

City of East Bethel
City Council Agenda
Special Meeting - 6:30 PM
Date: February 13, 2014



| | Item | |
|---------|-------------|--|
| 6:30 PM | 1.0 | Call to Order |
| 6:31 PM | 2.0 | Adopt Agenda |
| 6:32 PM | 3.0 | Review and Select Council Applicants for Interviews |
| 7:02 PM | 4.0 | Viking Preserve-Proposed Park Fees |
| 7:30 PM | 5.0 | Ordinance 49, Modifications to Sidewall Heights |
| 8:00 PM | 6.0 | Adjourn |



City of East Bethel City Council Agenda Information

Date:

February 13, 2014

Agenda Item Number:

Item 3.0

Agenda Item:

Review Applications for Vacant Council Seat

Requested Action:

Review and Select Council Applicants for Interviews

Background Information:

At the January 8, 2014 City Council Meeting, Councilperson Bob DeRoche was appointed Mayor and his Council seat was declared vacant. In addition, Council directed Staff to advertise for the vacant Council seat and accept applications for this position until noon, February 12, 2014 and interview the candidates at the February 19, 2014 City Council Meeting. At the February 5, 2014 City Council Meeting , a Special Meeting was called for February 13, 2014 to select a number of applicants, to be determined, that would be invited for the interviews on February 19, 2014.

Attachments:

Attachment 1-Applications received as of February 10, 2014

Attachment 2-Applications sent and pending receipt

Fiscal Impact:

Recommendation(s):

Staff requests the City Council select those applicants to be interviewed for the vacant Council seat to be discussed at the February 19, 2014 City Council Meeting.

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required:_____

February 5, 2014

Dear Mayor and City Council Members:

Hi my name is Chad Larson and I'm writing to inquire about the open city council seat. I'm 41 years old married (18yrs) with 2 children (15,7), have lived in the community for 9yrs. The reason for my interest in the position is to help bring more positive input to help resolve the city issues we are currently facing. I have not had a lot of involvement in the community; I have helped the coaches on my sons T-ball for the last 3 yrs. In the future I plan to be more involved with our community to better understand what is going on, how it affects us as residents and what we can do to help solve some of the issues. I do understand that the term ends December 31st 2014. I'm very passionate and excited to have a chance to interview with the mayor and city council members for the open counsel seat.

Sincerely,

A handwritten signature in blue ink that reads "Chad Larson". The signature is written in a cursive style with a long, sweeping tail on the "n".

Chad Larson



2241 221st Avenue NE
East Bethel, MN 55011
Phone: 763-367-7840
Fax: 763-434-9578

CITY OF EAST BETHEL
APPLICATION FOR CITY COUNCIL VACANCY

1. Name: Chad R. Larson Home Phone: 763-444-6297
Work Phone: 763-505-8760
Email: Chad.R.Larson@medtronic.com
Home Email: Krissil.larson@peoplepc.com
2. Address: 23532 Isanti St NE
3. How long have you lived in the City? 9 yrs 4 months
4. Occupation: Toolmaker Employer: Medtronic
5. Education: (Please indicate highest grade completed or degree and course of study)
Tool Room Machinist Diploma
6. What skills do you have that you feel would benefit the City? Very level headed, do not make rash decisions, Very easily approachable, I have good problem solving skills.
7. Why do you want to serve on the City Council?
To help get the residents of this communities confidence back in the decision making of our city.
8. What experience do you have that you feel would be pertinent to the City Council?
I am good at budgeting money, understand the value of a dollar, very organized, good at communicating with people and listening to what they have to say.
9. What other civic activities are you involved in? Help coaching my sons + ball for last 3 yrs. Hope to get more volunteering in as he gets older
10. Do you participate in any activities that may be viewed as a Conflict of Interest in serving on the City Council?
no
11. Have you attended a City Council meeting within the past year? yes If yes, please indicate the reason for attending:
Our huge property tax increase, the Mayor's Residency Claim.
12. Have you served on any City Commission/Council or board in the past? no If yes, please indicate the Commission and the date of service:

Signature: Chad Larson

Date: 2/5/2014

Chad Howard
20562 Washington St NE
East Bethel, MN 55011

January 21, 2014

City of East Bethel
2241 221st Ave NE
East Bethel, MN 55011

Dear Mayor and City Council Members,

Thank you for taking the time to consider me as an applicant for the vacant Council member position that terms out on 31 December 2014. I believe one of the greatest things a citizen can do is find a way to get involved in their community at some level. My interest in this position would allow me to continue my involvement in the community outside of my military service. I feel this position would be challenging in a positive way and provide continued development on a personal and professional level.

As stated, the majority of my community involvement has revolved around my 12+ years of being in the Air Force Reserves as a Security Forces member out of Minneapolis – St. Paul Air Reserve Station. I have also taken time to volunteer with Beyond the Yellow Ribbon out of Blaine. Through my work with that program I have helped out several different families in the community. Another activity that I am actively involved in is helping the Red Cross by giving a Double Red Cell donation, three times a year.

My position with the Air Force provides me with the opportunity to work with a variety of individuals every day. I have learned through college, professional courses and life experience the importance of being flexible and open minded when working with people from different back grounds. I am experienced in team building and team unity. In particular these skills are need in and important for successful military service. I am familiar with the concept of working together with my coworkers to reach a final goal; whether it be down range on a deployment or at home with any number of tasks. I have the ability to prioritize and stay on track.

While attending the UW Eau Claire (where I received my Bachelors of Science degree in Criminal Justice) I had the privilege of serving as the President of a Student Criminal Justice organization. That experience again helped me to build the skills and training that would be helpful in a council type position. My deployment in Bahrain gave me experience working with people in a different culture that required me to be both adaptable and supportive of their viewpoints and life experiences which were very different and unique from what I've experienced growing up in Minnesota.

