to insure that the landscaping is maintained in an attractive condition. The owner



**Town Board Meeting
February 21, 2018**

Agenda Number: 7C – New Business

Town Engineer Item:

Subject: Local Surface Water Management Plan – Authorize Update

Documentation: Town Engineer Memo /attachments

Action / Motion for Consideration:

Town Engineer Report at Meeting / Discussion

Based on Staff Review & Recommendation Direct the Town Engineer to Prepare the Update to the 2013 Local Surface Water Management Plan for an Estimated Fee of \$34,700 as Required by MN Administrative Rules, State Statutes, WMOs & the Met Council With Funding from the Stormwater Utility Fund



444 Cedar Street, Suite 1500
Saint Paul, MN 55101
651.292.4400
tkda.com

February 15, 2018

Honorable Chairman and Town Board
White Bear Township, Minnesota

Re: Local Surface Water Management Plan Update
White Bear Township, Minnesota
TKDA Project No. 16627.000

Dear Chairman and Town Board:

White Bear Township is required to update its Local Surface Water Management Plan (LSWMP) as part of the City's Comprehensive Plan update between January 1, 2017 and December 31, 2018. The Town's last LSWMP was prepared in February 2013. The Town is included within two Watershed Management Organizations (WMOs): Rice Creek Watershed District (RCWD) and Vadnais Lake Area Water Management Organization (VLAWMO). These two organizations take the primary role in surface water management within White Bear Township.

Both Watershed's, and Met Council, will need to review and approve the Town's LSWMP Update. RCWD previously requested that all Cities in their district sign up to submit their plans over a staggered submittal period. White Bear Township chose the latest date which is by July 31, 2018 for having a draft plan submitted.

The LSWMP update needs to meet the requirements of Minnesota Administrative Rule 8410 – Metropolitan Water Management, Minnesota State Statute 103B.235 – Local Water Management Plans, and any specific requirements by the two WMOs. For example, RCWD has its own requirements outlined in a document called Local Water Plan Review Checklist. Copies of all these regulatory agency requirements are attached to this memo.

A detailed cost estimate is attached showing our anticipated efforts required to meet the MN Administrative Rules and State Statutes for surface water management, as well as the WMOs and Met Council's requirements. We are estimating a fee of \$34,700, but will work with the WMOs (particularly RCWD since they have their own additional requirements) to utilize any existing data they can provide that will reduce our efforts.

Part of the LSWMP update requires the Town to address how it will handle inspection and maintenance of Town-owned storm water facilities (ponds, pipes, ditches, culverts, etc.) going forward. As the Town develops and more of these facilities become the Town's responsibility, the Town may want to consider re-evaluating the Storm Water Utility fee so that it adequately funds these efforts.

Action Requested

Direct the Town Engineer to prepare the update to the 2013 LSWMP for an estimated fee of \$34,700, as required by MN Administrative Rules, State Statutes, WMOs, and Met Council.

Sincerely,

Jim Studenski, PE
Town Engineer

Attachments

Minnesota Administrative Rules

8410.0160 PLAN STRUCTURE.

Subpart 1. **Requirement.** Each local water plan must, at a minimum, meet the requirements for local water management plans in Minnesota Statutes, section 103B.235, and this part, except as provided by the watershed management organization plan under part 8410.0105, subpart 9.

§ Subp. 2. **Local comprehensive plan.** Each local government unit must include the local water plan as a chapter of its local comprehensive plan. All local comprehensive plans must be consistent with local water plans adopted under this part.

