



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
ED M. PRUDHON, *Chair*
STEVEN A. RUZEK
SCOTT E. MCCUNE

AGENDA TOWN BOARD MEETING JUNE 3, 2019

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 May 20, 2019 (Additions/Deletions).
5. **Consent Agenda:**
 - A. **2019 Archery Deer Hunt** – Approve the 2019 Ramsey County Cooperative Deer Management Implementation Program in the following Areas of White Bear Township:
 1. Tamarack Nature Center on October 28-30 & November 18-20;
 2. Otter Lake on October 11-13 & November 1-3;
 3. Poplar Lake on October 11-13 & November 1-3.
 - B. **Mooring Requests** – In Accordance with the Portland Avenue Mooring Fees Policy, Approve the Mooring Requests for the 2019 Boating Season June 1, 2019 through October 1, 2019 for 5373 & 5406 Portland Avenue.
 - C. **4th Quarter Financial Report** – Receive.
6. **Old Business:** None.
7. **Public Hearings:**
 - A. **Conditional Use Permit Request – Three Oaks of White Bear Township** – To Allow Modification of the Landscaping Plan.
 - B. **Side Yard Setback Variance Requests – Marilyn Svee @ 2630 South Shore Boulevard** – To Allow Construction of a Garage & Driveway.

White Bear Township's Mission:

To provide White Bear Township residents, businesses and visitors with reliable, high quality municipal services while serving as open and responsible stewards of the public trust.



8. **New Business:**

Town Planner Items:

- A. **Kent Jefferson, 514X West Avenue** – Request for Minor Subdivision with Two 5' Lot Width Variances.
- B. **Rick & Kim Lucio, 5691 Orchard Avenue** – Request for a 10.4% Green Area Variance & a 142 Square Foot Lakeshore Accessory Square Footage Variance for Construction of an In-Ground Pool.
- C. **Kevin & Julie Lund, 5932 Hobe Lane** – Request for 14.6' Right-of-Way Setback Variance & Variance from Section 5-29 of Ordinance No. 8 to Exceed 1,000 Square Feet for Construction of a Garage.
- D. **White Bear Maker Space, 5966 Highway 61** - Sign Permit Request.

Town Engineer Items:

- E. **Improvement 2019-3** - Neighborhood Meeting Update.
- F. **Portland Woods Storm Sewer:**
 - 1. Authorize Preparation of Plans & Specs.
 - 2. Authorize Advertisement for Quotes.

Public Works Director Item:

- G. **2019 I & I Project:**
 - 1. Receive Bids.
 - 2. Award Contract

General Business:

- H. **Probationary Period – Town Clerk-Treasurer** – Approve.
- I. **June Executive Meeting** - Reschedule to June 21st.

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

**White Bear Township's
Mission:**

To provide White Bear Township residents, businesses and visitors with reliable, high quality municipal services while serving as open and responsible stewards of the public trust.



**Town Board Meeting
June 3, 2019**

Agenda Number: 1 - 2 - 3 - 4

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

Approval of June 3, 2019 Agenda
Approval of Payment of Bills

** Minutes not available at time of printing

Documentation: June 3, 2019 Agenda

Action / Motion for Consideration:

Call meeting to order:	7:00 p.m.
Approval of Agenda:	June 3, 2019 (additions/deletions)
Approval of Payment of Bills	
Approval of Minutes:	(Minutes should be in supplement)



**Town Board Meeting
June 3, 2019**

Agenda Number: 5A – Consent Agenda

Subject: 2019 Archery Deer Hunt – Approve the 2019 Ramsey County Cooperative Deer Management Implementation Program in the following Areas:

1. Tamarack Nature Center on October 28-30 & November 18-20;
2. Otter Lake on October 11-13 & November 1-3;
3. Poplar Lake on October 11-13 & November 1-3.

Documentation: Michael Goodnature Correspondence

Action / Motion for Consideration:

Receive Information / Discuss

2019 Archery Deer Hunt – Approve the 2019 Ramsey County Cooperative Deer Management Implementation Program in the following Areas of White Bear Township:

1. Tamarack Nature Center on October 28-30 & November 18-20;
2. Otter Lake on October 11-13 & November 1-3;
3. Poplar Lake on October 11-13 & November 1-3



May 15, 2019

Patrick Christopher, Administrator
White Bear Township
1281 Hammond Rd.
White Bear Township, MN 55110

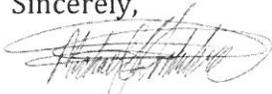
Mr. Christopher:

Ramsey County Parks & Recreation department requests permission to hold a special archery hunt at Tamarack Nature Center, Benson Airport, Otter Lake Regional park and Poplar Lake county park within White Bear Township, MN. These hunts are part of a deer herd reduction effort outlined in the Ramsey County Parks & Recreation department 2019 deer management program. The hunt is a cooperative effort to keep the deer herd at a safe and healthy level.

The attached proposed hunt dates highlighted, and deer management program details the conditions under which the requested hunt will be conducted.

Please contact me at (651) 748-2500 if you have any questions.

Sincerely,



Michael Goodnature
Natural Resources Manager

Attachments: 2019 hunt dates
2019 Ramsey County Parks & Recreation department: 2019 Ramsey County
Cooperative Deer Management Program

Ramsey County Cooperative Deer Management Implementation Program for 2019

Site	Cities	Max # hunters	Hunt Dates	Orientation
Monday-Wednesday				
Battle Creek	Maplewood, St. Paul	26	Oct 14-16, Nov 4-6	Sept 25
Vadnais Lake	Vadnais Heights	20	Oct 28-30, Nov 18-20	Oct 2
Rice Creek Trail	Shoreview	7	Oct 28-30, Nov 18-20	Oct 2
Tamarack Nature Center	White Bear Township	10	Oct 28-30, Nov 18-20	Oct 2
Friday - Sunday				
Otter Lake	White Bear Twp.	10	Oct 11-13, Nov 1-3	Sept 25
Poplar Lake	WBT, Shoreview	16	Oct 11-13, Nov 1-3	Sept 25
Fish Creek	Maplewood, St. Paul	12	Oct 25-27, Nov 15-17	Sept 25
Pig's Eye	St. Paul	24	Nov 15-17, Dec 6-8	Oct 2
Turtle Creek	Shoreview	10	Nov 22-24, Dec 6-8	Oct 2
Non-Ramsey County Park Hunts				
Highland (sharp shooters)	St. Paul	4	Oct 14-16, Nov 4-6	Sept 25
MN DNR	St. Paul	4	Oct 14-16, Nov 4-6	Sept 25
Benson Airport	White Bear Twp.	4	Oct 11-13, Nov 1-3	Sept 25
Priory	Maplewood	10	Oct 25-27, Nov 15-17	Oct 2



Ramsey County Parks and Recreation Department 2019 Ramsey County Cooperative Deer Management Program

The Ramsey County Board of Commissioners, in December of 1999, approved a deer population management plan. Since the approval of the plan, the Ramsey County Parks & Recreation department has implemented an annual deer management program, which includes the use of archery and/or sharp shooting as deer management tools. Annual aerial surveys are conducted during the winter to determine deer herd populations. Locations for deer removal are set from survey and hunter statistic data and management tools can then be chosen to maintain or reduce deer herds. Deer herd populations that exceed the carrying capacity of the land can be detrimental to the overall health of the herd and impact the public through increased auto /deer collisions and the spread of deer ticks that may carry Lyme disease. With guidance given from the Minnesota Department of Natural Resources wildlife management, the deer population goal is 15 -20 deer per square mile of deer habitat in Ramsey County. The 2019 management program was recommended for approval by the Ramsey County Parks Commission on March 13, 2019.

Annual Archery Program

Annual archery hunts are held at county park locations in conjunction with neighboring municipalities to maintain or reduce the deer population. A number of agencies and municipalities are conducting, or planning deer management programs within their jurisdiction, in addition to the management programs on county property. This includes the Arden Hills Army Training Site, H.B. Fuller, and the cities of Little Canada, Maplewood, North Oaks, Shoreview, St. Paul and Roseville. The cities of Gem Lake, Vadnais Heights and White Bear Township still allow archery hunting on private property.

Ramsey County Parks & Recreation department, in cooperation with the affected municipalities, is proposing to conduct special archery hunts on 9 county properties in the fall of 2019, see Attachment 1. The program will be conducted using special archery hunts during the regular archery season. Participants will be selected through the Metro Bowhunters Resource Base (MBRB) and hunts will be restricted to dates established by the Ramsey County Parks & Recreation department. Archers will be allowed to keep the deer shot during the regular season. These hunts are expected to remove approximately 78-123 deer. A total of 81 deer were harvested during the 2018 season, see Attachment 2, which includes the 2018 hunt summary and harvest stats.

Sharp Shooting Program

Firearm sharpshooting can be used to quickly reduce numbers to a safe level in areas where the deer herd has far exceeded the population goal. The Ramsey County Parks & Recreation department used sharpshooting in 2005 as a deer reduction option in conjunction within the cities of Maplewood and St. Paul. In 2014, 2015, and 2016 the Ramsey County Parks & Recreation department aided the city of Maplewood with coordinating sharpshooting on city and county land in northern sections of Maplewood.

In 2017 and 2018 the city of Maplewood, city of St. Paul and Ramsey County Parks and Recreation department coordinated with the United States Department of Agriculture Animal and Plant

Health Inspection Service Wildlife Services for the removal of deer through sharp shooting, within southeastern Ramsey County. The total deer removed within this area was 64 in 2017 and 31 in 2018. The removal goal in 2018 was 75 deer. Information taken from the 2019 aerial survey shows the population within this area still far exceeds the goal by three times the amount of deer.

The Ramsey County Parks & Recreation department, in cooperation with the affected municipalities, is proposing to allow sharpshooting on county land for the winter of 2019/2020 in select areas where the amount of deer is between 3 to 10 times the target population. At this time the areas of interest include locations within the city of Maplewood and city of St. Paul in southeastern Ramsey County.

Aerial Deer Survey

An aerial survey was completed in 2019, with a total of 602 deer observed within the survey boundaries. This is a slight decrease from the 659 deer counted during the last survey completed in 2017. The deer population exceeds the overall goal of 15-20 per square mile of deer habitat in certain areas. See Attachment 3 for aerial survey map.

2018 Deer / Auto Related Incidents

There were 191 deer /auto related reports in 2018 within Ramsey County compared to 240 reports in 2017 and 235 reports in 2016.

Attachment 1.

**Ramsey County Parks and Recreation Department
Ramsey County Cooperative Deer Management Archery Program (Fall 2019)***

Site	max # of hunters	expected harvest
(Fri-Sun)		
Poplar Lake	16	5-10
Pig's Eye	24	10-20
Fish Creek	12	8-15
Turtle Creek	10	4-8
Otter Lake	10	4-8
(Mon-Wed)		
Battle Creek	26	15-20
Tamarack Nature Center	10	4-8
Vadnais	20	10-15
<u>Rice Creek North Trail</u>	<u>7</u>	<u>4 - 6</u>

*Non-Ramsey Sites***

Maplewood

(Fri-Sun)

Priory	10	4-8
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St. Paul

(Mon-Wed)

Highland	4	2-4
Little Pigs Eye North (MN DNR & City of St. Paul Lands)	4	4-5

White Bear Township

(Fri-Sun)

Benson Airport	4	4-5
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County Property used by city special Hunt***

Kohlman Marsh	TBD	TBD	--
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* All sites will have two 3-day hunts during October, November or December.
They will be Fri-Sun or Mon-Wed.

** These hunts are held on city owned property and approved by their city councils. Ramsey County Parks assists in the hunter management and coordination.

*** The City of Little Canada holds a special hunt on properties surrounding county open space. This allows them access to Ramsey County property. Ramsey County does not coordinate the hunt.

Attachment 2.

Ramsey County Parks and Recreation Department 2018 Special Archery Deer Hunt Summary

Archery Hunts

Ramsey County Parks and Recreation Department's 19th annual special permit archery hunt, in conjunction with St. Paul, Maplewood, Little Canada, Vadnais Heights, Shoreview, and White Bear Township, was a safe and successful season. There were multiple 3-day hunts in October, November, and December within 7 Ramsey County sites. Ramsey County assisted with the hunt coordination on four non-Ramsey County sites, which included the Priory park in Maplewood, Highland Park in St. Paul, land north of Little Pig's Eye Lake owned by the MN DNR and City of St. Paul and Benson Airport in Whit Bear Township.

A total of 81 deer were harvested in 2018, compared to 91 in 2017. The 2018 deer harvest included: 35 adult doe, 7 fawn doe, 32 adult bucks, and 7 fawn bucks (see attached table). The antlerless harvest rate was 60% in 2018, which is a 8% decrease from 2017. The overall success rate for the special archery hunts was 59% in Ramsey County; state average for archery is 25%. The weather during the hunts started out very wet, with numerous hunt days cancelled in early October. Following the rains, the weather was favorable for good hunting conditions.

Minnesota Bowhunters Resource Base (MBRB) provided 137 archers, including hunt coordinators. No safety problems were reported during any of the hunts. Some park users continued to use the park trails during the hunts, even with "park closed" signage. This is an annual occurrence and archers have adapted to the potential of having park patrons in the hunt areas.

**Ramsey County Parks and Recreation Department
2018 Special Archery Deer Harvest Summary**

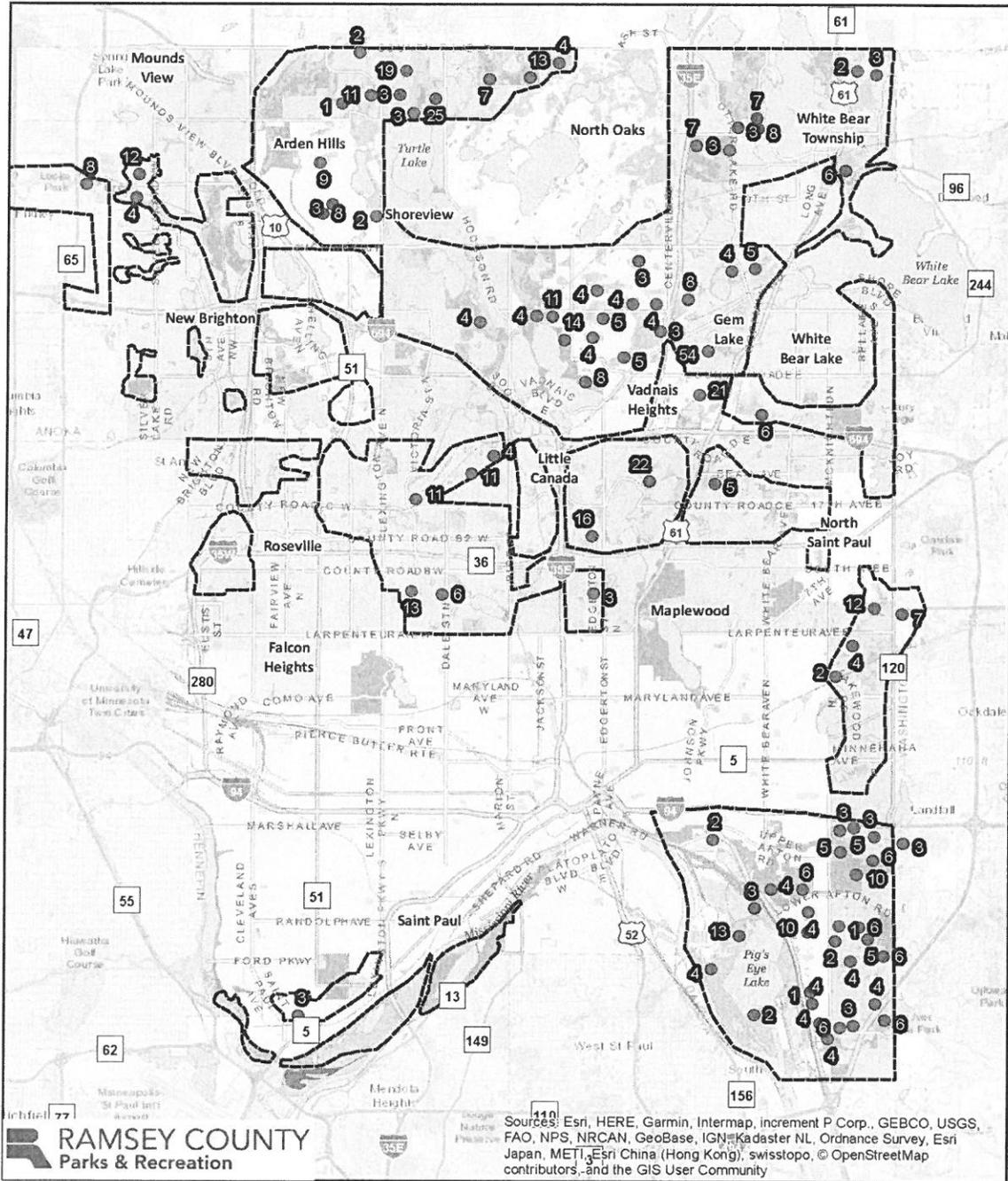
<i>Ramsey County Sites</i>	Adult Doe	Fawn Doe	Adult Buck	Fawn Buck	Site Total
Battle Creek	4	1	5	0	10
Vadnais Lake	9	1	6	1	17
Rice Creek	1	3	2	1	7
Poplar Lake	1	1	5	0	7
Fish Creek	3	0	4	0	7
Pig's Eye	9	1	3	3	16
Turtle Creek	0	0	3	0	3
<u>TOTALS</u>	<u>27</u>	<u>7</u>	<u>28</u>	<u>5</u>	<u>67</u>

Non-Ramsey County Park Hunts

Crosby	3	0	1	0	4
MN DNR	0	0	0	0	0
Benson Airport	0	0	0	1	1
Priory	5	0	3	1	9
<u>TOTALS</u>	<u>8</u>	<u>0</u>	<u>4</u>	<u>2</u>	<u>14</u>

TOTAL 81

Attachment 3. 2019 Aerial Deer Survey Map



Ramsey County Deer Survey 2019
602 deer total in survey areas

Surveys conducted on Feb 19, 21 & 22, 2019
Map created on 2/28/19



**Town Board Meeting
June 3, 2019**

Agenda Number: 5B – Consent Agenda

Subject: Mooring Requests – In Accordance with the Portland Avenue Mooring Fees Policy, Approve the Mooring Requests for the 2019 Boating Season June 1, 2019 through October 1, 2019 for 5373 & 5406 Portland Avenue

Documentation: Staff Memo w/ attachments

Action / Motion for Consideration:

Receive Information / Discuss

In Accordance with the Portland Avenue Mooring Fees Policy, Approve the Mooring Requests for the 2019 Boating Season June 1, 2019 through October 1, 2019 for 5373 & 5406 Portland Avenue

MEMORANDUM

TO: TOWN BOARD
FROM: PATTI WALSTAD
DATE: MAY 29, 2019

SUBJECT: PORTLAND AVENUE MOORING

The two remaining members of the Portland Avenue Mooring Association (5373 & 5406 Portland) have submitted their annual request to moor their boats at the Portland Avenue mooring area.

The Portland Avenue Mooring Fees Policy states in part as follows:

8. After approval by the Town Board, the “grandfathered in” residents who receive permission to moor at the Portland Avenue Site are required to submit a \$100.00 mooring fee, and a signed Hold Harmless Agreement prior to mooring at the site.
 - B. Beginning in 2010, the Portland Avenue Mooring Fees shall be \$165 per year for each mooring site, and an additional fee of \$100 shall be charged for all fees and “Hold Harmless Agreements” received after June 1st of each year thereafter.

In accordance with the Policy, the applicants will be advised of the payment amount and Hold Harmless Agreement. The additional fee will not be imposed as the White Bear Lake Conservation District is in the process of approving the Township’s annual request.

PSW/s
cc:admin/add.file
b:mooring-19

Deputy-Clerk
White Bear Township Board of Supervisors
1281 Hammond Road
White Bear Township, MN, 55110

RECEIVED
MAY 22 2019
TOWN OF WHITE BEAR

Portland Avenue Mooring Association

5406 Portland Avenue, White Bear Township, MN, 55110

Dear Deputy-Clerk

The Portland Avenue Mooring Association requests that the following moorings be renewed for the 2019 boating season:



Steve Swanson Date 5-21-19
5373 Portland Avenue
White Bear Township, MN, 55110



Matthew & Jennifer Keese Date 5/21/19
5406 Portland Avenue
White Bear Township, MN, 55110

Truly,



Matthew Keese

POLICY
PORTLAND AVENUE MOORING FEES

ISSUE: Establishment of Payment Procedures & Charges for the Portland Avenue Mooring Site.

BACKGROUND:

1. The Portland Avenue Mooring Site is a 75' wide parcel of land (with lakeshore), on the north shore of White Bear Lake. It is the southerly extension of the Portland Avenue right-of-way located between the lakeshore and the old railroad right-of-way (see attached maps). This parcel of land is public and under the jurisdiction of White Bear Township. For several years, six mooring sites were located just off shore from this parcel. The users of these mooring sites applied for and received mooring permits for the sites from the White Bear Lake Conservation District.
2. In 1993, the Town Board determined that it was in the public interest for the Township to regulate these mooring sites, and they established a \$100 per site mooring fee, and limited the mooring sites to the six that were that were being utilized at that time.
3. From 1993-1997, the "Portland Avenue Mooring Association" (the current "grandfathered in" residents), completed and paid for the White Bear Lake Conservation District (WBLCD) application and fee (\$32.50 per season).
4. In 1998, the WBLCD changed their policy and began charging the Township the application fee of \$32.50, which included all 6 mooring sites. Also in 1998, at the recommendation of the Park Board to sunset the program by eliminating a site if a current "grandfathered in" resident ceased using it, the Town Board approved only 5 mooring sites (one user did not reapply).
5. In 1999, the WBLCD requested that the Portland Avenue Mooring Site be treated as a "Municipal Site", which required that the Township complete and pay for the license and application for the mooring sites. At this time they charged the Township \$32.50 for the license, plus \$32.50 per mooring site, for a total of \$227.50.
6. In 2006, the Town Board determined that the policy followed in the past for mooring should be continued, which provides that those "grandfathered in" residents who currently have a mooring space may continue to use it under the conditions established, and that any unused open mooring spaces will be closed. At this time, the number of mooring sites was reduced to four, because another "grandfathered in" applicant did not request to moor at the site.

7. In 2008, the WBLCD increased their fees to \$50.00 for each of the four remaining mooring sites, plus a \$50 application fee (total \$250.00).
8. After approval by the Town Board, the "grandfathered in" residents who receive permission to moor at the Portland Avenue Site are required to submit a \$100 mooring fee, and a signed Hold Harmless Agreement prior to mooring at the site.

The Policy is Hereby Amended as follows:

- A. The deadline for submission of the fees and signed Hold Harmless Agreements to moor at the Portland Avenue Mooring Site shall be established as June 1st of each year. A fee of \$65.00 shall be charged for payments received after June 1st for the Year 2009.
- B. Beginning in 2010, the Portland Avenue Mooring Fees shall be \$165.00 per year for each mooring site, and an additional fee of \$100.00 shall be charged for all fees and "Hold Harmless Agreements" received after June 1st of each year thereafter.

Adopted by the Town Board 05/04/09

JAR/



**Town Board Meeting
June 3, 2019**

Agenda Number: 5C – Consent Agenda

Subject: 4th Quarter Financial Report – Receive

Documentation: Finance Officer Report

Action / Motion for Consideration:

Receive Information / Discuss

Receive 4th Quarter Financial Report

MEMORANDUM

Date: May 29, 2019
 To: Town Board
 From: Tom Kelly, Finance Officer
 Re: Fourth Quarter 2018 Financial Report

Another year is almost in the books. The Town's auditors are reviewing the Town's books and will have the final audit report in June or July for the Board to review. Therefore, this report is based on unaudited financial records. The Town's revenues are higher than expected, while expenditures are below budget. Both revenues and expenditures reflect the operating transfer of \$79,000 from the General Fund (increases expenditures) to the improvement fund (increases revenue) for the Town's share of the 2018 sealcoat project. Below is a chart comparing budget to actual revenue and expenditures for the years 2017 and 2018.

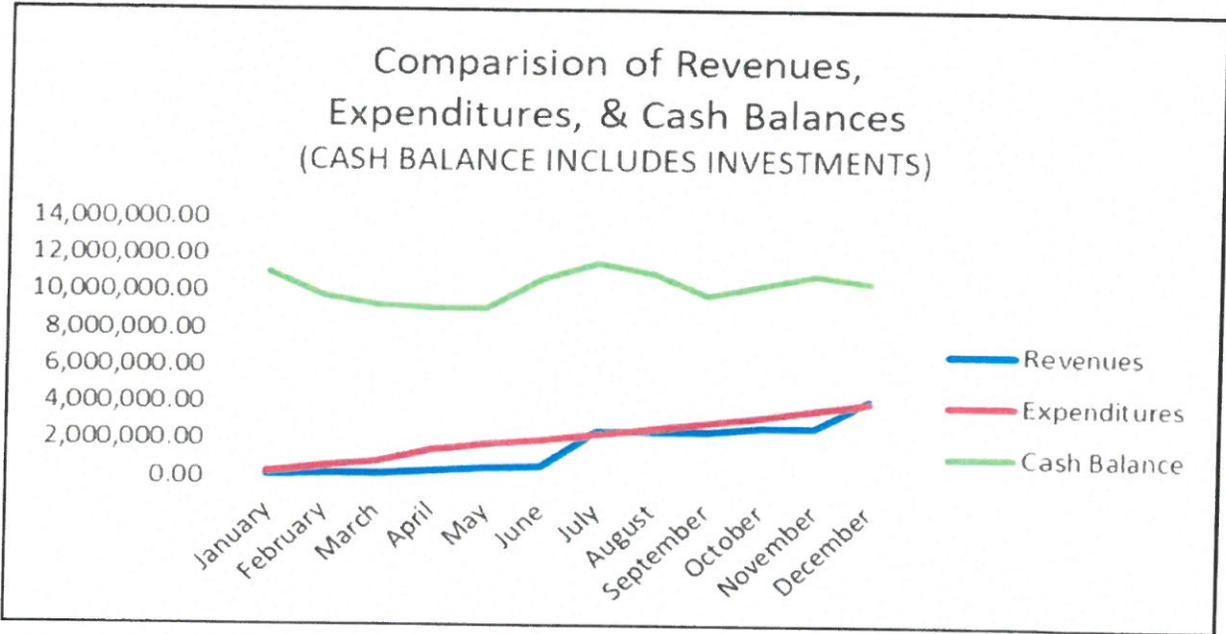
Revenues	2017 Budget	2017 Actual	% Received	2018 Budget	2018 Actual	% Received
General Fund	3,878,932.00	4,038,505.80	104.11%	4,043,491.00	4,273,546.00	105.69%
Debt Service Funds	791,369.00	732,765.56	92.59%	228,648.00	215,042.92	94.05%
Capital Project Funds	1,059,112.00	653,136.25	61.67%	1,175,257.00	1,044,553.97	88.88%
Enterprise Funds	3,682,132.00	4,033,592.41	109.55%	4,168,812.00	4,674,455.38	112.13%
Internal Service Fds	574,765.00	582,874.33	101.41%	816,247.00	601,572.18	73.70%
Total	9,986,310.00	10,040,874.35	100.55%	10,432,455.00	10,809,170.45	103.61%

Expenditures	2017 Budget	2017 Actual	% Spent	2018 Budget	2018 Actual	% Spent
General Fund	3,878,932.00	3,818,236.08	98.44%	4,043,491.00	4,059,782.57	100.40%
Debt Service Funds	935,397.00	759,423.53	81.19%	340,351.00	341,492.82	100.34%
Capital Project Funds	1,428,727.00	788,328.41	55.18%	1,159,933.00	1,486,852.57	128.18%
Enterprise Funds	7,643,416.00	4,962,336.82	64.92%	4,926,447.00	3,466,171.44	70.36%
Internal Service Fds	496,575.00	271,008.59	54.58%	937,585.00	347,212.89	37.03%
Total	14,383,047.00	10,599,333.43	73.69%	11,407,807.00	9,701,512.29	85.04%

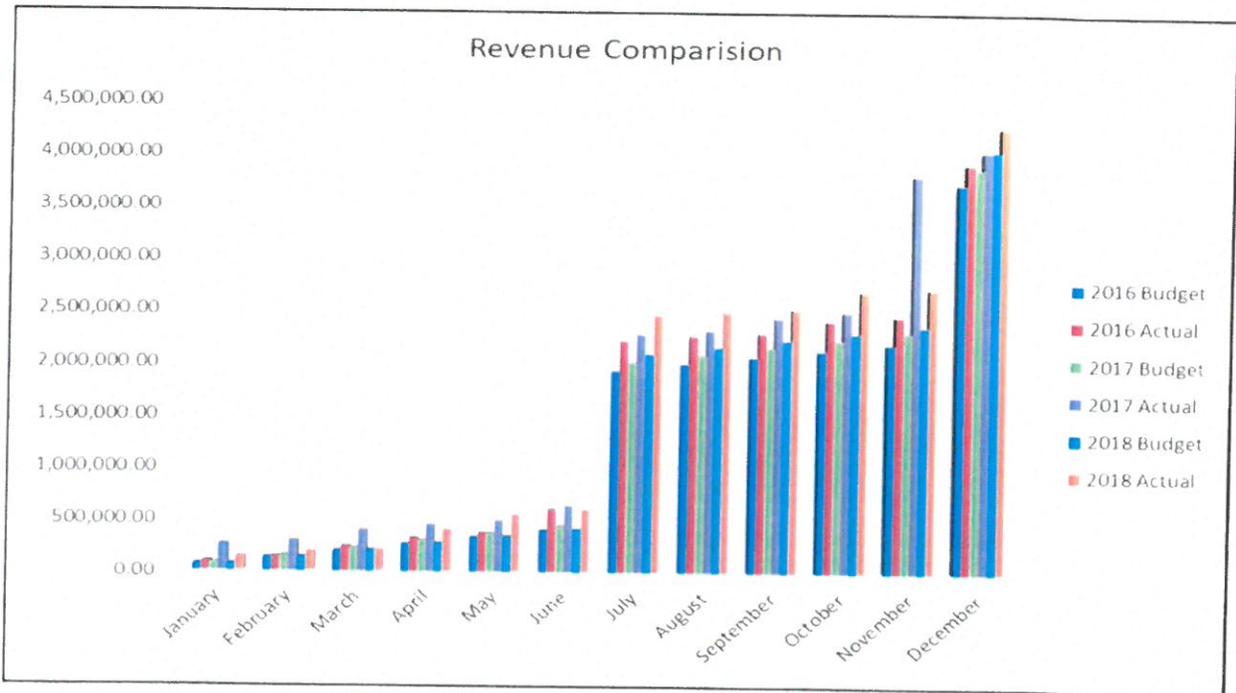
The rest of the report will detail the revenues and expenditures of each fund type.