I want to thank you for taking the time to consider me for this position. I look forward to speaking with you in the near future about it.

Respectfully,

A handwritten signature in black ink, appearing to read 'CHAD HOWARD', written in a cursive style.

Chad Howard

rcd 11/21/14 ww

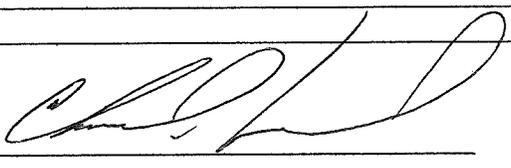


2241 221st Avenue NE
East Bethel, MN 55011
Phone: 763-367-7840
Fax: 763-434-9578

**CITY OF EAST BETHEL
APPLICATION FOR CITY COUNCIL VACANCY**

- 1. Name: Chad Howard Home Phone: 763-954-9160
Work Phone: 763-439-2423
Email Bluecrew21@gmail.com
- 2. Address: 20562 Washinton St. NE, East Bethel, MN 55011
- 3. How long have you lived in the City? Since Jan, 2011
- 4. Occupation: Military Police Officer Employer: United States Air Force
- 5. Education: (Please indicate highest grade completed or degree and course of study)
Bachelor of Science Degree, Criminal Justice
- 6. What skills do you have that you feel would benefit the City? Great team player, willing to put others before me to accomplish a goal. Knowledgeable.
- 7. Why do you want to serve on the City Council?
I believe that serving on the Council will allow me to continue to serve the community in a different capacity from what I have been doing. I want to do my part to help guide the direction of the community.
- 8. What experience do you have that you feel would be pertinent to the City Council?
One year as President of the UW Eau Claire, Criminal Justice Association. International working and supervision experience gained while deployed in Bahrain.
- 9. What other civic activities are you involved in? Beyond the Yellow Ribbon. American Red Cross Donor
- 10. Do you participate in any activities that may be viewed as a Conflict of Interest in serving on the City Council?
Not that I am aware of
- 11. Have you attended a City Council meeting within the past year? No If yes, please indicate the reason for attending:

- 12. Have you served on any City Commission/Council or board in the past? No If yes, please indicate the Commission and the date of service:

Signature: 

Date: 21 Jan 2014

Chad Howard

Contact

Phone: 763-439-2423 – Email: bluecrew21@gmail.com – 20562 Washington St. NE – East Bethel, MN 55011

Key Skills

- ✓ Proven leadership skills, successfully guiding team members through, teaching, direction and coaching
- ✓ Ability to establish and maintain strong working relationships with team members, contractors at all levels
- ✓ Demonstrated knowledge of following and implementing Governmental and Private security policies
- ✓ Documented history of tracking and reporting daily, monthly and yearly events and trends in security
- ✓ Strong background of risk identification and mitigation
- ✓ 12+ years of Security/Resource Protection/Threat Detection, with 4+ years in a supervision capacity
- ✓ Hold a secret clearance with the DOD – Valid until 2022
- ✓ Proficient in Microsoft Office Suite
- ✓ Excellent communication, organizational, problem solving skills – Thinking outside the box

Work Experience

United States Air Force Reserve – Minneapolis, MN

Base Defense Operations Center Controller

2009 - Present

- ✓ Validating credentials of service members, civilians and visitors prior to their access to the installation
- ✓ Strive to ensure a safe and secure working environment for over 3000 United States Air Force Reserve personnel and civilian employees through dedicated vigilance and threat detection
- ✓ Provide 3 to 5 minute response to alarms and other emergency situations that arise on the installation and outlying properties
- ✓ Act as an ambassador to the Air Force as a first contact with the public and other services
- ✓ Created and implemented use of an Excel spreadsheet for use in tracking daily, monthly and yearly work shift information
- ✓ Developed training material using Microsoft Word, PowerPoint, Outlook, SharePoint and Excel
- ✓ Led new team member training in group and individual settings both overseas and state side
- ✓ Extensive research of Air Force Regulations and State Statutes to ensure successful job knowledge
- ✓ Ensure that DoD Secret Clearance requirements are met and sustained for work requirements
- ✓ Complete required paperwork depending on job and daily requirements
- ✓ Continuously attend various courses to enrich personal safety knowledge and security threats both locally and nationally

American Security & Investigations – St. Paul, MN

Tactical Security Officer

2008 - Present

- ✓ Provide a secure and safe Tier 1 Refinery location through vigilant surveillance and threat detection both internal and external
- ✓ Comply with both United States Coast Guard TWIC rules and regulations and document and report any discrepancies
- ✓ Comply with Flint Hills Resources policies and regulations for visitors, contractors, and permanent employees
- ✓ Rapid response to emergencies and completing reports on such emergencies
- ✓ Complete required yearly training needed to comply with job requirements
- ✓ Daily phone and email contact with clients, both internal and external

United States Air Force Reserve – Minneapolis, MN

Security Forces Mobility/Supply

2002 - 2009

- ✓ Processed new unit members and issued required equipment with documentation

- ✓ Completed numerous Self – Inspections in accordance with Air Force Instructions and reported those findings to the appropriate offices
- ✓ Assistant Readiness Manager for Chemical, Biological, Nuclear Warfare section
- ✓ Ensured that Fit Testing of Masks and mask cleaning was completed within Air Force requirements
- ✓ Trained and qualified to be worldwide deployable capable of supporting the Air Force Mission
- ✓ Maximized performance by training and cross-training to different specialized job opportunities within the Security Forces field
- ✓ Completed most current skill level training and certification for position