Subp. 3. **Plan contents.** Each local water plan, in the degree of detail required in the organization plan, must contain the following:

A. an executive summary that summarizes the highlights of the local water plan;

B. appropriate water resource management-related agreements that have been entered into by the local community must be summarized, including joint powers agreements related to water management that the local government unit may be party to between itself and watershed management organizations, adjoining communities, or private parties;

C. the existing and proposed physical environment and land use must be described. Drainage areas and the volumes, rates, and paths of storm water runoff must be defined. Data may be incorporated by reference as allowed under parts 8410.0060 and 8410.0105, subpart 9, or the local comprehensive plan;

D. an assessment of existing or potential water resource-related problems must be summarized. The problem assessment must be completed for only those areas within the corporate limits of the local government unit and similar to the process under part 8410.0045, subpart 7; and

E. a local implementation program through the year the local water plan extends must describe nonstructural, programmatic, and structural solutions to problems identified in item D. The program must not jeopardize achievement of the goals of an organization's plan. The implementation components must be prioritized consistent with the principles of part 8410.0045, subpart 1, item A. Local water plans must prioritize the implementation components of an organization plan consistent with the organization priorities set forth under part 8410.0105 only for implementation components that must be facilitated by the local government unit. Local official controls must be enacted within six months of approval of the local water plan by the organization. The program shall:

(1) include areas and elevations for storm water storage adequate to meet performance standards or official controls established in the organization plan;

(2) define water quality protection methods adequate to meet performance standards or official controls in the organization plan and identify regulated areas;

(3) clearly define the responsibilities of the local government unit from that of an organization for carrying out the implementation components;

(4) describe official controls and any changes to official controls relative to requirements of the organization's plan;

(5) include a table that briefly describes each component of the implementation program and clearly details the schedule, estimated cost, and funding sources for each component including annual budget totals; and

(6) include a table for a capital improvement program that sets forth, by year, details of each contemplated capital improvement that includes the schedule, estimated cost, and funding source.

Subp. 4. **Amendment procedures.** A section entitled "Amendments to Plan" must establish the process by which amendments may be made. The amendment procedure shall conform with the plan amendment procedures in the organization plans that affect the community.

Subp. 5. **Submittal and review.** After consideration and before adoption, the local water plan or local water plan amendments shall be submitted for review according to Minnesota Statutes, section 103B.235.

Subp. 6. **Adoption and implementation.** Each local water plan shall be adopted not more than two years before the local comprehensive plan is due. Extensions of local comprehensive plan due dates do not alter the local water plan schedule. Each local water plan must be adopted and implemented in accordance with the time requirements of Minnesota Statutes, section 103B.235, subdivision 4. Each local government unit must notify watershed management organizations with jurisdiction over area subject to the local water plan and the Metropolitan Council within 30 days of adoption and implementation of the local water plan or local water plan amendment, including the adoption of necessary official controls.

Statutory Authority: *MS s 103B.101; 103B.211; 103B.227; 103B.231; 103B.235; 103B.239*

History: *17 SR 146; 40 SR 6*

Published Electronically: *January 28, 2016*

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2017 Minnesota Statutes

103B.235 LOCAL WATER MANAGEMENT PLANS.

Subdivision 1. **Requirement.** (a) After the watershed plan is approved and adopted, or amended, pursuant to section 103B.231, the local government units having land use planning and regulatory responsibility for territory within the watershed shall prepare or cause to be prepared a local water management plan, capital improvement program, and official controls as necessary to bring local water management into conformance with the watershed plan within the time period prescribed in the implementation program of the watershed plan and, as necessary, shall prepare or cause to be prepared amendments to the local comprehensive plan.

(b) Each town within the counties of Anoka, Carver, Dakota, Scott, and Washington authorized by general or special law to plan and regulate the use of land under sections 462.351 to 462.364 shall by resolution determine whether to prepare the local water management plan itself or to delegate all or part of the preparation of the plan to the county.

(c) Towns within counties that have adopted comprehensive plans applicable to the town must use county preparation of their plan to the maximum extent possible.

Subd. 2. **Contents.** (a) Each local plan, in the degree of detail required in the watershed plan, shall:

- (1) describe existing and proposed physical environment and land use;
- (2) define drainage areas and the volumes, rates, and paths of storm water runoff;
- (3) identify areas and elevations for storm water storage adequate to meet performance standards established in the watershed plan;
- (4) define water quality and water quality protection methods adequate to meet performance standards established in the watershed plan;
- (5) identify regulated areas; and
- (6) set forth an implementation program, including a description of official controls and, as appropriate, a capital improvement program.