GENEARL FUND

Revenues are above budget projections as are expenditures. Revenues exceeded budget by almost 6% and exceeded 2017 revenues. Meanwhile expenditures exceeded budget by less than a ½% and are above 2017 expenditures by \$241,500.00. The chart on the following page shows the how dependent the Town is on property tax revenue both as a major revenue source and to cash flow operations. Cash flows decrease most months except in July and December, when property taxes are received and revenues are generally below expenditure levels except in those two months.

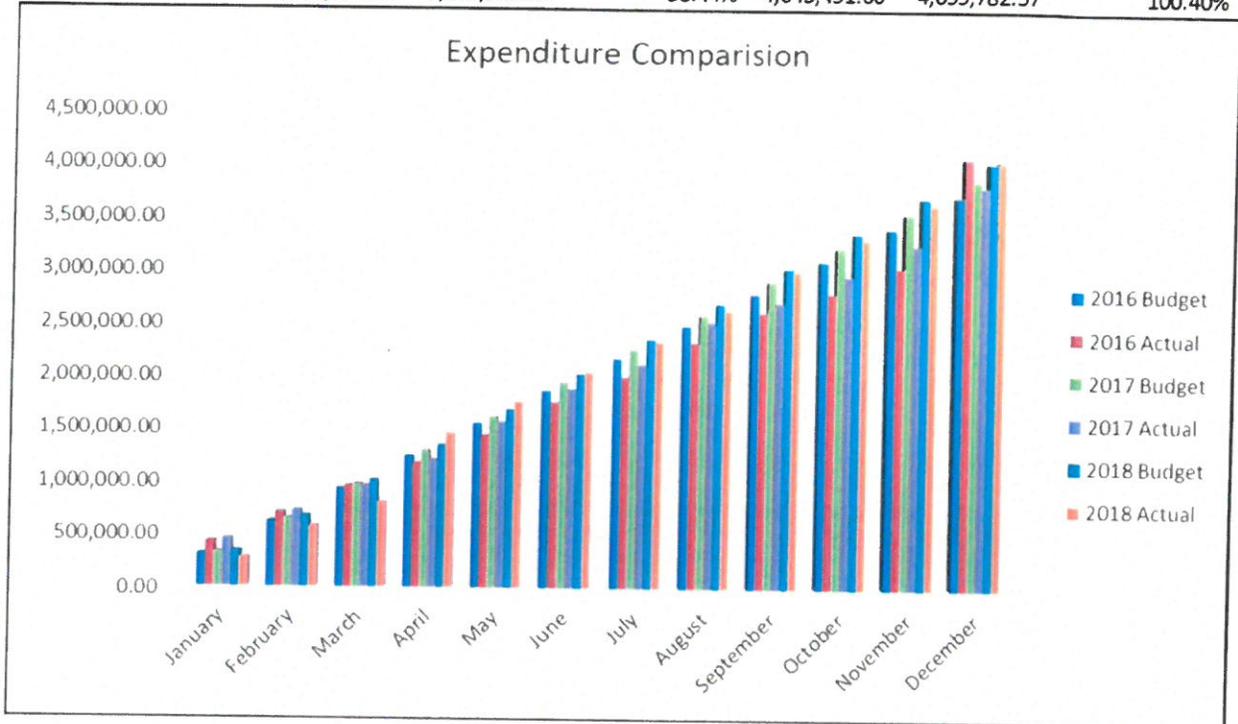


For the year, the Town has received 104% of the budgeted revenue. All revenue categories exceeded their budgets, except property taxes (99.9%) and other financing sources (75.2%). Licenses and permits have exceeded their budget and collected 139.9% of their budgets. All of the line items under the licenses & permits category have exceeded their budget amounts for the year led by building permit revenue, which totaled \$128,012.94 or 142.2% of budget. The Town has received 99.9% of its property tax revenue for the year due to the payment of current and delinquent taxes. The Town collected 100.8% of antenna lease revenues, which reflects the reduced lease revenue on the northeast water tower due to the repainting. The chart below compares budget to actual revenues for the last three years.

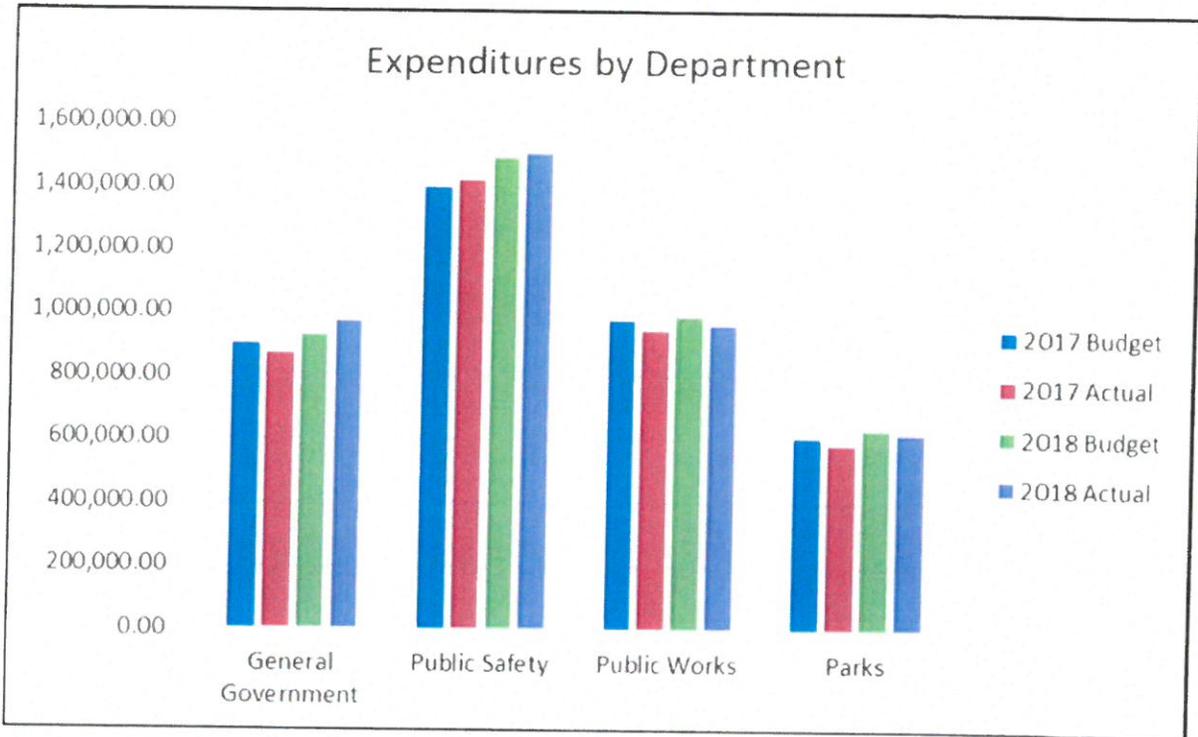


Actual expenditures for the year as state previously are just over the 2018 budget and the 2017 actual amounts. The charts below compare 2017 and 2018 budgets and expenditures:

	2017 Budget	2017 Actual	% Spent	2018 Budget	2018 Actual	% Spent
General Government	900,400.00	868,278.55	96.43%	928,249.00	972,525.10	104.77%
Public Safety	1,396,778.00	1,417,958.75	101.52%	1,489,263.00	1,504,119.41	101.00%
Public Works	975,084.00	945,205.68	96.94%	990,504.00	963,399.75	97.26%
Parks	606,670.00	586,793.10	96.72%	635,475.00	619,738.31	97.52%
Total	3,878,932.00	3,818,236.08	98.44%	4,043,491.00	4,059,782.57	100.40%



The only activities over 100% spent of their budgets for the year are General Government (108%), Community Development (119%), and Public Works (110%). The general government activity is over budget for 2018 by \$23,579.42 and is from the expenditures related to the replacement of the Town's Clerk-Treasurer. Community Development is over budget for work done by the consultants on the Town's comp plan update (\$40,888.34) and Public Works is over budget by \$24,142.39 due to fuel costs and equipment repairs. The chart on the following page shows budget to actual comparison by department for the last two years.



Overall, the General Fund is in good shape for the year and for the future. Revenues exceeded expenditures by just over \$213,000.00 and the General Fund's fund balance is at 50% of the 2019 budget, which is where the Town's reserve policy states it should be.

DEBT SERVICE FUNDS

The Town Debt Service expenditure activity is completed for the year with both the February and August 1st bond payments being made totaling \$341,492.82. The Town now has \$1,640,000.00 in outstanding debt. Funding or revenues, which totals \$215,042.92, come from Water Utility Fund revenues as well as property taxes, special assessments, and tax increments.

CAPITAL PROJECT FUNDS

Revenues are from special assessments, interest earnings, the billboard lease in the Community Park Fund, and transfer from the Town's General Fund for the Town's annual sealcoating project and to meet its fund balance policy. The expenditures are transfers from the Town's EDA Fund to the Debt Service Funds for their share of 2018 bond payments and cost for the Pine Hill and Three Oaks Improvement projects. In total revenues were 88.9% of budget at \$1,044,553.97 with expenditures at \$1,486,852.57 or 128.9% of budget.

ENTERPRISE FUNDS

The Town's Enterprise Funds financial information is as follows:

Revenues	2017	2017	%	2018	2018	%
	Budget	Actual	Received	Budget	Actual	Received
Water Fund	1,568,845.00	1,602,449.54	102.14%	1,648,241.00	1,934,410.69	117.36%
Sanitary Sewer Fund	1,716,760.00	1,851,380.79	107.84%	1,969,845.00	2,160,296.55	109.67%
Storm Water Fund	396,527.00	579,762.08	146.21%	550,726.00	579,748.14	105.27%
Total	3,682,132.00	4,033,592.41	109.55%	4,168,812.00	4,674,455.38	112.13%

Expenses	2017	2017	%	2018	2018	%
	Budget	Actual	Spent	Budget	Actual	Spent
Water Fund	3,029,456.00	2,680,837.61	88.49%	1,766,378.00	1,436,528.98	81.33%
Sanitary Sewer Fund	3,538,897.00	2,040,403.77	57.66%	2,394,814.00	1,787,649.10	74.65%
Storm Water Fund	1,075,063.00	241,095.44	22.43%	765,255.00	241,993.36	31.62%
Total	7,643,416.00	4,962,336.82	64.92%	4,926,447.00	3,466,171.44	70.36%

Revenues for the year are above last year revenues due to new rates. Expenses for the year are below budget and are similar to prior year expenses. Keeping in mind that the expense budget for the Enterprise Funds includes depreciation. Again, nothing is unusual for the year for the Enterprise Funds.

INTERNAL SERVICE FUNDS

The Town's Town Building, Capital Equipment, and Risk Management Funds collect one-time fees from the General Fund and Enterprise Funds and in the past had received some of the operating transfers from the General Fund to maintain reserves at the proper level.

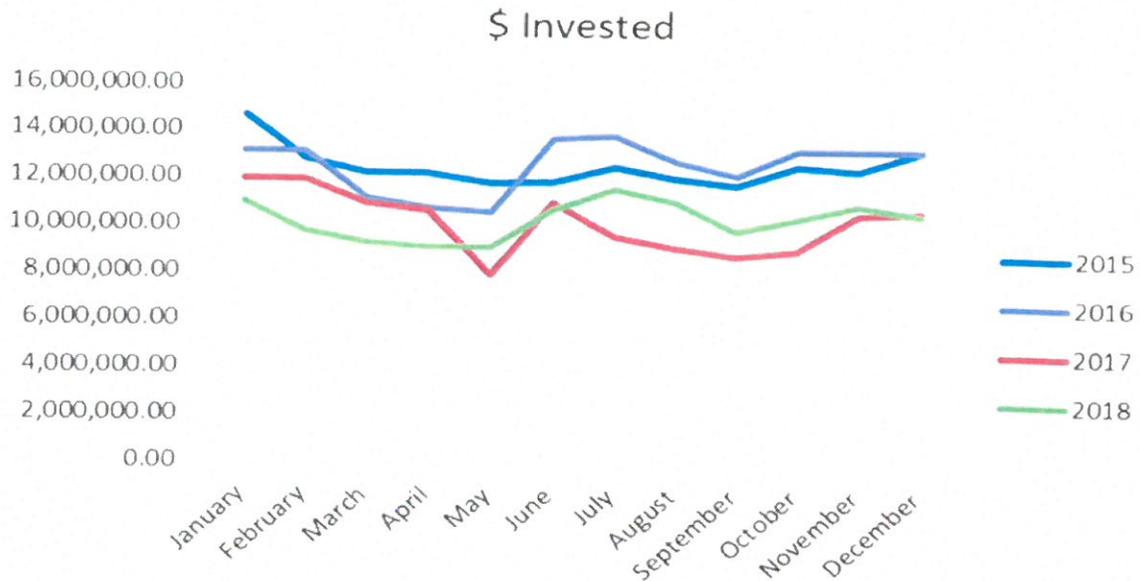
The Town Building Fund has spent only 7.08% of their budgeted items as some of the larger items budgeted have been delayed until sometime in the future and the funds were not spent in 2018. The majority of the expenditure is for adding dormers over the doors at the public works facility. The Capital Equipment Fund has spent 49.66% of their budget for small tools, furniture, two trucks in public works, computer equipment and software, and miscellaneous equipment.

The Risk Management Fund has paid the 2018 worker's compensation premiums and other insurance premiums through October of 2019. Premiums cost the Town \$121,320.99. All of 2018 the worker's compensation premiums were paid for \$40,225.98 compared to \$31,579.00 for all of 2017. The increase is due to increases in staff. The Town's other insurance policies were under budget, because of increasing deductibles. Overall, the Risk Management fund has spent 100.99% of its 2018 budget.

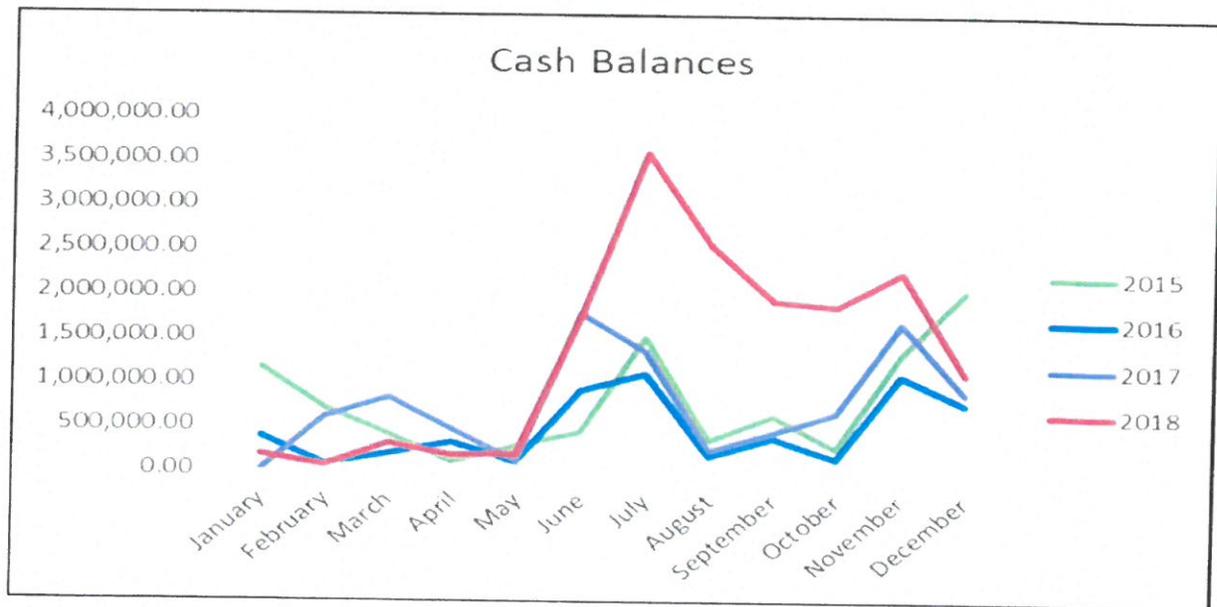
CASH AND INVESTMENTS

Finally, the Town had \$10,555,202.16 invested as compared to \$10,653,843.87 invested last year at this time. Having less funds invested compared to last year is due to bond retirements, and internal funding of capital projects including sanitary sewer lining and storm water projects. Interest rates remain low. These low interest rates have cause the Town to reinvest its fund when possible in government bonds, which have been purchased at a premium. The payment of premiums results in lower interest earning for the year as premium costs are offset against interest. The investments had an average interest rate of 2.765% compared to 2.974% last year. Again because of the premiums paid the Town's yield to maturity is only 2.483%

compared to 2.501% in 2017. The chart below shows the Town's invested funds for the last three years.



The other factor and equally important as funds invested is the Town's cash in the bank. These are the funds the Town uses to pay its bills each month. Since the Town receives the majority of its money in July and December from tax settlements, it's not unusual for the Town to have a large amount of cash available in those months with the funds being drawn down in the proceeding months. Depending on expenditures and other revenues collect the Town may draw on its investments to help meet its cash needs, as has been the case during the most of 2018. The chart below demonstrates the cash flow for the Township the last three years.



CONCLUSION

The Township had a good year financially. Revenues finished the year above budgeted amounts for most revenue sources. Expenditures were also above budgeted amounts, but this was due to capital projects and other projects, such as the consultant hired to help replace the Clerk-Treasurer. The rate increases in the utility funds has increased revenues to help pay for improvement projects and build reserves for future projects. The General Fund which has revenues above budget amounts and expenditures also above budget amounts would ended the year with a surplus resulting in the Town's fund balance increasing to meet the 50% of 2019 budget amount as stated in the Town's reserve policy. The Township has sufficient cash and investments to meet its obligations, however investment earnings remains low. Therefore, the Township is in good financial shape for 2018. The auditors will be at the June or July Executive Meeting to present their findings on the Town's 2018 finances, which may result in some minor changes to the information provided above.



**Town Board Meeting
June 3, 2019**

Agenda Number: 6A – Old Business

Subject: None

Documentation:

Action / Motion for Consideration:

Report at Meeting / Discuss



**Town Board Meeting
June 3, 2019**

Agenda Number: 7A – Public Hearing

Subject: Conditional Use Permit Request – Three Oaks of White Bear Township – To Allow Modification of the Landscaping Plan

Documentation: Staff Memo w/attachments / Public Notice / Resident Letter / Mailing List / Proof of Publication / Proposed Conditional Use Permit / Zoning Certificate & Requirements

Action / Motion for Consideration:

- Note Proper Publication of the Hearing Notice in Newspaper & Waive Reading of Notice
- Open Public Hearing
- Open Public Comment Portion – Ask for Comments
- Close Public Portion of Hearing

Based on Planning Commission & Staff Review & Recommendation Approve the Conditional Use Permit / Zoning Certificate & Requirements for Three Oaks of White Bear Township to Allow Modification of the Landscaping Plan

MEMORANDUM

TO: PLANNING COMMISSION
FROM: TOM RIEDESEL
DATE: MAY 16, 2019

SUBJECT: LANDSCAPING PLAN
REQUEST: MODIFICATION TO THE APPROVED PLAN – CONDITIONAL USE PERMIT
APPLICANTS: NORTH OAKS COMPANY
LOCATION: THREE OAKS OF WHITE BEAR TOWNSHIP

The North oaks Company has been working with residents south of the Three Oaks development to revise the approved Landscaping Plan.

During grading of the property and extension of utilities, North Oaks Company removed trees along the south lot line which were planned to be saved. North Oaks Company plans to add new landscaping, as shown on the attached plan along the south lot line.

The Landscaping Plan was approved as part of the Conditional Use Permit for the Planned Unit Development. With the changes proposed to the approved plan, a new Conditional Use Permit which adopts a modified plan must be approved.

The approved plan and proposed plans are attached.

TR/psw
cc:admin/add.file
b:oakslandscaping



May17, 2019

Mr. Tom Riedesel
Township Planner
White Bear Township
1281 Hammond Road
White Bear Township, Minnesota 55110

Re: Three Oaks of White Bear Township
Landscape Plan

Dear Tom,
North Oaks Company, LLC (NOC) is providing a Final Landscape plan based on the site conditions encountered after grading operations have been completed.

It is apparent that the original landscape plan is not going to provide the intended screening to the adjoining neighbors to the south. The new plan takes advantage of the existing trees to the south along lots 3-7 and moves the screening planting to the east and west (Landscape Plan attached).

Two things have transpired to warrant this change:

First of all the existing trees on the east area of the site were diseased and after meeting with the adjacent property owner it was decided to have them removed.

Secondly the existing trees on the west end of the site were of higher elevation and did not provide the intended screening.

We have attached photos of the existing site conditions and several renderings of the proposed screening.

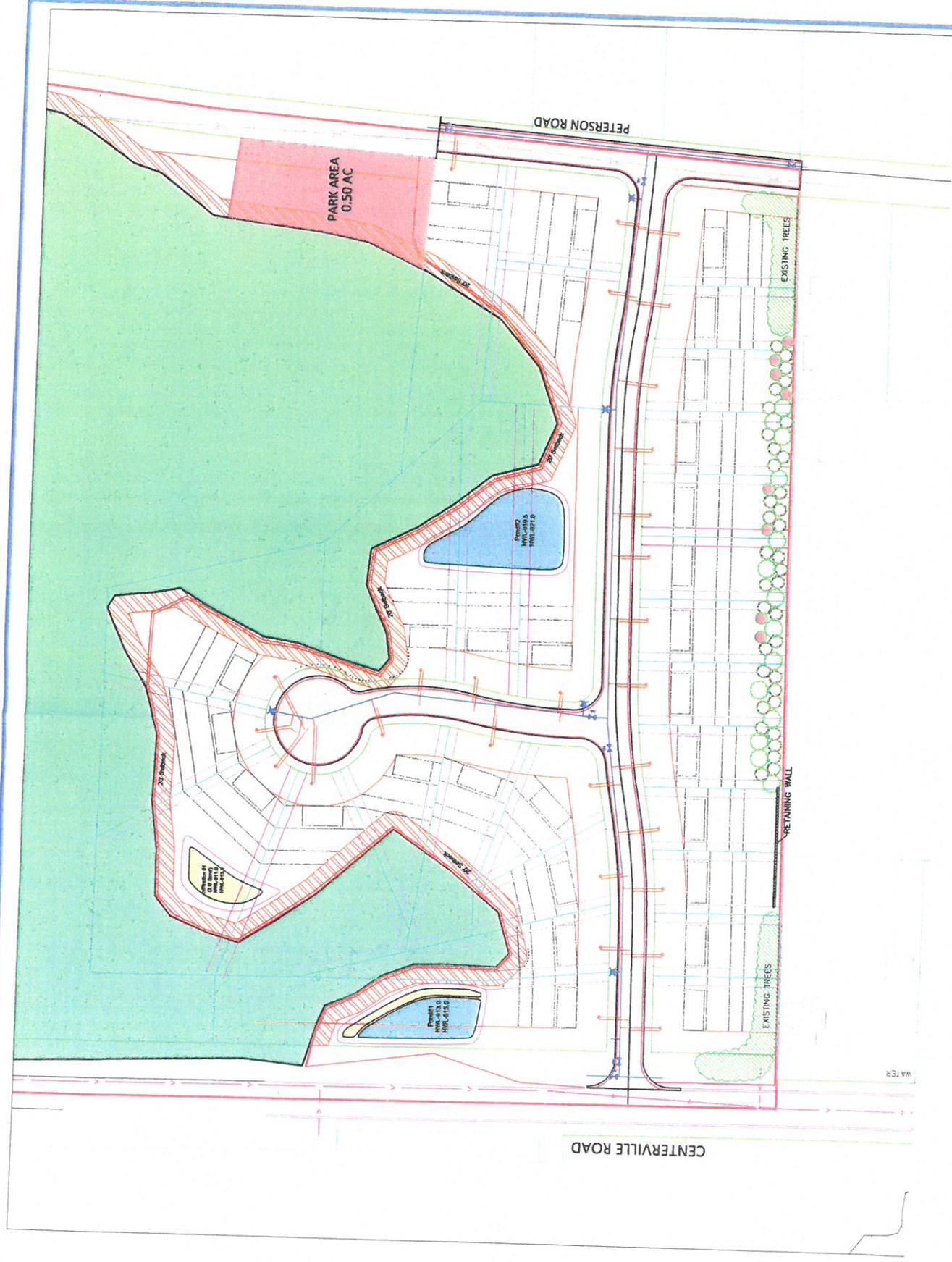
We look forward to working with the Township and the neighbors to provide screening of the new construction.

Sincerely,
North Oaks Company LLC

A handwritten signature in cursive script that reads 'Gary M. Eagles'.