United States Air Force – Manama, Bahrain
Logistics Hub – Security/Mobility

2008 – 2008

- ✓ Supported Operation Enduring Freedom and Iraqi Freedom at Manama International Airport
- ✓ Completed the Manama IAP requirements for Air Field driving and internal navigation
- ✓ Provided Quality Assurance to ensure that over \$748 million dollars in equipment and supplies were promptly and effectively moved to various locations
- ✓ Documented over 1000 DHL Contracted flights that moved equipment, supplies and over 13 million pounds of mail into and out of the Bahrain location
- ✓ Spent over 500 hours providing security for staged and off loaded mail while completing reports on over 900,000 lbs of Kalitta contracted mail
- ✓ Ensured that strict DoD and USPS contract standards were met
- ✓ Completed over 1000 reports on aircraft uploads/downloads and tracked critical packages error free during deployment
- ✓ Led a crew of up to 15 contract nationals on prompt loading and unloading of outbound and inbound materials
- ✓ Managed crew safety, deadlines, and proper documentation

Sam's Club Stores, Maple Grove, MN, Fridley, MN Eau Claire, WI
Sales Associate, Front End Associate

1999 – 2006

- ✓ Providing members with great customer service
- ✓ Various experiences working in all areas of the store depending on the needs of the day
- ✓ Cashiering, Cart pushing, theft prevention and detection
- ✓ Stocking shelves and cleaning up the store at end of the shift
- ✓ Assisted in preparing Maple Grove store for Grand Opening

Education

Bachelor of Science Degree, Criminal Justice

University of Wisconsin – Eau Claire, Eau Claire, WI

Associates of Applied Science Degree, Criminal Justice

Community College of the Air Force, Maxwell AFB, AL

Continuing Education and Career Development

- ✓ Completed the Professional Development Series Coursework of FEMA Emergency Management
- ✓ MN BCA – MNJIS Basic Operators Course
- ✓ Versed in the use of Microsoft Office software including Word, Excel, Outlook, PowerPoint, Access
- ✓ Attended Air Force Leadership Development Course
- ✓ Completed US Air Force Airman Leadership Coursework
- ✓ MN BCA – Detecting Danger Course
- ✓ CPR – AED – Basic Life Saving Completed

Randall Plaisance
715 192nd Ave NE
East Bethel MN 55011

January 21, 2014

Mayor and City Council
2241 221st Avenue NE
East Bethel MN 55011

Council Seat Vacancy

Mr. Mayor and City Council;

I request to be considered for the vacancy on the City Council. The circumstances leading to this position is a difficult one for all involved and for the citizens of East Bethel.

During this difficult issue I thought long and hard as to the needs of the city, my own commitment and the responsibility of promises to the people who committed their votes to me in the previous election. I still have the conviction that my analytical view to problems as well as my ability to compromise to find the best solutions possible to any given problem propels me to offer my services.

Filling the position that has been declared vacant will be a difficult task as the issues will not wait for someone to "Learn on the job" as this Council seat term will only be fulfilled until the end December 31st 2014 when the term on this position is up for election. I respectfully then volunteer my services for this post. Working on the Planning Commission has given me knowledge of many of the issues such as the Comprehensive Plan, Ordinances changes, working with city staff and representing and negotiating with residents.

Presenting my services for this office I further understand that to represent this role will require my resignation as a representative of the Planning Commission. I have enjoyed this time on this Commission and feel I have done honorably by serving the community in good faith and will continue to serve if that is the role that you, the City Council, believe I can be most useful.

Thank you for considering my services and continued collaboration in forwarding the interest of our city.

Sincerely,

A handwritten signature in black ink, appearing to read "Randall L. Plaisance". The signature is fluid and cursive, with a long horizontal stroke at the end.

Randall Plaisance



rec'd 1/22/14 WCO
 2241 221st Avenue NE
 East Bethel, MN 55011
 Phone: 763-367-7840
 Fax: 763-434-9578

**CITY OF EAST BETHEL
 APPLICATION FOR CITY COUNCIL VACANCY**

1. Name: Randall L Plaisance Home Phone: 763-442-3951
 Work Phone: 763-440-6466
 Email Randy.Plaisance@Gmail.com

2. Address: 715 192nd Ave NE East Bethel MN 55011

3. How long have you lived in the City? 19 years

4. Occupation: Digital Printing Employer: Target Corporation

5. Education: (Please indicate highest grade completed or degree and course of study)
High school graduate Multiple certificates in the printing field

6. What skills do you have that you feel would benefit the City? Early experience in business with family, Designer, Photographer and an Analytical personality.

7. Why do you want to serve on the City Council?
See letter to the council. Responsibility to the community that voted for me in the last election.
The desire to help resolve the issues facing our city.

8. What experience do you have that you feel would be pertinent to the City Council?
Working in a family business and a corporation gave me a wide spectrum of knowledge in the need for leadership and the need where necessary to lead in the absence of direction. Cooperation, respect and the ability to find compromise to me are key.

9. What other civic activities are you involved in? At this time I am not involved in any civic activities other than East Bethel City volunteer opportunities. Previous involvement Boy Scouts, Church, After school activities and sports.

10. Do you participate in any activities that may be viewed as a Conflict of Interest in serving on the City Council?
No

11. Have you attended a City Council meeting within the past year? Yes If yes, please indicate the reason for attending:
To be involved in the issues of our city, to understand the decisions that are made by our community leaders so that I can either profess my views that I feel are important or to understand the direction that the Council wished to promote so that when I am involved in the committees I attend I can be knowledgeable in that capacity.

12. Have you served on any City Commission/Council or board in the past? Yes If yes, please indicate the Commission and the date of service:
Planning Commission - elected by the Council for the beginning of the 2013 session
Website Committee - elected by Council in 2012

Signature: 

Date: 1/21/14

Sharon Ornquist
24024 Fillmore Street NE
East Bethel MN 55005

January 22, 2014

City Council Vacancy
City of East Bethel
2241 221st Avenue NE
East Bethel MN 55011

Dear Honorable Mayor and Council:

I am interested in filling the vacancy of the East Bethel City Council with the term ending December 31, 2014.

I have been a resident of East Bethel for a little over a year. During this time, I have had the opportunity to attend several Council meetings, the 2013 Booster Days, and a Town Hall meeting.