(b) The Board of Water and Soil Resources shall adopt rules establishing minimum local plan standards and a model environmental management ordinance for use by local government units in implementing local water plans. The standards apply to plan amendments made to conform to changes in the watershed plans that are adopted under the board rules required by section 103B.231, subdivision 6.

Subd. 3. **Review.** After consideration but before adoption by the governing body, each local unit shall submit its water management plan to the watershed management organization for review for consistency with the watershed plan adopted pursuant to section 103B.231. If the county or counties having territory within the local unit have a state-approved and locally adopted groundwater plan, the local unit shall submit its plan to the county or counties for review. The county or counties have 45 days to review and comment on the plan. The organization shall approve or disapprove the local plan or parts of the plan. The organization shall have 60 days to complete its review; provided, however, that the watershed management organization shall, as part of its review, take into account the comments submitted to it by the Metropolitan Council pursuant to subdivision 3a. If the organization fails to complete its review within the prescribed period, the local plan shall be deemed approved unless an extension is agreed to by the local unit.

Subd. 3a. **Review by Metropolitan Council.** Concurrently with its submission of its local water management plan to the watershed management organization as provided in subdivision 3, each local unit of government shall submit its water management plan to the Metropolitan Council for review and comment by the council. The council shall have 45 days to review and comment upon the local plan or parts of the plan with respect to consistency with the council's comprehensive development guide for the metropolitan area. The council's 45-day review period shall run concurrently with the 60-day review period by the watershed management organization provided in subdivision 3. The Metropolitan Council shall submit its comments to the watershed management

organization and shall send a copy of its comments to the local government unit. If the Metropolitan Council fails to complete its review and make comments to the watershed management organization within the 45-day period, the watershed management organization shall complete its review as provided in subdivision 3.

Subd. 4. **Adoption and implementation.** After approval of the local plan by the organization, the local government unit shall adopt and implement its plan within 120 days and shall amend its official controls accordingly within 180 days.

Subd. 5. **Amendments.** To the extent and in the manner required by the organization, all amendments to local water management plans shall be submitted to the organization for review and approval in accordance with the provisions of subdivisions 3 and 3a for the review of plans.

History: 1990 c 391 art 2 s 12; 1990 c 601 s 21; 1995 c 176 s 1-3; 1995 c 184 s 11

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LOCAL WATER PLAN REVIEW CHECKLIST

(Created from Chapter 8, Section 8.3.1 of 2010 RCWD Watershed Management Plan (WMP) & references requirements listed in Minnesota Statute 103B.235 Subd. 2 & Minnesota Rule 8410.0160. Please note that this checklist is meant to be a tool & should not replace the requirements as listed in rule/statute or the District's WMP)

GENERAL STANDARDS AND STATUTE/RULE REQUIREMENTS

- ___ Provide an executive summary that includes the highlights of the local water plan.
- ___ Describe any water resource management related agreements that have been entered by your community. This includes joint powers agreements related to water management that the community may be a party to between itself and watershed management organization(s), adjoining communities, or private parties.
- ___ Include a section on amendment procedures that defines the process by which amendments may be made. The amendment procedure must be consistent with the amendment procedures in the watershed organization (s) plans that affect your community.
- ___ Describe the existing and proposed physical environment and land use.
- ___ Include land use and zoning maps for present and future conditions.
- ___ Include land cover classification map, such as MLCCS (Minnesota Land Cover Classification System).
- ___ Define drainage areas and the volumes, rates, and paths of stormwater runoff.
- ___ Include a map of the stormwater system that shows stormwater ponds, streams, lakes and wetlands, structural pollution devices (grit chambers, separators), pipes and pipe sizes, ditches, any other conveyances, outfalls/discharge points (note that these items can be included as separate figures).
- ___ Include inspection and maintenance system schedule of stormwater features (can include MS4 portion by reference).
- ___ Discuss or identify approaches, methods, means, procedures, ordinances, or plans being used to achieve compliance w/RCWD rules or reliance on RCWD for municipal review and compliance with stormwater management requirements.
- ___ Provide a specific statement that the community requests the RCWD to continue to implement its rules and regulations and issue permits within the community.
- ___ Describe methods that will be used to control and manage post-construction stormwater associated with development and re-development (can include MS4 SWPPP permit by reference).
- ___ Provide proof that the community discharge is equal to or less than the community rates established in the RCWD Modeling.
- ___ Acknowledge and identify locations where flows leave the community and are transferred downstream, with some assessment of the estimated rate assuming full build-out conditions, and describe measures being implemented to reduce flows if necessary. Identify whether these flows are