Gary M. Eagles
Vice President

CC: Mark Houge, North Oaks Company LLC

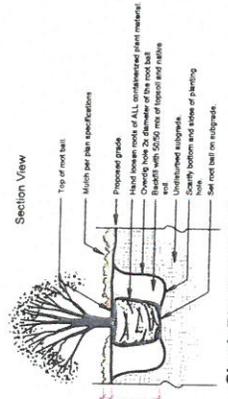


APPROVED PLAN

Proposed Plan

NOTES:
 1. ALL TREES SHALL HAVE A MINIMUM DEPTH OF 6" HARDWOOD BARK MULCH 6" DIAMETER RING AROUND THE BASE OF THE TREE KEEP MULCH OFF TREE TRUNK.
 2. ALL TREES TO BE FIELD PLANTED BY THE CONTRACTOR TO COORDINATE FIELD REVIEW OF PROPOSED TREE LOCATION WITH CITY AND PROJECT LANDSCAPE ARCHITECTS PRIOR TO ANY TREE INSTALLATION.
 3. ALL TREE RITS AND BACK FILL SHALL BE FREE OF CLASS V OR SIMILAR MATERIAL. TREES ARE TO BE BACKFILLED WITH NATIVE SOIL.

PLANT SCHEDULE	CONT	QTY
CONFIDENTIAL TREES		
DECIDUOUS TREES		
ORNAAMENTAL TREES		
SHRUBS		
COMMON NAME	BOTANICAL NAME	SIZE
Colts' Foot	<i>Asplenium platyneuron</i>	1 gal
Blue-Leaf Hydrangea	<i>Hydrangea glabra</i>	5 gal
Miss Kim Lilac	<i>Syringa pinnatifida</i>	10 gal
Mockingbird	<i>Viburnum lentago</i>	10 gal
P. J.M. Rhododendron	<i>Rhododendron 'P.J.M.'</i>	1 gal
Regent Semi-Evergreen	<i>Amelanchier alnifolia</i>	10 gal



5 Tree Planting Detail NOT TO SCALE

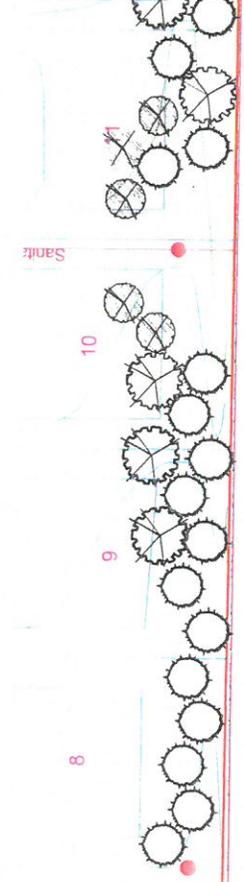


5 Shrub Planting Detail NOT TO SCALE

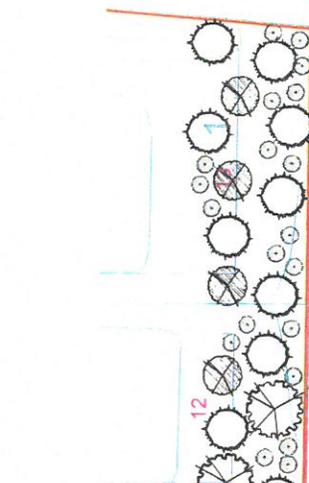
RETAINING WALL



2 West Buffer Plantings SCALE: 1" = 20'

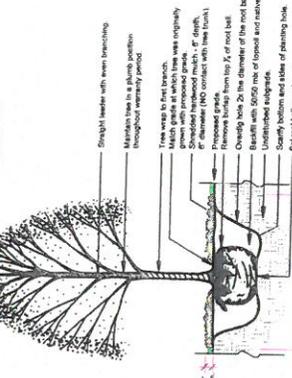


3 East Buffer Plantings SCALE: 1" = 20'



4 Tree Planting Detail NOT TO SCALE

Section View



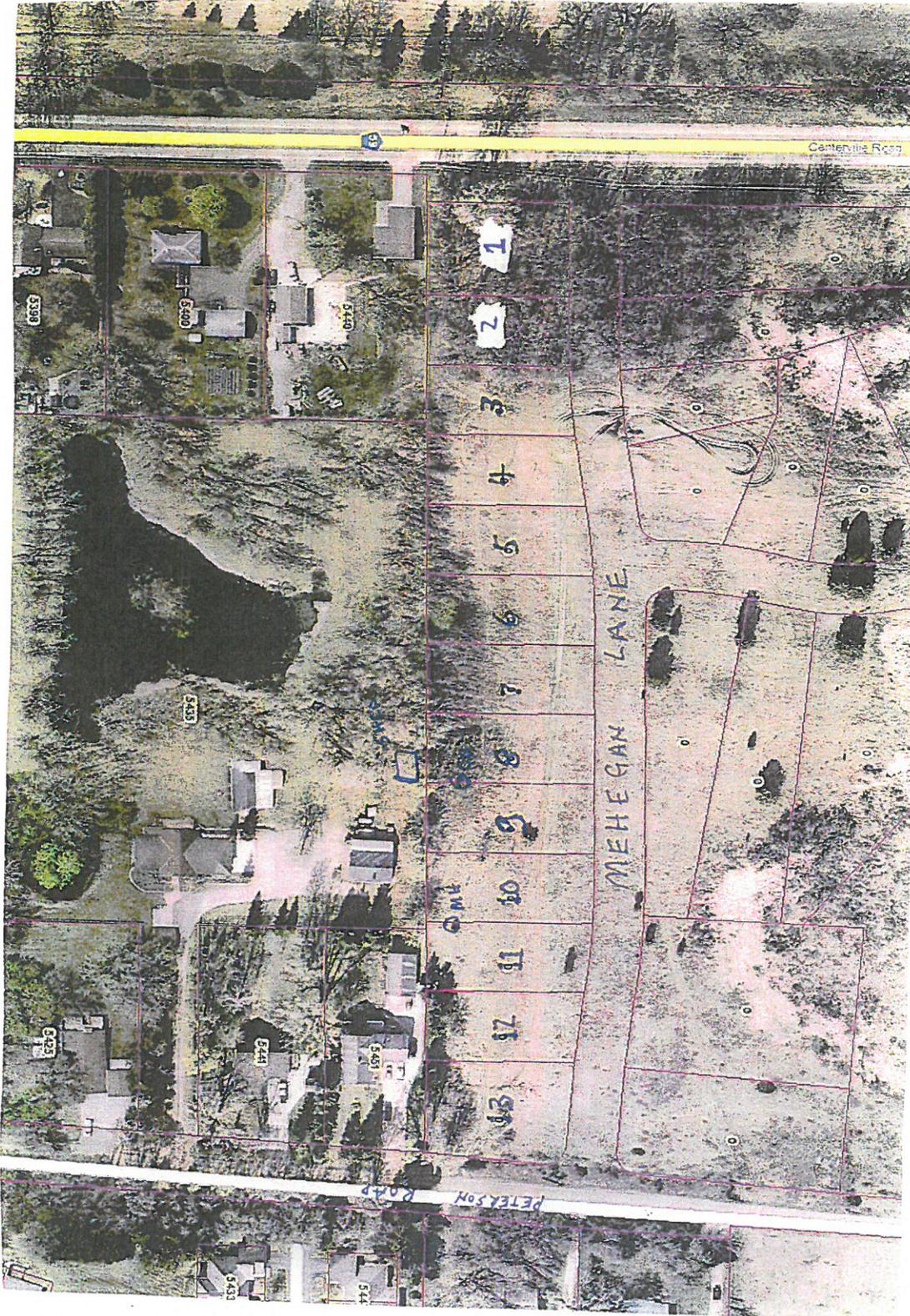
DRAWING NAME	NO.	BY	DATE	REVISIONS
LANDSCAPE PLAN	01	AK	10/15/15	Created in AutoCAD
	02	AK	10/21/15	Updated per comments
	03	AK	10/27/15	Updated per comments
	04	AK	10/27/15	Updated per comments
	05	AK	10/27/15	Updated per comments

Norby & Associates
 Landscape Architects, Inc.
 108 East Second St, Suite 200, Chaska, MN 55319
 (952) 341-0444 / www.norbyandassociates.com

CITY PROJECT NO.
 WB TOWNSHIP
 MINNESOTA

LANDSCAPE PLAN
 THREE OAKS OF
 WHITE BEAR TOWNSHIP
 NORTH OAKS COMPANY

FILE NO.
 XXXX.XXX
 LP1



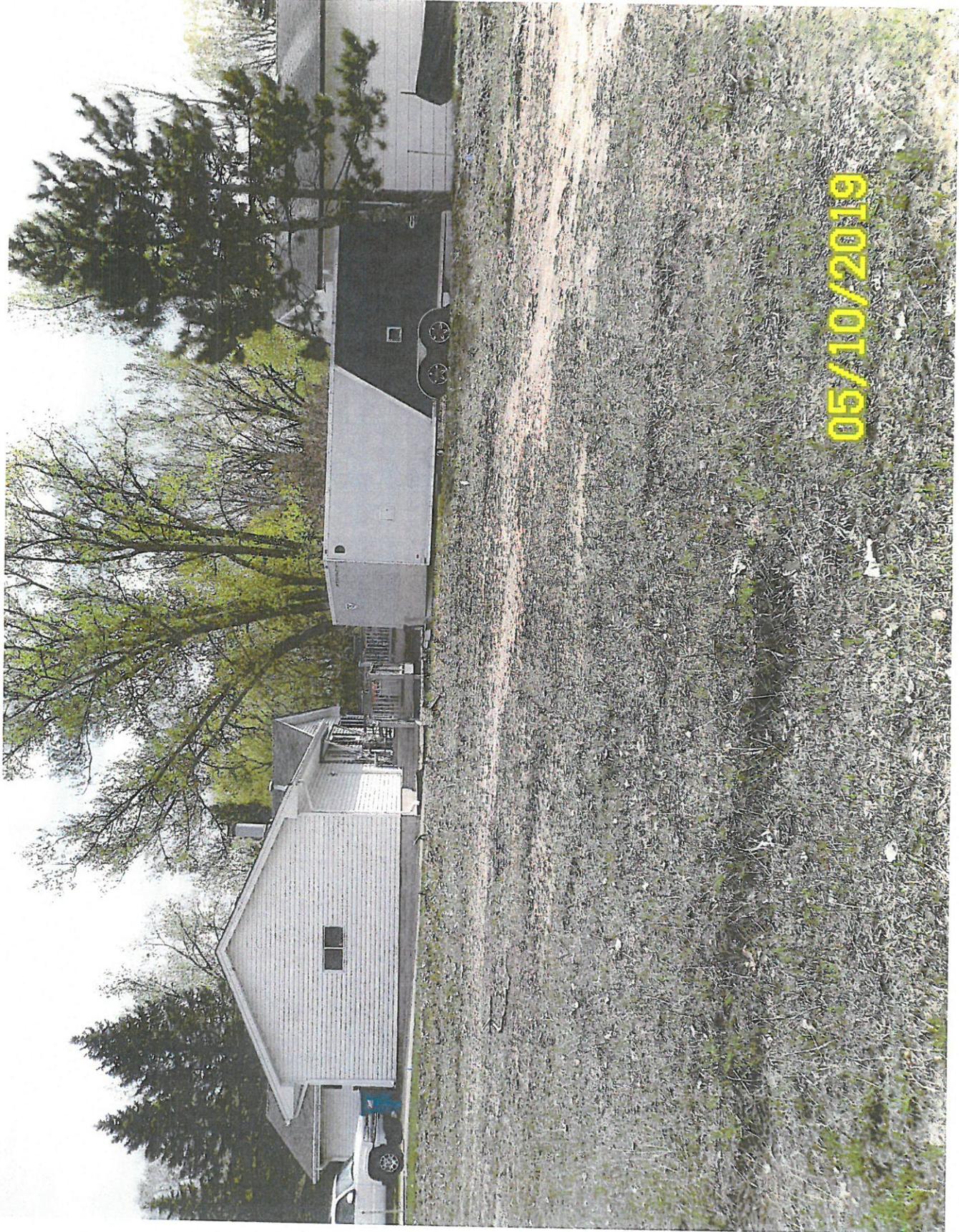
CONSTRUCTION
PREF

THREE
OAKS



ALMOST

Lot 12
Block 1
Before

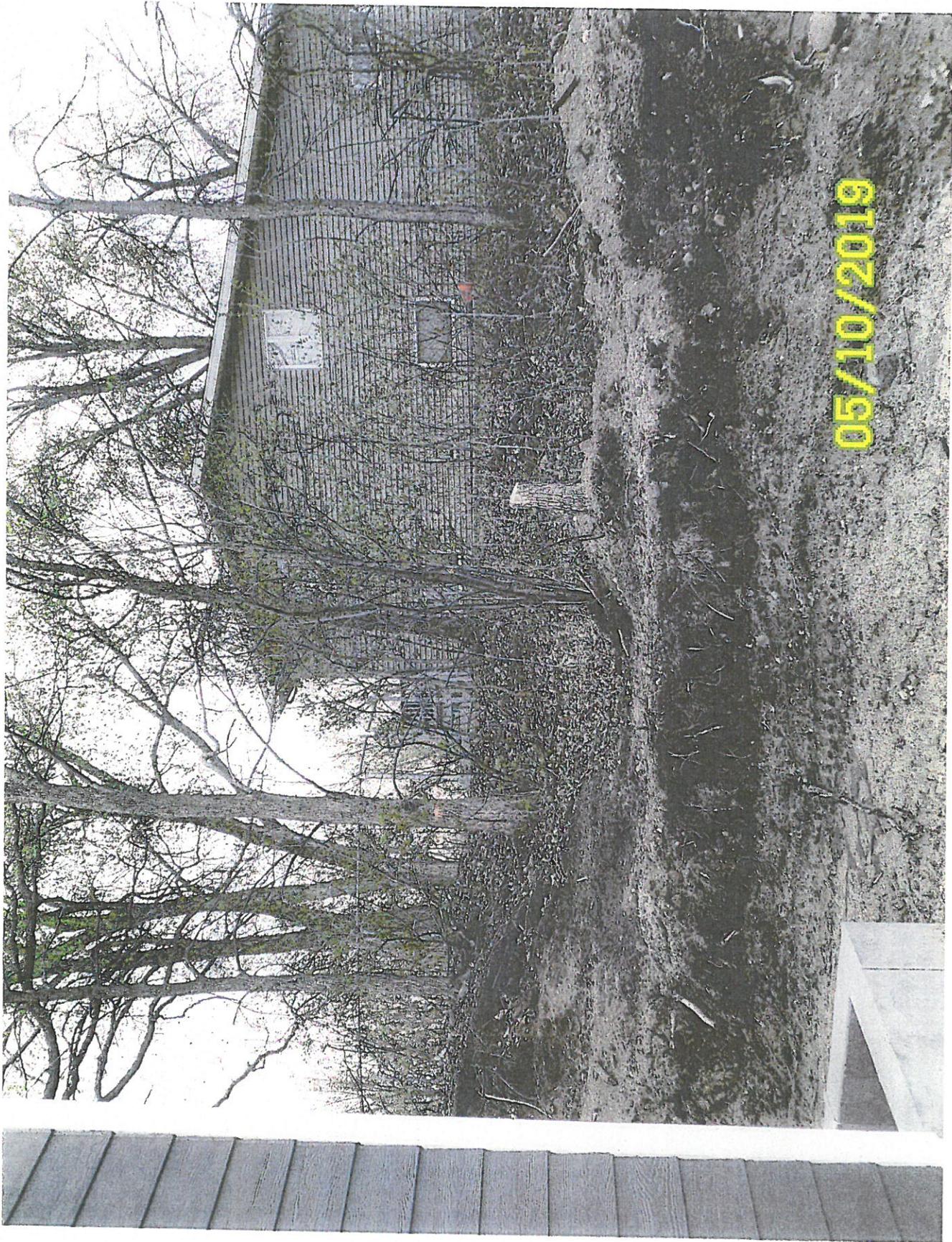


05/10/2019

lot 12
Block
1
AFTER



lot 1
Block 1



05/10/2019





NOTICE OF HEARING ON REQUEST FOR A CONDITIONAL USE PERMIT TO ALLOW MODIFICATION OF THE LANDSCAPING PLAN FOR THE THREE OAKS SUBDIVISION IN THE TOWN OF WHITE BEAR, RAMSEY COUNTY, MINNESOTA

NOTICE IS HEREBY GIVEN, That the Town Board of Supervisors of the Town of White Bear, Ramsey County, Minnesota, will meet at Heritage Hall, 4200 Otter Lake Road, in said Town of June 3, 2019, at 7:00 p.m., to consider the request of the granting of the modification of the Landscaping Plan for the Three Oaks Subdivision in the Town of White Bear, Ramsey County, Minnesota, lying and being in the area described as follows:

All that part of the S $\frac{1}{4}$ of the SE $\frac{1}{4}$ of Section 4, Township 30, Range 22, Ramsey County, Minnesota, lying west of the center line of Peterson Road, except the following described property: Beginning at a point on the west line of the SE $\frac{1}{4}$ of said Section 4, distant 220 feet south of the NW corner of S $\frac{1}{2}$ of the S $\frac{1}{2}$ of said SE $\frac{1}{4}$; thence east along a line drawn parallel with the north line of said S $\frac{1}{2}$, S $\frac{1}{2}$, SE $\frac{1}{4}$, a distance of 1155.59 feet; thence northeasterly a distance of 221.05 feet to point on the north line of said S $\frac{1}{2}$, S $\frac{1}{2}$, SE $\frac{1}{4}$, which point is located 1182.02 feet east of the NW corner of said S $\frac{1}{2}$, S $\frac{1}{2}$, SE $\frac{1}{4}$; thence west along said north line a distance of 1182.02 feet to the NW corner of said S $\frac{1}{2}$, S $\frac{1}{2}$, SE $\frac{1}{4}$; thence south along the west line of said S $\frac{1}{2}$, S $\frac{1}{2}$, SE $\frac{1}{4}$ a distance of 220 feet to the point of beginning,

together with:

All that part of the N $\frac{1}{4}$ of the NE $\frac{1}{4}$ of Section 9, Township 30, Range 22, Ramsey County, MN., lying west of the centerline of Peterson Road; excepting therefrom that part of thereof conveyed to Ramsey County by Quit Claim Deed filed November 8, 1912, as Document Number 431002, described as follows: A strip of land on the north side of Section 9, 16.5 feet wide on either side of Old Centerville Road; thence south along the centerline of said road a distance of 660 feet to the land of Oliver LeMay.

(Peterson Road & Centerville Road)

and to pass upon objections and recommendations, if any, and to conduct any and all business incident thereto.

Given under my hand this 15th day of May, 2019.

BY ORDER OF THE TOWN BOARD OF SUPERVISORS

A handwritten signature in black ink, appearing to read "Patrick Christopherson", written over a horizontal line.

PATRICK CHRISTOPHERSON, Clerk-Treasurer



1858
RAMSEY COUNTY
MINNESOTA

Board of Supervisors
ED M. PRUDHON, *Chair*
STEVEN A. RUZEK
SCOTT E. MCCUNE

1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

651-747-2750
FAX 651-426-2258
Email: wbt@whitebeartownship.org

May 24, 2019

Township Resident
White Bear Township, Minnesota 55127

Dear Interested Property Owner:

The owners of the development known as Three Oaks, is proposing to modify the originally approved Landscaping Plan for the development. Modifying the adopted plan requires a Public Hearing, therefore, enclosed please find a **Notice of Hearing Request for a Conditional Use Permit to Allow Modification of the Landscaping Plan for the Three Oaks Subdivision in the Town of White Bear, Ramsey County, Minnesota.**

The Public Hearing on this matter has been scheduled for Monday, June 3, 2019, at 7:00 p.m. at Heritage Hall, 4200 Otter Lake Road, White Bear Township, Minnesota.

If you have any questions or concerns plan on attending the hearing. If you are unable to attend and would like additional information you may contact Tom Riedesel, Planner, at 651.747.2761 or via e-mail at tom.riedesel@whitebeartownship.org.

Sincerely,

Patti Walstad
Paralegal

PSW/s
Enc.



recycled paper

NORTH OAKS COMPANY
5959 CENTERVILLE ROAD
NORTH OAKS MN 55127

RESIDENT
1131 ANDERSON LANE
WHITE BEAR TOWNSHIP MN 55127

RESIDENT
1139 COUNTY ROAD H-2
WHITE BEAR TOWNSHIP MN 55127

RESIDENT
1141 ANDERSON LANE
WHITE BEAR TOWNSHIP MN 55127

RESIDENT
1165 COUNTY ROAD H-2
WHITE BEAR TOWNSHIP MN 55127

RESIDENT
1155 ANDERSON LANE
WHITE BEAR TOWNSHIP MN 55127

RESIDENT
5398 CENTERVILLE ROAD
WHITE BEAR TOWNSHIP MN 55127

RESIDENT
1165 ANDERSON LANE
WHITE BEAR TOWNSHIP MN 55127

RESIDENT
5400 CENTERVILLE ROAD
WHITE BEAR TOWNSHIP MN 55127

RESIDENT
1086 ANDERSON LANE
WHITE BEAR TOWNSHIP MN 55127

RESIDENT
5440 CENTERVILLE ROAD
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RESIDENT
1094 ANDERSON LANE
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RESIDENT
5606 CENTERVILLE ROAD
WHITE BEAR TOWNSHIP MN 55127

RESIDENT
1106 ANDERSON LANE
WHITE BEAR TOWNSHIP MN 55127

RESIDENT
1095 ANDERSON LANE
WHITE BEAR TOWNSHIP MN 55127

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1107 ANDERSON LANE
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5422 PROVENCE LANE
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5447 PROVENCE LANE
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RESIDENT
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5474 PETERSON ROAD
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RESIDENT
5530 PETERSON ROAD
WHITE BEAR TOWNSHIP MN 55127

RESIDENT
5566 PETERSON ROAD
WHITE BEAR TOWNSHIP MN 55127

RESIDENT
5571 PETERSON ROAD
WHITE BEAR TOWNSHIP MN 55127

PULLEN RESIDENCE
6409 INNER DRIVE
MADISON WI 553705

**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA
NOTICE OF LAKE LINKS TRAIL OPEN HOUSE
JUNE 3, 2019**

NOTICE is hereby given that an open house will be held on June 3, 2019 at 6:30 p.m. at Birchwood City Hall in the Council Chambers. The purpose of this meeting will be to review and hear public input about multiple design and route options for Lake Links Trail in Birchwood Village. Members of the Birchwood City Council, Roads and Streets Committee, and the Lake Links Association will be present to answer questions. Public attendance is strongly encouraged. For more information, please call Birchwood City Hall at 651-426-3403.

Tobin Lay, City Administrator
Published one time in the White Bear Press on May 22, 2019.

**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA
NOTICE OF TIME CHANGE FOR JUNE CITY COUNCIL MEETING
NOTICE IS HEREBY GIVEN**

that the June City Council meeting will be 6:45pm, at Birchwood City Hall, 207 Birchwood Avenue, Birchwood, MN 55110.

Tobin Lay, City Administrator
Published one time in the White Bear Press on May 22, 2019.

**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA
NOTICE OF PUBLIC INFORMATION MEETING**

NOTICE is hereby given that a public meeting will be held on June 11, 2019 at 6:45 p.m. at Birchwood City Hall in the Council Chambers. The purpose of this meeting will be to review the City of Birchwood Village's Storm Water Pollution Prevention Program for 2019. The Storm Water Pollution Prevention Program Plan (SWPPP) is a document required by the State and Federal government that outlines how the City will work towards reducing pollution in rainwater runoff. This Plan will be reviewed at the meeting and public comment received.

Attendance from City residents is encouraged, as the City seeks your input into the Storm Water Pollution Prevention Program. For more information, please call Birchwood City Hall at 651-426-3403.

Tobin Lay, City Administrator
Published one time in the White Bear Press on May 22, 2019.

**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA
NOTICE OF PUBLIC HEARING
REGARDING ADOPTION OF PROPOSED ORDINANCE
JUNE 11, 2019**

NOTICE is hereby given that the City Council will be holding a public hearing and final vote at 6:45 pm on Tuesday, June 11, 2019 at the Birchwood Village Hall, 207 Birchwood Avenue, Birchwood Village, Minnesota to consider amending public improvements financing and assessment provisions in City Code Section 805. A copy of the proposed language is available at City Hall.

Tobin Lay, City Administrator
Published one time in the White Bear Press on May 22, 2019.

**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA
NOTICE OF PUBLIC HEARING
REGARDING ADOPTION OF PROPOSED ORDINANCE
JUNE 11, 2019**

NOTICE is hereby given that the City Council will be holding a public hearing and final vote at 6:45 pm on Tuesday, June 11, 2019 at the Birchwood Village Hall, 207 Birchwood Avenue, Birchwood Village, Minnesota to consider amending zoning code requirements regarding undersized lots in City Code Section 302. A copy of the proposed language is available at City Hall.

Tobin Lay, City Administrator
Published one time in the White Bear Press on May 22, 2019.



**WHITE BEAR TOWNSHIP
NOTICE OF PUBLIC HEARING ON
PROPOSED IMPROVEMENT**

Notice is hereby given that the Town Board of the Town of White Bear, Minnesota, will meet at Otter Lake Elementary School, 1401 County Road H-2, in the Town of White Bear, Minnesota, on Tuesday, June 4, 2019, at 6:30 p.m., to consider the improvement. A reasonable estimate of the impact of the assessment will be available at the hearing.

The general nature of the improvement is set forth as follows: Street Improvements including bituminous paving, concrete curb and gutter, storm drainage, and other appearances thereto within the following streets: Hobe Lane, West Hobe Court, North Hobe Court, Parkway Drive, Fenway Court, Weston Woods Way, Moon Lake Court, Gilliland Court, White Bear Parkway (from Oakmede Lane to Otter Lake Road)

The area proposed to be assessed for such improvement is every lot, piece or parcel of land benefitted by said improvement.

Located within Section 2, Township 30, Range 22, as described on the following plats: Part of Government Lot 1, Registered Land Surveys 124, 128, 199, 219, 221, 222, 240, 250, 251, 252, 272, 273 in Ramsey County, Minnesota. Located within Section 1, Township 30, Range 22, as described on the following plats: Parkview Village C1C No. 304 in Ramsey County, Minnesota. Located within Section 16, Township 30, Range 22, as described as the following plats: Weston Woods of White Bear, Weston Woods of White Bear Township 6th Addition, C1C No. 424 Weston Woods of White Bear in Ramsey County, Minnesota. Located within Section 17, Township 30, Range 22, as described as C1C No. 377 Southwind of Gilliland Hills in Ramsey County, Minnesota. Located within Section 22, Township 30, Range 22, as described as the following plats: Pondview Preserve Plat 3 and White Bear Parkway Addition in Ramsey County, Minnesota.

The estimated cost of the improvement is \$1,151,824, with \$1,034,324 estimated to be assessed.

The Board proposes to proceed under authority granted under Minnesota Statutes, Chapter 429.

All persons desiring to be heard with reference to the proposed improvement will be heard at this meeting.

Dated: April 16, 2019,
BY ORDER OF THE TOWN BOARD OF SUPERVISORS
PATRICK CHRISTOPHERSON, Clerk-Treasurer

Published two times in the White Bear Press on May 22 and 29, 2019.



**WHITE BEAR TOWNSHIP
NOTICE OF HEARING REQUEST FOR A VARIANCE
FROM ORDINANCE NO. 35 (ZONING) OF THE TOWN OF WHITE BEAR,
RAMSEY COUNTY, MINNESOTA**

NOTICE IS HEREBY GIVEN, That the Town Board of the Town of White Bear, Ramsey County, Minnesota, will meet at Heritage Hall, 4200 Otter Lake Road, in said Town on Monday, June 3, 2019 @ 7:00 p.m., to consider the following variance request:

* 2 - 5' Side Yard Setback Variances

to allow construction of a garage and driveway on the following described property lying and being in the Town of White Bear, Ramsey County, Minnesota:

Lot 2 of Forest Court, except the South 10 feet thereof, Ramsey County, Minnesota

(2630 South Shore Boulevard)

and to hear and pass upon objections and recommendations, if any, and to conduct any and all business incident thereto.

Given under my hand this 20th day of May, 2019.

BY ORDER OF THE TOWN BOARD OF SUPERVISORS

PATRICK CHRISTOPHERSON, Clerk-Treasurer

Published one time in the White Bear Press on May 22, 2019.