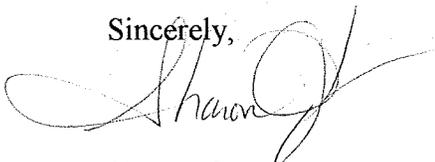
My knowledge of city government ranges from serving on the Parks & Recreation Commission for the City of St. Paul Park for 14 years to my current position as City Clerk for the City of St. Paul Park.

I started my career with the City of St. Paul Park 17 years ago as Secretary/Receptionist, later serving as Assistant Deputy Clerk, Administrative Assistant and was promoted to City Clerk in 2007. I also served as Interim City Administrator for two months.

My 17 years of municipal government experience would be a huge asset to the residents of East Bethel in the interim. Also, as a new resident I bring some new insight to the community.

I look forward to the opportunity to meet with you to discuss my qualifications in greater detail.

Sincerely,



Sharon Ornquist



CITY OF EAST BETHEL
APPLICATION FOR CITY COUNCIL VACANCY

1. Name: Sharon Orngquist Home Phone: 763-413-4746
Work Phone: 651-459-9785
Email: gardner550713@yahoo.com
2. Address: 24024 Fillmore St NE, East Bethel MN 55005
3. How long have you lived in the City? 14 months
4. Occupation: City Clerk Employer: City of St. Paul Park
5. Education: (Please indicate highest grade completed or degree and course of study)
Some college - Study in Business Management
6. What skills do you have that you feel would benefit the City? Knowledge of ordinances, resolutions, state statutes, Comp Plans, Annexations, CUP, SUP, PUD, Variances, Vacations + Rezoning.
7. Why do you want to serve on the City Council?
An opportunity to serve the residents of East Bethel with my knowledge of municipal government on a short term.
8. What experience do you have that you feel would be pertinent to the City Council?
17 years of municipal government experience.
9. What other civic activities are you involved in? None at this time
10. Do you participate in any activities that may be viewed as a Conflict of Interest in serving on the City Council?
No
11. Have you attended a City Council meeting within the past year? Yes If yes, please indicate the reason for attending:
Topics of interest
12. Have you served on any City Commission/Council or board in the past? Yes If yes, please indicate the Commission and the date of service:
St. Paul Park Parks + Recreation Commission 1989-2003

Signature: Sharon Orngquist

Date: 1/22/14

Tim Harrington
4887 201st Ave NE
East Bethel, MN 55092

February 9, 2014

City of East Bethel
The Honorable Robert Deroche & City Council Members
2241 221st Ave NE
East Bethel, MN 55011

RE: COUNCIL MEMBER VACANCY

Dear Mayor & Council Members:

This letter is in response to the current City Council vacancy.

I am applying for this position, recognizing that this is for the remainder of the term expiring December 31, 2014.

Having attended most of the council meetings over the past 1-1/2 years, I have recently noted negativity between some members, which has affected the council being able to be productive. It is time to put this behind us and move forward. We need to find ways to grow the City and to reduce the levy. I propose to help with this by listening to, gathering ideas, and representing the residents and businesses in our City.

I have been a resident in the City for just under 10 years, and am currently a member of the Road Commission. I graduated from Richfield High School in 1975, worked at NSP/Xcel Energy from 1976 until my retirement in July 2012.

Thank you for your consideration of my application.

Sincerely,

Tim Harrington
Home: 763-434-0909
Cell: 763-200-2581

attachment



2241 221st Avenue NE
East Bethel, MN 55011
Phone: 763-367-7840
Fax: 763-434-9578

CITY OF EAST BETHEL
APPLICATION FOR CITY COUNCIL VACANCY

1. Name: Tim Harrington Home Phone: 763-434-0909
Work Phone: 763-200-2581
Email:
2. Address: 4887 201st AVE. N.E.
3. How long have you lived in the City? 10 YEARS JUNE 2014
4. Occupation: RETIRED FROM XCEL ENERGY Employer:
5. Education: (Please indicate highest grade completed or degree and course of study)
HIGH SCHOOL
6. What skills do you have that you feel would benefit the City? I ENJOY TALKING AND LISTENING TO PEOPLE. BECAUSE OF THIS I CAN BRING NEW IDEAS AND CONCERNS TO THE COUNCIL
7. Why do you want to serve on the City Council?
TO SERVE OUR COMMUNITY AND REPRESENT THE RESIDENTS + BUSINESSES
8. What experience do you have that you feel would be pertinent to the City Council?
WHILE WORKING AT XCEL ENERGY I WORKED AS PART OF A TEAM THAT HAD TO CONSTANTLY ADDRESS SCHEDULING, SAFETY AND BUDGET CONSTRAINTS. WE CONTINUOUSLY BRAINSTORMED ON WAYS TO ACCOMPLISH VARIOUS TASKS
9. What other civic activities are you involved in? DUCKS UNLIMITED COMMITTEE MEMBER
MINNESOTA WATER FOWL COMMITTEE MEMBER, MEN'S ON WHEELS
10. Do you participate in any activities that may be viewed as a Conflict of Interest in serving on the City Council?
NO
11. Have you attended a City Council meeting within the past year? YES If yes, please indicate the reason for attending:
THE SEWER + WATER PROJECT, AND THE TAX LEVY FOR THE CITY
12. Have you served on any City Commission/Council or board in the past? YES If yes, please indicate the Commission and the date of service:
ROAD COMMISSION - 1 YEAR

Signature: Tim Hayl

Date: FEB 10 2014

**Attachment 2- Applications Sent and Pending Return Prior to Due Date of Noon,
February 12, 2014**

Brian Bezanson, 22337 Quincy St. NE

Robert Davis, 1831 221st Ave. NE

Cory Carlson, 19240 Isetta St. NE

Michael Hotwagner, 22332 Buchanan St. NE

These applications will be forwarded to you as they are received.