problematic to manage, generally describe one or more methods for managing these flows, and identify whether assistance from RCWD is needed.

___ Identify regulated areas such as Resource Management Plan (RMP) areas, Wetland Protection Zones, Ecological Management Corridor, High Quality Wetlands, MN County Biological Survey.

___ Set forth an implementation program, including a description of official controls and, as appropriate, a capital improvement program. Clearly define responsibilities of the local government unit (LGU) from that of RCWD for carrying out implementation components.

___ Include a table that briefly describes each component of the implementation program and clearly details the schedule, estimated cost, and funding sources for each component including annual budget totals.

___ Include an assessment of the existing water resource related problems in your community.

___ Include an assessment of the potential water resource related problems in your community.

___ Include a prioritized nonstructural, programmatic, and structural solutions to identified problems.

___ Include a list or map of impaired waters within your community as shown on the most current 303d impaired waters list.

OTHER WATERSHED REQUIREMENTS

(Please note these requirements are for RCWD. There may be other watershed organizations within your community with different requirements)

___ Identify land-locked sub-watershed units and basins and strategies to manage water volumes in land-locked areas to minimize flooding.

___ Identify impaired water bodies and establish policies and actions to address TMDL goals.

___ Identify Key Conservation Areas in your community and assess the adequacy of local policies and regulatory control in place to conserve hydrology and ecologic value of the resources in the area. The plan must set forth a strategy and schedule for the amendment of those policies and controls as necessary to meet performance standards established in plans.

___ Discuss geologic features, groundwater sensitivity, groundwater dependent natural resource, and groundwater discharge and recharge areas including the identification of potential land uses affecting groundwater.

___ Identify ideas and opportunities for projects and programs intended to improve resource management, which many be jointly implemented with the RCWD.

___ Describe the conformance of the municipality with NPDES requirements for MS4 permits, including TMDL and Non-degradation (if applicable) requirements. Must include the SWPPP or a summary of its content and incorporate the plan by reference.

___ Identify erosion and sediment ordinances for sites less than 1 acre in size.



___ Describe housekeeping requirements such as street sweeping, snow plowing, salt and snow storage, and public land maintenance. (Can use MS4 by reference).

___ Describe the Best Management Practices employed by the City/Town that reduce or control pollutants. (Can use MS4 by reference).

___ Demonstrate a public information and education plan related to managing sediment and erosion control, runoff and water quality. (Can use MS4 by reference).

___ Include a groundwater protection component consistent with the county groundwater management plan. (At this time, relevant to Washington County only. Ramsey County does not have an approved groundwater management plan).

___ Discuss conflict between infiltration requirements and wellhead protection.

___ Adopt & include copies of MnDNR approved Floodplain & Shoreland when mandated by state law.

___ Include a discussion on stormwater reuse opportunities.

___ Utilize RCWD resources to identify and describe problem areas, such as floodplain increases or stormwater capacity limitations.

___ Identify and acknowledge future changes in peak elevation at critical road crossings for critical structure maximum water elevations, modeling shows potential for overtopping. (see HEI, 2016 Appendix A, Figure 15). Describe management needs and strategies, and identify necessary RCWD management assistance.