WHITE BEAR TOWNSHIP

**NOTICE OF HEARING ON REQUEST FOR A CONDITIONAL USE
PERMIT TO ALLOW MODIFICATION OF THE LANDSCAPING PLAN
FOR THE THREE OAKS SUBDIVISION IN THE TOWN OF WHITE BEAR,
RAMSEY COUNTY, MINNESOTA**

NOTICE IS HEREBY GIVEN, That the Town Board of Supervisors of the Town of White Bear, Ramsey County, Minnesota, will meet at Heritage Hall, 4200 Otter Lake Road, in said Town of June 3, 2019, at 7:00 p.m., to consider the request of the granting of the modification of the Landscaping Plan for the Three Oaks Subdivision in the Town of White Bear, Ramsey County, Minnesota, lying and being in the area described as follows:

All that part of the S 1/4 of the SE 1/4 of Section 4, Township 30, Range 22, Ramsey County, Minnesota, lying west of the center line of Peterson Road, except the following described property: Beginning at a point on the west line of the SE 1/4 of said Section 4, distant 220 feet south of the NW corner of S 1/2 of said SE 1/4; thence east along a line drawn parallel with the north line of said S 1/2, S 1/2, SE 1/4, a distance of 1155.59 feet; thence northeasterly a distance of 221.05 feet to point on the north line of said S 1/2, S 1/2, SE 1/4, which point is located 1182.02 feet east of the NW corner of said S 1/2, S 1/2, SE 1/4; thence west along said north line a distance of 1182.02 feet to the NW corner of said S 1/2, S 1/2, SE 1/4; thence south along the west line of said S 1/2, S 1/2, SE 1/4 a distance of 220 feet to the point of beginning, together with:

All that part of the N 1/4 of the NE 1/4 of Section 9, Township 30, Range 22, Ramsey County, MN., lying west of the centerline of Peterson Road; excepting therefrom that part thereof conveyed to Ramsey County by Quit Claim Deed filed November 8, 1912, as Document Number 431002, described as follows: A strip of land on the north side of Section 9, 16.5 feet wide on either side of Old Centerville Road; thence south along the centerline of said road a distance of 660 feet to the land of Oliver LeMay.

(Peterson Road & Centerville Road)
and to pass upon objections and recommendations, if any, and to conduct any and all business incident thereto.

Given under my hand this 15th day of May, 2019.

BY ORDER OF THE TOWN BOARD OF SUPERVISORS

PATRICK CHRISTOPHERSON, Clerk-Treasurer

Published one time in the White Bear Press on May 22, 2019.

**NORTHEAST METRO 916
WHITE BEAR LAKE, MINNESOTA
BOARD NOTES APRIL 3, 2019**

The regular meeting of the School Board of Northeast Metro 916 Intermediate School District was held on Wednesday, April 3, 2019, at 6:00 p.m. at Bellaire School and the following business was transacted.

Meeting Called to Order

The meeting was called to order by Chair Forsberg at 6:00 p.m.

Roll Call of Attendance

Members present: Timm-12, Palmer-13, Delvo-14 (arrived at 6:01 p.m.), Kelly-15, Forsberg-16, Oksnevad-282, Sager-621, Azer-623, Chapman-624, Olson-831, Donovan-832, and Schwartz-833. Members absent: Livingston-622 and Stivaland-834. Also present: Connie S. Hayes, superintendent.

Approval of Agenda

Adopted the agenda as presented, limited discussion to the approved agenda, and accepted the list of items proposed for consent adoption.

Board Calendar Dates

• Wednesday, April 17, 2019 – Program Visit to Quora Education Center (Quora High School, WELS-South, and East View Academy) from 9:00 am to 10:00 am, 70 West County Road 82, Little Canada

• Wednesday, May 1, 2019 – School Board meeting at 6:00 p.m.

• 2019 Graduation Schedule

Questions and/or Comments from Citizens Present on Non-Agenda Items None.

Introduction: Alissa Case, equity and curriculum coordinator

Jean Jordan, director of educational services, introduced Alissa Case, equity and curriculum coordinator, to the school board. Alissa comes to Northeast Metro 916 from the University of Minnesota, where she is an instructor and Ph.D. candidate in Curriculum and Instruction with an emphasis in culture and teaching. Alissa has previously worked at St. Mary's University as adjunct professor and director of the Culturally Responsive Teaching program, and as a social studies teacher in the Rosemount-Eagan-Apple Valley school district.

Presentation: Grow Your Own Cohort

Megan McAllister, human resources supervisor, gave an update on the school district's efforts to support education assistants in their pursuit of a master's degree and teaching license. In total, 40 education assistants have completed the emotional/behavior disorders (EBD) licensure program through the University of Minnesota since the partnership was established in 2014. A new partnership is starting next year with the University of St. Thomas to support education assistants as they pursue licensure in autism spectrum disorders (ASD).

First Reading: Board Policies

Conducted a first reading of board policies related to student discipline (506) and student sex nondiscrimination (522).

Superintendent's Report

Superintendent Hayes shared the following items in her report: (a) Calendar for the new Psychiatric Residential Treatment Facility (PRTF); (b) New controller; (c) Classification and compensation study; (d) Legislative proposals; (e) Finance director; (f) Culture survey; and (g) Board meeting evaluation and board self-evaluation.

Approval of the Consent Agenda

Approved the consent items, accepted as part of the approval of the agenda, consistent with the recommended actions presented by the administration.

Approval of Minutes

Payment of Bills and Acknowledgment of Wire Transfer Report
Personnel (Employment, Resignation, Adjust Hours/FTE, Leave of Absence, Reassignment/Transfers, New Positions)
Donations
Resolution Recognizing 10-Year Employees
Resolution Recognizing 15-Year Employees

Resolution Recognizing 20-Year Employees
Resolution Recognizing 25-Year Employees
Resolution Recognizing 30-Year Employees
Resolution Recognizing 35-Year Employees
Approval of Joint Purchasing Agreement
Contract Renewal – School Furnishings II – Allermuir
Contract Renewal – School Furnishings II – ArcoBell
Contract Renewal – School Furnishings II – BCI Libraries
Contract Renewal – School Furnishings II – Jonti Craft
Contract Renewal – School Furnishings II – Six Inch
Contract Renewal – School Furnishings II – Smith Systems
Contract Renewal – School Furnishings II – Thonet
Agreements to Provide Special Education and Related Staffing

Resolution Discontinuing and Reducing Educational Programs and Positions

Discontinued the following programs and positions, or portions thereof:
Program
Design & Digital Media, Career & Technical Center effective end of 2018-19 school year
Position

.8 FTE Teacher, Design & Digital Media, Career and Technical Center, effective end of 2018-19 school year (0 FTE remains after reduction)

.1 FTE Teacher, Honors Mentor Connection, Career and Technical Center, effective end of 2018-19 school year (.1 FTE remains after reduction)

.3 FTE Teacher, Practical Assessment Exploration System (PAES), Career and Technical Center, effective end of 2018-19 school year. (.7 FTE remains after reduction)

6.5 hrs/dy Education Assistant I

Approval of Annual Review Policies

Per Board Policy 208, the following board policies need to be reviewed annually at the March or April board meetings. During the month of March, each policy was reviewed by district administration and legal counsel, and it was determined that some or no changes were necessary to the existing policies.

Acknowledged the review of the annual review policies (410, 413, 414, 415, 514, 524, 616, and 806) by district administration and legal counsel and the determination that no changes are necessary.

Approval of 2019-20 School Calendar

The first draft of the 2019-20 school calendar was presented at the March board meeting. No changes have been made since that meeting.

Approved the 2019-20 Basic School Calendar as presented for the following programs and/or employees:

Licensed Staff and Student Calendar

Assessment Center, Auditory-Oral Program, Bellaire Education Center, Early Childhood

Treatment Program, Karner Blue, Pankalo, Project Return, Quora High School, South

Campus, WELS North, WELS South
916 Mahtomedi Academy, Aris, Cambia Hills (Jan 2020), Career & Tech, East View

Academy, Karuna, Metro Heights Academy, Willows

Retirements (10+ Years)

Accepted the resignation of Mary Wiltse, accountant, upon the occasion of her retirement, effective May 17, 2019. Mary will have provided the school district with 47 years of service.

Authorization for Banking and Investment Access

With the resignation of the Director of Finance and retirement of our Accountant, it is necessary to authorize other employees to have access for our banking and investment accounts.

Named Connie Hayes, Ilissa Ramm, and Sunnie Hering (pending background check) authorized employees to conduct banking and investment transactions on behalf of Northeast Metro 916 with PMA, MSDLAF+ and US Bank.

Approval of Food Service Agreements

Northeast Metro 916 contracts with our member districts to provide food services to the students in our programs located across multiple member districts.

Approved the food service agreements with Stillwater Area Public Schools ISD 834 for the 2019-20 school year for Pankalo Education Center and Auditory Oral Program.

Renewal: Property, Casualty, Liability and Errors & Omissions Insurance

This is the eighth year for our school district to be insured by Hanover Insurance Company. The proposal represents an increase in premium from \$75,767 to \$89,143. Last year's renewal did not reflect the insurance coverage for Quora. The increase in renewal is due to an increase in building values, specifically due to the addition of Quora. The total premium for property, casualty, liability and errors and omissions is a .50 percent decrease from last year.

Renewed the Property, Casualty, Liability and Errors & Omissions insurance with the Hanover Insurance Group for a premium of \$114,269.78 for the period of May 1, 2019 through May 1, 2020.

Acceptance of Workers' Compensation Insurance Proposal

Our mod factor for workers' compensation has increased. For this renewal, the increase 2.13 to 3.03. This is based on the 2015, 2016, and 2017 school years. Based upon the multiple quotes that we received, we are switching our carrier to United Heartland from SPM as United Heartland came in with a much lower renewal quote. United Heartland has a good track record of helping intermediate districts. Workplace injuries are something we continue to focus efforts on, and are developing strategies to decrease the number and severity of the instances district-wide.

Accepted the proposal from United Heartland to provide workers' compensation insurance for the period of May 1, 2019, through May 1, 2020, for a premium of \$732,874.00.

Approval of Adjustment to 2018-19 School Calendar

The legislature passed, and the Governor signed, S.F. No.1743 to assist school districts in resolving the challenge of meeting state minimums for school attendance. Northeast Metro 916 did not have any snow days built into the calendar for 2018-2019. The District cancelled five days resulting in the District falling below the minimum for all programs, including those programs that count attendance in hours (the ALC programs, for example). The administration recommends the school board approve all five days that were cancelled due to health and safety concerns to be counted as instructional days. By doing so, the district will meet all other statutory requirements including but not limited to any reporting to MDE, salary payments for hourly employees and payments to any affected contractors who could not work those days.

Approved the adjustment of the 2018-2019 school calendar as allowed in MN Statute for the 2018-2019 school year only.

Board Forum

Member Azer reported on her attendance at the NSBA Conference. She highlighted sessions on arts integration, social-emotional wellbeing and mental health, culinary and culture, and skills and career readiness.

Member Delvo reported on her attendance at the NSBA Conference. She highlighted sessions on changes in the workplace, how to create happy environments, teaching to the test, and the film Screen Agers.

Member Palmer reported on Columbia Heights' partnership with the National Country Music Association Foundation. The district has also received approval for a pilot AP program.

Member Oksnevad reported on MSBA Day at the Capitol where the Lieutenant Governor and Education Commissioner spoke. The AMSD meeting is next week. Nothing to report from SEE.

Member Kelly reported that St. Francis' manufacturing program is now making parts for the Minnesota Department of Transportation.

Member Forsberg noted that her granddaughter attended Metro Heights Academy. Her transcript from Spring Lake Park showed Pass/Fail instead of letter grades and how it affects the transfer of credits.

Meeting Adjourned

Adjourned the meeting at 7:17 p.m.
Published one time in the Vadnais Heights Press on May 22, 2019.

STATE OF MINNESOTA

TOWN OF WHITE BEAR

COUNTY OF RAMSEY

Office of Town Clerk/Treasurer

CONDITIONAL USE PERMIT

IN CONSIDERATION of the statements made by the NORTH OAKS COMPANY, LLC, in their application therefor duly filed in this office, which Application is made a part hereof, and a showing by the applicant that the standards and criteria set forth in Ordinance No. 35 (Zoning) for Conditional Use Permits will be satisfied, a public hearing thereon having been held as provided by statute and ordinance, PERMISSION IS HEREBY GRANTED To said NORTH OAKS COMPANY, LLC, to allow construction of a planned unit development, upon a tract of land lying and being in the Town of White Bear, described as follows: See attached legal; Address: vacant land lying between Peterson Road and Centerville Road, all in Ramsey County, Minnesota; which tract is of the size and area specified in said application.

This permit is granted upon the express condition that said owner and her contractors, agents, workmen and employees shall comply in all respects with the ordinances of the Town of White Bear and the Special Requirements attached hereto and made a part hereof.

Given under the hand of the Town Clerk/Treasurer and the Seal of the Town Clerk this 3rd day of June, 2019.

TOWN CLERK/TREASURER

STATE OF MINNESOTA)
)
COUNTY OF RAMSEY) ss.
)
TOWN OF WHITE BEAR)

THIS INSTRUMENT WAS DRAFTED BY:
WHITE BEAR TOWNSHIP
1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP MN 55110

I, the undersigned, being the duly qualified and acting Clerk of the Town of White Bear, Minnesota, DO HEREBY CERTIFY, that I have carefully compared the attached and foregoing Conditional Use Permit with the original records and files of said Town, and that the same is a full, true, and correct transcript therefrom.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the Town Clerk's Seal this 3rd day of June, 2019.

TOWN CLERK/TREASURER

Legal Description:

All that part of the S $\frac{1}{4}$ of the SE $\frac{1}{4}$ of Section 4, Township 30, Range 22, Ramsey County, Minnesota, lying west of the center line of Peterson Road, except the following described property: Beginning at a point on the west line of the SE $\frac{1}{4}$ of said Section 4, distant 220 feet south of the NW corner of S $\frac{1}{2}$ of the S $\frac{1}{2}$ of said SE $\frac{1}{4}$: thence east along a line drawn parallel with the north line of said S $\frac{1}{2}$, S $\frac{1}{2}$, SE $\frac{1}{4}$, a distance of 1155.59 feet; thence northeasterly a distance of 221.05 feet to point on the north line of said S $\frac{1}{2}$, S $\frac{1}{2}$, SE $\frac{1}{4}$, which point is located 1182.02 feet east of the NW corner of said S $\frac{1}{2}$, S $\frac{1}{2}$, SE $\frac{1}{4}$; thence west along said north line a distance of 1182.02 feet to the NW corner of said S $\frac{1}{2}$, S $\frac{1}{2}$, SE $\frac{1}{4}$; thence south along the west line of said S $\frac{1}{2}$, S $\frac{1}{2}$, SE $\frac{1}{4}$ a distance of 220 feet to the point of beginning,

together with:

All that part of the N $\frac{1}{4}$ of the NE $\frac{1}{4}$ of Section 9, Township 30, Range 22, Ramsey County, MN., lying west of the centerline of Peterson Road; excepting therefrom that part of thereof conveyed to Ramsey County by Quit Claim Deed filed November 8, 1912, as Document Number 431002, described as follows: A strip of land on the north side of Section 9, 16.5 feet wide on either side of Old Centerville Road; thence south along the centerline of said road a distance of 660 feet to the land of Oliver LeMay.

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: see attached legal description, and commonly known as: vacant property lying between Peterson Road and Centerville Road, is in a(n) R-1 – Suburban Residential District, and can be used for the following purpose: to allow construction of a planned unit development, in accordance with the attached Requirements, pursuant to Ordinance No. 35, the Zoning Ordinance for the Town of White Bear, Ramsey County, Minnesota.

Dated: June 3, 2019.

TOWN CLERK

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

**CONDITIONAL USE PERMIT
REQUIREMENTS**

**Three Oaks of White Bear Township
Peterson Road & Centerville Road
White Bear Township Minnesota 55127**

**This Conditional Use Permit Supersedes the Conditional
Use Permit Issued October 15, 2018 & April 2, 2018**

1. The following plans shall be made a part hereof by reference:
 - Preliminary Plat dated 3/22/18
 - Existing Conditions Plan dated 1/4/18
 - ~~Preliminary Landscaping Plan dated 1/5/18~~
 - Landscaping Plan dated 5/14/19
 - Title Sheet dated 3/9/18
 - Preliminary Sheet Plan dated 3/9/18, S.T.1
 - Preliminary Sheet Plan dated 3/9/18, S.T.2
 - Preliminary Utility Plan dated 3/9/18, U.P.1 / U.P.2
 - Preliminary Utility Plan dated 3/9/18, S.S.1
 - Preliminary Grading Plan dated 3/9/18, G.P.1 / G.P.2
 - Preliminary Grading Plan dated 3/9/18, G.P.2
 - Preliminary Erosion Control Plan dated 3/9/18, E.C.1

2. Requirements of the Town Engineer as follows shall be met.
 - The property line between Lot 10 and 11, Block 1, should line up with the rear lot line of the existing properties to the south for extension of the sanitary sewer system
 - It is recommended to construct a 32-foot road with curb and gutter from the North Oaks Company Development to CR H2.
 - It is recommended to construct a trail on the east side of Peterson Road.
 - The stormwater management plan will be updated to reflect the current layout.
 - Profiles shall be submitted prior to preliminary plat review by the Town Board for the proposed stormwater system.
 - Verify that catch basins are placed at low points throughout the project.
 - Verify that flared end section elevations and slopes are correct.
 - Additional evaluation by the Town Engineer regarding flow velocities at discharge points – required modifications shall be provided by the developer.
 - Verify that the proposed drainage and utility easements between lots are wide enough to provide access for maintenance of storm sewer running through them. Pond 1 and Infiltration Basin 1 access must be improved for maintenance purposes. A designated unhindered drainage and utility easement should be allowed between lots of the accessible routes for the maintenance.

- A 10-foot drainage and utility easement will be added above the high water level of the basin for maintenance access.
 - There are existing 16" watermain stubs along Centerville Road north and south of the development site. Project must connect the stubs to finish the loop along Centerville Road south to the existing watermain at County Road H2.
 - The watermain must be looped through the cul-de-sac.
 - Profiles of the proposed water system shall be provided prior to preliminary plat review by the Town Board.
 - Place temporary hydrant at the end of each watermain stub to enable flushing.
 - Verify gate valve locations to provide adequate shutdown of lines.
 - Profiles for the proposed sanitary sewer shall be provided prior to preliminary plat review by the Town Board.
 - A sewer stub shall be provided between the proposed Lots 10 and 11, Block 1 to service the area south of the development.
3. The Homeowners Association shall be responsible for up keep of any retaining walls located within the development.
 4. The Town shall determine what improvements will be made to Peterson Road and trail/sidewalk in coordination with this project.
 5. The waterline serving the development shall be connected to the watermain within the County Road H2 right-of-way. Assessments for the extension shall be determined by the Town.
 6. Review of the proposed "Declaration of Covenants, Conditions & Restrictions" by the Town Attorney.
 7. Ramsey County approval to construct a turn lane proposed to be a 100' lane with a 50' taper due to constraints with a driveway on the property to the south.
 8. Payment of Park Dedication fees is required.
 9. Naming of the proposed road and cul-de-sac shall be approved by the Township and included on the final plat.
 10. Three Oaks of White Bear Township will be a villa development with homes limited to one story with a basement.
 11. A typical Landscaping Plan for individual lots shall be provided.
 12. A surface water irrigation system shall be provided if feasible, in order to reduce use of municipal water.
 13. All other Ramsey County requirements including:
 - County approval to install utilities (sanitary sewer, watermain & storm, etc.) within the Centerville Road right-of-way.
 14. All VLAWMO requirements shall be complied with including:
 - Determining the buffer width for lots abutting the wetland area

- Providing a MNRAM Report

15. All Wetland Scientist (SEH) recommendations shall be complied with.
16. NPDES permit shall be required.
17. The Three Oaks of White Bear Township development will be marketed to “empty nesters” based on the one level villa home design.
18. All construction traffic shall access the development via Centerville Road and not through Peterson Road.
19. All State and Federal and local laws and ordinances shall be complied with.

TR/psw

cc:admin/add.file

b:cambridgerequirements



Town Board Meeting June 3, 2019

Agenda Number: 7B – Public Hearing

Subject: Side Yard Setback Variance Requests – Marilyn Svee @
2630 South Shore Boulevard – To Allow Construction of a
Garage & Driveway

Documentation: Staff Memo w/attachments / Public Notice / Resident
Letter / Mailing List / Proof of Publication / Variance
Application Form

Action / Motion for Consideration:

- Note Proper Publication of the Hearing Notice in Newspaper & Waive Reading of Notice
- Open Public Hearing
- Open Public Comment Portion – Ask for Comments
- Close Public Portion of Hearing

Based on Variance Board, Planning Commission & Staff Review & Recommendation Approve the 7' & 3.19' Side Yard Setback Variances to Allow Construction of a Garage & Driveway

Minutes
Variance Board Meeting
May 15, 2019

MARILYN SVEE, 2630 South Shore Boulevard – Request for a 10' Side Yard Setback Variance, a 5.2' Side Yard Setback Variance & a 5% Green Area Variance: Riedesel summarized the request to allow for the construction of a 24' x 24' garage and paved driveway which replaces an existing single garage. The Svee property is an undersized lot of record and Ms. Svee wishes to construct the new garage in the same location as the existing garage.

The Variance Board discussed various scenarios of garage and driveway construction taking into consideration the power pole.

Johnson moved to recommend to the Planning Commission to recommend to the Town Board to require that the garage and driveway meet the 5' side yard setback to the south, with the driveway narrowing to the street to avoid moving the power pole; that the 5' setback requirement be met to the

west property boundary; approve a 5' side yard setback to the south property boundary; a 1.19' side yard setback to the west boundary; and considering the existing garage has a 0' setback from the south and west property boundary. Christopherson seconded. Ayes all.

Denn also moved to recommend to the Planning Commission to recommend to the Town Board to approve up to a 5' green area variance, and also requesting that the applicant redraw the plans for prior to the Planning Commission Meeting.

MEMORANDUM

TO: VARIANCE BOARD
FROM: TOM RIEDESEL
DATE: MAY 13, 2019

SUBJECT: GARAGE & DRIVEWAY REPLACEMENT

REQUESTS:

- 10' SIDE YARD SETBACK FOR GARAGE & DRIVEWAY - ALLOWING 0' SETBACK
- 5.2% SIDE YARD SETBACK FOR A GARAGE – ALLOWING A 1' SETBACK
- 5% GREEN AREA VARIANCE

LOCATION: 2630 SOUTH SHORE BOULEVARD
APPLICANT: MARILYN SVEE
ZONING: R-1
PUBLIC HEARING: REQUIRED

Ms. Svee is requesting approval of a 3 variances which would permit construction of a new 24' x 24' garage at 2630 South Shore Boulevard. The Svee property is a corner lot located on South Shore Boulevard and Forest Court. The lot is 145' x 65' in size, 9,425 square feet in area. The proposed garage and driveway will replace a single vehicle garage which was built up to the two lot lines at the southwest corner of the property. The previous driveway is constructed of Class V gravel. Ms. Svee would like to place the new larger garage in the same location of the previous garage. She would also like to replace the gravel driveway with a paved drive.

The Svee lot is considered an undersized lot of record. The side yard setback requirement is reduced from 10' to 6.19' for this 65' wide corner lot. With the 35' setback requirement and a 6.19' side setback requirement, a 24' deep garage could be placed at the setback line, meeting Town requirements along the west lot line and right-of-way. Shifting the garage 10' from the south lot line places the garage in front of a power pole. Ms. Svee would like the driveway on the south side of the pole, creating the need for the 10' setback variance. There is approximately 16' between the power pole and south lot line. The driveway could be narrowed to create a greater setback from the south lot line.

Ms. Svee would like to locate the garage as close to the southwest corner of the lot as possible. She is aware that the Town may require increasing the setbacks so the garage is further from the lot lines than requested. The Variance Board should discuss what they feel is a reasonable setback for the garage and driveway.



NAD_1983_HARN_Aj_MN_Ramsey_Feet
 © Ramsey County Enterprise GIS Division

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

Legend



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

Notes

Enter Map Description

24 x 24 1' setback

Shore Blvd * Shows where 10' would be.

- 1 - Property Line - 421 LF
- 2 - New Fence - 65 LF *
- 3 - New Garage - 96 LF *
- 4 - New Driveway - 689 SF
- 6 - Existing Patio - 389 SF
- 7 - Existing Post - 43 EA
- 8 - New Post - 8 EA
- 9 - George's Driveway - 1,658 SF
- 10 - Property SQFT - 9,566 SF
- 11 - Existing Fence - 361 LF
- 12 - HOUSE - 1,691 SF



ONE FOOT SETBACK ENLARGED

* REPRESENTS THE GARAGE



April 29, 2019

RE: Building Project-Garage Variance for 2630 S Shore Blvd, White Bear Township

***I am looking to replace and build a garage on my property. I am looking at doing a 24 x 24 and my builder should already have stopped in with his drawing.

As you know the lots are older and smaller. Neighbors are very close. I would like to build on the same location where the original garage was placed. That area had a zero set back.

***I am providing a 1 ft set back drawing. Showing an aerial view of the old garage with the new garage outlined around it.

The driveway becomes a problem as well, while it is not a hard surface, it is established. I do plan to pave it but currently it is a gravel drive. I did not want to pave it until a new garage was built.

The driveway may also be a problem with a 10ft set back as there is an electrical pole that would interfere with putting the driveway that far over. Both the building inspector and the zoning inspector were out and are aware of that problem.

***I have talked with all my neighbors and have obtained their signatures. Everyone , seems to be in agreement that it would be a nice addition to the neighborhood.

**I also am providing a Plat and full legal description from the title company. I refinanced recently so this should be current.

Please, let me know if you need anything else from me prior to making a decision.

Thank you,

A handwritten signature in black ink, appearing to read 'Marilyn Svec', with a long horizontal flourish extending to the right.

Marilyn Svec

612-483-8549



NOTICE OF HEARING REQUEST FOR A VARIANCE FROM ORDINANCE NO. 35 (ZONING) OF THE TOWN OF WHITE BEAR, RAMSEY COUNTY, MINNESOTA

NOTICE IS HEREBY GIVEN, That the Town Board of the Town of White Bear, Ramsey County, Minnesota, will meet at Heritage Hall, 4200 Otter Lake Road, in said Town on Monday, June 3, 2019 @ 7:00 p.m., to consider the following variance request:

- 2 – 5' Side Yard Setback Variances

to allow construction of a garage and driveway on the following described property lying and being in the Town of White Bear, Ramsey County, Minnesota:

Lot 2 of Forest Court, except the South 10 feet thereof, Ramsey County, Minnesota
(2630 South Shore Boulevard)

and to hear and pass upon objections and recommendations, if any, and to conduct any and all business incident thereto.

Given under my hand this 20th day of May, 2019.

BY ORDER OF THE TOWN BOARD OF SUPERVISORS

PATRICK CHRISTOPHERSON, Clerk-Treasurer



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
ED M. PRUDHON, *Chair*
STEVEN A. RUZEK
SCOTT E. MCCUNE

May 24, 2019

Township Resident
White Bear Township, Minnesota 55110

Re: Variance Request

Dear Resident:

Enclosed please find a **Notice of Hearing Request for a Variance from Ordinance No. 35 (Zoning) of the Town of White Bear, Ramsey County, Minnesota.**

The owner of property at 2630 South Shore Boulevard is requesting approval of 2 side yard setback variances to allow construction of a garage and driveway.

The Public Hearing on the matter is scheduled for **Monday, June 3, 2019 @ 7:00 p.m. at Heritage Hall, 4200 Otter Lake Road, White Bear Township, Minnesota.**

If you have any questions regarding this matter please plan to attend the meeting or you may contact Tom Riedesel, Planner, at 651-747-2761 or via e-mail at tom.riedesel@whitebeartownship.org.