City of East Bethel City Council Agenda Information

Date:

February 13, 2014

Agenda Item Number:

Item 4.0

Agenda Item:

Viking Preserve Park Fee Modifications

Requested Action:

Consider approving modifications to Park fees for the Viking Preserve Project

Background Information:

The City and Mr. Don Shaw were notified on Friday, January 3, 2014 that there were wetlands permit issues with the U.S. Army Corps of Engineers regarding the Viking Preserve Project which had not been previously addressed. In previous meetings with the Corps, these concerns were never mentioned and indications from the Corps were that there were no apparent problems with permitting. The current issues with the permitting involve both a lengthy review process and the likelihood that a permit to use Outlot "A" as a borrow area will be denied. The material that was proposed to be removed from Outlot "A" was critical for use as borrow material, both in terms of the amount available and costs for moving, to fill in the pond to create the additional area needed for a 62 lot development.

As a result of the Corps position on this matter, Don Shaw, developer of the Viking Preserve Project, revised his preliminary site plan to account for this loss of material and has reduced his proposed project from 62 to 48 lots. The reduction in the number of lots is due to decreasing the amount of pond fill that would be used to reclaim additional acreage for development. The loss of 14 lots and the need for importing borrow material may increase the unit cost of the building sites to a point where they are not competitive in the current market.

The meetings, with Staff and Mr. Shaw on Tuesday, Jan. 28 and Friday, February 7, 2014, reviewed the change in costs and revenues associated with the project due to the Army Corps of Engineers response to permitting the use of Outlot "A". As a result of this decision, Mr. Shaw revised his site plan and, as such, the scope of the project will be of a smaller scale and his revenue projections have been reduced. The loss of 14 lots could affect the feasibility of the project. Mr. Shaw met with staff to explore the potential for cost reductions in terms of City fees and the following items were discussed as potential negotiating points:

- Waive the proposed \$1,250 per lot charge for the future trail on Outlot "A"
- Utilize \$21,000 of the Parks Dedication Fee of \$39,960 to fund the walking trail around the pond as shown on the site plan (see attachment 1 and 2)
- Grant a grading/construction easement for the trail within the development that would be located on City property

These proposed modifications to the fees required for the project would reduce the City's fees by approximately \$21,000 and would eliminate the \$1,250 per lot charge for the future trail on Outlot A. The easement for the trail that is proposed to cross Outlot "A" would be required to be dedicated to the City and could be constructed at a later date if it was ever needed.

Attachments:

Attachment 1-Revised Preliminary Plat

Attachment 2- Park Fee Modification, Areas of Impact

Fiscal Impact:

The basic fees for the project that would be charged to Mr. Shaw include:

Final Plat and Planned Unit Development Fees and Escrow (\$5,000) are due at the time the applications are submitted. Escrow (\$4,000) will be used to pay for engineering and legal review costs associated with Viking Preserve development. If there are any cost overruns, the City will bill Developer directly for those fees separately.

Tree Preservation Plan – An escrow of \$5,000 is due at the time the final plat is filed. This escrow is specifically set aside for trees that are damaged or lost during grading or removal activities as outlined on the final Tree Preservation and Removal Plan.

Park Dedication Fee – Equals 10% of Market Value of the project property (\$39,960)

Landscaping Plan - Estimated cost for landscaping and grading improvements, with an escrow account required based on 125% of that cost.

City/MCES Water and Sewer Fees –the Developer is responsible to pay for the City water access charge (WAC) by June 30, 2014 (\$172,800). Sewer fees both City and MCES (SAC) would be due at the time the building permits are issued for the individual lots.

Trail dedication - We discussed the issue of a walking/biking trail on Outlot "A" at this meeting. We suggested that, as an alternative, the location be described and recorded as a separate document and easement dedication at the time the City records the final plat. We discussed requiring \$1,250 per lot that would be set aside in a separate fund to be used exclusively for development of the trail on Outlot "A". We discussed changing the wetland permitting application so that it does not include the trail on Outlot "A" to expedite the permit process.

The Developer would be responsible to provide the City with an Irrevocable Letter of Credit provided by a bank located in the seven county metro-area to cover all improvements associated with the project and provide an escrow in an amount to be determined for engineering inspection fees.

Recommendation(s):

As the decision of the U.S. Army Corps of Engineers to delay, and in all probability deny the permitting of Outlot "A" as a borrow area and the impact this decision has on the feasibility of this project, Staff recommends that Council consider modification to the Park fees as listed above for this proposed development.

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required:_____

PRELIMINARY PLAT

~of~ VIKING PRESERVE
 ~for~ SHAW TRUCKING, INC.
 18530 Buchanan Street N.E.
 East Bethel, MN 55011

PROPERTY DESCRIPTION

The Southwest Quarter of the Northwest Quarter of Section 29, Township 33, Range 23, except the North 300 feet of the West 726 feet thereof and also except that part platted as Anoka County Highway Right-of-Way Plat No. 13.

AND

The Southeast Quarter of the Northeast Quarter of Section 30, Township 33, Range 23, except the West 370 feet of the North 888.56 feet and also except that part platted as Anoka County Highway Right-of-Way Plat No. 13.

Together with a Non-Exclusive, Appurtenant Right-of-Way Easement for Ingress and Egress over the West 150 feet of the Southwest Quarter of the Northeast Quarter of Section 29, Township 33, Range 23, except that part platted as Anoka County Highway Right-of-Way Plat No. 13.