___ Identify and acknowledge the impacts of future land use changes on peak water elevation at storage areas near current flooding problem areas (see HEI, 2016 Figures 12-14, Table 13). Describe management needs and strategies, and identify necessary RCWD management assistance.

___ Identify and acknowledge changes in floodplain elevation and regulatory floodplain boundaries (see HEI, 2016 Figure 20). Describe management needs and strategies, and identify necessary RCWD management assistance.

___ Identify the amount, if any, of remaining volume control debit previously incurred through the regulatory program, and describe previous and future activities to ensure reasonable progress toward eliminating the volume control debit within the next plan cycle.

LEVEL 2 CITIES

(In addition to the requirements above, cities wishing to adopt official controls to pursue permitting authority must include the additional information and detail below, see WMP 8.3.1)

___ The local plan must include information on existing and proposed stormwater rates and volumes based on full build-out taking into account implementation of the local regulatory control. The information should be related to those volume and rate control locations within the District and include analyses on Regional Assessment Locations.



___ Identify the methods and means to achieve Rule C, Part 5, *Water Quality and Volume Control* of the RCWD rules.

___ Identify areas and elevations for stormwater storage adequate to meet Rule C, Part 6, *Peak Stormwater Runoff Control* and RCWD Rules.

___ Include specific local ordinances and demonstrate that they're in compliance with RCWD rules or include at a minimum that the City adopts RCWD rules and regulation by reference. (see Ch. 8.3.2)

___ Acknowledge and identify those locations where flows leave the City and are transferred downstream, with an assessment of how the rules applied by the City under current full build-out conditions to reduce flows if necessary. Identify whether these flows are problematic to manage, generally describe one or more methods for managing these flows, and identify whether assistance from the RCWD is needed.

SUBMITTALS

___ Met Council (45-day review period)

___ Watershed Districts (60-day review period, incorporates comments of Met Council)

___ Washington County (45-day review period)

Please contact Lauren Sampedro at 763-398-3078 or at lsampedro@ricecreek.org for any questions, or to set up a pre-submittal meeting to discuss the plan requirements and any known problem areas within your community. To aid in a timely review, the District asks that you complete this checklist prior to submitting your local plan.



**Town Board Meeting
February 21, 2018**

Agenda Number: 7D – New Business

Public Works Director Item:

Subject: 2018 Street Sweeping:
A. Receive Quotes.
B. Approve Allied Blacktopping Company Quote

Documentation: Staff Memo w/attachments

Action / Motion for Consideration:

Report at Meeting / Discuss

Based on Public Works Director Review & Recommendation:

- 1) Receive Quotes from Allied Blacktopping & Pearson Brothers
- 2) Approve the Proposal from Pearson Brothers, Inc. for \$87.00/hour per Sweeper & the Disposal Fee of \$35.00 per Cubic Yard

Noting Funding From the Stormwater Utility Fund

2018 street sweeping for all Town owned streets

A. REFERENCE AND BACKGROUND:

The Town had historically used Public Works resources (staff and equipment) for both spring and fall sweeping. The program uses one staff member to operate the sweeper and another to haul sweepings to Public Works and takes approximately three (3) weeks to complete. This program uses twenty five percent of the staffing available (the percentage is more, if there are staff vacations factored in) The Public Works Director is recommending revising the Town's spring street sweeping program in order to ensure the streets are cleaned of organic matter in a timely fashion allowing staff to begin hydrant flushing and other Public Works Department activities earlier. Dependent on the number of sweepers contracted and the weather (rain), sweeping is estimated to be completed within 2 to 3, 10-hour days using the Town dump trucks and staff to haul sweepings back to the Public Works yard. The sweepings would then be loaded into dumpsters by staff and hauled away by a vendor who specializes in this type of disposal or loaded into end dump trucks and hauled away by a sweeping contractor for disposal.