Sincerely,

Patti Walstad
Paralegal

PSW/s
Enc.
cc:admin/add.file



recycled paper



5160®

Easy Peel™ Address Labels
Bend along line to expose Pop-up Edge®Go to avery.com/templates
Use Avery Template 5160

Parcel ID: 243022430016

JAMES R REESE JR, SANDRA STEFL REESE
4200 GLEN OAKS AVE
WHITE BEAR TOWN MN 55110-3953

Parcel ID: 243022410008

JORGE L GONZALES
2626 SOUTH SHORE BLVD
WHITE BEAR LAKE MN 55110-3932

Parcel ID: 243022420054

CHAR C DEMULLING
2608 SOUTH SHORE BLVD
WHITE BEAR TOWNSHIP MN 55110-3932

Parcel ID: 243022430014

JENNIFER JOHNSTON
4182 GLEN OAKS AVE
WHITE BEAR TOWNSHIP MN 55110-3955

Parcel ID: 243022440025

DON E MOONEY, CATHERINE P MOONEY
4390 COTTAGE PARK RD
WHITE BEAR LAKE MN 55110-3804

Parcel ID: 243022440024

CARMEL JANE WHITE
4172 FOREST CT
SAINT PAUL MN 55110-3918

Parcel ID: 243022430015

STEVEN RONNAN
4194 GLEN OAKS AVE
WHITE BEAR TOWNSHIP MN 55110-3955

Parcel ID: 243022440020

JOSEPH J KRYZER, PAMELA KRYZER
2636 SOUTH SHORE BLVD
WHITE BEAR TOWN MN 55110-3933

Parcel ID: 243022440023

WAYNE P TAYLOR
4180 FOREST CT
SAINT PAUL MN 55110-3918

Parcel ID: 243022430006

KEN VELKY, CATHERINE VELKY
4185 FOREST CT
WHITE BEAR LAKE MN 55110-3957

Parcel ID: 243022440026

ANDREW G MILLER, SARAH A MILLER
4191 SUMMIT LN
WHITE BEAR TOWNSHIP MN 55110-3949

Parcel ID: 243022440022

SUZANNE J BARTELL, BROOKE E NEWTON
4188 FOREST CT
WHITE BEAR TOWNSHIP MN 55110-3918

Parcel ID: 243022430007

NANCY J COVERT
4177 FOREST CT
WHITE BEAR LAKE MN 55110-3957

Parcel ID: 243022440028

HELEN E MUNSON
4179 SUMMIT LN
WHITE BEAR TOWNSHIP MN 55110-3949

Parcel ID: 243022420003

JOHN E SCHROTH, ANGELA SCHROTH
2605 S SHORE BLVD
WHITE BEAR TOWNSHIP MN 55110-3951

Parcel ID: 243022420048

JENNIFER DUNBAR
4211 GLEN OAKS AVE
WHITE BEAR TOWNSHIP MN 55110-3936

Parcel ID: 243022420047

MERCER J RICHTER, NANCY R RICHTER
2592 SOUTH SHORE BLVD
ST PAUL MN 55110-3931

Parcel ID: 243022420004

LORI J LARSON
2601 SOUTH SHORE BLVD
WHITE BEAR TOWNSHIP MN 55110-3951

Parcel ID: 243022430005

ALEXANDRA C SCHOEN
4201 FOREST CT
WHITE BEAR TOWNSHIP MN 55110-3942

Parcel ID: 243022420052

SONYA KNUDSON
2616 SOUTH SHORE BLVD
SAINT PAUL MN 55110-3932

Parcel ID: 243022410010

CHRISTOPHER R OGREN, PAM OGREN
2647 SOUTH SHORE BLVD
WHITE BEAR LAKE MN 55110-3951

Parcel ID: 243022440031

JEFFERY S KRASS, JANICE L MCINERNEY
2660 SOUTH SHORE BLVD
WHITE BEAR TWSP MN 55110-3923

Parcel ID: 243022440029

SAMANTHA M KNUDSON, SAMUEL B KNUDSON
4171 SUMMIT LN
WHITE BEAR LAKE MN 55110-3949

Parcel ID: 243022410001

DAVID A BROOKS, KAREN R BROOKS
2627 SOUTH SHORE BLVD
ST PAUL MN 55110-3951

Parcel ID: 243022440021

GILBERT L KIRKUP
2644 SOUTH SHORE BLVD
WHITE BEAR LAKE MN 55110-3933

Parcel ID: 243022440027

MICHELE A FAIRMAN
4185 SUMMIT LN
WHITE BEAR LAKE MN 55110-3949

Parcel ID: 243022410002

JEFFREY A GACEK TRUSTEE
2629 SOUTH SHORE BLVD
WHITE BEAR TOWNSHIP MN 55110-3951

Parcel ID: 243022410009

MARILYN G SVEE
2630 SOUTH SHORE BLVD
WHITE BEAR TOWN MN 55110-3932

Parcel ID: 243022420053

JACOB E LIPP, ELIZABETH A ZACHARIAS
2612 SOUTH SHORE BLVD
SAINT PAUL MN 55110-3932

Parcel ID: 243022410003

KENNETH B MACDONALD, ANN HENDERSON MACDONALD
2637 SOUTH SHORE BLVD
WHITE BEAR LAKE MN 55110-3951

Parcel ID: 243022410004

JOY M ALSIDES

2641 SOUTH SHORE BLVD
SAINT PAUL MN 55110-8745

Parcel ID: 243022410005

LEONARDO CASTRO, DIANE CASTRO

2643 S SHORE BLVD
SAINT PAUL MN 55110-3951

Parcel ID: 243022440002

THOMAS E NEAFUS, NOELLE C NEAFUS

2655 SOUTH SHORE BLVD
WHITE BEAR TOWNSHIP MN 55110-3951

Parcel ID: 243022440001

JEFFREY JON MILLER, RUTHELLYN AREND

2651 SOUTH SHORE BLVD
WHITE BEAR LAKE MN 55110-3951

Parcel ID: 243022420001

RICHARD T COLVIN, NANCY A COLVIN

2619 SOUTH SHORE BLVD
WHITE BEAR LAKE MN 55110-3951

**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA
NOTICE OF LAKE LINKS TRAIL OPEN HOUSE
JUNE 3, 2019**

NOTICE is hereby given that an open house will be held on **June 3, 2019 at 6:30 p.m.** at Birchwood City Hall in the Council Chambers. The purpose of this meeting will be to review and hear public input about multiple design and route options for Lake Links Trail in Birchwood Village. Members of the Birchwood City Council, Roads and Streets Committee, and the Lake Links Association will be present to answer questions. Public attendance is strongly encouraged. For more information, please call Birchwood City Hall at 651-426-3403.

Tobin Lay, City Administrator
Published one time in the White Bear Press on May 22, 2019.

**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA**

NOTICE OF TIME CHANGE FOR JUNE CITY COUNCIL MEETING
NOTICE IS HEREBY GIVEN that the June 11, 2019 City Council meeting has been moved up by 15 minutes from its regular start time. The new start time for the June City Council meeting will be 6:45pm, at Birchwood City Hall, 207 Birchwood Avenue, Birchwood, MN 55110.

Tobin Lay, City Administrator
Published one time in the White Bear Press on May 22, 2019.

**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA
NOTICE OF PUBLIC INFORMATION MEETING**

NOTICE is hereby given that a public meeting will be held on **June 11, 2019 at 6:45 p.m.** at Birchwood City Hall in the Council Chambers. The purpose of this meeting will be to review the City of Birchwood Village's Storm Water Pollution Prevention Program for 2019. The Storm Water Pollution Prevention Program Plan (SWPPP) is a document required by the State and Federal government that outlines how the City will work towards reducing pollution in rainwater runoff. This Plan will be reviewed at the meeting and public comment received.

Attendance from City residents is encouraged, as the City seeks your input into the Storm Water Pollution Prevention Program. For more information, please call Birchwood City Hall at 651-426-3403.

Tobin Lay, City Administrator
Published one time in the White Bear Press on May 22, 2019.

**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA
NOTICE OF PUBLIC HEARING
REGARDING ADOPTION OF PROPOSED ORDINANCE
JUNE 11, 2019**

NOTICE is hereby given that the City Council will be holding a public hearing and final vote at **6:45 pm on Tuesday, June 11, 2019** at the Birchwood Village Hall, 207 Birchwood Avenue, Birchwood Village, Minnesota to consider amending public improvements financing and assessment provisions in City Code Section 805. A copy of the proposed language is available at City Hall.

Tobin Lay, City Administrator
Published one time in the White Bear Press on May 22, 2019.

**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA
NOTICE OF PUBLIC HEARING
REGARDING ADOPTION OF PROPOSED ORDINANCE
JUNE 11, 2019**

NOTICE is hereby given that the City Council will be holding a public hearing and final vote at **6:45 pm on Tuesday, June 11, 2019** at the Birchwood Village Hall, 207 Birchwood Avenue, Birchwood Village, Minnesota to consider amending zoning code requirements regarding undersized lots in City Code Section 302. A copy of the proposed language is available at City Hall.

Tobin Lay, City Administrator
Published one time in the White Bear Press on May 22, 2019.



**WHITE BEAR TOWNSHIP
NOTICE OF PUBLIC HEARING ON
PROPOSED IMPROVEMENT**

Notice is hereby given that the Town Board of the Town of White Bear, Minnesota, will meet at Otter Lake Elementary School, 1401 County Road H-2, in the Town of White Bear, Minnesota, on Tuesday, June 4, 2019, at 6:30 p.m., to consider the improvement. A reasonable estimate of the impact of the assessment will be available at the hearing.

The general nature of the improvement is set forth as follows: Street improvements including bituminous paving, concrete curb and gutter, storm drainage, and other appurtenances thereto within the following streets: Hobe Lane, West Hobe Court, North Hobe Court, Parkview Drive, Fenway Court, Weston Woods Way, Moon Lake Court, Gillfillan Court, White Bear Parkway (from Oakmede Lane to Otter Lake Road)

The area proposed to be assessed for such improvement is every lot, piece or parcel of land benefited by said improvement.

Located within Section 2, Township 30, Range 22, as described on the following plats: Part of Government Lot 1, Registered Land Surveys 124, 128, 199, 219, 221, 222, 240, 250, 251, 252, 272, 273 in Ramsey County, Minnesota. Located within Section 1, Township 30, Range 22, as described on the following plats: Parkview Village CIC No. 304 in Ramsey County, Minnesota. Located within Section 16, Township 30, Range 22, as described as the following plats: Weston Woods of White Bear, Weston Woods of White Bear Township 6th Addition, CIC No. 424 Weston Woods of White Bear in Ramsey County, Minnesota. Located within Section 17, Township 30, Range 22, as described as CIC No. 377 Southwind of Gillfillan Hills in Ramsey County, Minnesota. Located within Section 22, Township 30, Range 22, as described as the following plats: Pondview Preserve Plat 3 and White Bear Parkway Addition in Ramsey County, Minnesota.

The estimated cost of the improvement is \$1,151,824, with \$1,034,324 estimated to be assessed.

The Board proposes to proceed under authority granted under Minnesota Statutes, Chapter 429.

All persons desiring to be heard with reference to the proposed improvement will be heard at this meeting.

Dated: April 16, 2019.

BY ORDER OF THE TOWN BOARD OF SUPERVISORS

PATRICK CHRISTOPHERSON, Clerk-Treasurer

Published two times in the White Bear Press on May 22 and 29, 2019.



**WHITE BEAR TOWNSHIP
NOTICE OF HEARING REQUEST FOR A VARIANCE
FROM ORDINANCE NO. 35 (ZONING) OF THE TOWN OF WHITE BEAR,
RAMSEY COUNTY, MINNESOTA**

NOTICE IS HEREBY GIVEN, That the Town Board of the Town of White Bear, Ramsey County, Minnesota, will meet at Heritage Hall, 4200 Otter Lake Road, in said Town on Monday, June 3, 2019 @ 7:00 p.m., to consider the following variance request:

* 2 - 5' Side Yard Setback Variances
to allow construction of a garage and driveway on the following described property lying and being in the Town of White Bear, Ramsey County, Minnesota:

Lot 2 of Forest Court, except the South 10 feet thereof, Ramsey County, Minnesota

(2630 South Shore Boulevard)
and to hear and pass upon objections and recommendations, if any, and to conduct any and all business incident thereto.

Given under my hand this 20th day of May, 2019.
BY ORDER OF THE TOWN BOARD OF SUPERVISORS
PATRICK CHRISTOPHERSON, Clerk-Treasurer
Published one time in the White Bear Press on May 22, 2019.



**WHITE BEAR TOWNSHIP
NOTICE OF HEARING ON REQUEST FOR A CONDITIONAL USE
PERMIT TO ALLOW MODIFICATION OF THE LANDSCAPING PLAN
FOR THE THREE OAKS SUBDIVISION IN THE TOWN OF WHITE BEAR,
RAMSEY COUNTY, MINNESOTA**

NOTICE IS HEREBY GIVEN, That the Town Board of Supervisors of the Town of White Bear, Ramsey County, Minnesota, will meet at Heritage Hall, 4200 Otter Lake Road, in said Town of June 3, 2019, at 7:00 p.m., to consider the request of the granting of the modification of the Landscaping Plan for the Three Oaks Subdivision in the Town of White Bear, Ramsey County, Minnesota, lying and being in the area described as follows:

All that part of the S 1/4 of the SE 1/4 of Section 4, Township 30, Range 22, Ramsey County, Minnesota, lying west of the center line of Peterson Road, except the following described property: Beginning at a point on the west line of the SE 1/4 of said Section 4, distant 220 feet south of the NW corner of S 1/2 of the S 1/2 of said SE 1/4; thence east along a line drawn parallel with the north line of said S 1/2, S 1/2, SE 1/4, a distance of 1155.59 feet; thence northeasterly a distance of 221.05 feet to point on the north line of said S 1/2, S 1/2, SE 1/4, which point is located 1182.02 feet east of the NW corner of said S 1/2, S 1/2, SE 1/4; thence west along said north line a distance of 1182.02 feet to the NW corner of said S 1/2, S 1/2, SE 1/4; thence south along the west line of said S 1/2, S 1/2, SE 1/4 a distance of 220 feet to the point of beginning, together with:

All that part of the N 1/4 of the NE 1/4 of Section 9, Township 30, Range 22, Ramsey County, MN., lying west of the centerline of Peterson Road; excepting therefrom that part of thereof conveyed to Ramsey County by Quit Claim Deed filed November 8, 1912, as Document Number 431002, described as follows: A strip of land on the north side of Section 9, 16.5 feet wide on either side of Old Centerville Road; thence south along the centerline of said road a distance of 660 feet to the land of Oliver LeMay.
(Peterson Road & Centerville Road)

and to pass upon objections and recommendations, if any, and to conduct any and all business incident thereto.

Given under my hand this 15th day of May, 2019.
BY ORDER OF THE TOWN BOARD OF SUPERVISORS
PATRICK CHRISTOPHERSON, Clerk-Treasurer
Published one time in the White Bear Press on May 22, 2019.

**NORTHEAST METRO 916
WHITE BEAR LAKE, MINNESOTA
BOARD NOTES APRIL 3, 2019**

The regular meeting of the School Board of Northeast Metro 916 Intermediate School District was held on Wednesday, April 3, 2019, at 6:00 p.m. at Bellaire School and the following business was transacted.

Meeting Called to Order

The meeting was called to order by Chair Forsberg at 6:00 p.m.

Roll Call of Attendance

Members present: Timm-12, Palmer-13, Delvo-14 (arrived at 6:01 p.m.), Kelly-15, Forsberg-16, Oksnevad-282, Sager-621, Azer-623, Chapman-624, Olson-831, Donovan-832, and Schwartz-833. Members absent: Livingston-622 and Stovland-834. Also present: Connie S. Hayes, superintendent.

Approval of Agenda

Adopted the agenda as presented, limited discussion to the approved agenda, and accepted the list of items proposed for consent adoption.

Board Calendar Dates

* **Wednesday, April 17, 2019** - Program Visit to Quora Education Center (Quora High School, WELS-South, and East View Academy) from 9:00 am to 10:00 am, 70 West County Road B2, Little Canada
* **Wednesday, May 1, 2019** - School Board meeting at 6:00 p.m.
* **2019 Graduation Schedule**

Questions and/or Comments from Citizens Present on Non-Agenda Items None.

Introduction: Alissa Case, equity and curriculum coordinator

Jean Jordan, director of educational services, introduced Alissa Case, equity and curriculum coordinator, to the school board. Alissa comes to Northeast Metro 916 from the University of Minnesota, where she is an instructor and Ph.D. candidate in Curriculum and Instruction with an emphasis in culture and teaching. Alissa has previously worked at St. Mary's University as adjunct professor and director of the Culturally Responsive Teaching program, and as a social studies teacher in the Rosemount-Eagan-Apple Valley school district.

Presentation: Grow Your Own Cohort

Megan McAllister, human resources supervisor, gave an update on the school district's efforts to support education assistants in their pursuit of a master's degree and teaching license. In total, 40 education assistants have completed the emotional/behavior disorders (EBD) licensure program through the University of Minnesota since the partnership was established in 2014. A new partnership is starting next year with the University of St. Thomas to support education assistants as they pursue licensure in autism spectrum disorders (ASD).

First Reading: Board Policies

Conducted a first reading of board policies related to student discipline (506) and student sex nondiscrimination (522).

Superintendent's Report

Superintendent Hayes shared the following items in her report: (a) Calendar for the new Psychiatric Residential Treatment Facility (PRTF); (b) New controller; (c) Classification and compensation study; (d) Legislative proposals; (e) Finance director; (f) Culture survey; and (g) Board meeting evaluation and board self-evaluation.

Approval of the Consent Agenda

Approved the consent items, accepted as part of the approval of the agenda, consistent with the recommended actions presented by the administration.

Approval of Minutes

Payment of Bills and Acknowledgment of Wire Transfer Report
Personnel (Employment, Resignation, Adjust Hours/FTE, Leave of Absence, Reassignment/Transfers, New Positions)
Donations
Resolution Recognizing 10-Year Employees
Resolution Recognizing 15-Year Employees

Resolution Recognizing 20-Year Employees
Resolution Recognizing 25-Year Employees
Resolution Recognizing 30-Year Employees
Resolution Recognizing 35-Year Employees
Approval of Joint Purchasing Agreement
Contract Renewal - School Furnishings II - Allermuir
Contract Renewal - School Furnishings II - ArcoBell
Contract Renewal - School Furnishings II - BCI Libraries
Contract Renewal - School Furnishings II - Joni Craft
Contract Renewal - School Furnishings II - Six Inch
Contract Renewal - School Furnishings II - Smith Systems
Contract Renewal - School Furnishings II - Thonet
Agreements to Provide Special Education and Related Staffing

Resolution Discontinuing and Reducing Educational Programs and Positions

Discontinued the following programs and positions, or portions thereof:
Program
Design & Digital Media, Career & Technical Center effective end of 2018-19 school year

Position
8 FTE Teacher, Design & Digital Media, Career and Technical Center, effective end of 2018-19 school year (0 FTE remains after reduction)

1 FTE Teacher, Honors Mentor Connection, Career and Technical Center, effective end of 2018-19 school year (.1 FTE remains after reduction)

3 FTE Teacher, Practical Assessment Exploration System (PAES), Career and Technical Center, effective end of 2018-19 school year. (7 FTE remains after reduction)

6.5 hrs/day Education Assistant I

Approval of Annual Review Policies

Per Board Policy 208, the following board policies need to be reviewed annually at the March or April board meetings. During the month of March, each policy was reviewed by district administration and legal counsel, and it was determined that some or no changes were necessary to the existing policies.

Acknowledged the review of the annual review policies (410, 413, 414, 415, 514, 524, 616, and 806) by district administration and legal counsel and the determination that no changes are necessary.

Approval of 2019-20 School Calendar

The first draft of the 2019-20 school calendar was presented at the March board meeting. No changes have been made since that meeting:

Approved the 2019-20 Basic School Calendar as presented for the following programs and/or employees:

Licensed Staff and Student Calendar

Assessment Center, Auditory-Oral Program, Bellaire Education Center, Early Childhood

Treatment Program, Karner Blue, Pankalo, Project Return, Quora High School, South

Campus, WELS North, WELS South
916 Mahomed Academy, Aris, Cambia Hills (Jan 2020), Career & Tech, East View

Academy, Karuna, Metro Heights Academy, Willows

Retirements (10+ Years)

Accepted the resignation of Mary Wiltse, accountant, upon the occasion of her retirement, effective May 17, 2019. Mary will have provided the school district with 47 years of service.

Authorization for Banking and Investment Access

With the resignation of the Director of Finance and retirement of our Accountant, it is necessary to authorize other employees to have access for our banking and investment accounts.

Named Connie Hayes, Iliana Ramm, and Sunnie Hering (pending background check) authorized employees to conduct banking and investment transactions on behalf of Northeast Metro 916 with PMA, MSDLAF+ and US Bank.

Approval of Food Service Agreements

Northeast Metro 916 contracts with our member districts to provide food services to the students in our programs located across multiple member districts.

Approved the food service agreements with Stillwater Area Public Schools ISD 834 for the 2019-20 school year for Pankalo Education Center and Auditory Oral Program.

Renewal: Property, Casualty, Liability and Errors & Omissions Insurance

This is the eighth year for our school district to be insured by Hanover Insurance Company. The proposal represents an increase in premium from \$75,767 to \$89,143. Last year's renewal did not reflect the insurance coverage for Quora. The increase in renewal is due to an increase in building values, specifically due to the addition of Quora. The total premium for property, casualty, liability and errors and omissions is a 50 percent decrease from last year.

Renewed the Property, Casualty, Liability and Errors & Omissions insurance with the Hanover Insurance Group for a premium of \$114,269.78 for the period of May 1, 2019 through May 1, 2020.

Acceptance of Workers' Compensation Insurance Proposal

Our mod factor for workers' compensation has increased. For this renewal, the increase 2.13 to 3.03. This is based on the 2015, 2016, and 2017 school years. Based upon the multiple quotes that we received, we are switching our carrier to United Heartland from SFA as United Heartland came in with a much lower renewal quote. United Heartland has a good track record of helping intermediate districts. Workplace injuries are something we continue to focus efforts on, and are developing strategies to decrease the number and severity of the instances district-wide.

Accepted the proposal from United Heartland to provide workers' compensation insurance for the period of May 1, 2019, through May 1, 2020, for a premium of \$732,874.00.

Approval of Adjustment to 2018-19 School Calendar

The legislature passed, and the Governor signed, S.F. No. 1743 to assist school districts in resolving the challenge of meeting state minimums for school attendance. Northeast Metro 916 did not have any snow days built into the calendar for 2018-2019. The District cancelled five days resulting in the District falling below the minimum for all programs, including those programs that count attendance in hours (the ALC programs, for example). The administration recommends the school board approve all five days that were cancelled due to health and safety concerns to be counted as instructional days. By doing so, the district will meet all other statutory requirements including but not limited to any reporting to MDE, salary payments for hourly employees and payments to any affected contractors who could not work those days.

Approved the adjustment of the 2018-2019 school calendar as allowed in MN Statute for the 2018-2019 school year only.

Board Forum

Member Azer reported on her attendance at the NSBA Conference. She highlighted sessions on arts integration, social-emotional wellbeing and mental health, culinary and culture, and skills and career readiness.

Member Delvo reported on her attendance at the NSBA Conference. She highlighted sessions on changes in the workplace, how to create happy environments, teaching to the test, and the film Screen Agers.

Member Palmer reported on Columbia Heights' partnership with the National Country Music Association Foundation. The district has also received approval for a pilot AP program.

Member Oksnevad reported on MSBA Day at the Capitol where the Lieutenant Governor and Education Commissioner spoke. The AMSD meeting is next week. Nothing to report from SEE.

Member Kelly reported that St. Francis's manufacturing program is now making parts for the Minnesota Department of Transportation.
Member Forsberg noted that her granddaughter attended Metro Heights Academy. Her transcript from Spring Lake Park showed Pass/Fail instead of letter grades and how it affects the transfer of credits.

Meeting Adjourned

Adjourned the meeting at 7:17 p.m.
Published one time in the Vadnais Heights Press on May 22, 2019.



VARIANCE APPLICATION FORM

White Bear Township
1281 Hammond Road
White Bear Township, MN 55110
Phone 651-747-2750 Fax 651-426-2258
www.ci.white-bear-township.mn.us

RECEIVED

APR 10 2010

TOWN OF WHITE BEAR

INTRODUCTION

Variations from the literal provisions of this Ordinance shall only be permitted when they are in harmony with the general purposes and intent of this Ordinance, and when the terms of the variance are consistent with the Comprehensive Plan. Variations may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the provisions of this Ordinance. "Practical Difficulties", as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by this Ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems. Variations shall be granted for earth sheltered construction as defined in Minnesota Statutes, when in harmony with this Ordinance. No variance may be granted that would allow any use that is not allowed in the zoning district in which the subject property is located. The Town Board may impose conditions in granting a variance that are directly related to and in rough proportion to an impact created by the variance. Conditions may be imposed in the granting of variations to insure compliance and to protect adjacent properties.

Fee \$225

APPLICANT(S) Marilyn Svee PHONE (Home) _____
(Business) _____
(Cell) 612-483-8549

ADDRESS 2630 S Shore Blvd
White Beare Township

PROPERTY OWNER Marilyn G Svee

ADDRESS OF SITE 2630 S Shore Blvd ZONING _____

EXISTING USE OF SITE Primary Residence

DESCRIPTION OF VARIANCE REQUEST Requesting a 5Ft Variance on the side yard and the back/driveway. Aerial view shows original garage was 0 ft. Allows land between driveways

SETBACKS:	<u>Required</u>	<u>Existing</u>	<u>Requested</u>
Front Yard	_____	_____	_____
Side Yard	_____	_____	_____
Side Yard	<u>6.1ft.</u>	<u>Original 0 ft</u>	<u>3FT (would be ideal)</u>
Rear Yard	<u>10ft</u>	<u>0 ft</u>	<u>3FT (would be ideal)</u>
Other (Specify)	_____	_____	_____

Applicant understands that the Variance Application fee will not be refunded if, after being submitted, the application is denied or the applicant chooses to withdraw.

It is the policy of White Bear Township that all identifiable costs associated with a Variance Application within the Township shall be the sole responsibility of the owner of said property. The costs shall include, but are not limited to the following: 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.

Marilyn J. Svec
*Signature of Applicant(s)

4/29/2019

Date

*Prior to applying for a variance it is recommended that the applicant contact Town staff in order to discuss the proposal.

<u>To Be Completed By Office:</u>		
Date Request Received	<u>4/30/19</u>	
By <u>Karen</u> (Staff Member)	\$225.00 Fee Received	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Date Application Complete	_____	

STATEMENT OF AFFECTED PROPERTY OWNERS

If a signed statement is not provided by the applicant for a variance, the Town Board shall order a public information meeting which will include printed notice to all property owners within 350' of the property where the variance is requested. Public Notice publication costs will be the responsibility of the applicant.

I am the owner of the property at: 2630 S Shore Blvd, White Bear Twnshp I am requesting that the Town of White Bear grant me a variance from Ordinance No. _____, for the following purpose:

Rebuild a garage. The new garage to be 24 x 24.

My request will be reviewed by the Variance Board and the Planning Commission, with a final decision being made by the Town Board. I must provide the Board with a statement signed by the adjacent property owners, recording their comments relative to my request. Please feel free to write below any comments you may have regarding this issue. This statement must be signed and dated.

PROPERTY OWNERS

1. Name: Jorge Gonzalez
Theresa Gonzalez Address: 2626 - South Shore
Phone: (Home) (612) 840-7127
(Bus.) _____
(Cell) _____

Comments: _____

Date: 4/21/19

Signatures: _____

Jorge Gonzalez Theresa Gonzalez

2. Name: Alexandra Schuen Address: 4201 Forest Ct; WBSI, MN 55110
Phone: (Home) _____
(Bus.) _____
(Cell) (612) 203-8834

Comments: _____

Date: 4/22/19

Signatures: _____

Alexandra Schuen

3. Name: Alexandra Schuen Address: 4001 Forest Ct
Phone: (Home) _____
(Bus.) _____
(Cell) 612-203-8834

Comments: _____

Date: _____

Signatures: _____

**STATEMENT OF AFFECTED
PROPERTY OWNERS**

If a signed statement is not provided by the applicant for a variance, the Town Board shall order a public information meeting which will include printed notice to all property owners within 350' of the property where the variance is requested. Public Notice publication costs will be the responsibility of the applicant.