EXCEPT

That part of the Southeast Quarter of the Northeast Quarter of Section 30, Township 33, Range 23, Anoka County, Minnesota, described as follows:

Beginning at the Northeast corner of said Southeast Quarter of the Northeast Quarter; thence on an assumed bearing of South 02 degrees 16 minutes 18 seconds East along the East line of said Southeast Quarter of the Northeast Quarter, a distance of 485.94 feet; thence North 90 degrees 00 minutes 00 seconds West a distance of 48.35 feet; thence Northwesterly a distance of 418.48 feet along a non-tangential curve, concave to the Southwest, having a radius of 839.00 feet, a central angle of 37 degrees 31 minutes 23 seconds; a chord distance of 48.35 feet; thence North 54 degrees 59 minutes 32 seconds West, not tangent to said curve, a distance of 157.41 feet; thence North 90 degrees 00 minutes 00 seconds West a distance of 150.00 feet; thence North 90 degrees 52 minutes 14 seconds East to the North line of said Southeast Quarter of the Northeast Quarter; thence Easterly along said North line to the point of beginning.

AND

That part of the Southwest Quarter of the Northwest Quarter of Section 29, Township 33, Range 23, Anoka County, Minnesota, lying South of the North 300.00 feet thereof, lying Westerly of the hereinafter described Line A, and lying Northerly of the hereinafter described Line B and its extensions.

Line A:

Commencing at the Southwest corner of said Southwest Quarter of the Northeast Quarter; thence on an assumed bearing of South 89 degrees 25 minutes 45 seconds East along the South line of said Southwest Quarter of the Northeast Quarter, a distance of 194.31 feet; thence North 00 degrees 35 minutes 11 seconds East a distance of 300.02 feet; thence Northwesterly a distance of 158.83 feet along a longitudinal curve, concave to the West, having a radius of 287.00 feet and a central angle of 73 degrees 39 minutes 18 seconds to the point of beginning of the line to be described; thence Northerly a distance of 426.03 feet along a reverse curve, concave to the East, having a radius of 333.00 feet and a central angle of 73 degrees 18 minutes 09 seconds; thence Northwesterly a distance of 184.93 feet along a reverse curve, concave to the northwest, having a radius of 267.00 feet and a central angle of 39 degrees 41 minutes 05 seconds; thence North 00 degrees 32 minutes 59 seconds East, tangent to said curve, to the North line of said Southwest Quarter of the Northeast Quarter and there terminating.

Line B:

Commencing at the Northwest corner of said Southwest Quarter of the Northeast Quarter; thence on an assumed bearing of South 02 degrees 16 minutes 18 seconds East along the West line of said Southwest Quarter of the Northeast Quarter, a distance of 485.94 feet to the point of beginning of the line to be described; thence North 90 degrees 00 minutes 00 seconds East a distance of 350.00 feet and there terminating.

AND ALSO EXCEPTING

That part of the Southwest Quarter of the Northeast Quarter of Section 30, Township 33, Range 23, Anoka County, Minnesota, described as follows:

Commencing at the Southwest corner of said Southwest Quarter of the Northeast Quarter; thence North 02 degrees 23 minutes 30 seconds West, bearing assumed, along the west line of said Southwest Quarter of the Northeast Quarter, 80.10 feet to the North line of Anoka County Highway Right-of-Way Plat No. 13, Anoka County, Minnesota; thence South 89 degrees 05 minutes 58 seconds East, along said North line, 33.06 feet to the East line of the West 33.00 feet of said Southwest Quarter of the Northeast Quarter, and the point of beginning of the parcel to be described; thence South 89 degrees 05 minutes 58 seconds East, along said North line, 20.03 feet; thence North 45 degrees 47 minutes 13 seconds West 28.16 feet to a point on said east line of the West 33.00 feet of the Southwest Quarter of the Northeast Quarter, distant 20.03 feet Northerly of the point of beginning; thence South 02 degrees 23 minutes 30 seconds East along said East line, 20.03 feet to the point of beginning.

NOTES

Field survey was completed by E.G. Rud and Sons, Inc. on 10/08/13 and 12-23-13.

Bearings shown are on the Anoka County Coordinate System.

The surveyed bearings are more or less.

Curb shots are taken at the top and back of curb.

This survey is based upon Title Commitment File No. 713-12037 prepared by Registered Abstractors, Inc. dated December 20, 2013.

Parcel I.D. Nos.
 29-33-23-23-0008 Unassigned address
 29-33-23-23-0008 1008 Viking Boulevard
 30-33-23-14-0005 937 Viking Boulevard
 30-33-23-14-0008 19315 Jackson Street
 Outlot A & D is to be given to the City of East Bethel.
 Outlot B is for Future Residential Development.
 Outlot C is for Future Residential Development.

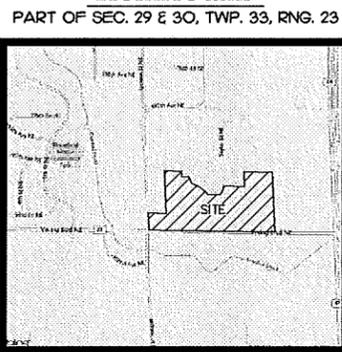
See attachments for descriptions of proposed temporary cut-de-sac easement.

Utilities shown hereon are observed. Excavations were not made during the process of this survey to locate underground utilities and/or structures. The location of underground utilities and/or structures may vary from locations shown hereon and additional underground utilities and/or structures may be encountered. Contact Gopher State One Call Notification Center at (651) 494-0002 for verification of utility type and field location, prior to excavation. United Locating Service (763-559-5185) was used for utility locates. The Gopher State Ticket numbers obtained by United Locating services for this survey locate request is 133450560.

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.