The Town has received proposals from two street sweeping contractors (Allied Blacktopping and Pearson Brothers...attached)). The lowest cost proposal was provided by Pearson Bros., Inc. The Storm Water operating budget has \$35,000.00 in 2018 for contractual street sweeping and street sweeping debris disposal. Estimated cost for the 2018 sweeping program is \$19,860.00 based on the low proposal from Pearson Bros., Inc.. See table below.

<u>Contractor</u>	<u>Hourly Rate for Sweeper (Estimated 180 Total Hours for 2018)</u>	<u>Per Cubic Yard Disposal Fee (Estimated 120 Cubic Yards for Disposal in 2018)</u>	<u>Total Estimated Cost (For Sweeping and Disposal)</u>
Allied Blacktopping Company	\$84.50	\$39.00	\$19,890.00
Pearson Brothers	\$87.00	\$35.00	\$19,860.00

B. ALTERNATIVE ACTIONS:

1. Approve the proposal from Pearson Brothers, Inc for \$87.00/hr per sweeper and the disposal fee of \$35.00 per cubic yard.
2. Not approve the proposal and direct staff to continue performing in-house street sweeping program.

C. STAFF RECOMMENDATION:

1. Staff recommends approving the proposal for street sweeper services for \$87.00/hr and the disposal fee of \$35.00 per cubic yard.

D. SUPPORTING DATA:

Proposals from Allied Blacktopping Company and Pearson Bros., Inc.

Allied Blacktop Company
10503 - 89th Avenue North
Maple Grove, MN 55369
www.alliedblacktopmn.com

Phone: 763.425.0575
Fax: 763.424.6791
Cell: 612-834-0167

Sweeping Proposal

Date: February 8, 2018

White Bear Township
Public Works Department
1281 Hammond Rd.
White Bear Township, MN 55110
Attn: Dale Reed

Phone: 651-747-2777 Cell: 651-775-4295 email: Dale.Reed@whitebeartownship.org

Project: 2018 Spring and Fall Sweeping

We hereby submit specifications and a quotation on the following:

Elgin Pelican (pick up style broom) Total: \$84.50 per hour per broom

Trucking Total: \$84.50 per hour per truck

Sweepings Disposal: \$39.00 per cubic yard

Note: Sweeping to begin in spring of 2018 once weather permits. Fall sweeping to commence upon request in fall of 2018. City to provide trucking for hauling sweepings to disposal site.

Payment terms are net 30 days. Note: This proposal may be withdrawn if not accepted within 30 days. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Allied Blacktop Company to carry proper insurance including Workers Compensation.

Authorized Signature: _____

Matthew Dolecki

Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____ Signature: _____

"(a) ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS.

(b) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE."

PEARSON BROS., INC.

11079 LAMONT AVE N.E. HANOVER, MN 55341

PHONE (763) 391-6622 – FAX (763) 391-6627

PROPSAL FOR 2018 STREET SWEEPING

**WHITE BEAR TOWNSHIP
1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110**

**ATTN: DALE REED
PHONE: 651-747-2750
EMAIL: Dale.Reed@whitebeartownship.org**

WE HEREBY SUBMIT THE FOLLOWING ITEMS FOR BID:

2 ELGIN DOUBLE GUTTER PICKUP SWEEPER TYPE WITH OPERATOR:

TOTAL FOR SWEEPING \$87.00 PER HOUR

TOTAL FOR TRUCK RENTAL \$85.50 PER HOUR

TOTAL FOR DISPOSAL OF SWEEPINGS \$35.00 PER TON *

****PROVIDING THE TOWNSHIP COMPLETES A PROFILE WITH VEIT
IF NO PROFILE IS COMPLETED A \$350.00 MATERIAL TESTING FEE WILL APPLY***

**JACK E. PEARSON
PRESIDENT**



**Town Board Meeting
February 21, 2018**

Agenda Number: 8 – 9 - 10 - 11

Subject: Added Agenda Items
Open Time
Receipt of Agenda Materials & Supplements
Adjournment

Action / Motion for Consideration:

Added Agenda Items
Open Time
Receive All Agenda Materials & Supplements for Tonight's Meeting
Adjourn Meeting