I am the owner of the property at: 2630 S Shore Blvd, White Bear Twnshp I am requesting that the Town of White Bear grant me a variance from Ordinance No. _____, for the following purpose:

Rebuild a garage. The new garage to be 24 x 24.

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PROPERTY OWNERS

1. Name: JOE KRYZER Address: 2636 So. Shore Blvd.
PAUL KRYZER Phone: (Home) 651-274-0819
(Bus.) 952-345-3928
(Cell) 651-274-9068

Comments: _____

Date: 4/21/19 Signatures: [Signature], Pamela Kryzer

2. Name: _____ Address: _____
Phone: (Home) _____
(Bus.) _____
(Cell) _____

Comments: _____

↓ Date: 4/21/19 Signatures: [Signature]

3. Name: Suzanne Bartel Address: 4188 FOREST CT WPA
Phone: (Home) _____
(Bus.) _____
(Cell) 612-655-5838

Comments: _____

Date: _____ Signatures: _____ / _____



**Town Board Meeting
June 3, 2019**

Agenda Number: 8A – New Business

Town Planner Item:

Subject: Kent Jefferson, 514X West Avenue – Request for Minor Subdivision with Two 5' Lot Width Variances

Documentation: Town Planner Memo w/ attachments / Variance Application Form / Minor Subdivision Application Form

Action / Motion for Consideration:

Report at Meeting / Discuss

Based on Variance Board, Planning Commission & Staff Review & Recommendation Approve the Minor Subdivision with Two 5' Lot Width Variances

**Minutes
Variance Board Meeting
May 15, 2019**

KENT JEFFERSON, 514X WEST AVENUE – Request for a Minor Subdivision with Two 5' Lot Width Variances: Riedesel summarized the request for a minor subdivision on West Avenue. Riedesel noted that this request was originally approved by the Town Board in 2003; however, Mr. Jefferson did not file the required paperwork in time so the approval lapsed.

The proposed minor subdivision would create two 75' wide lots containing 20,000+ square feet in area.

Johnson moved to recommend to the Planning Commission to recommend to the Town Board to approve the minor subdivision creating two 75' wide lots containing 20,000+ square feet in area noting the property was original assessed for two water services and two stubs were installed, and noting the previous approval of the Town Board in 2003. Denn seconded. Ayes all.

MEMORANDUM

TO: VARIANCE BOARD
FROM: TOM RIEDESEL
DATE: MAY 10, 2019

SUBJECT: MINOR SUBDIVISION WITH TWO 5' LOT WIDTH VARIANCES

LOCATION: 514X WEST AVENUE

APPLICANT: KENT JEFFERSON
ZONING: R-1 – SUBURBAN RESIDENTIAL

Kent Jefferson is requesting approval of a minor subdivision which would permit him to subdivide his vacant lot on West Avenue into two parcels. The lot is currently 150' wide by 265' deep.

In 2003 Mr. Jefferson was approved to subdivide the lot into 3 parcels. One parcel at the rear of the lot: 50 x 96' was split and sold to the property at 5154 Mead Road to allow that property to have space to construct a detached garage. The subdivision and sale of this lot was completed at that time.

The other two parcels 75' x 269', were approved but Mr. Jefferson never filed the approved subdivision with Ramsey County. Therefore, the approval lapsed. The Town must approve the requested subdivision again prior to Mr. Jefferson filing the subdivision with the County.

In order to reapprove the subdivision, the Town must also approve two lot width variances since the minimum width for a newly created lot is 80'. The minimum square footage requirement for a lot is 12,000 square feet. The two lots are proposed to be 20,175 square feet in area. The area of the parcel is currently 40,350.

Two assessments were assigned to this property and paid when sewer and water was extended to the area.

In 2003, the Board approved the subdivision with the following requirements:

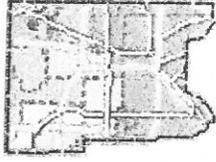
- provision of 10' drainage and utility easements along all property lines
- a 5' access easement shall be provided to the property at 5157 West Avenue (due to the garage being located up to the common lot line)
- payment of two park fees when homes are constructed on each lot
- that no additional variances be granted to the lots in the future.

These same requirements are recommended with the new subdivision request.

TR/psw
cc:admin/add.file
bjefferson



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

Kathryn Jolly
5140 Mead Rd
WBL, MN 55110

My name is Kent Jefferson. I have for many years owned the vacant lots between 5157 and 5137 West Ave.

A number of years ago I applied to the Township to split this 150' wide parcel in 2 75' lots (approximately 270' deep) The property was assessed for 2 sewer and water services when improvements were originally put in.

At that time the Town Board approved the minor subdivision into 2 lots. It did require a lot width variance of 5' which was also approved. I also agreed to grant all requested easements for the Township and one 5' easement to Mr Beasley's property (5157 West) to insure access and setback for him.

While the Township approved the minor subdivision it never got recorded with the county so approval expired. I am now going through the process again. All requests and conditions are the same.

The Township wants to insure all neighbors are aware of activities on property around them. Enclosed is the Township's Statement of Affected Property Owners form. They request that owners fill out the form sign, date and include any comments.

I would be happy to talk or meet with anyone who has questions concerning my request. I am doing this by mail as it seemed the easiest and quickest way to contact a group of people. I have enclosed a self-

May 8, 2019

Kent Jefferson
421 Ridge Road
Osceola, WI 54020

RE: Vacant lots West Ave

Michael and Terry Reasoner
5144 West Ave
WBL, MN 55110

Anthony and Lindsey Allari
5154 West Ave
WBL, MN 55110

Timothy and Louise Stanton
5137 West Ave
WBL, MN 55110

Michael Beasley
5157 West Ave
WBL, MN 55110

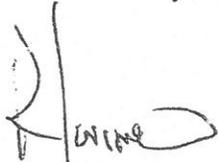
Melissa Stegmiller
5154 Mead Rd
WBL, MN 55110

Gerald and Marcia Bibeas
5148 Mead Rd
WBL, MN 55110

addressed envelope for you to return signed form. Each owner can do a separate form. Tom Riedesel the Town planner is aware of this request and I am sure would be available to answer any questions I have not answered.

Again fell free to contact me with any questions you may have.

Thanks for your help

A handwritten signature in black ink, appearing to read "K. Jefferson". The signature is written over a vertical line that is part of the contact information below.

Kent Jefferson

612-670-3686 call or text

Kjefferson4530@gmail.com

Cc: Tom Riedesel White Bear Township by email



VARIANCE APPLICATION FORM

White Bear Township
1281 Hammond Road
White Bear Township, MN 55110
Phone 651-747-2750 Fax 651-426-2258
www.ci.white-bear-township.mn.us

RECEIVED

MAY 14 2019

TOWN OF WHITE BEAR

INTRODUCTION

Variations from the literal provisions of this Ordinance shall only be permitted when they are in harmony with the general purposes and intent of this Ordinance, and when the terms of the variance are consistent with the Comprehensive Plan. Variations may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the provisions of this Ordinance. "Practical Difficulties", as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by this Ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems. Variations shall be granted for earth sheltered construction as defined in Minnesota Statutes, when in harmony with this Ordinance. No variance may be granted that would allow any use that is not allowed in the zoning district in which the subject property is located. The Town Board may impose conditions in granting a variance that are directly related to and in rough proportion to an impact created by the variance. Conditions may be imposed in the granting of variations to insure compliance and to protect adjacent properties.

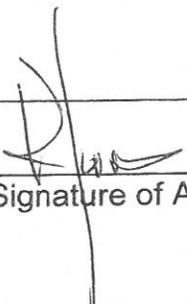
Fee \$225
 # 900
 APPLICANT(S) KENT W JOHNSON PHONE (Home) _____
 (Business) _____
 (Cell) 612 670 3686
 ADDRESS ~~SIXX WEST AVE~~
921 RIDGE ROAD, OSEOLA, WI 54020
 PROPERTY OWNER KWJ HOLDINGS LLC
 ADDRESS OF SITE SIXX WEST AVE ZONING SF
 EXISTING USE OF SITE VACANT
 DESCRIPTION OF VARIANCE REQUEST 5' WIDTH FROM 80 TO 75

SETBACKS:	<u>Required</u>	<u>Existing</u>	<u>Requested</u>
Front Yard	_____	_____	_____
Side Yard	_____	_____	_____
Side Yard	_____	_____	_____
Rear Yard	_____	_____	_____
Other (Specify)	_____	_____	_____

Applicant understands that the Variance Application fee will not be refunded if, after being submitted, the application is denied or the applicant chooses to withdraw.

It is the policy of White Bear Township that all identifiable costs associated with a Variance Application within the Township shall be the sole responsibility of the owner of said property. The costs shall include, but are not limited to the following: 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).

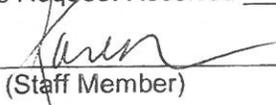
Prior to the final approval by the Town Board, all Township expenses to date shall be paid by the owner. Subsequent expenses not paid at the time of final approval (due to billings by consultants, etc.) shall be due upon receipt of a billing from the Township.



*Signature of Applicant(s)

Date 5/13/19

*Prior to applying for a variance it is recommended that the applicant contact Town staff in order to discuss the proposal.

<u>To Be Completed By Office:</u>		
Date Request Received	5/14/19	
By		\$225.00 Fee Received
(Staff Member)		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Date Application Complete	_____	



RECEIVED

MAY 14 2019

MINOR SUBDIVISION APPLICATION FORM

TOWN OF WHITE BEAR

INTRODUCTION

A minor subdivision is a division of one parcel into two lots. Neither parcel can be further subdivided. The newly created lot must front on an existing street and cannot require the extension of municipal facilities or any public improvement. Utility connection charges and park dedication fees may apply.

APPLICANT(S) KEAT W LEFFERS PHONE (Home) _____
 (Business) _____
 (Cell) 612 670 3686

ADDRESS 421 RIDGE ROAD
OSHOLA, WI 54020

PROPERTY OWNER RWJ HOLDINGS LLC

ADDRESS OF SITE SIXX WEST AVE ZONING S.F.

EXISTING USE OF SITE VACANT LOT

pd 40
5/17/19 Fee (\$35.00 plus \$150.00 Initial Expense Deposit, Plus All Related Additional Costs Incurred Regarding the Request)

It is the policy of White Bear Township that all identifiable costs associated with a Minor Subdivision within the Township shall be the sole responsibility of the owner of said property. The costs shall include, but are not limited to the following: 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.

CHECKLIST:

- _____ Site Plan (with dimensions and to scale)
 - _____ Building locations (dwelling, garage, accessory building).
 - _____ Site improvements (fences, walks, lighting, decks, etc.).
 - _____ Yard (front, side, rear, delineating setbacks).
 - _____ Wetlands, lakes, streams, ditches including 100 year storm elevation.
- _____ Schedule (when does applicant intend to construct).
- _____ Additional information, if required.
- _____ Certificate of Survey, or full legal description.
- _____ Statements from affected (abutting) property owners. (If not provided, a public hearing will be scheduled with all property owners within 350' of your property being notified.)

REVIEW PROCESS:

1. Submit 1 copy of application and supporting information to the Township. Also submit 15 copies of all plans which exceed 11" x 17" in size. Any application must be received by the 1st Thursday of the month in which the applicant would like the Variance Board to review the proposal.
2. Variance Board _____ (Approximately one week prior to the Planning Commission Meeting, as necessary. Applicant will be notified of the time of the meeting.)
3. Planning Commission _____ (4th Thursday of the month @ 7:00 p.m. at the Town Hall).
4. Town Board _____ (3rd Monday of the following month @ 7:00 p.m. at the Town Hall).

STANDARDS:

The Town Board will approve a variance only if it satisfies the description in the INTRODUCTION on Page 1 of this form, and the following facts are established:

- _____ 1. Without a variance, applicant would be deprived of rights commonly enjoyed by others in the same district.
- _____ 2. The special circumstances do not result from actions of applicant.
- _____ 3. Granting variance will not confer on applicant any special privileges.
- _____ 4. Will not increase traffic congestion on public streets.
- _____ 5. Will not endanger public safety.
- _____ 6. Will not diminish established property value.

[Signature]
Signature of Applicant(s)

5/13/19
Date

<u>To Be Completed By Office:</u>		<u>ck # 2569</u>
Date Request Received	<u>5/14/19</u>	
By <u>Karen</u> (Staff Member)	\$35.00 Fee + \$150 Deposit Received	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Date Application Complete	_____	

STATEMENT OF AFFECTED PROPERTY OWNERS

If a signed statement is not provided by the applicant for a variance, the Town Board shall order a public information meeting which will include printed notice to all property owners within 350' of the property where the variance is requested. Public Notice publication costs will be the responsibility of the applicant.

I am the owner of the property at: SIXX WEST AVE. I am requesting that the Town of White Bear grant me a variance from Ordinance No. _____, for the following purpose: VARIANCE OF 5' FOR 75' Lot VERSUS 80'

My request will be reviewed by the Variance Board and the Planning Commission, with a final decision being made by the Town Board. I must provide the Board with a statement signed by the adjacent property owners, recording their comments relative to my request. Please feel free to write below any comments you may have regarding this issue. This statement must be signed and dated.

PROPERTY OWNERS

1. Name: _____ Address: _____

Phone: (Home) _____
(Bus.) _____
(Cell) _____

Comments: _____

Date: _____ Signatures: _____ / _____

2. Name: _____ Address: _____

Phone: (Home) _____
(Bus.) _____
(Cell) _____

Comments: _____

Date: _____ Signatures: _____ / _____

3. Name: _____ Address: _____

Phone: (Home) _____
(Bus.) _____
(Cell) _____

Comments: _____

Date: _____ Signatures: _____ / _____

KENT JEFFERSON



**Town Board Meeting
June 3, 2019**

Agenda Number: 8B – New Business

Town Planner Item:

Subject: Rick & Kim Lucio, 5691 Orchard Avenue – Request for a 10.4% Green Area Variance & a 142 Square Foot Lakeshore Accessory Square Footage Variance for Construction of an In-Ground Pool

Documentation: Town Planner Memo w/ attachments / Variance Application Form

Action / Motion for Consideration:

Report at Meeting / Discuss

Based on Variance Board, Planning Commission & Staff Review & Recommendation Approve the 10.4% Green Area Variance & the 142 Square Foot Lakeshore Accessory Structure Square Footage Variance for Construction of an In-Ground Pool

MEMORANDUM

TO: VARIANCE BOARD
FROM: TOM RIEDESEL
DATE: MAY 10, 2019

SUBJECT: CONSTRUCTION OF AN IN-GROUND POOL

REQUEST: 10.4% GREEN AREA VARIANCE, 142 SQUARE FOOT
LAKESHORE ACCESSORY STRUCTURE SQUARE FOOTAGE
VARIANCE
LOCATION: 5691 ORCHARD AVENUE
APPLICANTS: ANDY LOFBLOOM, VILLA LANDSCAPES FOR RICK & KIM
LUCIO
ZONING: R-1

The Lucio's are requesting approval of a 10.4% green area variance which would permit construction of an in-ground pool at 5691 Orchard Avenue between the home and lake. The Lucio property is considered an undersized lot of record which is 8,718 square feet in area. The home was constructed in 1983 and required approval of 4 variances; a six-foot side setback variance (west side); a 4' sideyard setback variance (east side); a 9' right-of-way setback variance and a variance for an undersized lot.

The pool is considered a lakeshore accessory structure. The Zoning Ordinance permits one lakeshore accessory structure not to exceed 250 square feet in area. The pool is set back more than 10' from the 913' one hundred year high water elevation meeting setback requirements, but 142 square feet of the 392 square foot pool exceeds the size allowed for a lakeshore accessory structure. A 142 square foot size variance must be approved for this structure.

The patio area designed around the pool is proposed to be constructed of pavers with retaining walls. The Town does not consider retaining walls or pavers to be a structure. They are permitted to encroach into the setback area and do not count towards the impervious area on the property.

The Lucio's have designed their pool and apron using a high percentage of pervious pavers. The pool is proposed to be 14' x 28'. They are planning to reduce the amount of impervious area if the new pool and patio are permitted.

Currently the Lucio property is covered by 4,091 square feet of pervious surfacing. The coverage is 46.9% of the lot. A 507 square foot concrete patio is proposed to be removed and replaced by the pool and paver patio. A concrete driveway and walkway are also planned to be replaced by pavers.

With the reduction of permanent structures (concrete driveway, walkway and patio) plus the addition of the pool will reduce the impervious area proposed for the property to 35.4%, a reduction of 11.5%. Decreasing a non-conforming setback or impervious area on a lot has been used to support a variance request.

The Town reviewed a similar request to add a lakeside pool on Bald Eagle Point in 2004. A 27'.10" setback variance and 831 square foot lakeshore accessory structure square footage variance were approved for that pool.

TR/psw
cc:admin/add.file
b:lucio



NAD_1983_HARN_Adj_MN_Ramsey_Feet
 © Ramsey County Enterprise GIS Division

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THIS MAP IS NOT TO BE USED FOR NAVIGATION

Legend



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

Notes

Enter Map Description

CERTIFICATE OF SURVEY

LANDMARK SURVEYING INC.
 Judd & Maple Streets - P. O. Box 227
 Marine on St. Croix
 Minnesota 55047

Low 51187 717.6
 MEAN SEA LEVEL ADJUSTED

LaVayne R. Dupstlaff
 Registered Land Surveyor

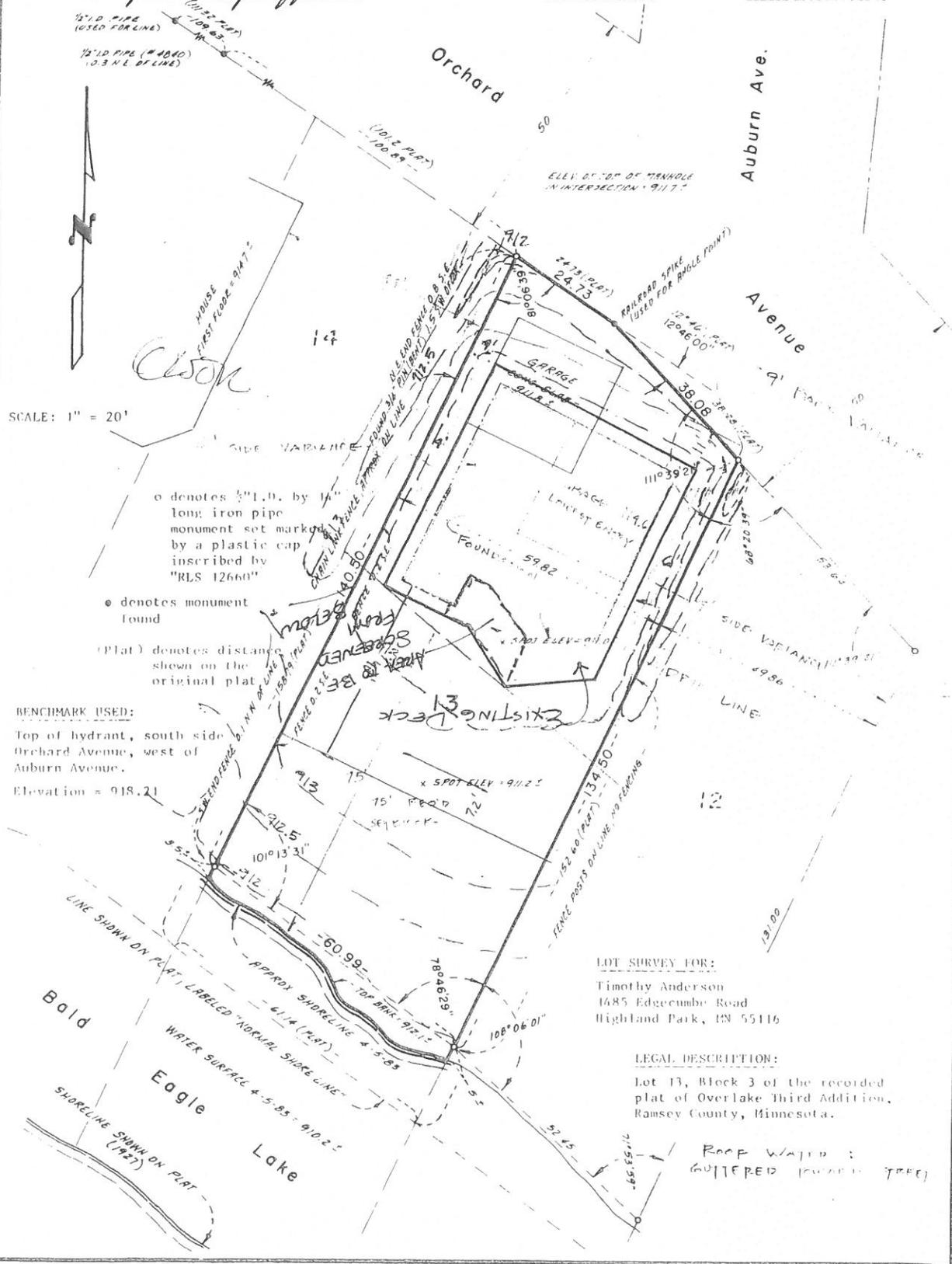
Telephone
 433-4421

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

LaVayne R. Dupstlaff

Registration No. 12660

Date April 6, 1983



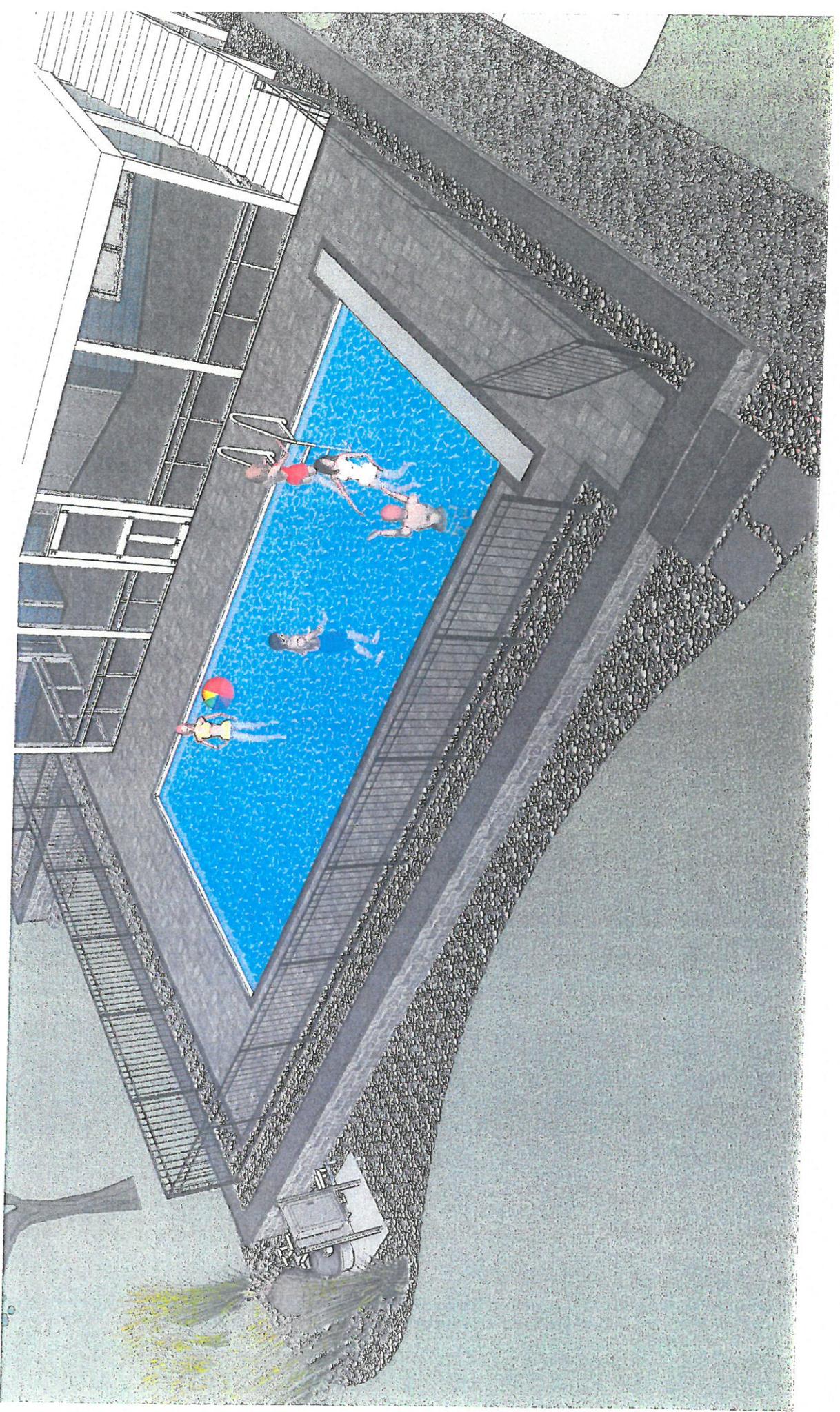
- o denotes 1/2" I.D. by 14" long iron pipe monument set marked by a plastic cap inscribed by "RLS 12660"
- denotes monument found
- (Plat) denotes distance shown on the original plat

BENCHMARK USED:
 Top of hydrant, south side Orchard Avenue, west of Auburn Avenue.
 Elevation = 918.21

LOT SURVEY FOR:
 Timothy Anderson
 1485 Edgcombe Road
 Highland Park, MN 55116

LEGAL DESCRIPTION:
 Lot 13, Block 3 of the recorded plat of Overlake Third Addition, Ramsey County, Minnesota.