E.G. Rud
 Date: 2-03-14 License No. 41578

VICINITY MAP



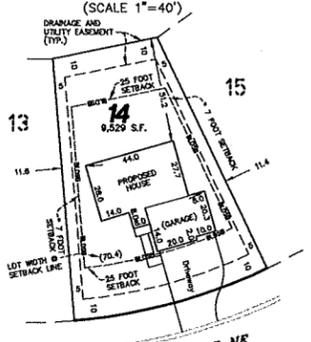
LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RLS# 41578
- ⊕ DENOTES ANOKA COUNTY CAST IRON MONUMENT
- ⊕ DENOTES CATCH BASIN
- ⊕ DENOTES SANITARY SEWER MANHOLE
- ⊕ DENOTES HYDRANT
- ⊕ DENOTES GATE VALVE
- ⊕ DENOTES POWER POLE
- ⊕ DENOTES EXISTING SPOT ELEVATION
- ⊕ DENOTES SIGN
- ⊕ DENOTES LIGHT POLE
- ⊕ DENOTES TELEPHONE PEDESTAL
- ⊕ DENOTES FIBER OPTIC BOX
- ⊕ DENOTES GUY WIRE
- ⊕ DENOTES WELL
- ⊕ DENOTES STORM SEWER APRON
- ⊕ DENOTES WET LAND
- ⊕ DENOTES WOVEN WIRE FENCE
- ⊕ DENOTES EXISTING SANITARY SEWER
- ⊕ DENOTES EXISTING STORM SEWER
- ⊕ DENOTES EXISTING WATER MAIN
- ⊕ DENOTES OVERHEAD WIRE
- ⊕ DENOTES UNDERGROUND ELECTRIC LINE
- ⊕ DENOTES UNDERGROUND GAS LINE
- ⊕ DENOTES UNDERGROUND TELEPHONE LINE
- ⊕ DENOTES UNDERGROUND FIBER OPTIC LINE
- ⊕ DENOTES CONCRETE SURFACE
- ⊕ DENOTES BITUMINOUS SURFACE
- ⊕ DENOTES GRAVEL SURFACE
- ⊕ DENOTES EDGE OF WETLANDS AS DELINEATED BY EARTH SCIENCE ASSOCIATES, INC., SEPTEMBER 2013
- ⊕ DENOTES PROPOSED RESTRICTED ACCESS TO BE DEDICATED TO ANOKA COUNTY

BENCHMARK

MNDOT NAME: DENN MNDOT ELEV. = 899.21 (NAVD88)
 1.5 MILES NORTH OF HAM LAKE, AT TRUNK HIGHWAY 65 MILEPOST 23.2, 1.5 MILES NORTH ALONG TRUNK HIGHWAY 65 FROM JUNCTION OF TRUNK HIGHWAY 65 AND COUNTY ROAD 18 (CROSSTOWN BLVD), 70 FEET EAST OF TRUNK HIGHWAY 65, 61.1 FEET NORTHWEST OF WESTERN MOST LEG OF ANTIQUES SIGN, 22.5 FEET NORTH OF POWER POLE, 31.5 FEET WEST-SOUTHWEST OF RIGHT-OF-WAY POST, 9.4 FEET SOUTHWEST OF RIGHT-OF-WAY POST, 3.0 FEET NORTH OF WITNESS POST.

LOT DETAIL



AREA COMPUTATIONS:

| | |
|---|-------------------|
| 48 PROPOSED PUD LOTS | 58.92± ACRES |
| 4 PROPOSED OUTLOTS | 0.81± UNITS/ ACRE |
| TOTAL AREA OF SITE: | 27.26± ACRES |
| OVERALL DENSITY: | 7.28± ACRES |
| AREA OF WETLAND: | 31.66± ACRES |
| AREA OF MAN MADE POND: | 1.52± UNITS/ ACRE |
| AREA OF UPLAND INCLUDING MAN MADE POND: | |

ZONING:

CURRENT ZONING
 R-1/PUD SINGLE FAMILY RESIDENTIAL / PLANNED UNIT DEVELOPMENT
 R-2/PUD SINGLE FAMILY & TOWNHOME RESIDENTIAL / PLANNED UNIT DEVELOPMENT
 CC CITY CENTER DISTRICT

PROPOSED ZONING
 PUD PLANNED UNIT DEVELOPMENT

P.U.D. LOT STANDARDS:

| | |
|------------------------------------|------------|
| MINIMUM LOT DEPTH | 120 FEET |
| MINIMUM LOT DEPTH ALONG C.S.A.H. | 140 FEET |
| STANDARD LOT WIDTH | 70 FEET |
| STANDARD LOT WIDTH CORNER LOT | 90 FEET |
| STANDARD LOT WIDTH CORNER C.S.A.H. | 113 FEET |
| MINIMUM LOT SIZE | 8,400 S.F. |

P.U.D. BUILDING SETBACKS:

| | |
|-----------------|---------|
| FRONT YARD | 25 FEET |
| SIDE YARD | 7 FEET |
| CORNER SIDEYARD | 25 FEET |
| REAR YARD | 25 FEET |
| C.S.A.H. | 50 FEET |
| WETLAND | 25 FEET |

| | | |
|---------------|----------------------|----------------|
| DRAWN BY: JEN | JOB NO: 13630P | DATE: 11/06/13 |
| CHECK BY: JER | SCANNED | |
| 1 11/12/13 | Add Easement | JEN |
| 2 01/07/14 | City/County Comments | JEN |
| 3 02/03/14 | Rev. Layout | JEN |
| NO. DATE | DESCRIPTION | BY |

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



City of East Bethel City Council Agenda Information

Date:

February 13, 2014

Agenda Item Number:

Item 5.0

Agenda Item:

Ordinance 49, Section 14

Requested Action:

Review of Ordinance 49, Section 14, Second Series Amending the Zoning Code Relating to Accessory Structures in the City and consider approval or modification of the sidewall heights and design standards for accessory structures

Background Information:

On September 25, 2013 City Council adopted Ordinance 46, Second Series amending the Zoning Code relating to accessory structures. Council also directed staff to have Planning Commission look at some additional items in the zoning code relating to Section 14. Detached Accessory Structures.

The Planning Commission discussed this item at their October 22, 2013 meeting. A public hearing was held at the November 26, 2013 Planning Commission meeting for the Zoning Code changes and the approval provided at the October 22, 2013 Planning Commission meeting was reaffirmed.