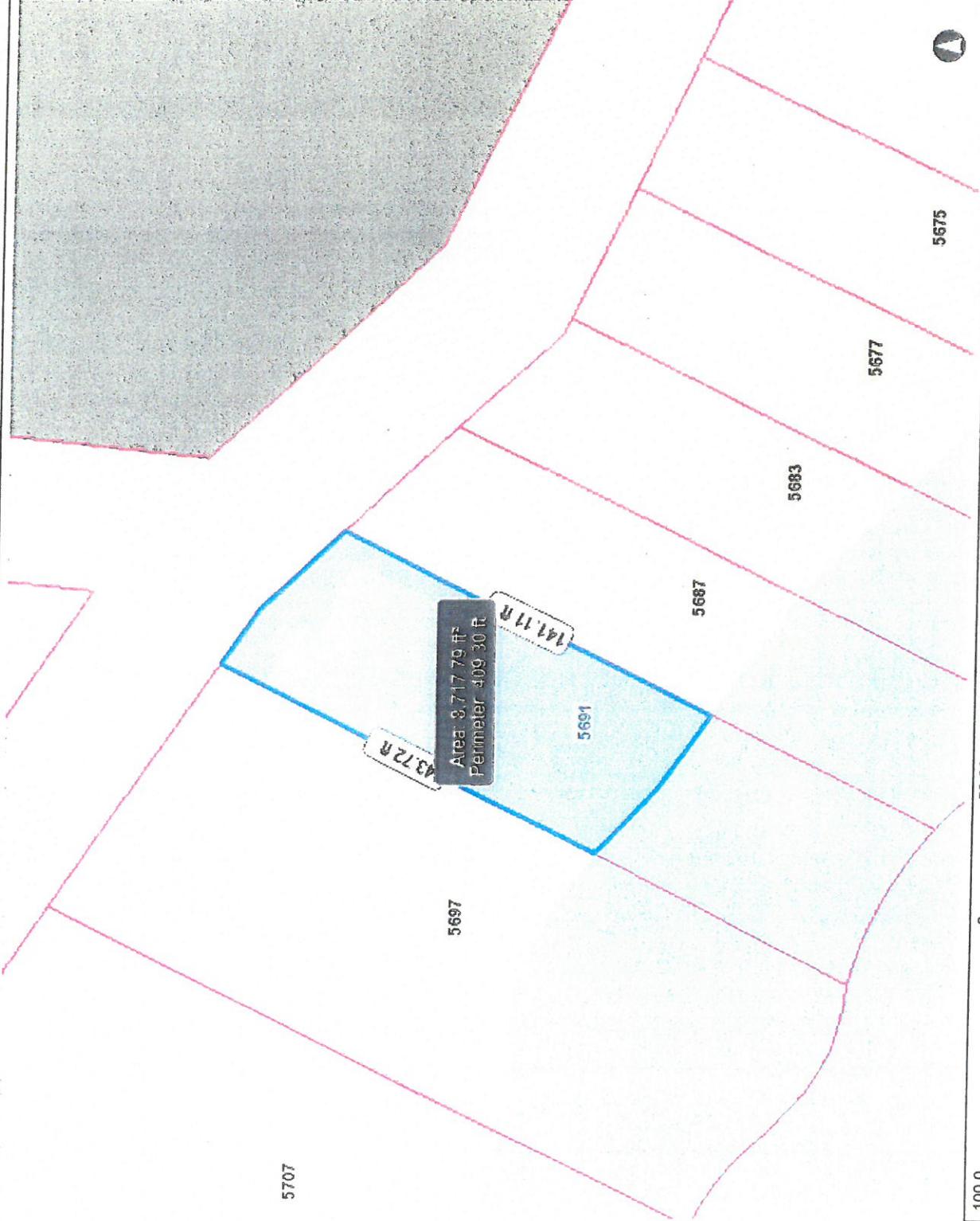
Roof Water:
 GUTTERED (DOWN) TREE



Legend



- City Halls
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- Parcel Boundaries



Notes

Enter Map Description



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THIS MAP IS NOT TO BE USED FOR NAVIGATION

Impervious Surface Calculation for 5691 Orchard Avenue

	Currently	After Phase 1	After All Phases
House	2139	2139	2139
Driveway	454	454	0
Existing Paver Patio	372	0	0
Existing Concrete Patio	507	0	0
Existing Walkway Along Garage	177	177	0
Retaining Walls	229	242	342
Existing Fire Pit	213	213	213
New Permeable Patio/Apron	0	0	0
New Permeable Driveway	0	0	0
New Permeable Paver Walkways	0	0	0
Backyard Deck	0	0	0
Frontyard Deck	0	0	0
New Swimming Pool	0	392	392
Total SF Impervious Surface	4091	3617	3086
Lot	8718	8718	8718
% of Impervious Surface	46.9%	41.5%	35.4%
% Change	-	5.4%	6.1%



VARIANCE APPLICATION FORM

White Bear Township
 1281 Hammond Road
 White Bear Township, MN 55110
 Phone 651-747-2750 Fax 651-426-2258
www.ci.white-bear-township.mn.us

INTRODUCTION

Variations from the literal provisions of this Ordinance shall only be permitted when they are in harmony with the general purposes and intent of this Ordinance, and when the terms of the variance are consistent with the Comprehensive Plan. Variations may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the provisions of this Ordinance. "Practical Difficulties", as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by this Ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems. Variations shall be granted for earth sheltered construction as defined in Minnesota Statutes, when in harmony with this Ordinance. No variance may be granted that would allow any use that is not allowed in the zoning district in which the subject property is located. The Town Board may impose conditions in granting a variance that are directly related to and in rough proportion to an impact created by the variance. Conditions may be imposed in the granting of variations to insure compliance and to protect adjacent properties.

_____ Fee \$225

APPLICANT(S) Andy Larboom PHONE (Home) _____
Villa Landscapers (Business) (651) 773-7440
 (Cell) (612) 210-2554

ADDRESS 5691 Orchard Avenue
6348 Highway 36 Blvd., Oriskany, MN 55128

PROPERTY OWNER Rich + Kim Lucto

ADDRESS OF SITE 5691 Orchard Avenue ZONING _____

EXISTING USE OF SITE _____

DESCRIPTION OF VARIANCE REQUEST Homeowner wishes to install swimming pool and permeable pavers around pool but still exceeds 25% impervious surface.

SETBACKS:	<u>Required</u>	<u>Existing</u>	<u>Requested</u>
Front Yard	_____	_____	_____
Side Yard	_____	_____	_____
Side Yard	_____	_____	_____
Rear Yard	_____	_____	_____
Other (Specify)	_____	_____	_____



**Town Board Meeting
June 3, 2019**

Agenda Number: 8C – New Business

Town Planner Item:

Subject: Kevin & Julie Lund, 5932 Hobe Lane – Request for 14.6 Right-of-Way Setback Variance & Variance from Section 5-29 of Ordinance No. 8 to Exceed 1,000 Square Feet for Construction of a Garage

Documentation: Town Planner Memo w/ attachments / Variance Application Form

Action / Motion for Consideration:

Report at Meeting / Discuss

Based on Variance Board, Planning Commission & Staff Review & Recommendation Approve the 14.6' Right-of-Way Setback Variance & in Accordance with Ordinance No. 8, Section 5-29.B Approve the Construction of a Garage Exceeding 1,000 Square Feet in Area

**Ordinance No. 8
Section 5-29.B**

B. A permit for an individual garage exceeding 1,000 square feet in area, but no larger than 2,500 attached or detached, or an individual accessory building shall be obtained from the Town Board after review and recommendation by the Town Planning Commission. Such permit may be applied for where the property is in agricultural use or abuts agricultural zoning, or is adjacent to designated Open Space or Conservation Wetlands zoning districts. No permit shall be granted where the remaining lot, yard and density are less than the minimum percent of Green Area provided in Ordinance No. 35 (Zoning Ordinance)

**Minutes
Variance Board Meeting
May 15, 2019**

KEVIN & JULIE LUND, 5932 Hobe Lane – Request for 14.6 Right-of-Way Setback Variance & Variance from Section 5-29 Ordinance No. 8 to Exceed 1,000 Square Feet for Construction of a

Garage: Riedesel summarized the request to demolish an existing garage and construct an attached oversized garage which would exceed the allowed 1,000 square foot size and encroach into the road right-of-way setback. The previous garage was 17.5' from the right-of-way. The new attached garage is proposed to be 20.4' from the right-of-way.

Ordinance No. 8 states that a permit may be applied for an oversized garage if the property exceeds 22,000 square feet in area and is an agricultural use or is adjacent to a designated open space or conservation wetland zoning district. The Lund property is 22,200 square feet in area and abuts Bald Eagle Lake.

It was noted that the right-of-way in this area is greater than normal.

The Variance Board discussed the matter and determined that they had no issues with the request as it meet the ordinance requirements. Noting that 132 square feet of the proposed garage is for a mudroom.

Denn moved to recommended to the Planning Commission to recommend to the Town Board to approve the right-of-way setback variance as the right-of-way in this area is greater than normal, there is a decrease in a non-conforming setback. The request meets the standards set forth by Ordinance No. 35 to approve a variance

Christopherson moved to recommend to the Planning Commission to recommend to the Town Board to approve the variance from Section 5-29 of Ordinance No. 8 noting that the property exceeds the 22,000 square foot requirement and abuts Bald Eagle Lake. Johnson seconded. Ayes all.

MEMORANDUM

TO: VARIANCE BOARD
FROM: TOM RIEDESEL
DATE: MAY 10, 2019

SUBJECT: GARAGE CONSTRUCTION

REQUESTS: - 14.6' RIGHT-OF-WAY SETBACK VARIANCE
- APPROVAL OF SECTION 5-29 OF ORDINANCE NO. 8 TO EXCEED 1,000 SQUARE FEET FOR A GARAGE

LOCATION: 5932 HOBE LANE
APPLICANTS: KEVIN & JULIE LUND
ZONING: R-1

The Lund's request approval of a 14.6' right-of-way setback variance which would permit construction of a 1,265 square foot attached garage. An exception to Ordinance No. 8, Section 5-29, is also requested to allow the garage to exceed 1,000 square feet. The new attached garage is proposed to replace a detached 691 square foot garage which was located 17.5' from the Hobe Lane right-of-way. A 17.5' right-of-way setback variance should have been approved at the time the garage was constructed. The address file does not show evidence of any variances being approved at that time. It appears that several homes were constructed at that time that did not meet right-of-way setback requirements.

The new attached garage is proposed to be set back further from the right-of-way than the detached garage which was recently demolished.

The maximum garage area permitted in the Town is limited to 1,000 square feet. Exceptions to this maximum size are permitted by Section 5-29 of Ordinance No. 8, if a property meets the following requirements:

5-29. Garages – Attached or Detached – And Accessory Buildings.

Every single family dwelling shall be permitted to have one (1) garage, attached or detached, and one (1) accessory building auxiliary to the single family dwelling. The combined area of any garage attached or detached and accessory building shall not exceed 10% of the total square footage of the lot not to exceed a total combined area of 2,000 square feet. No permit shall be granted where the remaining lot, yard and density are less than the minimum percent of the green area provided in Ordinance No. 35. In no event shall an individual building exceed one thousand (1,000) square feet in area unless approved by the Town Board in accordance with Sections 5-29A. and B. Play houses and gazebo's are not

included within the term "accessory building". All accessory buildings shall be so located on property as to conform to the minimum set back requirements of Ordinance No. 35 (Zoning Ordinance) and shall be located behind the single family dwelling.

5-29.A. No building permit shall be obtained for an individual garage, attached or detached, or an individual accessory building in excess of one thousand (1,000) square feet in area, except on property having a minimum area of 22,000 square feet.

5-29.B. A permit for an individual garage exceeding 1,000 square feet in area, but no larger than 2,500 (or alternative square footage) attached or detached, or an individual accessory building shall be obtained from the Town Board after review and recommendation by the Town Planning Commission. Such permit may be applied for where the property is in agricultural use or is adjacent to designated Open Space or Conservation Wetlands zoning districts. No permit shall be granted where the remaining lot, yard and density are less than the minimum percent of Green Area provided in Ordinance No. 35 (Zoning Ordinance).

The Lund property is 22,200 square feet in area and abuts Bald Eagle Lake. The property meets the requirements of Ordinance No. 8 to permit an oversized garage.

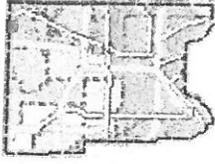
The size of the attached garage as proposed and the location of the home on the lot creates a need for a setback variance. If the garage were proposed meeting right-of-way setback requirements, it would allow for a 17' deep garage. The garage could be reduced in depth in order to get closer to meeting the 35' setback requirement.

It must be noted that the proposed garage would be set back further from the right-of-way than the previous garage which was recently demolished. Decreasing a non-conformity has been used in the past as a rationale to support a variance request.

TR/psw
cc:admin/add.file
b:lund



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





VARIANCE APPLICATION FORM

White Bear Township
 1281 Hammond Road
 White Bear Township, MN 55110
 Phone 651-747-2750 Fax 651-426-2258
www.ci.white-bear-township.mn.us

INTRODUCTION

Variations from the literal provisions of this Ordinance shall only be permitted when they are in harmony with the general purposes and intent of this Ordinance, and when the terms of the variance are consistent with the Comprehensive Plan. Variations may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the provisions of this Ordinance. "Practical Difficulties", as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by this Ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems. Variations shall be granted for earth sheltered construction as defined in Minnesota Statutes, when in harmony with this Ordinance. No variance may be granted that would allow any use that is not allowed in the zoning district in which the subject property is located. The Town Board may impose conditions in granting a variance that are directly related to and in rough proportion to an impact created by the variance. Conditions may be imposed in the granting of variations to insure compliance and to protect adjacent properties.

_____ Fee \$225

APPLICANT(S) Kevin Lund PHONE (Home) _____
Julie Lund (Business) 651-483-4055
 (Cell) 651-331-9502

ADDRESS 5932 Hobe Lane
WB township, mn 55110

PROPERTY OWNER Kevin & Julie Lund

ADDRESS OF SITE 5932 Hobe Lane, WB township ZONING _____

EXISTING USE OF SITE _____

DESCRIPTION OF VARIANCE REQUEST Setback from front of garage to Road

SETBACKS:	<u>Required</u>	<u>Existing</u>	<u>Requested</u>
Front Yard	<u>35</u>	<u>17.5</u>	<u>20.5</u>
Side Yard	<u>10</u>	<u>11.5</u>	_____
Side Yard	_____	_____	_____
Rear Yard	_____	_____	_____
Other (Specify)	_____	_____	_____

Applicant understands that the Variance Application fee will not be refunded if, after being submitted, the application is denied or the applicant chooses to withdraw.

It is the policy of White Bear Township that all identifiable costs associated with a Variance Application within the Township shall be the sole responsibility of the owner of said property. The costs shall include, but are not limited to the following: 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)

5/7/19
Date

*Prior to applying for a variance it is recommended that the applicant contact Town staff in order to discuss the proposal.

To Be Completed By Office:

Date Request Received 5/7/19

By Nancy Leonard
(Staff Member)

\$225.00 Fee Received

Yes
 No

Date Application Complete _____

**STATEMENT OF AFFECTED
PROPERTY OWNERS**

If a signed statement is not provided by the applicant for a variance, the Town Board shall order a public information meeting which will include printed notice to all property owners within 350' of the property where the variance is requested. Public Notice publication costs will be the responsibility of the applicant.

I am the owner of the property at: 5932 Hobc Ln. I am requesting that the Town of White Bear grant me a variance from Ordinance No. _____, for the following purpose:

My request will be reviewed by the Variance Board and the Planning Commission, with a final decision being made by the Town Board. I must provide the Board with a statement signed by the adjacent property owners, recording their comments relative to my request. Please feel free to write below any comments you may have regarding this issue. This statement must be signed and dated.

PROPERTY OWNERS

1. Name: Robert Ober Address: 5942 Hobc Lane
Phone: (Home) 651-497-9475
(Bus.) _____
(Cell) _____

Comments: _____

Date: 5/6/19 Signatures: Robert Ober

2. Name: _____ Address: _____
Phone: (Home) _____
(Bus.) _____
(Cell) _____

Comments: _____

Date: 5/1 Signatures: _____

3. Name: Earl Larson Address: 5931 Hobc Ln White Bear 70P MN 55116
Phone: (Home) 651-399-2582
(Bus.) _____
(Cell) _____

Comments: _____

Date: 5/7/19 Signatures: Earl Larson

**STATEMENT OF AFFECTED
PROPERTY OWNERS**

If a signed statement is not provided by the applicant for a variance, the Town Board shall order a public information meeting which will include printed notice to all property owners within 350' of the property where the variance is requested. Public Notice publication costs will be the responsibility of the applicant.

I am the owner of the property at: _____ I am requesting that the Town of White Bear grant me a variance from Ordinance No. _____, for the following purpose:

My request will be reviewed by the Variance Board and the Planning Commission, with a final decision being made by the Town Board. I must provide the Board with a statement signed by the adjacent property owners, recording their comments relative to my request. Please feel free to write below any comments you may have regarding this issue. This statement must be signed and dated.

PROPERTY OWNERS

1. Name: Robert C. Olson Address: 1742 4th Ave S
 Phone: (Home) 612-280-4868
 (Bus.) _____
 (Cell) _____

Comments: _____

Date: 3.6/10 Signatures: [Signature]

2. Name: David Chayer Address: 5926 Holbe Ln
 Phone: (Home) _____
 (Bus.) _____
 (Cell) 612-280-4868

Comments: _____

Date: 5-7-19 Signatures: [Signature]

3. Name: _____ Address: _____
 Phone: (Home) _____
 (Bus.) _____
 (Cell) _____

Comments: _____

Date: _____ Signatures: _____



**Town Board Meeting
June 3, 2019**

Agenda Number: 8D – New Business

Town Planner Item:

Subject: White Bear Maker Space, 5966 Highway 61 - Sign Permit Request

Documentation: Town Planner Memo w/ attachments

Action / Motion for Consideration:

Report at Meeting / Discuss

Based on Planning Commission & Staff Review & Recommendation
Approve the Sign Permit Request at 5966 Highway 61

MEMORANDUM

TO: TOWN BOARD
FROM: TOM RIEDESEL
DATE: MAY 14, 2019

SUBJECT: ADDITION OF SIGN ALONG HIGHWAY 61

REQUEST: SIGN PERMIT
APPLICANTS: WHITE BEAR MAKERSPACE, THERESA LENDWAY
LOCATION: 5966 HIGHWAY 61

The owners of White Bear Makerspace have a landlocked property behind the Bald Eagle Quick Stop & Holiday. The site is accessed through the Holiday property. The location of the Makerspace building, behind the Quick Stop, make the building difficult to see when traveling on Highway 61.

The owner's of Makerspace would like to place a pylon sign on the Quick Stop property to help advertise and provide direction to their business. The Town's Sign Ordinance requires signs to be on the premises of the business which it is advertising. Section 4.1.3 (prohibits) states:

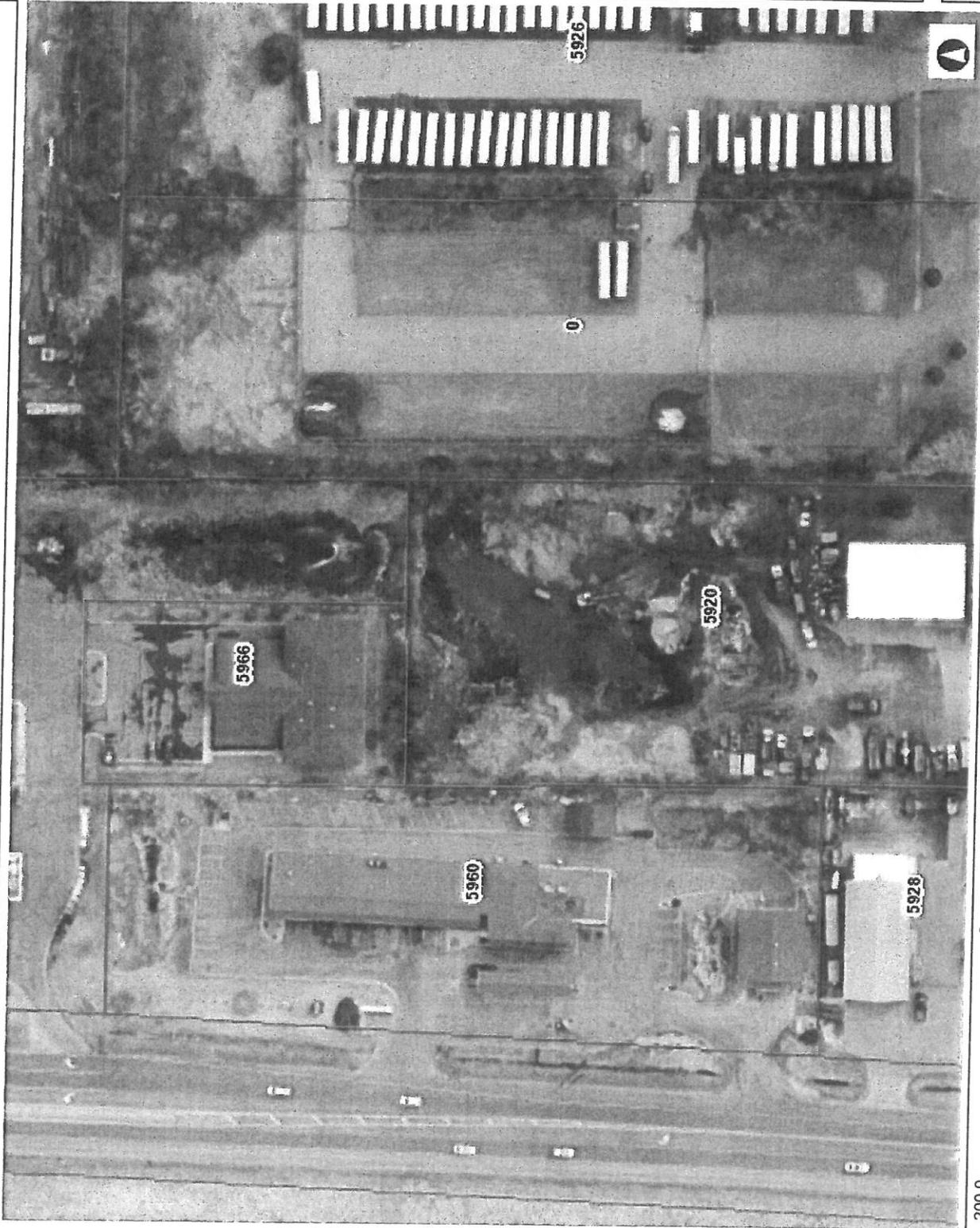
4-1.3. Except for temporary signs, a sign which directs attention to a business or profession or to the commodity, service or entertainment not sold or offered upon the premises where such sign is located or to which it is attached.

As a result, this sign is not permitted without Town Board approval of a variance to the Sign Ordinance.

The Makerspace owners currently have a building mounted sign. The Town permits one building mounted and one pylon sign. The signs are is limited to a total of 100 square feet in area.

The sign, if approved, must be set back 10' from all property lines.

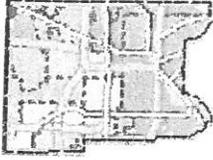
TR/psw
cc:admin/add.file
b:makerspacesign



NAD_1983_HARN_Adj_MN_Ramsey_Feet
© Ramsey County Enterprise GIS Division

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Legend



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

= Proposed Sign Location

Notes

Enter Map Description

stoplight

County Rd J

Holiday
Station

driveway to Holiday

x
●
Fh
+



sign
placement

White
Bear
Marketplace

driveway to
Midwest Diving,
Taco place

9

rent

x = trees
Fh = fire hydrant



WHITE BEAR TOWNSHIP
1281 Hammond Road
White Bear Township, MN 55110
Phone: 651-747-2750
Fax: 651-426-2258
www.whitebear township.org

PAID

SIGN PERMIT APPLICATION

2019-00364

Permit Fee: \$50 per sign

Application: New Renewal Temporary (from _____ to _____)

PROPERTY INFORMATION

Business Name: White Bear Makerspace Property Owner: Theresa Lendway
Project Address: 5966 Hwy 61 N
Street Address
Business Phone: 651-245-6400 Cell Phone: _____
Suite / Unit #

SIGN CONTRACTOR INFORMATION

Sign Contractor: Bill Weigel Signs
State Bond #: _____ Please Note: Sign contractors need to be Township Contractor Licensed
Address: 470 Koehler Rd
Street Address
Vadnais Heights MN 55127
City State ZIP Code
Contact Person: Bill Weigel Business Phone: 651-4296086
Cell Phone: _____ E-Mail Address: _____

ELECTRICAL CONTRACTOR

Electrical Contractor: _____ Contact Person: _____

SIGN TYPE

Wall Free Standing, Monument, Pylon Temporary

SIGN INFORMATION

Location of Sign: Croner of lot - by fire hydrant Sign Dimensions: 4' x 6'
Is Sign Illuminated? Yes No Illumination: Backlit Interior Lit Please Note: Electrical work requires a separate permit.
Sign Purpose: _____

Town Board approval is required before issuance of sign permits. All monument and pylon business identification signs shall include the words "White Bear Township" or the White Bear Township logo on all sign faces. White Bear Township lettering or logo shall occupy an area which is not less than 10% of the sign face. The White Bear Township lettering/logo shall not be included when calculating the display surface square footage of any sign.

I hereby apply for a sign permit and acknowledge: the information above is complete and accurate; the work will be in conformance with the ordinances and codes of White Bear Township and Minnesota State Building Code; I understand this is not a permit but only an application for permit; work is not to start without permit; work will be in accordance with the Approved Sign Plan. A separate permit is required for electrical. I hereby certify that I have read and examined this application.

By checking the box below, the applicant agrees and acknowledges the electronic signature is valid and binding in the same force and effect as a handwritten signature.

I Agree

Applicant Signature: Theresa Lendway Date: 5-9-19

*** This application must be accompanied by a sketch of the proposed sign and site plan

Behind Holiday Enter from 120th



white bear

MAKERSPACE

Bill Weigel Signs
651-429-6086



**Town Board Meeting
June 3, 2019**

Agenda Number: 8E – New Business

Town Engineer Item:

Subject: Improvement 2019-3 – Neighborhood Meeting Update

Documentation: Town Engineer Correspondence

Action / Motion for Consideration:

Town Engineer Report at Meeting / Discuss



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

Memorandum

To:	White Bear Township Board	Reference:	2019 Street Improvements
Copies To:		Project No.:	17127.003
From:	Larry Poppler	Routing:	
Date:	May 29, 2019		

On May 28th, 2019, a Neighborhood meeting was held to discuss the 2019 Street Improvement Project. A total of 29 persons attended the meeting. Also attending was Steve Ruzek, Dale Reed, Patrick Christopherson, and Jim Studenski. A presentation was given (see attached).

Of the 29 residents who attended, only 1 person had attended the presentation in February. Since there was a whole new audience, the presentation included additional discussion regarding the Township's overall pavement management and the study completed last fall for the entire Township street network.

Discussion after the presentation included the following:

1. Replacement of only the damaged curb and confirmation of the mill and overlay process. Most roadways within the project are nearing the twenty year mark since original construction and it is normal to complete a mill and overlay around this timeframe.
2. Truck traffic on White Bear Parkway. Some truck traffic use White Bear Parkway as a shortcut but as a minor collector roadway additional traffic can be expected.
3. Undeveloped land on Moon Lake Court and confirmation of their inclusion in the assessment.
4. Concern over the original construction of Gilfillan Court and Hobe area.
5. Timing of the project and ordering the improvements and whether ordering the project should occur on June 4th. Township attempting to get the project out for bids soon and the Board can only deliberate in an open meeting. Coordination should occur with the County for West Bald Eagle construction with Hobe construction.
6. Question regarding equal assessments for all the project areas considering the Hobe area includes less work and why park property is not assessed.
7. Specific concerns within the project areas including limits of the work, replacement of bituminous curb on Hobe, storm pipe and drainage concerns, and shouldering on Hobe.
8. Amortization schedule for the assessments. This will be provided later in the process once the assessment rates have been determined.

2019 Street Improvements

May 28, 2019



WHITE BEAR
TOWNSHIP
IN
RAMSEY COUNTY
MINNESOTA

INTRODUCTIONS

- LARRY POPPLER, TKDA – TOWN ENGINEER
 - LARRY.POPPLER@TKDA.COM
 - 651-292-4457
- JIM STUDENSKI, TKDA – TOWN ENGINEER
 - JAMES.STUDENSKI@TKDA.COM
 - 651-292-4503

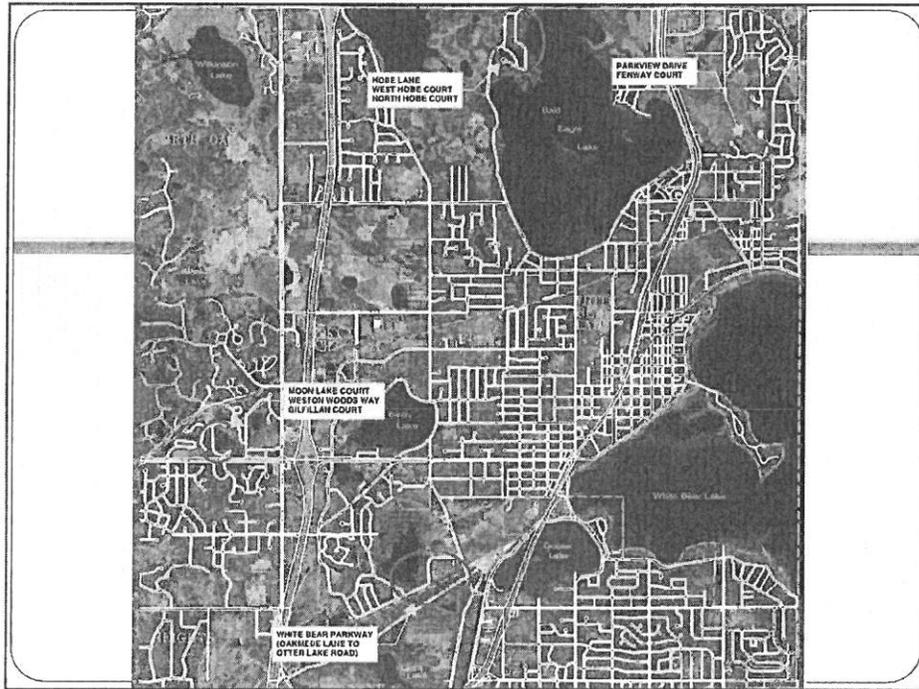
AGENDA

- PAVEMENT MANAGEMENT OVERVIEW – RECENT STUDY OF THE OVERALL STREET SYSTEM
- PROPOSED STREETS FOR 2019
- FEASIBILITY STUDY FINDINGS
- MILL AND OVERLAY PROCESS
- COSTS
- ASSESSMENTS
- PROCESS AND SCHEDULE
- DISCUSSION



PAVEMENT MANAGEMENT OVERVIEW

- PLAN FOR MAINTENANCE ACTIVITIES AND IMPROVEMENTS TO PROLONG LIFE OF A STREET
- ENSURE RESIDENTS RECEIVE BEST RETURN ON INVESTMENT / RIGHT IMPROVEMENT AT THE RIGHT TIME
- ASSURE SAFE STREETS
- PRESERVE PROPERTY VALUES
- PAVEMENT MANAGEMENT STUDY IN 2018 – LEAD TO PROJECT SELECTION

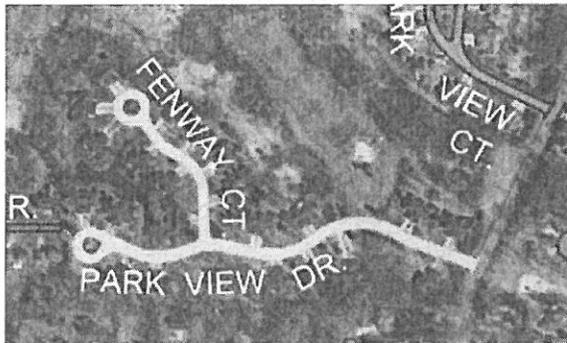


FEASIBILITY REPORT OF 2019 AREAS

- BACKGROUND
- EXISTING CONDITIONS
- PROPOSED IMPROVEMENTS
- PUBLIC INPUT
- PROJECT FUNDING
 - ESTIMATED COSTS
 - ASSESSMENT POLICY
 - ASSESSMENT AMOUNTS
 - FUNDING SOURCES
- PROJECT SCHEDULE
- CONCLUSIONS AND RECOMMENDATIONS

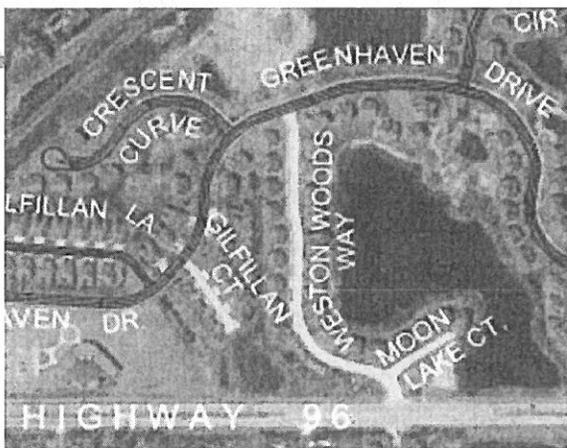
PARKVIEW AREA

- Constructed in mid- 1990's
- Existing Concrete curb and gutter
- Ratings as low as 2.26
- Mill and Overlay proposed for Fenway and Parkview Drive



WESTON WOODS AREA

- Constructed in late 1990's
- Ratings as low as 2.26
- Existing concrete curb
- Mill and overlay proposed on Weston Woods and Moon Lake
- Full pavement replacement proposed on Gilfillan



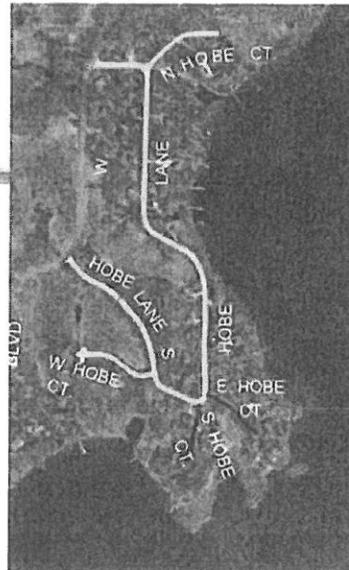
WHITE BEAR PARKWAY

- Constructed in 1998
- Rating of 2.2
- Existing concrete curb and gutter
- Mill and overlay proposed
- Residential and commercial/industrial properties
- White Bear Township owned property



HOBE AREA

- Water, Sewer and Street work in 2006
- Ratings of 2.93
- High Degradation Pace
- Edge Mill and Overlay Proposed



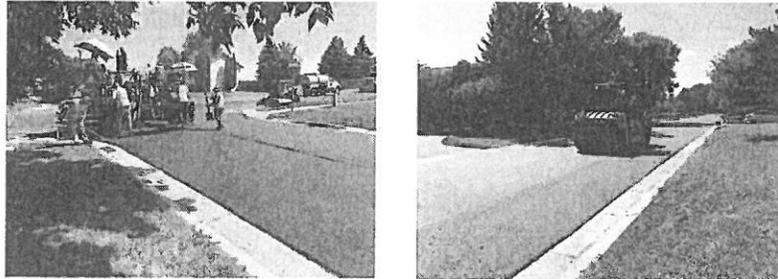
MILL AND OVERLAY

- REPLACEMENT OF CRACKED, DAMAGED, OR SETTLED CURB
- MINOR UTILITY REPAIRS
- SIGNAGE EVALUATION – SIGHT LINES RESTORED
- DRIVEWAY AND YARD RESTORATION
- FULL WIDTH MILLING AND REMOVAL OF 1.5" – 2.5" OF PAVEMENT
- PAVING REPLACEMENT OF 1.5" - 2.5" WITH NEW BITUMINOUS
- RESTORATION

MILL AND OVERLAY PROCESS



MILL AND OVERLAY PROCESS



ESTIMATED PROJECT COSTS

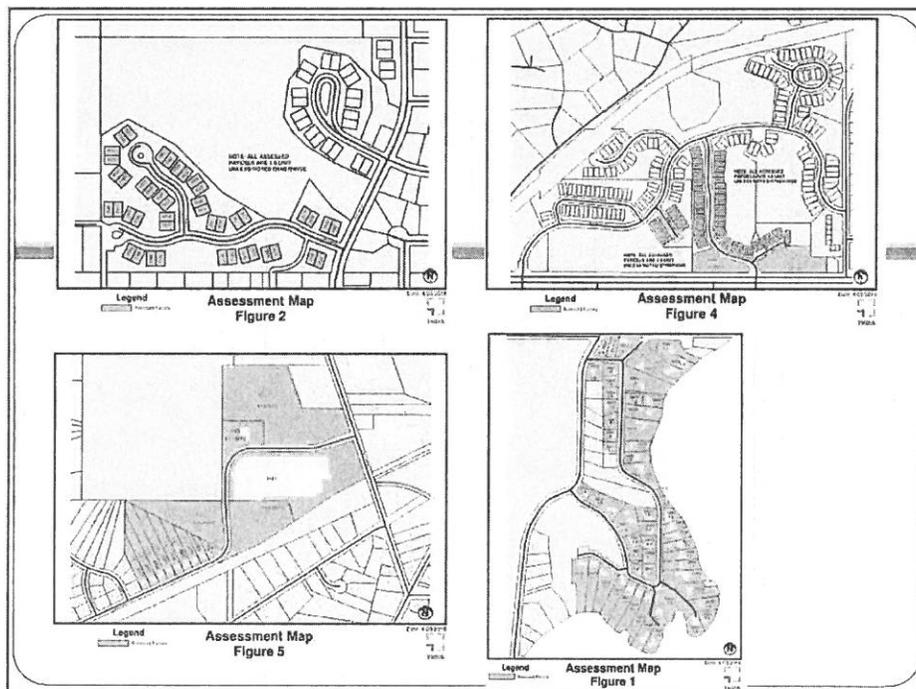
Item	Project Areas and Estimated Costs			
	Hobe Lane, W Hobe Court, N Hobe Court	Parkview Drive, Fenway Court	Weston Woods Way, Moon Lake Court, Giffillan Court	White Bear Parkway
Street Improvements	168,560	198,659	252,159	233,824
Contingencies (10%)	16,856	19,866	25,216	23,382
Indirect Costs for Township ¹	42,140	49,665	63,040	58,456
TOTAL PROJECT COST	227,556	268,189	340,415	315,663
ALL PROJECTS TOTAL COST				\$ 1,151,824

Table Notes:
¹Township's Indirect Costs includes the following:
 Engineering
 City Administration / Financing and Bonding

ASSESSMENT SUMMARY

	Hobe Lane, W Hobe Court, N Hobe Court	Parkview Drive, Fenway Court	Weston Woods Way, Moon Lake Court, Gliffilan Court	White Bear Parkway
Overall Street Project Costs	\$ 227,556	\$ 268,188	\$ 340,415	\$ 315,663
Overall Assessable Costs	\$ 175,931	\$ 246,688	\$ 312,602	\$ 299,100
Assessable Units	56.5	44	62	50
50% Unit Assessment Rate	\$ 1,570	\$ 2,803	\$ 2,520	\$ 2,991
75% Unit Assessment Rate	\$ 2,356	\$ 4,204	\$ 3,781	\$ 4,486
100% Unit Assessment Rate	\$ 3,113	\$ 5,606	\$ 5,041	\$ 5,982

• \$3,000 ASSESSMENT PRELIMINARILY DISCUSSED



FUNDING OPTIONS

50% Assessment Funding Table

Area	Assessments	Township Funds	Water	Sanitary	Storm	Total
Hobe	\$87,966	\$87,966	\$8,750	\$3,500	\$39,375	\$227,556
Parkview Dr, Fenway	\$123,344	\$123,344	\$3,500	\$5,250	\$12,750	\$268,189
Weston Woods, Moon Lake, Gilfillan	\$156,301	\$156,301	\$5,188	\$7,875	\$14,750	\$340,415
White Bear Parkway	\$149,550	\$149,550	\$2,938	\$7,875	\$5,750	\$315,663
TOTAL	\$517,162	\$517,162	\$20,375	\$24,500	\$72,625	\$1,151,824

75% Assessment Funding Table

Area	Assessments	Township Funds	Water	Sanitary	Storm	Total
Hobe	\$131,948	\$43,983	\$8,750	\$3,500	\$39,375	\$227,556
Parkview Dr, Fenway	\$185,017	\$61,672	\$3,500	\$5,250	\$12,750	\$268,189
Weston Woods, Moon Lake, Gilfillan	\$234,452	\$78,151	\$5,188	\$7,875	\$14,750	\$340,415
White Bear Parkway	\$224,325	\$74,775	\$2,938	\$7,875	\$5,750	\$315,663
TOTAL	\$775,743	\$258,581	\$20,375	\$24,500	\$72,625	\$1,151,824

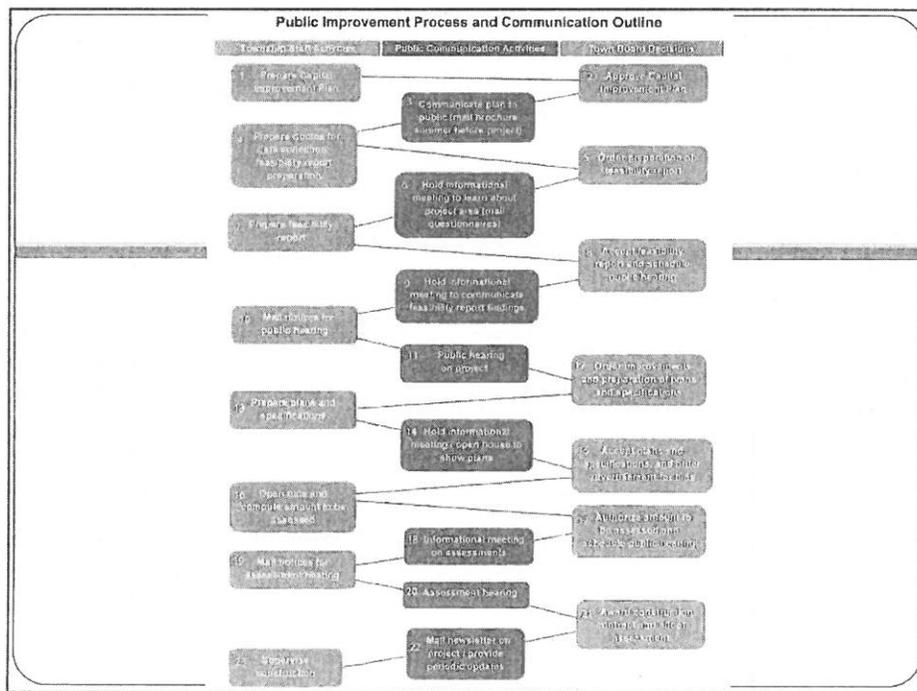
FUNDING OPTIONS (CONT.)

100% Assessment Funding Table

Area	Assessments	Township Funds	Water	Sanitary	Storm	Total
Hobe	\$175,931	\$0	\$8,750	\$3,500	\$39,375	\$227,556
Parkview Dr, Fenway	\$246,689	\$0	\$3,500	\$5,250	\$12,750	\$268,189
Weston Woods, Moon Lake, Gilfillan	\$312,603	\$0	\$5,188	\$7,875	\$14,750	\$340,415
White Bear Parkway	\$299,101	\$0	\$2,938	\$7,875	\$5,750	\$315,663
TOTAL	\$1,034,324	\$0	\$20,375	\$24,500	\$72,625	\$1,151,824

PROJECT PROCESS

- FEASIBILITY STUDY
- INFORMATIONAL MEETING
- **PUBLIC HEARING / ORDER THE PROJECT**
- PREPARE PLANS
- TOWN BOARD APPROVE PLANS
- BID / TOWN BOARD AWARD THE BID TO CONTRACTOR
- CONSTRUCTION COMMUNICATION BEFORE PROJECT
- CONSTRUCTION
- ASSESSMENT APPROVAL



SCHEDULE



- | | |
|---|-----------------------|
| • NEIGHBORHOOD MEETING | MAY 28 TH |
| • PUBLIC HEARING /ORDER PROJECT
(6:30 OTTER LAKE ELEMENTARY) | JUNE 4 TH |
| • APPROVE PLANS /ORDER BIDDING | JUNE 17 TH |
| • OPEN BIDS | JULY |
| • CONSTRUCTION BEGINS | EARLY AUG. |
| • SET MAXIMUM ASSESSMENT | SEPTEMBER |
| • NEIGHBORHOOD MEETING ON ASSESSMENTS | SEPTEMBER |
| • ASSESSMENT HEARING / SET ASSESSMENT | OCTOBER |
| • COMPLETE CONSTRUCTION | OCTOBER |

COMMUNICATIONS

- TOWNSHIP WEBSITE
- INFORMATIONAL MEETINGS
- QUESTIONNAIRES
- PROJECT NEWSLETTERS
- INDIVIDUAL MEETINGS OR COMMUNICATION



NEXT STEPS AND DISCUSSION

- PUBLIC HEARING JUNE 4TH AT 6:30 AT OTTER LAKE ELEMENTARY SCHOOL
- COMPLETE ENGINEERING DRAWINGS FOR BIDDING
- DISCUSSION



**Town Board Meeting
June 3, 2019**

Agenda Number: 8F – New Business

Town Engineer Item:

Subject: **Portland Woods Storm Sewer:**
1. Authorize Preparation of Plans & Specs
2. Authorize Advertisement for Quotes

Documentation: Town Engineer Correspondence

Action / Motion for Consideration:

Town Engineer Report at Meeting / Discuss

Based on Town Engineer Review & Recommendation:

- 1) Authorize TKDA to Prepare Plans & Specifications
- 2) Authorize TKDA to Advertise for Quotes in an Amount Not to Exceed \$2,900.00 for the Portland Woods Storm Sewer Project Noting Funding from the Storm Water Utility Fund



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

May 30, 2019

Honorable Chairman and Town Board
White Bear Township, Minnesota

RE: Portland Woods Storm Sewer
White Bear Township, Minnesota
TKDA Project No. 17127.000

Dear Board Members:

The Township continuously updates its listing of the storm sewer system that has deteriorated and should be replaced. The Utility Commission reviewed the proposed storm water projects and recommended performing these necessary projects based on staff recommendations and due to the poor condition of the pipes including the inlets and outlets. The Utility Commission recommended several projects including this one at their May meeting.

Currently, Public Works is having to pump water out of the pond because the storm system has failed and the water level is impacting the resident's yards and concern of the driveway failure.

A drainage analysis must be performed to determine the correct culvert sizing and elevations to correct the current drainage issue. The process may require a two-step approach to investigate the failed system and possibly perform a temporary correction to address the immediate high water impacts prior to a new storm pipe installation can take place.

The projects will be reviewed with Rice Creek Watershed District (RCWD) regarding the need for a permit. Attached is a map of the project area.

TKDA would work with White Bear Township staff and RCWD to prepare plans and specification for this project including the bidding process for an amount of \$2,900.00. We will perform the bidding process and then bring the bid results to the Town Board for approval to construction the project.

The Capital Improvements Plan has Storm Water Utility Funding for this type of project. The Stormwater Project Listing has the project construction only estimated at a total of \$10,000.00.

Please contact me with any questions.

Sincerely,

Jim Studenski, PE
Town Engineer
Attachment



**Town Board Meeting
June 3, 2019**

Agenda Number: 8G – New Business

Public Works Director Item:

Subject: 2019 I & I Project:
1. Receive Bids
2. Award Contract

Documentation: Public Works Director Memo w/ attachments

Action / Motion for Consideration:

Report at Meeting / Discuss

Based on Public Works Director Review & Recommendation:

- 1) Receive Bid from Ritter & Ritter in the Amount of \$32,275.00
- 2) Award the Contract to the Low Bidder, Ritter & Ritter in the Amount of \$32,275.00 Noting Funding From the Storm Water Utility Fund

**Minutes
Town Board Meeting
May 6, 2019**

NEW BUSINESS – IMPROVEMENT I & I PROJECT: Part of the Town’s infrastructure management program is providing funding for Infiltration and Inflow (I/I) investigative work. The Town maintains over 300,000 lineal feet of sewer pipe, and similar to other years, 2019’s goal is to continue on schedule with joint sealing and televising the I & I investigative work, with about 50% of the 300,000 feet left.

The Public Works Director has put together a bid sheet in the packet, opening on May 30, 2019. Reed explained that the potential contractor will pressure test every joint to see if it needs seal or not. From there the contractor will come up with the price per tested and sealed joint.

Ruzek made the motion based on Public Works Director review & recommendation to Approve the plans & specifications. McCune seconded. Ayes all.

Ruzek made the motion based on Public Works Director review & recommendation to authorize advertisement for bids noting the bid opening date of May 30, 2019. McCune seconded. Ayes all.

MEMORANDUM

Date: May 30, 2019

To: Town Board

From: Dale Reed, Public Works Director

Re: 2019 Pipe Joint Sealing and Televising Bid Award

The Town has been actively reducing Infiltration/Inflow for the past 5 years. To continue this reduction in flow to the Metropolitan Council Interceptor, the Town has requested sealed bids to complete the pipe joint sealing first identified in the 2016 televising. The focus area of the quote is the sanitary sewer lines constructed of vitreous clay tile around Bald Eagle Lake within the Township. The lines have ground water leaking into the sanitary sewer system at various pipe joints.

The project was advertised twice in the White Bear Press, once on May 15th and again on May 22nd. Bid packages were emailed to the following three regional contractors for this type of work, Hydro-Klean, Inc., Ritter and Ritter, and Visu-Sewer, Inc. Of the three contractors, only one, Ritter and Ritter Sewer Service, Inc. was able to provide a bid for \$32,275.00. Visu-Sewer did not provide a bid because of their schedule is filled for 2019 season and Hydro Klean has not responded to my follow up on their inability to provide a bid.

Funding for the pipe joint sealing/televising project will be derived from the Sanitary Sewer Fund.

Town Board action is to receive the bid and award the bid to Ritter and Ritter Sewer Service, Inc. for \$32,275.00.

2019 Sanitary Sewer Joint Sealing Program
SS 19-1
FOR WHICH BIDS WERE OPENED AT
WHITE BEAR TOWNSHIP Administrative Building ON
May 30, 2019 @ 10 a.m.

<i>Contractor</i>	<i>Proposal Guaranty</i>	<i>Bid Amount</i>
<i>Ridder & Ritter</i>	<i>Yes</i>	<i>\$ 32,275.00</i>
<i>Hydro Klean</i>	<i>—</i>	<i>No bid</i>
<i>Disu-Sewer</i>	<i>—</i>	<i>No bid</i>

Rec'd May 29 @ 11:32 AM.

Kitter & Litter Sewer Service, Inc

Request for Bids (RFB) form for 2019 V/I Project.

Activity	Street section	Leaking joints identified during 2016 televising	MH to MH length	Estimated Joints to Pressure Test	Estimated joints to seal in MH to MH length	Actual Joints Grouted	Unit Price	Total	Note
Grout joints or Services in 8" VCT line									
535 to MCEs line	Division Street	32, 161.4, 239.7, 309.6'	162	32	32	32	\$100	\$3,200	
459 to MCEs line	Hugo Court	59.8'	446	89	89	89	\$100	\$8,900	
501 to 502	East Street Alley		165	33	33	133	\$100	\$13,300	
Estimated total of 8" VCT pipe joints					154				
Grout joints or Services in 21" PVC line									
970 to MCEs line	Constellation Drive	155.5'	155.5	1	1	1	\$1,250	\$1,250	
970 to 965	Centerville Road Easement	71'	124.1	1	1	1	\$1,250	\$1,250	
539 to 543	East Bald Eagle Boulevard	408.5' and 493.6'	489	2	2	2	\$1,000	\$2,000	
Estimated total of 21" PVC pipe joints					4				
Cleaning and Televising footage for joint sealing portion only									
Cleaning and Televising footage estimates for televising only:									
8" VCT and PVC					1541.6	1542	1.54	\$2,375	
10" VCT					32,485	32485	1.35	\$43,855	
12" RCP					1,093	1093	1.35	\$1,476	
15" RCP					3,472.50	3473	1.45	\$5,036	
21" RCP					812	812	1.75	\$1,421	
Grand Total Bid					4,083	4083	2.25	\$9,187	
								\$32,275	

- Notes:**
1. Sealed bids are due on May 30, 2019 @ 10 a.m.
 2. Each joint is to be pressure tested and sealed (See 4. for sealing requirement).
 3. Joint testing pressure shall be equal to 0.5 psi per vertical foot of pipe depth plus 2 psi; however, test pressure shall not exceed 10 psi without the approval of the Public Works Director.
 4. After the void pressure is observed to be equal to or greater than the required test pressure, the air flow shall be stopped. If the void pressure decays by more than 1.0 psi within 15 seconds, the joint will have failed the test and shall be sealed.
 5. Work to be completed by December 31, 2019.

Chip Hansen-Litter



**Town Board Meeting
June 3, 2019**

Agenda Number: 8H – General Business

**Subject: Probationary Period – Town Clerk-Treasurer -
Approve**

Documentation: Staff Memo / Personnel Policy Excerpt

Action / Motion for Consideration:

Report at Meeting / Discuss

Based on Town Board Review & Recommendation & In Accordance with Section III – Employment, Sub-Section F – Probationary Period of the Township Employee Handbook, Patrick Christopherson is Hereby Appointed to Township Service as the Full-Time Town Clerk-Treasurer

MEMORANDUM

TO: TOWN BOARD
FROM: PATRICK CHRISTOPHERSON
DATE: MAY 29, 2019

SUBJECT: TOWN CLERK-TREASURER PROBATIONARY PERIOD

Subsequent to our discussion regarding procedure and the execution of the Town Clerk's 6 month probationary period evaluation, we submit to you your official approval of "change in status" for the Town Clerk/Treasurer to a Full Time regular employee. In terms of process, I will be distributing a full annual performance evaluation specific to the position in Mid-October 2019, in advance of the November Executive Board, during which time I will also submit a list of goals and accomplishments for your review. It has indeed been an enjoyable and busy introductory period to my employment with the Township, and I look forward to working with you all and serving the good people of White Bear Township.

D. Hiring and Selection

The Township selects the best qualified person for each available position from among applicants who have proper qualifications. Evaluation of qualifications is based solely on job-related criteria. Selection procedures include but are not limited to evaluation of application materials, written examinations, structured interviews, reference checks, driver's license checks and academic verifications, criminal background and credit checks.

The Township complies with the veteran's preference requirements established by Minnesota statutes in its selection procedures.

Any applicant who gives false or misleading information on an application form, cheats on an examination, or falsifies a statement, certificate or evaluation will not be considered for employment.

E. Employment of Relatives

The Township's policy is to avoid the employment of immediate family members of elected officials and appointed officers and employees. Under no circumstances will one member of an immediate family be permitted to directly supervise another member of the immediate family. Immediate family is defined as a spouse, child, stepchild, son/daughter-in-law, parent or father/mother-in-law, brother, sister, or grandparent.

F. Probationary Period

The probationary period is an integral part of the selection process and is used to evaluate the employee's work, to allow the employee to adjust to the new position, and to dismiss any employee who does not meet minimum performance standards.

Every new appointment and every promotional appointment is subject to a probationary period of six (6) months after appointment, unless extended by the Town Board when needed to properly evaluate the performance of a probationary employee. Under no circumstances will the probationary period be shortened.

At least one week prior to the expiration of the probationary period, the Clerk/Treasurer and the employee's department head must notify the Town Board in writing whether or not the services of the employee have met the minimum performance standards established for the position. If the probationary employee is the Clerk/Treasurer, the employee shall notify the Town Board in writing of the expiration date of the probationary period. The employee will become a regular employee upon appointment to the Township service by the Town Board. If the Town Board does not adopt an affirmative resolution appointing the employee to Township service the employee will not become a regular employee and will be terminated immediately.

The Town Board may terminate a probationary employee at the request of the employee's department head at any time during the probationary period if, in the Town Board's opinion, the performance of the probationary employee does not merit continuation. A new probationary employee terminated during the probation period does not have the right to present a grievance or request a hearing.

A promoted or transferred employee who does not successfully complete the probationary period may be reinstated to his or her previous position if the position is still available, except when the employee is dismissed from the Township service as provided in Section 13.

G. Temporary Employees

Temporary employees may be hired to serve in a position for a defined time period, usually less than six months to assist with peak workload periods, to temporarily replace or assist regular employees absent due to disability, illness, vacation or other approved leave, or to temporarily fill a vacancy until a regular employee is hired, subject to the provisions of applicable collective bargaining agreements.

Temporary employees may be hired without competitive recruitment or examination. Temporary employees are not eligible for and do not receive retirement, flex leave, health insurance, holiday or any other benefits during their employment unless required by law.



**Town Board Meeting
June 3, 2019**

Agenda Number: 8I – General Business

Subject: June Executive Meeting – Reschedule to June 21st

Documentation: Calendar

Action / Motion for Consideration:

Report at Meeting / Discuss

Consider Rescheduling Meeting to June 21st Due to Town Clerk Conflict

June 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 TB Mtg 1) VLAWMO Rpt	4	5	6 PSC Mtg 1) Reschedule July Mtg	7	8
9	10	11 EDAB Mtg	12	13 Utility Comm	14	15 Spring Clean -Up?
16	17 EDA/TB Mtg 1) Comm Recomm	18	19	20 Park Bd	21	22
23	24	25	26	27 Planning Comm	28 Exec Mtg 1) DNR 2) Auditors?	29
30 CUB Green- house PUS Ex- pires						



**Town Board Meeting
June 3, 2019**

Agenda Number: 9 – 10- 11 - 12

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