At the January 8, 2014 City Council Meeting, Staff presented those changes that were recommended by the Planning Commission as Ordinance 48. Mayor DeRoche made a motion to table Ordinance 48, Second Series, Amending Appendix A, Zoning, Section 1, General Provisions of Administration and Section 14. Detached Accessory Structures. Councilperson Ronning seconded; all voted in favor and the motion carried. The motion to table was made due to a previous Council request to re-examine the wall height requirements for accessory structures and furnish Council with information on the regulations of surrounding Cities.

After Council discussion on February 5, 2014, Staff went back and looked at the previous actions of the Planning Commission related to Accessory Structures. Staff recognizes that there may be circumstances where higher sidewall heights are warranted and design standards are modified, but that was not discussed at the Planning Commission meetings.

Staff is recommending Council consider, as an alternative to the existing Ordinance, that a sidewall height(s) be established irrespective of zoning classification and acreage. In addition, we have also included, as a change in the Ordinance, a revision that permits siding of any material if it is acceptable in the Building Code and incorporates a finished design and color scheme that is coordinated and compatible with the color and design of the principal structure.

Attachments:

- 1. Proposed Ordinance 49, Second Series, Amending Appendix A, Zoning, Section 1, General Provisions of Administration and Section 14. Detached Accessory Structures

Fiscal Impact:

Recommendation(s):

Staff is seeking direction from Council as to approval as is or with modifications to Ordinance 49, Second Series, Amending Appendix A, Zoning, Section 1, General Provisions of Administration and Section 14. Detached Accessory Structures and direction to publish.

City Council Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required:_____

ORDINANCE NUMBER 49, Second Series

An Ordinance Amending Appendix A, Zoning, Section 1, General Provisions of Administration and Section 14. Detached Accessory Structures

The City Council of the City of East Bethel ordains:

Section 1. General Provisions of Administration is amended to provide as follows:

9. Definitions

Add after Platted area: A parcel of land described by block and lot.

Pole building. A building with no foundation and with sides consisting of corrugated steel or aluminum panels supported by poles set in the ground typically at eight-foot intervals.

Section 14. Detached Accessory Structures is amended to provide as follows:

2. General regulations.

- A. No accessory building or structure shall be constructed on any lot prior to construction of the principal structure **without prior approval of the City Council.**
- ~~J. Fish houses shall be included in the calculation of the gross maximum square footage for detached accessory structures. No more than one fish house shall be permitted on a lot. Fish houses must meet all required accessory structure setbacks.~~
- L. For purposes of accessing storage, accessory structures may have exterior stairs to a second story **in a side or rear yard** and six foot by six foot (6' x 6') landing at the top of the stairs.

3. Architectural and design requirements.

~~Pole type, steel frame buildings or any other accessory structure that contains exterior siding or roof of sheet metal shall be constructed utilizing the following architectural and design requirements:~~ **Detached Accessory structures shall comply with the following:**

- A. Shall incorporate a finished design and color scheme that is coordinated and compatible with the color and design of the principal structure;
- B. Shall include complete eave and corner trim elements;
- C. Shall include a minimum of two different architectural features on the front facade; architectural features may include items such as window treatments, door treatments, or material/color variations; and

- D. Shall include a minimum combination of two architectural and/or landscape features along any sidewall greater than ten feet in height and any sidewall directly adjacent to and visible from a public right-of-way; landscape features shall include medium or upright coniferous and deciduous shrubs or shade, ornamental, or evergreen trees in excess of four feet in height.

~~Wood frame and concrete block style buildings and any building that is not of a pole or exterior steel wall and/or roof style construction shall have the following location and architectural qualities:~~

- ~~A. Shall incorporate a finished design and color scheme that is coordinated and compatible with the color and design of the principal structure;~~
- ~~B. Shall include a minimum of two different architectural features on the front facade; architectural features may include items such as window treatments, door treatments, and material/color variations;~~
- ~~C. Shall include a minimum combination of two architectural and/or landscape features along any sidewall greater than ten feet in height and any sidewall directly adjacent to and visible from a public right of way; landscape features shall include medium or upright coniferous and deciduous shrubs or shade, ornamental or evergreen trees in excess of four feet in height.~~

4. Size and number of accessory structures.

A. Size of accessory structure:

- 1) All accessory structures greater than 120 square feet must comply with the following regulations:

| Parcel Size | Maximum Square Feet | Maximum Sidewall Height RR & A Districts | Maximum Sidewall Height R-1 & R-2 Districts |
|--------------------|---|--|---|
| 1.0 acre or less | 580 square feet | 10 feet* | XX feet* |
| 1.01 to 2.0 acres | 960 square feet | 12 feet* | XX feet* |
| 2.01 to 3.0 acres | 1,200 square feet | 12 feet* | XX feet* |
| 3.01 to 4.99 acres | 1,800 square feet | 14 feet* | XX feet* |
| 5.0 or more acres | 2,400 sq. ft., plus an additional 240 sq. ft., or increment thereof, for each additional acre | 14 feet* | XX feet* |

*Maximum height is measured from the floor surface to the underside of the ceiling member.

- a) Roof pitch shall be the minimum required by the International Building Code and shall not be the focal point of the property.
- b) Accessory structures shall be of similar design and building materials as the

principal building.

c) Accessory structures less than 120 square feet in all districts shall be limited to a sidewall height no greater than eight feet.

C. Fire escapes, landing places, open terraces, outside stairways, cornices, canopies, eaves, window protrusions, and other similar architectural features that extend no more than two (2) feet into the required front, side, and rear yard setback are exempt from the detached accessory structure square footage calculation.

Adopted this the day of February_____, 2014 by the City Council of the City of East Bethel.

For the City:

Robert DeRoche Jr., Mayor

ATTEST:

Jack Davis, City Administrator

Adopted:

Published:

Effective: