

**CITY OF SHOREVIEW
AGENDA
REGULAR CITY COUNCIL MEETING
October 1, 2012
7:00 P.M.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

PROCLAMATIONS AND RECOGNITIONS

CITIZENS COMMENTS - *Individuals may address the City Council about any item not included on the regular agenda. Specific procedures that are used for Citizens Comments are available on notecards located in the rack near the entrance to the Council Chambers. Speakers are requested to come to the podium, state their name and address for the clerk's record, and limit their remarks to three minutes. Generally, the City Council will not take official action on items discussed at this time, but may typically refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.*

COUNCIL COMMENTS

CONSENT AGENDA - *These items are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from the Consent Agenda and placed elsewhere on the agenda.*

1. September 17, 2012 City Council Meeting Minutes
2. Receipt of Committee/Commission Minutes—
 - Planning Commission, September 11, 2012
 - Public Safety Committee, September 20, 2012
 - Environmental Quality Committee, September 24, 2012
3. Verified Claims
4. Purchases
5. Appointment of Election Judges for November 6, 2012 General Election

6. Approval of Special Event Liquor License—St. Odilia Catholic Community
7. Change Order #2 and Payment #3 (Final)—2011 MSA Street Rehabilitation, CP 11-08
8. Developer Escrow Reduction
9. Minor Subdivision—Silverthorn Properties, 3595 Rice Street

PUBLIC HEARING

10. Public Hearing—Approval of Wine and 3.2 On Sale Liquor License—Chipotle Mexican Grill, 1021 Red Fox Road

GENERAL BUSINESS

11. Site and Building Plan Review—TSI Incorporated, 500 Cardigan Road
12. Planned Unit Development-Development Stage/Rezoning—House of Dreams, 4001 Rice Street

STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS

SPECIAL ORDER OF BUSINESS

ADJOURNMENT

**CITY OF SHOREVIEW
MINUTES
REGULAR CITY COUNCIL MEETING
September 17, 2012**

CALL TO ORDER

Mayor Martin called the regular meeting of the Shoreview City Council to order at 7:00 p.m. on September 17, 2012.

PLEDGE OF ALLEGIANCE

The meeting opened with the Pledge of Allegiance.

ROLL CALL

The following members were present: Mayor Martin; Councilmembers Huffman, Quigley, Wickstrom and Withhart.

APPROVAL OF AGENDA

Mayor Martin announced that the TSI discussion will only be regarding tax increment financing, not the site plan. The site and building plan will be reviewed by the Planning Commission at their September meeting.

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to approve the September 17, 2012 agenda as submitted.

VOTE: Ayes - 5 Nays - 0

PROCLAMATIONS AND RECOGNITIONS

Tim Pratt, Chair of the Environmental Quality Committee, presented the Green Community Awards to residents who voluntarily use Best Management Practices to preserve water quality in the City's streams and water bodies on their property. These techniques include using native plants, rain gardens, use of paver driveways to decrease impervious surface, roof runoff methods, and vegetative buffers to lakeshore. Awards were presented to:

Cheryl Schultz
Kathryn Harris
Steve Larson
Nick and Mary Kay Horvath
Jerry Miller
Ron and Joyce Halverson
Curt and Jean Dockter
Paul and Linnea Wagner

Georgia and Gerald Pelton
Paige Lonnee
Brooks and Dixie Nelson
Sharon Sechrist
Todd Bulera
Sheila and Arnie Carlson
Scott and Nancy Halstead
Prince of Peace Lutheran Church

Mr. Pratt announced that the EQC is now doing the Green Awards without assistance from the Shoreview Green Community group. Next year an energy savings category will be added to the awards.

Mayor Martin thanked Chair Pratt, the EQC and the award winners for their efforts to protect water quality.

CITIZEN COMMENTS

There were none.

COUNCIL COMMENTS

Mayor Martin:

The pool will open Saturday, September 22nd.

The Heritage Day Festival will be held at the Lepak/Larson House at 11:00 a.m. on October 6, 2012. There will be a dedication of the Guerin Gas Station.

The tennis courts at Shamrock Park and at the Commons have been striped for pickle ball, but can still be used for tennis as well.

Councilmember Wickstrom:

Thank you to staff for the new plantings on Lexington south of Highway 96.

The Ramsey County League of Local Governments will meet on Thursday, September 27, 2012, at 7:00 p.m. at Irondale High School. The topic will be on higher education.

Northwest Youth and Family Services will also hold its fundraiser on September 27, 2012, at 5:30 p.m. with a silent auction and many food vendors on hand. The event will be at Northwest Youth and Family Services.

Councilmember Quigley:

Noted that Gallery 96 has pictures of the *Slice of Shoreview* online at www.gallery96.org. Banners of handprints have been made that will be hung around the track.

CONSENT AGENDA

Item No. 1, September 4, 2012 City Council Meeting Minutes, was pulled for separate consideration.

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to approve the Consent Agenda, for August 20, 2012, and all relevant resolutions for all item Nos. 2 through 9:

2. Receipt of Committee/Commission Minutes:
 - Planning Commission, August 28, 2012
 - Bikeways and Trails Committee, September 6, 2012
3. Monthly Reports:
 - Administration
 - Community Development
 - Finance
 - Public Works
 - Park and Recreation
4. Verified Claims in the Amount of \$744,906.53
5. Purchases
6. Extension of Minor Subdivision - Alysa DeLange, 5790 Fairview
7. Extension of Minor Subdivision - Tor Unstad, 5108 Lexington
8. Comprehensive Sign Plan - TCF Bank, 3836 Lexington Avenue
9. Developer Escrow Reductions

VOTE: Ayes - 5 Nays - 0

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to approve the September 4, 2012 City Council Meeting Minutes, as submitted.

VOTE: Ayes 3 Nays - 0 Abstain (Huffman, Withhart)

Councilmembers Huffman and Withhart abstained because they did not attend that meeting.

PUBLIC HEARINGS

PROPOSED ECONOMIC DEVELOPMENT ASSISTANCE (BUSINESS SUBSIDY) FOR PaR SYSTEMS, INC., 655 COUNTY ROAD E WEST - AUTHORIZING THE EXECUTION OF A DEVELOPMENT AGREEMENT FOR TAX INCREMENT FINANCING (TIF) TO SUPPORT EXPANSION PROJECT

Presentation by Asst. City Manager/Community Development Director Tom Simonson

PaR Systems, a robotics company based in Shoreview, has applied for economic development assistance to construct a new building to expand its business at 655 County Road E. PaR Systems owns both 655 and 707 County Road E, which are adjacent parcels. The project is on a "fast track" to meet business needs of fulfilling major contracts. The goal is to begin construction in September and complete the project for occupancy by February 2013. The new building would consist of a 36,000 square foot manufacturing building with capacity to expand up to 48,000 square feet. The total estimated cost for the project with site improvements is \$4.6 million. The new facility will be financed through a lease/purchase agreement with Welsh

Companies. PaR Systems will invest \$800,000 for this project. It is expected that employment will grow by 30% in the next several years.

Originally, the request for financial assistance was in the amount of \$750,000. However, the property is located in TIF District No. 1, which does not allow the creation of a new district for assistance. Fund sources in TIF District No. 1 are being recommended for financial assistance to this project. The City would provide \$600,000 in upfront financing upon completion of the building project. This assistance would be used for site improvements, such as grading, parking and drainage. This level of assistance equals the increment that would be generated over a 9-year period if a new Economic Development TIF District could be created.

The Economic Development Authority (EDA) has unanimously supported the proposed financing assistance for expansion of PaR Systems.

Mayor Martin opened the public hearing. There were no questions or comments.

MOTION: by Councilmember Withhart, seconded by Councilmember Quigley to close the public hearing at 7:45 p.m.

VOTE: Ayes - 5 Nays - 0

Councilmember Huffman stated that the EDA has thoroughly reviewed this financing agreement, and it is consistent with the goals of the EDA and Council to support business expansion and increased jobs.

Councilmember Withhart explained that tax increment financing is based on capturing the difference from the higher tax rate of the improved property to previous taxes for assistance over a period of years. The company's own tax dollars are being used for this assistance.

Councilmember Wickstrom stated that PaR Systems is an excellent company that provides high paying jobs. This company expansion will also expand the City's tax base.

Councilmember Quigley noted that the City has historically successfully partnered with PaR to keep the company in Shoreview, most recently when it broke away from Westinghouse in 2007.

MOTION: by Councilmember Withhart, seconded by Councilmember Huffman to adopt Resolution No. 12-81, approving the business subsidy for economic development assistance to PaR Systems, Inc. and authorize the execution of a Development Agreement providing tax increment financing support for construction of a new facility at their campus, subject to the terms and conditions outlined in said agreement.

ROLL CALL: Ayes: Huffman, Quigley, Wickstrom, Withhart, Martin
Nays: None

MODIFICATION OF MUNICIPAL DEVELOPMENT DISTRICT NO. 2, ADOPTION OF TAX INCREMENT FINANCING PLAN FOR THE ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 9 (ECONOMIC DEVELOPMENT DISTRICT) AND AUTHORIZE THE EXECUTION OF A DEVELOPMENT AGREEMENT FOR TAX INCREMENT FINANCING TO SUPPORT EXPANSION PROJECT BY TSI, INCORPORATED, 500 CARDIGAN ROAD

Presentation by Asst. City Manager/Community Development Director Tom Simonson

TSI is planning a major expansion and is seeking TIF to provide economic development assistance to TSI. The proposal is to construct a building addition at their corporate headquarters in Shoreview. TSI employs 440 employees locally and 560 worldwide. Their business projects significant job growth perhaps up to 180 new jobs over the next several years. A new TIF District would be established to support the expansion. After inspection of the existing facility, it was determined that TSI would not qualify for a 15-year Renewal and Renovation District because of previous improvements and the fact that the current building has been well maintained. TSI is eligible for a 9-year Economic Development District.

The project is on a “fast track” for parking lot improvements and the building addition to meet company growth needs. The addition will be to the south end of the building. Additional parking will be constructed on an adjacent parcel that was acquired in the 1990s. Parking will be done before the building expansion. Site and building plans will be considered by the Planning Commission on September 25, 2012. TSI plans to begin construction in October and complete the project by May 2013.

TSI originally requested approximately \$1.4 million in TIF assistance. Since the project qualifies only for a 9-year Economic Development TIF District, it will generate just over \$500,000. In exploring other sources to fill the financial gap, staff is recommending the use of funds from TIF District No. 1, which has a healthy balance from previous development. Staff is recommending creation of TIF District No. 9, an Economic Development District for this project with a \$500,000 note payable over the 9-year period. In addition, it is recommended that \$400,000 be financed up front from TIF District No. 1, payable upon completion of the building addition. The total financing would be \$900,000.

The proposal has been reviewed by the EDA and unanimously approved. Staff is recommending the Council approve the request.

Mayor Martin opened the public hearing. There were no questions or comments.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Huffman to close the public hearing at 7:55 p.m.

VOTE: Ayes - 5 Nays - 0

Mayor Martin noted that TSI received the Manufacturing Association Award this year and is another great company located in Shoreview.

Councilmember Huffman stated that the EDA has reviewed the proposal and supports it unanimously.

Councilmember Withhart added that the EDA looked at this proposal in detail. He is pleased to see these two excellent companies looking to expand in Shoreview. This economic development is good news for the City and for the companies.

Mayor Martin stated that the City has very few tools to help businesses. TIF is one tool and she is pleased it can be used for expansion.

MOTION: by Councilmember Huffman, seconded by Councilmember Wickstrom to adopt Resolution No. 12-82, approving the Tax Increment Financing Plan for the creation of new Tax Increment District No. 9 (an Economic Development District) in support of economic development assistance for TSI, Incorporated.

ROLL CALL: Ayes: Quigley, Wickstrom, Withhart, Huffman, Martin
Nays: None

MOTION: by Councilmember Wickstrom, seconded by Councilmember Withhart to adopt Resolution No. 12-83, approving and authorizing the execution of a Tax Increment Financing Development Agreement in support of economic development assistance for the TSI, Incorporated expansion project, subject to the conditions of said agreement.

ROLL CALL: Ayes: Wickstrom, Withhart, Huffman, Quigley, Martin
Nays: None

2012 ASSESSMENT HEARING - BUFFALO LANE RECONSTRUCTION, CP 11-09

City Attorney Filla stated that he has reviewed the affidavits of notice, which indicate that the public hearing is in order at this time.

Presentation by Public Works Director Mark Maloney

The proposed assessment schedule for the Buffalo Lane Reconstruction Project is as follows:

September 17, 2012	Public Assessment hearing; adopt assessment if no objections. Mail Notice of Adoption on September 18, 2012, which begins the 30-day payment period.
October 1, 2012	Objection response meeting if not adopted at the hearing. The assessment roll must be adopted to begin the 30-day payment period.

- October 2, 2012 Mail adoption notice, which includes the 30-day pre-payment period at the City.
- November 10, 2012 Engineering certifies assessment roll to Ramsey County, 30 days from adoption or not later than November 15, 2012.

The project consisted of asphalt pavement and surmountable curb and gutter with installed water main, sanitary sewer and storm sewer. Seven properties were impacted.

Assessments consist of:

Street	\$1,594 per household unit (\$56 less than estimated)
Storm Sewer	\$1,120 per unit (based on the lot size)
Sanitary Sewer	\$6,000 per unit
Water Service	\$5,775 per unit

The maximum assessment could be \$14,489. Assessments vary from \$800 to the maximum. No written or verbal objections have been received. The assessments will be spread over either a 10 or 15-year period at 3% interest in equal payments, depending on the dollar amount. Staff is recommending adoption of the assessment roll.

Mayor Martin noted that any objection must be submitted on a written form. She opened the public hearing at 8:08 p.m. There were no comments or questions.

Councilmember Wickstrom noted that the reason the assessments are significantly higher is because there were a number of failed septic systems. It was more cost effective for residents to obtain City water than replace the septic system.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Quigley to close the public hearing at 8:09 p.m.

VOTE: Ayes - 5 Nays - 0

MOTION: by Councilmember Huffman, seconded by Councilmember Withhart to approve Resolution 12-80 adopting the assessment roll for Buffalo Lane Reconstruction, City Project 11-09, with any previously noted revisions, spreading said assessments over 10 or 15 years at 3.00 percent interest, with said installments to be equal payments.

Councilmember Withhart noted that in other communities an amount of \$14,000 might seem low. The City's policy of setting aside money every year benefits everyone in the City.

ROLL CALL: Ayes: Withhart, Huffman, Quigley, Wickstrom, Martin
Nays: None

**SITE AND BUILDING PLAN REVIEW - PaR/MISSION CONSTRUCTION, 655
COUNTY ROAD E**

Presentation by City Planner Kathleen Nordine

The application is for construction of a new manufacturing, warehouse and office building. The request included a variance, which the Planning Commission approved at its last meeting. The site has an 18,000 square foot office building with off-street parking, which will remain. The new building would be 45,760 square feet. The existing parking lot will be expanded. A new entry driveway is proposed off County Road E. There will also be storm water improvements.

The property is zoned BP, Business Park. The proposal is consistent with uses in this district.

Staff reviewed the proposal under Development Code guidelines and requirements. Exterior building materials will be further addressed in the PUD application, so that the building designs complement each other. The proposed height is 66 feet; the maximum height allowed is 35 feet. The maximum allowed height can be exceeded if firefighting capabilities are not exceeded, which they are not. Also, one additional foot of setback is required for every additional foot of height. The building is in compliance with required setbacks.

Code requires 230 parking stalls; the proposal is for 157 with proof of parking of an additional 36 stalls. PaR can share parking between the two properties. PaR indicates that their demand for parking stalls is 130. Long-term concerns regarding a change in use can be addressed through the Development Agreement. The requested variance for a 6.2-foot setback from County Road E for the eastern parking lot was granted by the Planning Commission.

Wetland delineations are complete and have been verified by the City's consultant. A final report was submitted today and is being reviewed. The eastern driveway encroaches on the wetland buffer.

Five landmark trees would be removed, which requires 30 replacement trees. A full tree inventory was submitted today and is being reviewed. Alternatives to planting 30 new trees would be additional landscaping at the 707 site or a contribution to the City's forest funding.

The parking design does not include the required landscape islands. However, staff believes it is reasonable to waive because of parking lot design and site characteristics. The impervious surface coverage is 52% with 75% the maximum that can be allowed. Also, there is a wide boulevard.

The Grading, Drainage and Storm Water Management Plan comply with City requirements. The storm water pond on the north side manages runoff from the new parking areas and incorporates anticipated runoff from the future building addition and proof of parking areas. The pond is

designed to overflow into the City's infrastructure. Infiltration is encouraged and will be expected with the future expansion and PUD application.

Property owners within 350 feet were notified of the project. No comments were received. Ramsey County has indicated no concerns with the variance. The proposed eastern drive access will be permitted as long as one of the existing drives is removed. PaR proposes to remove the center access drive.

The Planning Commission approved the variance for a parking setback of 6.2 feet and recommended approval of the project on a 4 to 0 vote. This project complies with land use, zoning and economic development goals. Staff is recommending approval with the conditions listed in the staff report.

Mayor Martin asked the reason for the PUD to be submitted at a later time. Ms. Nordine explained that PaR is required, through a previous agreement with the City, to go through the PUD process with any significant expansion. Due to the time constraints, the PUD process was not used at this time, but within one year PaR is required to submit a PUD.

Mayor Martin asked if the wetland delineation will be part of the PUD. Ms. Nordine stated that the wetland delineation has been received. With verification through the final report, staff is confident that there will be no encroachment to the wetland area.

Planning Commissioner McCool reported that the Planning Commission voted to support the project. There is concern about timing and speed in light of the prior agreement requiring a PUD. Parking was the main concern. PaR explained that there is not an intense use of parking. However, if PaR is not the occupant, there is concern that parking is not in compliance.

Councilmember Quigley expressed some concern that only four Planning Commission members voted for the proposal.

Commissioner McCool stated that he did not hear any opposition from any Planning Commission member. A special meeting was held to consider more complete information, when the vote was taken with four members present.

Mayor Martin stated that this normally would be sent to the Grass Lake Water Management Organization, but with the dissolution of that organization, she asked if the City is handling water management until the agreement is final with Ramsey/Washington Metro Watershed District (RWMWD). Mr. Maloney stated that the City's Surface Water Management Plan is the starting point for water management. That is what is being used to evaluate this proposal. He expects that RWMWD will have more stringent guidelines.

Councilmember Huffman asked if there is any risk for this decision to be undone later. Mr. Maloney stated that while RWMWD has taxing authority, until Shoreview is incorporated into their Management Plan, RWMWD does not have permitting authority. There is no precedent to retroactively change decisions.

Councilmember Withhart asked if there is enough land to expand parking to meet requirements, if the ownership were to change. Ms. Nordine stated that it would depend on how the building is used. If the use is more intense, there is not enough room. Commissioner Withhart asked if a new user would have restrictions on how much of the building could be used for certain uses. Ms. Nordine stated that an amendment to the PUD would be required to change uses by more than 5% intensity.

City Manager Schwerm noted that there is proof of parking that would increase parking by 20%, although it would not meet the required standard.

Mr. Simonson stated that the situation is self-policing. The building is 65 feet in height and there is a 35-foot pit. The building is not conducive to conversion to other uses. The new owner would have to come through the City process.

Councilmember Wickstrom stated that as long as there is future protection for the City, she would not want to see parking stalls that are not needed but would rather keep as much green space as possible.

MOTION: by Councilmember Withhart, seconded by Councilmember Wickstrom to approve the Site and Building Plan request, including the Development Agreements, submitted by Mission Construction on behalf of PaR Systems at 655 County Road E for the construction of a new manufacturing, warehouse and office building. Said approval is subject to the following:

1. The Final Report for the wetland delineation must be submitted for the City's review and approved prior to the September 17th City Council meeting.
2. Shared parking may be permitted between the 655 and 707 building to address the deviation from the City's minimum parking requirement. A shared parking and maintenance agreement shall be executed between the properties prior to the issuance of a building permit.
3. The applicant must obtain the necessary permits from Ramsey County for the proposed new drive onto County Road E.
4. Lighting on-site shall comply with Section 204.030, Glare, of the Development Code. The applicant shall provide details on the exterior light fixtures and pole heights with the building permit submittal.
5. Prior to the issuance of a building permit, a site development agreement and erosion control agreement shall be executed, including the submittal of all required fees and escrows. Said development agreement shall address:
 - a. Shared parking between the 655 and 707 buildings, and
 - b. Change in use or occupancy which does not meet the City's expectations to the minimum parking requirements.
6. The submitted Tree replacement plan shall be revised and submitted prior to the issuance of any site development permits. Required replacement trees may be planted on the 655 County Road E property and the 707 County Road E property. The revised plan shall include the following information:
 - a. Site plan showing location of trees over 4" in size on the property

- b. Tree Inventory table containing the species of tree, tree diameter and landmark tree designation.
 - c. Replacement calculations
 - d. Tree protection.
7. The submitted landscape plan shall be revised to include additional landscaping around the perimeter of the existing and potential lots.
 8. Comments identified by the Fire Marshal in his memo dated August 22, 2012, shall be addressed prior to the issuance of a building permit.
 9. Comments identified by the City Engineer in his memo shall be addressed prior to the issuance of any site development permits.
 10. PaR Systems is required to submit a Planned Unit Development application prior to the proposed construction of the building addition identified on the submitted plans or within one year of this approval, whichever comes first.
 11. Said approval does not include the proposed addition as shown in the submitted plans.
 12. The Building Official is authorized to issue a building permit if approved by the City Council and the above conditions satisfied.

This approval is based on the following findings of fact:

1. The proposed land use is consistent with the designated business park land use in the Comprehensive Plan and BP, Business Park zoning district.
2. The development supports the City’s business retention and expansion goals by supporting the continued growth of a company that:
 - Provides livable wage jobs that allow residents to support local businesses and participate in community activities;
 - Maintains tax base to generate revenues; and
 - Supports the economic viability of the City.

ROLL CALL: Ayes: Huffman, Quigley, Wickstrom, Withhart, Martin
 Nays: None

ADJOURNMENT

MOTION: by Councilmember Huffman, seconded by Councilmember Withhart to adjourn the meeting at 8:40 p.m.

VOTE: Ayes - 5 Nays - 0

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE __ DAY OF _____ 2012.

Terry C. Schwerm
City Manager

**SHOREVIEW PLANNING COMMISSION SPECIAL MEETING
MINUTES
September 11, 2012**

CALL TO ORDER

Vice Chair Proud called the special meeting of the September 11, 2012 Shoreview Planning Commission to order at 7:00 p.m.

ROLL CALL

The following members were present: Vice Chair Proud; Commissioners, Ferrington, McCool, and Wenner.

Chair Solomonson and Commissioners Schumer and Thompson were absent.

APPROVAL OF AGENDA

MOTION: by Commissioner Ferrington, seconded by Commissioner Wenner to approve the September 11, 2012 agenda as submitted.

VOTE: Ayes - 4 Nays - 0

OLD BUSINESS

**SITE AND BUILDING PLAN REVIEW & VARIANCE
PaR SYSTEMS, 655 County Road E**

This matter was tabled at the Planning Commission's August 28th meeting in order that more information could be submitted.

The proposal consists of two requests: 1) construction of a new manufacturing warehouse and office building; and 2) a variance to reduce the required setback for a parking area from the front lot line. The new building will be 45,750 square feet for a manufacturing/warehouse and office building. The existing building will remain and existing parking will be expanded. There is an access drive owned by Deluxe between the two parcels. A new access of County Road E is requested for truck traffic. Deluxe supports the use of the private drive for employees.

The property is zoned Business Park (BP). The proposed use is consistent with this zoning district. The variance requested is to reduce the required 20 feet of front setback to 6.2 feet. The architecture design will be further addressed through the PUD. Staff is asking that the building designs be complimentary. The building height is 66 feet, an extension from the 35 feet permitted. The additional height may be allowed provided it does not impact firefighting capability. The Fire Department has indicated no issues with the project. County Road E varies in width, which creates the need for the variance.

The Code requires 232 parking stalls. The proposed plan is for 157 stalls with proof of parking shown to be 193 stalls. PaR notes that there will be shared parking facilities between the two parcels, 655 and 707. There are no parking islands. Based on discussions with the applicant, staff is recommending they be waived because of the site design. The two parking areas are separated by wetland area. Also, the parking lot is not wide but is long and framed by the building. Additional landscaping could be planted along the perimeter of the parking lot. Impervious surface is at 52%, which is significantly less than the allowed 75%. This also provides openness on the site.

Two wetlands are located on the property. The one located in the northwest corner will not be impacted. A second one is located in the southeast corner. Wetland delineations have been completed and verified by the City's consultant. A final report needs to be submitted. The driveway will encroach on the 16.5-foot buffer to the wetland but not the wetland itself.

Five landmark trees will be removed for development. A full tree inventory is requested for the City to determine replacement requirements.

The grading, drainage and storm water plans were reviewed by the City Engineer and do comply with the Appendix C of the City's Surface Water Management Plan. A storm water pond will be put in along the north property line to address run-off from the new parking areas and building. The pond will be designed to drain into City infrastructure when it overflows.

Staff believes practical difficulty exists to warrant the requested variance with the varying widths of County Road E.

Notice was sent to property owners within 350 feet. No comments were received. Ramsey County has indicated no concerns with the requested driveway, if another driveway is closed off. PaR has agreed to close the center driveway.

Commission Discussion

Commissioner Wenner asked if it is the intent of the City for this to be zoned PUD. Ms. Nordine answered, yes. That rezoning application will come to the Planning Commission, as well as the Development Stage Review. That is another opportunity to address issues of parking, design, and drainage, if needed.

Commissioner McCool asked if the parking area would be reconfigured with the middle driveway closed. Ms. Nordine stated that the area would be converted to parking stalls. Commissioner McCool stated that his concern with this proposal is parking if a new user were to move in. The number of stalls proposed is significantly less than the City standard, and he is thinking of the long-run future. Ms. Nordine stated that with a change of use, the new owner may have to submit plans to the City for review by the Planning Commission and City Council to address any parking needs.

Commissioner McCool asked if a certain number of stalls would be dedicated as shared parking for the two parcels. Ms. Nordine responded that would be difficult to enforce. Commissioner

McCool suggested a parking agreement is not necessary since the parking will work for PaR who owns both parcels.

Commissioner Ferrington asked about parking during construction.

Mr. Brian Behm, 881 Springwood Drive, Woodbury, Applicant, stated that the new building will not be filled quickly. There is plenty of parking on the 655 site during construction. The building is needed urgently for large robots that are being built. The shop number of employees is stable, but the number of engineers varies.

Commissioner Ferrington asked how snow removal would be handled. Mr. Garry Mannor, Mission Construction, indicated on the map the areas used for snow. Snow could be placed in the new retention pond if needed. If necessary, snow can be removed from the site, but that has not been necessary and is not anticipated.

Commissioner Ferrington asked for further clarification on the landscaping plan. Ms. Nordine explained that it has not been determined the number of trees that will be required to replace the five landmark trees being removed. Code would require up to 30 replacement trees. The City has discretion in the number of trees required based on the size and health of existing trees. She would anticipate them being planted around the parking area.

Commissioner Ferrington suggested that native plants be considered for the areas marked for seeding or sod to add more greenery.

Commissioner McCool stated that he supports the project and PaR. He noted that the City is expecting that within a year this site to be zoned PUD. That is the appropriate process for the deviations being discussed, and he would hope the rezoning application could be done soon.

MOTION: by Commissioner Ferrington, seconded by Commissioner McCool to adopt Resolution 12-77 approving a variance to reduce the required 20-foot front parking setback to 6.2 feet from the front property line and to recommend that the City Council approve the site and building plan request submitted by Mission Construction for PaR Systems. Approval is based on the four conditions for the variance and four findings of fact with the site and building requirements presented in the staff report.

VOTE: Ayes - 4 Nays – 0

Variance

1. Said approval is contingent upon City Council approval of the Site and Building Plan review.
2. The project must be completed in accordance with the plans submitted as part of the Variance application.
3. This approval will expire after one year if a building permit has not been issued for this project.
4. This approval is subject to a 5-day appeal period.

This approval is based on the following findings of fact:

1. The proposed improvement is consistent with the policies of the Comprehensive Plan, including the Land Use and Housing Chapters.
2. *The property owner proposes to use the property in a reasonable manner not permitted by the Shoreview Development Regulations.* The proposed parking lot will provide the off-street parking area needed for the business park use of the property. The proposed setback is reasonable due to the configuration of the County Road E right-of-way and current parking lot setback encroachments that exist on the property.
3. *The plight of the property owner is due to circumstances unique to the property not created by the property owner.* Unique circumstances warrant the variance. The County Road E right-of-way varies in width and has a larger width adjacent to the eastern portion of the property. This circumstance warrants the variance.
4. *The variance, if granted, will not alter the essential character of the neighborhood.* The proposed 6.2' setback exceeds the setback of an existing parking lot on the property. The parking lot on the adjoin property to the east is closer to the County Road E road surface than the proposed parking lot. Adequate green space will remain between the proposed parking surface and the road surface for County Road E. The character of the neighbor will not be altered by granting the variance.

Site and Building Plan Review

1. A wetland delineation must be submitted for the City's review and approved prior to the September 17th City Council meeting.
2. Shared parking may be permitted between the 655 and 707 building to address the deviation from the City's minimum parking requirements. A shared parking and maintenance agreement shall be executed between the properties prior to the issuance of a building permit.
3. The applicant must obtain the necessary permits from Ramsey County for the proposed new entry drive onto County Road E.
4. Lighting on site shall comply with Section 204.030, Glare of the Development Code. The applicant shall provide details on the exterior light fixtures and pole heights with the building permit submittal
5. Prior to the issuance of a building permit, a site development agreement and erosion control agreement shall be executed, including the submittal of all required fees and escrows. Said development agreement shall address:
 - a. Shared parking between the 655 and 707 buildings, and
 - b. Change in use or occupancy which does not meet the City's exceptions to the minimum parking requirements
6. The submitted tree replacement plan shall be revised and submitted prior to the issuance of a building permit. Required replacement trees may be planted on the 655 County Road E property and the 707 County Road E property. The revised plan shall include the following information:
 - a. Site plan showing location of trees over 4" in size on the property

- b. Tree Inventory table containing the species of tree, tree diameter, landmark tree designation
 - c. Replacement calculations
 - d. Tree protection
7. The submitted landscape plan shall be revised to include additional landscaping around the perimeter of the existing and proposed parking lots.
 8. Comments identified by the Fire Marshal in his memo dated August 22, 2012 shall be addressed prior to the issuance of a building permit.
 9. Comments identified by the City Engineer in his memo shall be addressed prior to the issuance of a building permit.
 10. PaR Systems is required to submit a Planned Unit Development application prior to the proposed construction of the building addition as identified on the submitted plans or within one-year of this approval, whichever comes first.
 11. Said approval does not include the proposed addition as shown on the submitted plans.
 12. The Building Official is authorized to issue a building permit if approved by the City Council and the above conditions satisfied.

This approval is based on the following findings of fact:

1. The proposed land use is consistent with the designated business park land use in the Comprehensive Plan and BP, Business Park zoning district.
2. The development supports the City's business retention and expansion goals by supporting the continued growth of a company that:
 - *Provides livable wage jobs that allow residents to support local businesses and participate in community activities*
 - *Maintains tax base to generate revenues*
 - *Supports the economic vitality of the City*

ADJOURNMENT

MOTION: by Commissioner Wenner, seconded by Commissioner McCool to adjourn the regular Planning Commission Meeting of September 11, 2012, at 7:27 p.m.

VOTE: Ayes - 4 Nays - 0

PUBLIC SAFETY COMMITTEE
September 20, 2012

CALL TO ORDER: The Public Safety meeting came to order at 7:05 p.m.

ROLL CALL:

Those in attendance were: Justine Greene, Mary Ann Johnson, Jorgen Nelsen, Gil Schroepfer, Jeff Tarnowski, Walter Johnson, Terry Schwerm, Tim Boehlke (Fire Chief) and Traffic Deputies Tim Entner and Scott Nelson (Sheriff's Office).

APPROVAL OF MINUTES: Minutes from both May 17 and July 19 were approved.

CITIZENS' COMMENTS: Emy Johnson introduced herself and observed the meeting.

ALLINA TRANSPORT:

No Report

FIRE DEPARTMENT:

- Tim Boehlke reported that he had updated the Fire Board and was told by them to hire an architect to devise plans for modification of stations 2 and 4 to provide sleeping quarters. The price is estimated at \$500,000 and they hope to be able to award bids just after the first of the year.
- A new truck is in service as of August 1 at station 2. It cost \$508,000. Because of a delay by the manufacturer, the warranty was extended an additional year.
- Xcel completed an energy audit of the four stations. New lights and ballasts will be put into all the stations. With a 50% Xcel rebate and another grant, the cost to the fire department will be \$10,000. This will lower future energy costs much more than that.
- An ISO (insurance industry) audit of the department is underway. This is done approximately every 10 years. Arden Hills and Shoreview have a #3 classification and North Oaks #4 because of lack of fire hydrants. These are good ratings and are not expected to go to a higher number, especially with the introduction of duty crews. (#1 is the best and there are almost no fire departments in the country with a #1 classification).
- They are about to interview six new firefighter candidates and three of them have previous experience. A comment was made that the qualification of newer candidates has improved. It is thought to be related to availability of known shift (duty crew) times.
- The fire department operating and capital budgets for 2013 have been approved and include funds to add duty crew hours on Sundays.
- October 6 is a Fire Department open house in conjunction with National Fire Prevention Week.

SHERIFF'S REPORT:

- Schwerm reported that next year's budget for the Contract Cities is up by 2½ to 3% and it adds a relief deputy. Also, the sergeants will try working 10 hour days

with four days on and four off. If it goes well it may be applied to deputies too, depending on some logistics.

- Entner noted how many officers are available when there is a special need. There was recently a missing child and about 20 Sheriff's squads helped out. That included school officers, investigators, traffic cars and others. There also was an interrupted burglary for which about 30 cars responded including a couple from Roseville.
- He noted that the traffic cars are paid for by all seven contract cities. They are involved in a variety of tasks, but mostly it is patrol, especially in neighborhoods or streets where complaints are made. He also reported that when there are complaints they generally go to the person and talk over with them just what their plan will be.
- He handed out and went over a number of statistical reports that break down the traffic deputies' activities.
- Deputies like the possibility of giving administrative citations for some offenses. The cost to the individual seems to be more in line with some of the lesser violations they may be cited for, and the cited people are happy the citation does not go on their record. The deputies also feel freer to actually give tickets to lesser speed violations than otherwise.
- There is a Federal "Safe and Sober" grant for the county to organize all the police agencies in Ramsey County for special traffic emphases. These include seatbelt enforcement, speed, DWI, distracted drivers and other focuses. The grant pays for everything but gas. A year's schedule of locations, starting in October, for the patrols has been published.
- Schwerm noted that the Sheriff got a grant for a license plate reading camera-computer system that can read plates one after another, say as a squad moves through a parking lot. It costs \$18,000 and should be coming soon.

LIAISON REPORT: None

ADJOURNMENT: The meeting adjourned at 8:15 p.m.

Minutes
ENVIRONMENTAL QUALITY COMMITTEE

September 24th, 2012 7:00 PM

1. CALL TO ORDER

The meeting was called to order at approximately 7:02PM.

2. ROLL CALL

Members present: Scott Halstead, Tim Pratt, Katrina Corum, Mike Prouty, Lisa Shaffer-Schreiber, John Suzukida, Susan Rengstorf

Members absent: Len Ferrington, Dan Westerman

Staff present: Jessica Schaum

3. APPROVAL OF AGENDA

The agenda was approved with no changes.

4. APPROVAL OF MEETING MINUTES –August 27th, 2012

The meeting minutes were approved with no changes.

5. BUSINESS

A. Green Community Awards

a. 2012 Awards Ceremony – Sept 17th City Council recognition review

- i. The Committee discussed that the ceremony was well attended and the honorees were very excited and appreciative to be recognized by the City. Tim was interviewed by the local newspaper and CTV interviewed and toured one winner on Harriet Avenue. Next year, the Committee will reach out to the original Green Community members and extend an invitation to the event. A big thank you to both Len for coordinating the awardees and Tim for presenting to the Council!

b. 2013 Expanded Awards

- i. The new spreadsheet of criteria was shared, Mike will add an introduction. Jessica will label categories and characteristics. Members made multiple suggestions for publicizing this in a handout format to make available in ShoreViews, a press release, the website, at the Library and the Housing Resource Center, and to share with other organizations like the Historical Society and City Council.
- ii. Katrina made a motion to accept the 2013 award criteria for the Green Community Award program and John seconded. All members were in favor and the motion passed.

B. 2013 Speaker Series

a. Members brainstormed possible topics for next spring's Speaker Series. These are held the 3rd Wednesday of each month, January through April in the City Council Chambers at 7:00pm. Tentative ideas and scheduling included the following:

- i. Jan/April: Where we get our water, what is the status of our supply, combined with City use trends or data. Mike will check with his neighbor from the US Geological Survey.
- ii. Feb/March: Benefits of trees, selecting a tree, invasive species updates – Mike will check with Jill Johnson at the Forest Service. We will have the City tree sale order forms available at this event, as well as information about what the City is doing for Emerald Ash Borer.

- iii. Feb/April: Home Energy Efficiency and how to get started – John Suzukida!
- iv. Turf grass alternatives or life cycle of a lawn. Katrina sent a possible speaker to Jessica that she's heard before and was impressed with - <http://www.lesslawn.com/pages/speaking.html> She will check if there is a fee for speaking.
- v. Other ideas included a TCAAP/Ramsey County open space presentation, Road salt information for homeowners, and Wood from the Hood.

C. Newsletter Topics

- a. **Late winter issue ideas due Nov 15:** what the City uses for salt, cross country ski trails, tree sale, shoveling snow off roofs and improper insulation/ventilation, Announce new award - Mike

D. Public Works Update

- a. Jessica shared that there were two separate trainings put on by Fortin Consulting for Road Salt applicators. The trainings were open for both city crews and interested parties from other municipalities, as well as the private sector. One day focused on parking lots and sidewalks maintenance, while the other concentrated more on roadways. The trainings gave an opportunity to learn about the latest de-icing and anti-icing technologies while reducing expenses and environmental impacts. Shoreview has already reduced its salt application by approximately 40% with new technologies, training, and equipment calibration.
- b. The Committee expressed interest in hearing more about chloride impairments from a Watershed who is battling with salt reduction targets in the near future.
- c. An illicit discharge training brochure was created and shared with all field staff – as part of the City's illicit discharge program. Staff members should know to report any suspicious pollutants to appropriate people for follow up or action.
- d. The City was approached by a U of MN course to help complete the inventory for GreenStep Cities program, which will take place this semester.
- e. Staff is gearing up for the City's Fall Clean Up day on October 6th.
- f. The forestry department purchased the equipment and materials to inject trees for Emerald Ash Borer in house. Two members of the Parks crews received a refresher course on the equipment and finished treating the remaining ash trees around the Commons area. These chemical injections for Emerald Ash Borer are coming to an end with the ash trees changing colors and losing leaves.
- g. The Committee is interested in having a joint workshop with the City Council, but first will organize a few topics to suggest.

E. Adjournment

- a. The Committee adjourned at approximately 8:25pm.

MOTION SHEET

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve the following payment of bills as presented by the finance department.

Date	Description	Amount
09/17/12	Accounts payable	\$ 60,855.70
09/20/12	Accounts payable	\$ 629,264.11
09/24/12	Accounts payable	\$ 23,165.81
09/27/12	Accounts payable	\$ 95,119.73
10/01/12	Accounts payable	\$ 138,528.08
Sub-total Accounts Payable		\$ 946,933.43
	Payroll 124524 to 124552 958770 to 958937	\$147,226.16
	124523	\$ 1,791.60
Sub-total Payroll		\$ 149,017.76
TOTAL		\$ 1,095,951.19

ROLL CALL:	AYES	NAYS
Huffman		
Quigley		
Wickstrom		
Withhart		
Martin		

10/01/12

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
BETHEL UNIVERSITY	OVERPAID POOL PARTY 6-25-08	220	34731		032		-\$23.40	-\$23.40
YWCA CAMP KICKIN' IT	OVERPAID POOL PARTY - 6-26-08	220	34731		032		-\$58.50	-\$58.50
SAJEVIC, PETER & JILL	COACHES REFUND	220	22040				-\$82.00	-\$82.00
VANG, SUE	REFUND SEASONAL STALL	220	22040				-\$250.00	-\$250.00
YWCA OF MINNEAPOLIS	OVERPAID POOL PARTY	220	34731		032		-\$84.89	-\$84.89
KULKARNI, KAMAL	FACILITY REFUND	220	22040				-\$25.00	-\$25.00
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARKS	101	43710	3970			\$59.91	\$59.91
AMERICAN PAYROLL ASSOCIATION	APA ANNUAL MEMBERSHIP-KUSCHEL	101	40500	4330		002	\$219.00	\$219.00
BETHEL UNIVERSITY	OVERPAID POOL PARTY 6-25-08	220	34731		032		\$23.40	\$23.40
CARLSON, LAEOLA OR ROB	REFUND CLOSING OVRPYMT - 201 HAWES AVE	601	36190			003	\$6.31	\$6.31
COMMUNITY REINVESTMENT FUND	GMHC ADMIN FEES/AUG STMT/11 @ \$6 EA	307	44100	4890			\$66.00	\$66.00
CRAGUNS CONFERENCE AND GOLF RE	MRPA STATE CONFERENCE LODGING	225	43400	4500			\$1,017.44	\$1,017.44
FLEET FARM/GE CAPITAL RETAIL B	SHOP SUPPLIES	701	46500	2180		001	\$12.83	\$12.83
HEALTH PARTNERS	HEALTH INSURANCE: OCT 2012	101	20410				\$45,450.95	\$46,452.74
		101	20411				\$1,001.79	
KULKARNI, KAMAL	FACILITY REFUND	220	22040				\$25.00	\$25.00
PLUG'N PAY TECHNOLOGIES INC.	AUG 2012/RETAIL/CC FEES	220	43800	4890		002	\$116.49	
		225	43400	4890			\$175.48	\$291.97
PLUG'N PAY TECHNOLOGIES INC.	AUG 2012/E-COMM/CC FEES	220	43800	4890		002	\$3.66	
		225	43400	4890			\$39.76	\$43.42
SAJEVIC, PETER & JILL	COACHES REFUND	220	22040				\$82.00	\$82.00
TARGET COMMERCIAL INVOICE	TIOLET PAPER FOR CRACK SEALING	101	42200	2180		002	\$30.50	
U S BANK/REVTRAK	AUGUST 2012 CREDIT CARD FEES	101	44300	4890			\$466.07	\$12,648.16
		101	40500	4890		008	\$9.88	
		220	43800	4890		002	\$2,470.55	
		225	43400	4890			\$4,696.40	
		601	45050	4890		003	\$2,502.63	
		602	45550	4890		003	\$2,502.63	
VANG, SUE	REFUND SEASONAL STALL	220	22040				\$250.00	\$250.00
YWCA CAMP KICKIN' IT	OVERPAID POOL PARTY - 6-26-08	220	34731		032		\$58.50	\$58.50
YWCA OF MINNEAPOLIS	OVERPAID POOL PARTY	220	34731		032		\$84.89	\$84.89
ZUSTIAK, MIKE	REFUND CLOSING OVRPYMT - 1415 KNOLL DR	601	36190			003	\$7.42	
							Total of all invoices:	\$60,855.70

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COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
WALSH, AGNES F.	ELECTION JUDGE SERVICES	101	40300	1050				-\$75.00	-\$75.00
GORDMAN, LORRAINE	REFUND REC PRGM	220	22040					-\$10.00	-\$10.00
KRISHNASAMY, BABU	REFUND AQUATICS PROGRAM	220	22040					-\$40.00	-\$40.00
SIMONSON, THOMAS	EXPENSE REIMB:ECONOMIC DEV MTG SUPPLY	240	44400	2180				-\$27.65	-\$27.65
NELSON, AMANDA	REFUND DAMAGE DEPOSIT	220	22040					-\$250.00	-\$250.00
CORCORAN, JOAN	REFUND DUPLICATE PET LICENSE:MAGGIE	101	32780					-\$10.00	-\$10.00
RITZ CAMERA	TRAINING FOR CAMERA USAGE/PHOTOGRAPHY	101	40200	4500		005		-\$160.00	
ALLIED WASTE SERVICES #899	AUGUST ALLIED WASTE SERVICES	210	42750	3190				\$28,297.79	\$28,297.79
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$105.59	\$105.59
AMSAN BRISSMAN KENNEDY	REPAIR SUPPLIES CC DISPENSERS	220	43800	2240		001		\$194.15	\$194.15
AMSAN BRISSMAN KENNEDY	REAPIR SUPPLIES CC SHOWER CURTAIN	220	43800	2240		001		\$190.03	\$190.03
ANCOM	RADIOS FOR SLICE OF SHOREVIEW	270	40250	3950		008		\$356.72	\$356.72
AUTHORITY FENCE AND DECK	EROSION REDUCT 508 BUCHER RES 12-80	101	22030					\$500.00	\$500.00
BROWN, RAYMOND	SOFTBALL UMPIRE SEPT 11	225	43510	3190		001		\$46.00	\$46.00
BUILDING ARTS SUSTAINABLE LLC	EROSION REDUCT 5555 PARK PL RES 12-80	101	22030					\$1,000.00	\$1,000.00
C W HOULE INC.	FLORAL/DEMAR/CO. RD. F CP-12-01 PYMNT #3	570	47000	5900				\$398,147.33	\$398,147.33
CHA, BETTY	FACILITY REFUND	220	22040					\$100.00	\$100.00
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 09-21-12	101	21720					\$8,708.96	\$8,708.96
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS:09-21-12	101	20420					\$103.25	\$103.25
COONEY, TIM	REIMBURSEMENT PHONE CASE/COONEY	101	40200	3210				\$32.13	\$32.13
COOPER, KEN SR.	SOFTBALL ASSIGNOR FEES (SUMMER & FALL)	225	43510	3190		001		\$1,120.00	\$1,120.00
CORBO, JAMES	SOFTBALL UMPIRE SEPT 11 & 13	225	43510	3190		001		\$92.00	\$92.00
CORCORAN, JOAN	REFUND DUPLICATE PET LICENSE:MAGGIE	101	32780					\$10.00	\$10.00
DUNCOMBE, DONNA	FACILITY REFUND	220	22040					\$50.00	\$50.00
FLEISCHHACKER, MIKE	EROSION REDUCT 4275 BRIGADOON RES 12-80	101	22030					\$1,000.00	
FORE, INC.	2012 FALL GOLF LESSONS	225	43510	3190		013		\$600.00	\$600.00
GAO, WEN	ROLLY POLLYS	220	22040					\$78.00	\$78.00
GENESIS EMPLOYEE BENEFITS, INC	VEBA CONTRIBUTIONS:09-21-12	101	20418					\$5,685.00	\$5,685.00
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 09-21-12	101	20431					\$1,313.97	\$1,313.97
GOODMAN, LORRAINE TRUST	REFUND REC PRGM	220	22040					\$10.00	\$10.00
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590				\$16.30	\$16.30
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590				\$15.52	\$15.52
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590				\$15.54	\$15.54
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590				\$15.51	\$15.51
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590				\$15.55	\$15.55
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590				\$16.38	\$16.38
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590				\$16.38	\$16.38
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590				\$15.50	\$15.50
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590				\$15.50	\$15.50
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590				\$15.62	\$15.62
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590				\$15.54	\$15.54
GRANDMA'S BAKERY	CONT. BREAKFAST	220	43800	2591				\$39.48	\$39.48
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591				\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001		\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001		\$23.75	\$23.75
HADIDI, MIRIAM	YOGALATES	220	22040					\$112.00	\$112.00
HANSON, JUDY	FACILITY REFUND	220	22040					\$250.00	\$250.00
HEGGIES PIZZA LLC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$72.00	\$72.00
HEIDEN, DALE	WISH UPON A BALLET	220	22040					\$50.57	\$50.57
HWY SAFETY ZONE	CRASH TRAILER PART OF SAFETY GRANT	601	16500					\$8,182.30	\$16,364.60
		701	46500	5400				\$8,182.30	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTIONS PAYDATE 09-21-12	101	21750					\$4,587.62	\$4,587.62
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS:09-21-12	101	20430					\$265.00	\$265.00
JEWELL, TED W.	SOFTBALL UMPIRE SEPT 10,13,17	225	43510	3190		001		\$138.00	\$138.00
KANSAS STATE BANK-GOVT FINANCE	CONTRACT LEASE PAYMENT/AUGUST 2012	220	43800	3960				\$1,089.00	\$1,089.00
KAUL, TIFFANY	FACILITY REFUND	220	22040					\$50.00	\$50.00
KRAMER, AILEEN	PT SPEC WANDA 3+1	220	22040					\$15.00	\$15.00
MARTIN, GILLIAN	TAE KWON DO BEGINNER	220	22040					\$95.00	\$95.00
MENARDS CASHWAY LUMBER **FRIDL	LUMBER FOR SKIMMERS	603	45850	2180		002		\$27.62	\$27.62
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE:09-21-12	101	20435					\$217.50	\$217.50
MINNESOTA DEPARTMENT OF REVENU	SALES USE TAX: AUGUST 2012	220	21810					\$9,903.00	\$11,995.00
		701	46500	2120		003		\$249.00	
		601	21810					\$1,006.00	
		101	40550	3860		002		\$115.50	
		101	40550	4500		005		\$41.00	
		220	43800	2590		002		\$5.70	
		220	43800	3810				\$53.29	
		220	43800	3960				\$73.29	
		225	43510	2170		005		\$64.05	
		225	43520	2170		002		\$177.10	
		225	43530	2170				\$108.00	
		225	43535	2170				\$10.24	
		404	42200	3190				\$18.23	
		422	40550	5800				\$152.08	
		601	45050	2280				\$12.34	
		701	46500	4500				\$6.18	
MINNESOTA ENVIRONMENTAL FUND	MN ENVIRONMENTAL EMPL CONTRIB:09-21-12	101	20420					\$27.00	
MINNESOTA POLLUTION CONTROL AG	WASTE WATER CERTIFICATION RENEWAL (BRAD)	602	45550	4500		003		\$23.00	\$23.00
MRPA	TOURNAMENT BERTH - ATTN: GERRY TURNBERG	225	43510	3190		001		\$160.00	\$160.00
NEW BRIGHTON PARKS & RECREATIO	SCHOLARSHIP FOR BLAGEO	225	43590	2175		005		\$105.00	\$105.00
OBEIDZINSKI, NICKI	FACILITY REFUND	220	22040					\$250.00	\$250.00
PAUL NORD INC	EROSION RED 4368 REILAND RES 12-79	101	22030					\$500.00	\$500.00
PORTER, DANIEL	SOFTBALL UMPIRE SEPT 10 & 17	225	43510	3190		001		\$92.00	\$92.00
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS: 09-21-12	101	21740					\$27,248.77	
PUBLIC EMPLOYEES RETIREMENT AS	PERA DEFINED CONTRIBUTIONS: 09-21-12	101	21740					\$243.50	\$243.50
QUALITY CONTROL & INTEGRATION,	INS CLAIM PC16138-WELL HOUSE ANTENNA	260	47400	4340				\$316.00	\$316.00
RUGRODEN, JOHN L.	SOFTBALL UMPIRE SEPT 17	225	43510	3190		001		\$46.00	\$46.00
SAARION, BENJAMIN	SOFTBALL UMPIRE SEPT 11	225	43510	3190		001		\$46.00	\$46.00
SAWANSUK, CHAYANAN	FALL SOCCER REF SEPT 8 & 15	225	43510	3190		007		\$90.00	\$90.00
SCHMID, BRIAN	SOFTBALL UMPIRE SEPT 10	225	43510	3190		001		\$46.00	\$46.00
SCHMITT, JOHN	EROSION RED 866 COUNTY RD I RES 12-80	101	22030					\$500.00	\$500.00
SCHRADER & COMPANIES	EROSION REDUCT 5264 OXFORD RES 12-80	101	22030					\$1,000.00	\$1,000.00
SENART, ASHLEY	FACILITY REFUND	220	22040					\$300.00	\$300.00
SIGNATURE LIGHTING INC	ST LIGHT REPLACE PROJ 12-06 - MATERIALS	604	42600	5300				\$49,028.91	\$56,873.53
		570	47000	5900				\$7,844.62	
SIMONSON, THOMAS	EXPENSE REIMB:ECONOMIC DEV MTG SUPPLY	240	44400	2180				\$27.65	\$27.65
STAMPER, CONNOR	FALL SOCCER REF SEPT 8 & 15	225	43510	3190		007		\$90.00	
SWABY, CLYDE	DAILY STALL	220	22040					\$30.00	\$30.00
SWENSON, JONATHON	FALL SOCCER REF SEPT 8 & 15	225	43510	3190		007		\$132.00	\$132.00
THOMAS, ANDREW	FALL SOCCER REF SEPT 8 & 15	225	43510	3190		007		\$90.00	\$90.00
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX:09-21-12	101	21710					\$20,906.56	\$48,655.12
		101	21730					\$21,685.42	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
		101	21735				\$6,063.14	
UNITED WAY - GREATER TWIN CITI	EMPLOYEE CONTRIBUTIONS: 09-21-12	101	20420				\$99.00	
URBAN COMPANIES	EROSION REDUCT 4979 HODGSON RES 12-80	101	22030				\$7,000.00	\$7,000.00
WALSH, AGNES F.	ELECTION JUDGE SERVICES	101	40300	1050			\$75.00	\$75.00
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$152.08	\$335.95
		101	40800	2180			\$183.87	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590			\$766.86	
WHALIN, MARY	ZUMBA GOLD	220	22040				\$72.00	\$72.00
YACKEL, AMANDA	REFUND DAMAGE DEPOSIT	220	22040				\$250.00	\$250.00
ZAWADSKI HOMES	EROSIN REDUCT 4460 CHATSWORTH RES 12-80	101	22030				\$1,000.00	
Total of all invoices:								\$629,264.11

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
AARP C/O RAY MURRAY	29 DEFENSIVE DRIVING	225	43590	3174		003		\$366.00	\$366.00
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$169.53	\$169.53
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$17.19	\$17.19
BARSNESS, KIRSTIN	CONSULTING FEES FOR EDA	240	44400	3190				\$1,312.50	\$4,681.25
		101	22020					\$3,368.75	
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001		\$22.27	\$22.27
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC PVC HAMMER HOSE	220	43800	2240		001		\$26.02	
DYNAMEX DELIVERS NOW/ROADRUNNE	DELIVERY TO EAGAN POST OFFICE - 8/28/12	601	45050	3220		001		\$21.95	\$43.91
		602	45550	3220		001		\$21.96	
FLOORS BY BECKERS INC	F&I RAMPING MATERIAL	220	43800	3810		003		\$480.00	
FSH COMMUNICATIONS LLC	PAYPHONE TELEPHONE	101	40200	3210		001		\$64.13	\$64.13
GRAINGER, INC.	CLEANING SUPPLIES CC GLOVES	220	43800	2110				\$351.31	\$351.31
HOLABIRD SPORTS	TENNIS EQUIPMENT (GAMMA CARTS)	225	43510	2170		011		\$293.55	\$293.55
HOLABIRD SPORTS	TENNIS EQUIPMENT (GAMMA CARTS,BALL TUBE)	225	43510	2170		011		\$490.15	\$490.15
IMPRINT PLUS	ID BADGES FOR COMMUNITY CENTER	220	43800	2180		005		\$603.70	\$603.70
MAJKOZAK, MICHELLE	REIMBURSEMENT/DECORATIONS FOR POOL AREA	220	43800	2180		004		\$329.96	\$329.96
MENARDS CASHWAY LUMBER **FRIDL	WOOD MULCH	220	43800	2240		003		\$34.37	\$34.37
MN DEPARTMENT OF LABOR AND IND	BOILER LICENSES	220	43800	4890		003		\$80.00	\$80.00
POSTMASTER	DEPOSIT IN PERMIT IMPRINT #5606 - ZONE 3	602	45550	3220				\$450.00	\$900.00
		601	45050	3220				\$450.00	
PRAIRIE EQUIPMENT COMPANY LLC	SAFETY GRANT APPROVED TRENCH BOX	601	16500					\$5,131.75	\$10,131.75
		701	46500	5400				\$5,000.00	
S & S TREE SPECIALISTS, INC	TREE SERVICES EAB TREATMENT	101	43900	3190		004		\$492.78	\$492.78
S & S TREE SPECIALISTS, INC	TREE SERVICES EAB TREATMENT	101	43900	3190		004		\$396.36	\$396.36
SPRINT	CELL PHONE BILL	101	44300	3190				\$40.00	\$1,003.43
		601	45050	3190				\$300.00	
		101	40200	3210				\$663.43	
STANLEY ACCESS TECH LLC	RAIN HOOD OVER DOOR SENSOR	220	43800	3810		003		\$391.75	\$391.75
U.S. BANK	TREADMILL LEASE/ONE SOURCE FIT/SEPT 2012	220	43800	3960				\$1,065.99	
UNIVERSITY OF MINNESOTA	DUNN/RYEEN/VESEL/MARTINEZ REGISTRATION	603	45850	4500				\$460.00	\$460.00
YOUNG, LESLEY	REIMBURSEMENT/SR/FARMERS MARKET SUPPLIES	225	43590	2174		001		\$44.60	\$270.41
		225	43590	2174		001		\$12.83	
		225	43590	2174		002		\$92.83	
		225	43590	2174		002		\$120.15	

Total of all invoices: \$23,165.81

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COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
TWIN CITIES NO. CHAMBER OF COM	MEMBERSHIP - 12/1/07 - 11/30/08	101	40100	4330				-\$525.00	-\$525.00
CRANK, CHERI	REFUND SHELTER RENTAL	101	34790		052			-\$25.00	
		220	21810					-\$1.63	-\$26.63
FATKHIYEV, MARCELA	REFUND DAMAGE DEPOSIT	220	22040					-\$25.00	-\$25.00
WURST, ANDREW	REIMBURSEMENT-GROUP FITNESS SUPPLIES	225	43530	2170				-\$7.81	-\$7.81
RIVERA, ROB	REFUND DAMAGE DEPOSIT	220	22040					-\$25.00	-\$25.00
LARSON, CURTIS	SOFTBALL UMPIRE SEPT 14	225	43510	3190				-\$46.00	-\$46.00
IRISH, CAROL	REFUND DAMAGE DEPOSIT	220	22040					-\$25.00	-\$25.00
FATKHIYEV, MARCELA	REFUND ACTIVITY REGISTRATION	220	22040					-\$10.00	-\$10.00
ANDERSON, AMY	FACILITY REFUND	220	22040					-\$250.00	-\$250.00
& FAMILY SERVICES, NORTHWEST Y	FACILITY REFUND	220	22040					-\$113.40	-\$113.40
CITY OF APPLE VALLEY	GOVERNMENT PAYROLL REVIEW/KUSCHEL	101	40500	4500		013		-\$25.00	-\$25.00
ANCOM	RADIOS FOR SLICE OF SHOREVIEW	270	40250	3950		008		-\$356.72	-\$356.72
UNIVERSITY OF MINNESOTA	DUNN/RYDEEN/VESEL/MARTINEZ REGISTRATION	603	45850	4500				-\$460.00	-\$460.00
& FAMILY SERVICES, NORTHWEST Y	FACILITY REFUND	220	22040					\$113.40	\$113.40
20/20 WINDOW CLEANING	WINDOW CLEANING CC	220	43800	3810		003		\$2,030.63	\$2,030.63
ADOBE STORE NORTH AMERICA	RETURNED ADOBE SOFTWARE	101	40550	2180		005		-\$266.74	-\$266.74
ADOBE STORE NORTH AMERICA	ADOBE INDESIGN 5.5	101	40550	2180		005		\$748.80	\$748.80
ADOBE STORE NORTH AMERICA	ADOBE INDESIGN 5.5 UPGRADE	101	40550	2180		005		\$266.74	\$266.74
ADOBE STORE NORTH AMERICA	RETURN ADOBE INDESIGN 5.5	101	40550	2180		005		-\$748.80	-\$748.80
AMAZON.COM	CAMERA FOR ADMINISTRATION DEPARTMENT	101	40200	2010		006		\$1,183.33	\$1,183.33
ANCHOR PAPER	COPY PAPER	101	40200	2010		001		\$751.71	\$751.71
ANCHOR PAPER	PAPER SUPPLIES	101	40200	2010		001		\$39.34	\$39.34
ANDERSON, AMY	FACILITY REFUND	220	22040					\$250.00	\$250.00
BEISSWENGERS HARDWARE	SCREW DRIVER - DRILL BIT	220	43800	2400				\$6.91	\$6.91
C & E HARDWARE	GUERIN GAS STATION PROJECT	459	40800	5200				\$29.16	\$29.16
CBIZ FINANCIAL SOLUTIONS, INC	REBA QUARTERLY SERVICES	101	40210	3190		013		\$65.42	\$65.42
CENTURY COLLEGE	WORD 2007 INTERMEDIATE TEXTBOOK:GRILL	101	42050	4500				\$39.95	\$39.95
CLASSIC CATERING/PICNIC PLEASE	HERITAGE DAY/6.875% TAX	101	40200	4890		001		\$700.04	\$700.04
CLASSIC COLLISION CENTER	PREMIUM FUEL	701	46500	2120				\$77.85	\$77.85
COMCAST.COM	MODEM 2 INTERNET CHARGES	230	40900	3190		002		\$126.90	\$126.90
COMCAST.COM	COMPLEX STAFF INTERNET SERVICES: SEPT 12	230	40900	3190		002		\$75.81	\$75.81
CONSTANT CONTACT.COM	EMAIL MARKETING SERVICE: AUGUST 2012	459	43800	3190				\$40.00	\$80.00
		225	43400	4330				\$40.00	
CRANK, CHERI	REFUND SHELTER RENTAL	101	34790		052			\$25.00	\$26.63
		220	21810					\$1.63	
DAIRY QUEEN	SUMMER DISCOVERY LIT END OF YR PARTY	225	43535	2170		002		\$20.85	
DAIRY QUEEN	SUMMER DISCOVERY ROOM 6 END OF YR PARTY	225	43535	2170		002		\$43.05	\$43.05
DAIRY QUEEN	SUMMER DISCOVERY END OF YR PARTY	225	43535	2170		003		\$16.34	\$16.34
FACTORY DIRECT CRAFTS.COM	PRESCHOOL SUPPLIES	225	43555	2170				\$30.05	\$30.05
FATKHIYEV, MARCELA	REFUND DAMAGE DEPOSIT	220	22040					\$25.00	\$25.00
FATKHIYEV, MARCELA	REFUND ACTIVITY REGISTRATION	220	22040					\$10.00	\$10.00
FRANKLIN COVEY	CALENDAR REFILLS	220	43800	2010		001		\$50.44	\$50.44
FRANKLIN COVEY	CALENDAR REFILLS	101	40500	2010		002		\$23.95	\$67.58
		220	43800	2010		001		\$19.68	
		101	44100	2010				\$23.95	
FRANKLIN COVEY	CALENDAR REFILLS	601	45050	2010		001		\$23.95	
		101	40200	2010		002		\$29.05	
		101	43400	2010				\$25.58	\$78.58
FRANKLIN COVEY	CALENDAR REFILLS	101	43400	2010				\$23.95	
		101	42200	2180		001		\$23.95	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
FRANKLIN COVEY	CALENDAR REFILLS	101	40500	2010		002		\$17.06	
FRATTALLONES HARDWARE STORES	FASTENERS	601	45050	2280		004		\$24.24	\$24.24
GEDIG, THERESA	PASS REFUND	220	22040					\$100.00	\$100.00
GPRS	GOVERNMENT PAYROLL REVIEW/KUSCHEL	101	40500	4500		013		\$25.00	\$25.00
GRAINGER, INC.	REPAIR SUPPLIES CC LED LIGHTS	220	43800	2240		001		\$102.42	\$102.42
GREENHAVEN PRINTING	VOLUNTEER DINNER INVITES	101	40100	4890		001		\$255.43	\$255.43
HOME DEPOT, THE	METAL EDGING-MILTON ST REPLANTING	603	45850	2180		001		\$283.61	\$283.61
IRISH, CAROL	REFUND DAMAGE DEPOSIT	220	22040					\$25.00	\$25.00
ITIN SCALE	FITNESS SCALE MEMBRANE KEY PADS	220	43800	2180		001		\$76.00	\$76.00
JIMMY JOHNS	APWA ANNUAL MEETING SUPPLIES	101	42050	4500				\$147.20	\$147.20
JOHNSON, ERIC	FALL SOCCER REF SEPT 22	225	43510	3190		007		\$60.00	\$60.00
JOHNSON, JENNIFER	FACILITY REFUND	220	22040					\$300.00	\$300.00
KHAN, RUBINA	AQUATICS - PRIVATE	220	22040					\$137.00	\$137.00
KWIK CRAFTS.COM	PRESCHOOL PROGRAM SUPPLIES	225	43555	2170				\$41.78	\$41.78
LARSON, CURTIS	SOFTBALL UMPIRE SEPT 14	225	43510	3190				\$46.00	\$46.00
LEEANN CHIN.COM	EDA SUPPLIES	240	44400	2180		001		\$202.43	\$202.43
LEISER, DAVID W.	MOUNDS VIEW MUSTANG BASKETBALL CAMPS	225	43510	3190		012		\$8,495.20	\$8,495.20
LITTLE CAESARS PIZZA	SUMMER DISCOVERY PIZZA PARTY	225	43535	2170		003		\$53.56	\$53.56
LITTLE CAESARS PIZZA	SUMMER DISCOVERY ROOM 2 END OF YR PARTY	225	43535	2170		002		\$42.85	\$42.85
LITTLE CAESARS PIZZA	SUMMER DISCOVERY END OF YR PARTY	225	43535	2170		003		\$69.63	\$69.63
LITTLE CAESARS PIZZA	SUMMER DISCOVERY END OF YR PARTY	225	43535	2170		003		\$48.21	\$48.21
MATHESON TRI-GAS INC	OXYGEN TANK RENTAL	220	43800	2200		001		\$15.67	\$15.67
MENARDS CASHWAY LUMBER *MAPLEW	SPLIT RAIL FENCE	101	43450	2250		001		\$160.65	\$160.65
MENARDS CASHWAY LUMBER *MAPLEW	GUERIN GAS STATION/SUPPLIES GAS PUMPS	459	40800	5200				\$11.97	\$11.97
MINNESOTA GFOA.COM	GFOA CONFERENCE: ROESLER	601	45050	4500		001		\$142.50	\$285.00
		602	45550	4500		001		\$142.50	
MINNESOTA METRO NORTH TOURISM	AUG HOTEL/MOTEL TAX/3 SITES	101	38420					-\$1,236.86	\$23,500.25
		101	22079					\$24,737.11	
MOUNDS VIEW HIGH SCHOOL	STIPEND TO MVHS FOR SLICE VOLUNTEERS	270	40250	4890				\$150.00	\$150.00
MOUNDS VIEW PUBLIC SCHOOLS	SUMMER CHIPPEWA RENTAL	220	43800	3190		007		\$638.25	\$1,276.50
		225	43520	3190		002		\$638.25	
MY CABLE MART	WIRE MGMT GROMMETS	101	40550	2010		004		\$14.66	
MY CABLE MART	ADAPTER CABLES	101	40550	2010		001		\$26.66	\$26.66
NATIONAL STUDENT CLEARING HOUS	DEGREE VERIFICATION	101	40210	4890		006		\$11.95	\$11.95
NATIONAL STUDENT CLEARING HOUS	DEGREE VERIFICATION	101	40210	4890		006		\$9.95	\$9.95
NEOFUNDS BY NEOPOST	POSTAGE FOR POSTAGE MACHINE	101	40200	3220				\$4,000.00	
NORTHSTAR INSPECTION SERVICE	INSPECTION SERVICES SEPTEMBER 2012	101	44300	3190				\$747.50	
PARK SUPPLY OF AMERICA	VACUUM BREAKERS FOR WELLS	601	45050	2280		005		\$108.58	\$108.58
PHILLIPPI, DIANA	FACILITY REFUND	220	22040					\$50.00	\$50.00
PONY PARTIES EXPRESS	HERITAGE DAY ENTERTAINMENT	101	40200	4890				\$895.00	\$895.00
REALLY GOOD STUFF.COM	PRESCHOOL PROGRAM SUPPLIES	225	43555	2170				\$41.62	\$41.62
RICOH AMERICAS CORPORATION	MAINTENANCE: COPIES	101	40200	3850		002		\$134.40	\$134.40
RICOH AMERICAS CORPORATION	LEASE CITY HALL COPIERS	101	40200	3930		002		\$2,199.88	\$2,199.88
RITZ CAMERA CENTERS, INC.	ON SITE TRAINING: CHERYL ANDERSON	101	40200	4500		005		\$199.00	\$199.00
RIVERA, ROB	REFUND DAMAGE DEPOSIT	220	22040					\$25.00	\$25.00
SCIENCE MUSEUM OF MINNESOTA	SUMMER SCIENCE CAMPS	225	43580	3170				\$1,360.00	\$1,360.00
SHOREVIEW NORTHERN LIGHTS BAND	CITY CONTRIBUTION TO BAND	101	40100	3200		002		\$1,000.00	
SILVER SNEAKERS.COM	CHAIR FEET PROTECTORS	225	43530	2170		001		\$70.00	\$70.00
SMILE MAKERS.COM	PRESCHOOL PROGRAM SUPPLIES	225	43555	2170				\$28.97	\$28.97
SOLBREKK, INC.	WILDCARD SSL RENEWAL	101	40550	3860		011		\$209.95	\$209.95
TASTE OF SCANDINAVIA	EDC MEETING SUPPLIES	101	40100	4890		002		\$39.28	\$39.28

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
TDS METROCOM	TELEPHONE SERVICES	101	40200	3210		003	\$1,136.23	\$1,424.35
		101	43710	3210			\$252.88	
		601	45050	3210			\$35.24	
TWIN CITIES NO. CHAMBER OF COM	MEMBERSHIP - 12/1/07 - 11/30/08	101	40100	4330			\$525.00	\$525.00
WELLE, JARI	AQUATICS - PRESCHOOL	220	22040				\$63.00	\$63.00
WURST, ANDREW	REIMBURSEMENT-GROUP FITNESS SUPPLIES	225	43530	2170			\$7.81	\$7.81
XCEL ENERGY	ELECTRIC/GAS: COMMUNITY CENTER	220	43800	2140			\$2,883.55	\$24,852.84
		220	43800	3610			\$21,969.29	
XCEL ENERGY	ELECTRIC/GAS: MAINTENANCE CENTER	701	46500	3610			\$2,008.60	
		701	46500	2140			\$62.12	\$2,070.72
XCEL ENERGY	ELECTRIC: SLICE OF SHOREVIEW	270	40250	3610			\$10.04	
XCEL ENERGY	ELECTRIC: SIRENS	101	41500	3610			\$59.52	\$59.52
XCEL ENERGY	ELECTRIC: TRAFFIC SIGNALS	101	42200	3610			\$41.31	\$41.31
XCEL ENERGY	ELECTRIC: STORM SEWER LIFT STATIONS	603	45850	4890		003	\$79.09	\$79.09
XCEL ENERGY	ELECTRIC: TRAFFIC SIGNALS	101	42200	3610			\$591.22	\$591.22
XCEL ENERGY	ELECTRIC: WATER TOWERS	601	45050	3610			\$42.62	\$42.62
XCEL ENERGY	ELECTRIC: TRAFFIC SIGNAL SHARED W/A HILL	101	42200	3610			\$41.25	\$41.25
XCEL ENERGY	ELECTRIC: SURFACE WATER	603	45900	3610			\$46.11	\$46.11
XCEL ENERGY	ELECTRIC: TRAFFIC SIGNAL SHARED W/N OAKS	101	42200	3610			\$45.77	\$45.77
XCEL ENERGY	ELECTRIC: SURFACE WATER	603	45900	3610			\$45.26	\$45.26
XCEL ENERGY	ELECTRIC: STREET LIGHTS	604	42600	3610			\$13,707.45	\$13,707.45
YANG, NOU	FACILITY REFUND	220	22040				\$250.00	\$250.00
							Total of all invoices:	\$95,119.73

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ALLEN, DEANNE	MINUTES - CC 9/17, PC 9/11	101	40200	3190		001		\$200.00	\$350.00
		101	44100	3190				\$150.00	
ALLEN, DEANNE	MINUTES - EDA 9/11	240	44400	3190				\$200.00	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTALS - MAINTENANCE CENTER	101	42200	3970				\$45.30	\$181.24
		601	45050	3970				\$45.30	
		602	45550	3970				\$45.30	
		603	45850	3970				\$22.67	
		701	46500	3970				\$22.67	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTALS - MAINTENANCE CENTER	101	42200	3970				\$45.30	\$181.24
		601	45050	3970				\$45.30	
		602	45550	3970				\$45.30	
		603	45850	3970				\$22.67	
		701	46500	3970				\$22.67	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTALS - MAINTENANCE CENTER	101	42200	3970				\$46.16	\$184.64
		601	45050	3970				\$46.16	
		602	45550	3970				\$46.16	
		603	45850	3970				\$23.08	
		701	46500	3970				\$23.08	
AMERICAN RED CROSS-HEALTH & SA	1 STAFF CPR - REIMBURSED	225	43520	2170		001		\$19.00	\$19.00
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$1,636.83	
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$1,644.59	\$1,644.59
ARC SERVICES INC.	REPAIRS TO WATERSLIDE PLATFORM CC	220	43800	3810				\$4,000.00	\$4,000.00
ARC SERVICES, INC.	REPAIR GATES ON WHIRLPOOL/6.875% tax	220	43800	3810		007		\$670.47	
ARCHETYPE	SWIM LESSONS SIGNS (10)	225	43520	2170		002		\$944.85	\$944.85
BAUER BUILT TIRE AND BATTERY I	ONE TON TIRES FOR STOCK	701	46500	2230		001		\$522.49	\$522.49
BEISSWENGERS HARDWARE	TRASH CAN AND TOOL BOX FOR SPRAY NOZZLES	101	43710	2240				\$33.65	
BEISSWENGERS HARDWARE	SILICONE SEALANT AND ELECTRICAL COVERS	101	43710	2240				\$36.05	\$36.05
BRADLEY & DEIKE, PA	TSI	306	44100	4890				\$357.00	\$357.00
BRADLEY & DEIKE, PA	PROF SERVICES MIDLAND PLAZA	101	22020					\$1,632.00	\$1,632.00
BRADLEY & DEIKE, PA	PROF SERVICES/PAR SYSTEMS	101	22020					\$68.00	\$68.00
BRADLEY & DEIKE, PA	SHERMAN	241	44500	3190				\$221.00	\$221.00
C & E HARDWARE	SPRAY PAINT	101	43710	2240				\$6.42	\$6.42
C & E HARDWARE	LANDSCAPE SPIKES	101	43710	2240				\$15.26	\$15.26
C & E HARDWARE	BALL VALVE	701	46500	2180		001		\$12.85	\$12.85
C & E HARDWARE	SILCONE	603	45850	2180		001		\$7.49	\$7.49
CDW GOVERNMENT, INC	NETWORK EQUIPMENT FOR VIDEO ADDITION	422	40550	5800				\$270.45	\$270.45
CENTERLINE TILE & STONE	WAVE SEATING PROJECT TILE	459	43800	5300				\$12,350.00	\$12,350.00
COMMERCIAL ASPHALT CO	ASPHALT	101	42200	2180		002		\$130.43	\$130.43
COORDINATED BUSINESS SYSTEMS	MITA LASER MAINTENANCE	101	40550	3860		004		\$233.63	\$233.63
DAKOTA SUPPLY GROUP	2" COUMPOND METER	601	45050	2510		002		\$2,041.07	\$2,041.07
ENVIRONMENTAL SYSTEMS RESEARCH	ARCGIS SOFTWARE MAINTENANCE	101	40550	3860		002		\$3,271.52	\$3,271.52
FACTORY MOTOR PARTS COMPANY	WIPER BLADES	701	46500	2180		001		\$67.81	\$67.81
FACTORY MOTOR PARTS COMPANY	BATTERIES FOR DUMP TRUCKS	701	46500	2220		001		\$201.35	\$201.35
FERGUSON WATERWORKS	TRACER WIRE ACCESS BOX/CM#S01373618.001	601	45050	2280		003		\$124.87	\$124.87
FERGUSON WATERWORKS	A-1 COVERS	601	45050	2280		004		\$1,111.93	\$1,111.93
FLAGSHIP RECREATION	PLASTIC CEDAR SLATS FOR PICNIC TABLE	101	43710	2240				\$188.10	\$188.10
GRAINGER, INC.	LITTER PICKING TOOLS	101	43710	2400				\$38.17	\$38.17
GRAINGER, INC.	SAFETY GLASSES	101	42200	2180		001		\$20.69	\$20.69
HAWKINS, INC.	CHLORINE BOOSTER	601	45050	2160		001		\$700.00	\$700.00
HORIZON COMMERCIAL POOL SUPPLY	RE-GROUT OF POOL FINAL PAYMENT	405	43800	3810				\$13,815.00	\$13,815.00
HORIZON COMMERCIAL POOL SUPPLY	UNDERWATER POOL LIGHTS FINAL PAYMENT	405	43800	3810				\$8,406.55	\$8,406.55

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
HORIZON COMMERCIAL POOL SUPPLY	POOL FILTER REPLACEMENT	405	43800	3810				\$48,150.00	\$48,150.00
HUGO EQUIPMENT COMPANY	PARTS FOR SOD CUTTER	701	46500	2220		002		\$26.86	\$26.86
HUGO EQUIPMENT COMPANY	PARTS FOR Z-MOWER	701	46500	2220		002		\$15.27	\$15.27
INSTRUMENTAL RESEARCH INC	SAMPLES/BACTERIA TESTING	601	45050	3190		003		\$270.00	\$360.00
		601	45050	3190		004		\$90.00	
LUBRICATION TECHNOLOGIES, INC	GREASE FOR VAC-CON	701	46500	2220		002		\$242.51	\$242.51
MAC QUEEN EQUIPMENT INC.	FILTER FOR S-1	701	46500	2220		002		\$90.67	\$90.67
MFFD	FUEL ADDITIVE	701	46500	2120		004		\$904.16	\$904.16
MINNESOTA DEPT LABOR AND INDUS	PRESSURE VESSEL INSPECTION FEE	701	46500	3196		001		\$20.00	\$20.00
MTI DISTRIBUTING, INC	IRRIGATION REPAIR SUPPLIES	405	43710	3810				\$799.20	\$799.20
NAPA AUTO PARTS	PARTS FOR UNIT 308	701	46500	2220		001		\$49.15	\$49.15
NAPA AUTO PARTS	PARTS FOR UNIT 612	701	46500	2220		001		\$14.95	\$14.95
NAPA AUTO PARTS	GASKET SEALER FOR WATER DEPT	601	45050	2280		001		\$40.59	\$40.59
NAPA AUTO PARTS	PARTS FOR UNIT S-1	701	46500	2220		002		\$25.70	\$25.70
NAPA AUTO PARTS	PARTS FOR UNIT 212	701	46500	2220		001		\$20.30	\$20.30
NAPA AUTO PARTS	PARTS FOR CAMERA POLE	422	40550	5800				\$86.64	\$86.64
NAPA AUTO PARTS	SOCKET	701	46500	2400		001		\$4.40	\$4.40
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	40300	2010				\$56.18	\$115.77
		101	40200	2010		006		\$16.02	
		225	43555	2170				\$43.57	
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	225	43555	2170				\$10.88	
OFFICE DEPOT	PRESCHOOL SUPPLIES	225	43555	2170				\$60.04	\$60.04
ON SITE SANITATION INC	BUCHER PARK UNITS	101	43710	3950				\$260.79	\$260.79
ON SITE SANITATION INC	COMMONS PARK UNITS	101	43710	3950				\$260.79	\$260.79
ON SITE SANITATION INC	LAKE JUDY PARK UNIT	101	43710	3950				\$122.91	\$122.91
ON SITE SANITATION INC	MCCULLOUGH PARK UNIT	101	43710	3950				\$91.92	\$91.92
ON SITE SANITATION INC	RICE CREEK FIELDS UNIT	101	43710	3950				\$122.91	\$122.91
ON SITE SANITATION INC	SHAMROCK PARK UNITS	101	43710	3950				\$260.79	\$260.79
ON SITE SANITATION INC	SITZER PARK UNITS	101	43710	3950				\$260.79	\$260.79
ON SITE SANITATION INC	THEISEN PARK UNIT	101	43710	3950				\$122.91	\$122.91
ON SITE SANITATION INC	WILSON PARK UNITS	101	43710	3950				\$260.79	\$260.79
ON SITE SANITATION INC	SNAIL LAKE SCHOOL UNIT	101	43710	3950				\$25.93	\$25.93
PARTS ASSOCIATES, INC.	MINI GRINDING DISCS	701	46500	2180		001		\$45.80	\$45.80
PEERLESS WIPING CLOTH COMPANY	RAGS	701	46500	2180		001		\$106.25	\$106.25
PLUMMASTER, INC	REPAIR SUPPLIES CC	220	43800	2240		001		\$709.21	\$709.21
PROPET DISTRIBUTORS, INC	PET LITTER PICK UP BAGS AND TRASH LINERS	101	43710	2240				\$253.00	\$253.00
ROSEVILLE CHRYSLER DODGE	PARTS FOR UNIT 612	701	46500	2220		001		\$174.35	\$174.35
SCHARBER & SONS	MOWER BLADES FOR LANDPRIDE MOWER DECK	701	46500	2220		002		\$338.05	\$338.05
SIMPLEXGRINNELL LP	TEST-INSPECTION EXT/FIRE ALARM/SPRINKLER	220	43800	3190		004		\$1,310.68	\$1,310.68
SIMPLEXGRINNELL LP	FIRE SYSTEM MONITORING AND INSPECTION	701	46500	3196		002		\$504.56	
SOLBREKK	ADD TO LETHAND NETWORK STORAGE	422	40550	5800				\$10,312.37	\$10,312.37
SOLBREKK	LABOR FOR UPGRADING LASERFICHE	101	40550	3190		001		\$476.49	\$476.49
TOUSLEY FORD, INC	PARTS FOR UNIT 302	701	46500	2220		001		\$155.33	\$155.33
TOUSLEY FORD, INC	PARTS FOR UNIT 608	701	46500	2220		001		\$27.54	\$27.54
TRI STATE BOBCAT, INC.	PARTS FOR TOOL-CAT	701	46500	2220		002		\$20.59	\$20.59
UNITED RENTALS NORTHWEST, INC	RENTAL OF GAS POWER AUGER	101	43710	3950				\$70.63	\$70.63
UNITED RENTALS NORTHWEST, INC	RENTAL OF GAS POWER AUGER	101	43710	3950				\$80.29	\$80.29
UNITED RENTALSS INC (NORTH AME	LIFT RENTAL CC	220	43800	3950				\$3,079.77	\$3,079.77
W.D.LARSON COMPANIES LTD, INC.	FILTERS FOR STOCK	701	46500	2180		001		\$243.30	\$243.30
W.D.LARSON COMPANIES LTD, INC.	FILTERS FOR STOCK	701	46500	2180		001		\$86.92	\$86.92
YALE MECHANICAL INC	MAINTENANCE FEE MAINTENANCE CENTER HVAC	701	46500	3196		003		\$946.25	\$946.25

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
YALE MECHANICAL INC	CHECK FURNACE WELL 4	601	45050	3190		003	\$291.25	\$291.25
YOCUM OIL COMPANY INC.	OFF RD FUEL	701	46500	2120		003	\$3,172.50	\$3,172.50
YOCUM OIL COMPANY INC.	ON RD FUEL	701	46500	2120		002	\$1,586.25	\$1,586.25
YOCUM OIL COMPANY INC.	ON RD FUEL	701	46500	2120		002	\$1,783.70	\$1,783.70
YOCUM OIL COMPANY INC.	UNLEADED FUEL	701	46500	2120		001	\$3,023.00	\$3,023.00
ZIEGLER, INCORPORATED	PARTS FOR CAT 287B	701	46500	2220		002	\$968.57	\$968.57
ZIEGLER, INCORPORATED	PARTS FOR 287B	701	46500	2220		002	\$37.17	\$37.17
Total of all invoices:								\$138,528.08

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	30,221
Vendor number	01276 1 2012
Vendor name	HEALTH PARTNERS
Address	NW 3600 PO BOX 1450 MPLS MN 55485-3600

Date	Comment line on check	Invoice number	Amount
09-14-12	HEALTH INSURANCE: OCT 2012	41302149/41302150	\$46,452.74

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

Purchase was made through the state's cooperative purchasing venture.

Purchase was made through another source. The state's cooperative purchasing venture was considered.

Cooperative purchasing venture consideration requirement does not apply.

Return to: _____

Account Coding	Amount
101 20410	\$45,450.95
101 20411	\$1,001.79

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$

Reviewed by: J. Kuschel
 (signature required) Jodee Kuschel

Approved by: T. Schwerm
 (signature required) Terry Schwerm

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000. If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	30,200
Vendor number	01901 1 2012
Vendor name	ALLIED WASTE SERVICES #899
Address	PO BOX 9001154 LOUISVILLE, KY 40290-1154

Date	Comment line on check	Invoice number	Amount
08-25-12	AUGUST ALLIED WASTE SERVICES	0899-002122849	\$28,297.79

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

Purchase was made through the state's cooperative purchasing venture.

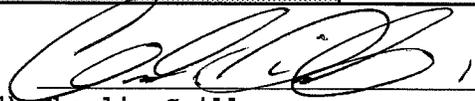
Purchase was made through another source. The state's cooperative purchasing venture was considered.

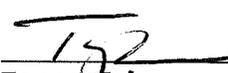
Cooperative purchasing venture consideration requirement does not apply.

Return to: _____

Account Coding	Amount
210 42750 3190	\$28,297.79

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$

Reviewed by: 
 (signature required) Charlie Grill

Approved by: 
 (signature required) Terry Schwerm

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000. If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	30,271	Please return check to Glen
Vendor number	00311 1	2012
Vendor name	C W HOULE INC.	
Address	1300 COUNTY ROAD I WEST ST. PAUL MN 55126	

Date	Comment line on check	Invoice number	Amount
09-18-12	FLORAL/DEMAR/CO. RD. F CP-12-01 PYMNT #3	0	\$398,147.33

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

Return to:	Glen
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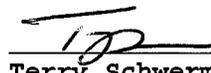
This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

Purchase was made through the state's cooperative purchasing venture.

Purchase was made through another source. The state's cooperative purchasing venture was considered.

Cooperative purchasing venture consideration requirement does not apply.

Account Coding	Amount
570 47000 5900	\$398,147.33

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: (signature required) Glen Hoffard	
Approved by: (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000. If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	30,277	RETURN CHECK TO TOM H
Vendor number	00628 1	2012
Vendor name	SIGNATURE LIGHTING INC	
Address	18430 KRYPTON ST NW ANOKA MN 55303	

Date	Comment line on check	Invoice number	Amount
09-18-12	ST LIGHT REPLACE PROJ 12-06 - MATERIALS	876	\$56,873.53

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

Purchase was made through the state's cooperative purchasing venture.

Purchase was made through another source. The state's cooperative purchasing venture was considered.

Cooperative purchasing venture consideration requirement does not apply.

Return to: _____

Account Coding	Amount
604 42600 5300	\$49,028.91
570 47000 5900	\$7,844.62

Is sales tax included on invoice?	Included
If no, amount subject to sales use tax	\$
Reviewed by:  9/19/12	(signature required) Tom Hammitt
Approved by: 	(signature required) Terry Schwerm

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000. If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	30,380
Vendor number	01308 1 2012
Vendor name	MINNESOTA METRO NORTH TOURISM
Address	CITY OF BLAINE FINANCE DEPARTMENT 10801 TOWN SQUARE DRIVE BLAINE, MN 55449

Date	Comment line on check	Invoice number	Amount
08-31-12	AUG HOTEL/MOTEL TAX/3 SITES	8/31/12	\$23,500.25

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

Return to: _____

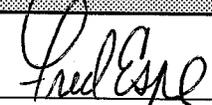
Account Coding	Amount
101 38420	-\$1,236.86
101 22079	\$24,737.11

0.00 T

10,128.88 +
 5,528.14 +
 9,080.09 +
 24,737.11 T

24,737.11 x
 0.05 =
 1,236.86 *

24,737.11 +
 1,236.86 -
 23,500.25 T

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: (signature required) Fred Espe	
Approved by: (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000. If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Vendor number	10206 1
Vendor name	XCEL ENERGY
Address	PO BOX 9477 MINNEAPOLIS MN 55484-9477

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

Return to:

Voucher	Date	Comment line on check	Invoice number	Account coding	Amount
30,319	09-11-12	ELECTRIC/GAS: COMMUNITY CENTER	5148429483	220 43800 2140	2,883.55
				220 43800 3610	21,969.29
				VOUCHER TOTAL:	\$24,852.84
30,396	09-05-12	ELECTRIC: STREET LIGHTS	5164964189	604 42600 3610	\$13,707.45
30,385	09-04-12	ELECTRIC/GAS: MAINTENANCE CENTER	5143177739	701 46500 3610	2,008.60
				701 46500 2140	62.12
				VOUCHER TOTAL:	\$2,070.72
30,390	09-11-12	ELETRIC: TRAFFIC SIGNALS	5162326923	101 42200 3610	\$591.22
30,389	09-10-12	ELECTRIC: STORM SEWER LIFT STATIONS	5172997607	603 45850 4890 003	\$79.09
30,387	09-07-12	ELECTRIC: SIRENS	5155157183	101 41500 3610	\$59.52
30,393	09-06-12	ELECTRIC: SURFACE WATER	5194231539	603 45900 3610	\$46.11
30,394	09-04-12	ELECTRIC: TRAFFIC SIGNAL SHARED W/N OAKS	5152469571	101 42200 3610	\$45.77
30,395	09-04-12	ELECTRIC: SURFACE WATER	5141595140	603 45900 3610	\$45.26
30,391	09-12-12	ELECTRIC: WATER TOWERS	5168285301	601 45050 3610	\$42.62
30,388	09-04-12	ELECTRIC: TRAFFIC SIGNALS	5189315880	101 42200 3610	\$41.31
30,392	09-11-12	ELECTRIC: TRAFFIC SIGNAL SHARED W/A HILL	5155611264	101 42200 3610	\$41.25
30,386	09-11-12	ELECTRIC: SLICE OF SHOREVIEW	5168772674	270 40250 3610	\$10.04
Total:					\$41,633.20

Is sales tax included on invoice?	<u>Included</u>
If no, amount subject to sales use tax	\$
Reviewed by:	<u>Debbie Engblom</u> 9/24/12
(signature required)	Debbie Engblom
Approved by:	<u>Terry Schwerm</u>
(signature required)	Terry Schwerm

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	30,376
Vendor number	02094 1 2012
Vendor name	HORIZON COMMERCIAL POOL SUPPLY
Address	2125 ENERGY PARK DRIVE ST. PAUL, MN 55108

Date	Comment line on check	Invoice number	Amount
09-21-12	POOL FILTER REPLACEMENT	SV1206070-3	\$48,150.00

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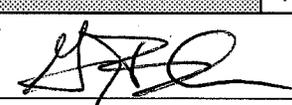
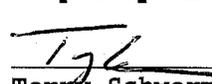
This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

Purchase was made through the state's cooperative purchasing venture.

Purchase was made through another source. The state's cooperative purchasing venture was considered.

Cooperative purchasing venture consideration requirement does not apply.

Account Coding	Amount
405 43800 3810	\$48,150.00

Is sales tax included on invoice?	Included <i>PP</i>
If no, amount subject to sales use tax	\$
Reviewed by:	
(signature required) Gary Chapman	
Approved by:	
(signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000. If no quote is received, explain below:

Quote 1	HORIZON COMMERCIAL POOL SUPPLY	\$88,150.00
Quote 2	SIGNATURE AQUATICS	\$90,609.75
Explanation if no quote received		

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No. 12- 84 appointing the Election Judges for the 2012 General Election to be held on November 6, 2012.

ROLL CALL: AYES _____ NAYS _____

HUFFMAN _____

QUIGLEY _____

WICKSTROM _____

WITHHART _____

MARTIN _____

TO: MAYOR AND COUNCILMEMBERS

FROM: TERRI HOFFARD
DEPUTY CLERK

SUBJECT: APPOINTMENT OF ELECTION JUDGES

DATE: SEPTEMBER 24, 2012

According to Minnesota Statute 204B.21, Subd. 2, election judges need to be appointed 25 days before the election at which the election judge will serve.

The attached list includes individuals that are qualified to be election judges, pursuant to Minnesota Statutes 204B.19. Staff recommends approval of the list of election judges for the general election to be held on November 6, 2012.

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD OCTOBER 1, 2012**

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on October 1, 2012 at 7:00 p.m. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

**RESOLUTION NO. 12-84
APPOINTMENT OF ELECTION JUDGES
2012 GENERAL ELECTION**

WHEREAS, the City Clerk has submitted a list of Election Judges for the 2012 General Election to be held on November 6, 2012.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Shoreview, Minnesota, that the following persons be appointed as official Election Judges:

Karen Eckman	Ann Dehn	Susan Haram
Mary Kerr	Gail Whereatt	Joan McCanna
June Pfeiffer	Deborah Hutterer	Helen Callaghan
Kathy Iverson	Sue Cummings	Don Jurek
Anne Claseman	Mark Fischer	Leone Elgaard
Craig Lofgren	Wanda Simmer	Howard Olson
Lucy Elliott	Brad McCanna	Sydney Jensen
Helen Sorensen	Twila Greenheck	Murt Seltz
Madison Overmoen	Mary O'Neill	Bonnie Christensen
Phyllis Moore	Fran Dolan	April Alfuth
Anne Carroll	Jean Stottlemyer	Harlow Callander
Sandra Fagerberg	Maryland Soyett	Philip Savoie
Barb Wegleitner	Cindy LaBerge	Sheila Otto
Susan Rengstorf	Laura Sullivan	Roberta Dahlke
Bev Stepka	Judith Teerlinck	Elaine Dykema
Patrick Moore	Gerry Wenner	Doug Setley
Doreen Shibrowski	Ruth Zieper	Terry Quigley
Debra Blahosky	Linda Pederson	Richard Monteith
Lori Oman	Janice Shaffer	Bob Gunter
Bill Dahlke	Dave Cummings	Joe Stepka
John Carney	Gene Keating	Jean Hanson
Rollie Seltz	Kathleen Casey	Douglas Burt

Wajiha ElHalawani	Dave Nelson	Nancy Hansen
Kay Quigley	Jan Blomberg	James Mulholland
Gene Hokkala	Margaret Beissel	Roleen Marchetti
Kent Peterson	Mary Lou Johnson	Janice Johnson
Lisa Hayes-Burt	John Bergene	Jill Todd
Ann Maslansky-Takahashi	Sandra Hanna	Rose Moeckel
Jim Schwartz	Bob McDonald	Patrick Devane
Judith Murakami	James Gag	Barbara Reigstad
Joan Schaefer	Shelly Massingale	Lawrence Roo
Jeanne Holm	Mel Hokkala	Mike Connolly
Eleanore Troxel	Gail Carlson	Al Girard
Beverley Decker	Dorothy Mattison	Sarah Bohnen
Mary Lesch-Gormley	Deborah Kelley	William Keuhn
Steve Betker	Susan Fuller	Julie Pelton
Jodee Kuschel	Deb Engblom	Jami Philip
Karen Leverentz	Deb Maloney	Terese Roesler
Roger Mattison	Jenny Paterson	Lois Simon
John Munich	Garrett Lysiak	Erin Gaschott
Eileen Karl	Susan Kroiss	Kevin Watters
Jacci Krebsbach	Donald Garvey	Dave Matthews
Lynn Moore	Phyllis Martin	Candice Sina
Paula Zandstra	Carolyn Krinkie	Larry Shiller
Alex Orlovski	Judith Riese	Patti Stowers
Peter Wyckoff	Irinel Ardeleanu	Sylvia Peters
Judy Johnson	Marleen Smith	Linda Borgos
Catherine Huebsch	Laurie Gaschott	Kris Wenner
Rose Larson	Lynn Erickson	Connie Phillips
Mary Seidel	Marsha Sullivan	Dan House
David Sina	Lorraine Tucker	

The Deputy Clerk may appoint other individuals to serve as election judges if necessary.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 1st day of October, 2012.

STATE OF MINNESOTA)
COUNTY OF RAMSEY)
CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 1st day of October, 2012, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to the appointment of election judges for the 2012 General Election.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 2nd day of October, 2012.

Terry Schwerm, City Manager

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve the request for a temporary on-sale intoxicating liquor license for St. Odilia Community Building Event to be held on November 2 and 3, 2012.

ROLL CALL: AYES _____ NAYS _____

HUFFMAN _____

QUIGLEY _____

WICKSTROM _____

WITHHART _____

MARTIN _____

Regular Council Meeting
October 1, 2012

TO: MAYOR AND COUNCILMEMBERS

**FROM: TERRI HOFFARD
DEPUTY CLERK**

DATE: SEPTEMBER 20, 2012

SUBJECT: SPECIAL EVENT LIQUOR LICENSE

Attached is a request for a temporary on-sale liquor license for St. Odilia Catholic Church for a community-building event to be held on November 2 and 3, 2012.

They are requesting a temporary intoxicating liquor license. This license would permit them to sell wine coolers and possibly individual portion-sized bottles of wine in addition to beer. This permit also needs to be approved by the Minnesota Department of Public Safety.

It is recommended that the City Council approve this request from St. Odilia for a temporary intoxicating liquor license and that the investigation fee be waived.



Minnesota Department of Public Safety
ALCOHOL AND GAMBLING ENFORCEMENT DIVISION
 444 Cedar Street Suite 222, St. Paul MN 55101-5133
 (651) 201-7507 Fax (651) 297-5259 TTY (651) 282-6555
 WWW.DPS.STATE.MN.US



**APPLICATION AND PERMIT
 FOR A 1 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

TYPE OR PRINT INFORMATION

NAME OF ORGANIZATION <i>Church of St. Adilia</i>		DATE ORGANIZED <i>June 1960</i>	TAX EXEMPT NUMBER <i>41-0837655</i>	
STREET ADDRESS <i>3495 N Victoria</i>		CITY <i>Shoreview</i>	STATE <i>MN</i>	ZIP CODE <i>55126</i>
NAME OF PERSON MAKING APPLICATION <i>Fr. Phillip Rask</i>		BUSINESS PHONE <i>(651) 481-6681</i>	HOME PHONE <i>()</i>	
DATES LIQUOR WILL BE SOLD <i>November 2nd and 3rd 2012</i>		TYPE OF ORGANIZATION CLUB CHARITABLE <u>RELIGIOUS</u> OTHER NONPROFIT		
ORGANIZATION OFFICER'S NAME <i>Rick Storms</i>		ADDRESS <i>4652 Chandler Rd Shoreview, MN 55126</i>		
ORGANIZATION OFFICER'S NAME <i>Christina Baltes</i>		ADDRESS <i>4551 Pleasant Drive Saint Paul, MN 55112</i>		
ORGANIZATION OFFICER'S NAME <i>Phillip Rask</i>		ADDRESS <i>3495 N. Victoria Shoreview, MN 55126</i>		
Location license will be used. If an outdoor area, describe <i>Church of St. Adilia 3495 N Victoria Shoreview MN 55126</i>				
<i>In school gymnasium and adjacent parking lot.</i>				

Will the applicant contract for intoxicating liquor service? If so, give the name and address of the liquor licensee providing the service.
no

Will the applicant carry liquor liability insurance? If so, please provide the carrier's name and amount of coverage.
no

APPROVAL
APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL & GAMBLING ENFORCEMENT

CITY/COUNTY _____ DATE APPROVED _____

CITY FEE AMOUNT _____ LICENSE DATES _____

DATE FEE PAID _____

 SIGNATURE CITY CLERK OR COUNTY OFFICIAL

 APPROVED DIRECTOR ALCOHOL AND GAMBLING ENFORCEMENT

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the License for the event

PROPOSED RESOLUTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No.12-88 approving Change Order No. 2 in the amount of \$4,200.00 for a revised contract amount of \$1,110,568.17 and Payment No.3 (Final), in the amount of \$15,256.40 for a total amount of work completed of \$1,109,839.80 for the 2011 MSA Street Rehabilitation, City Project No.11-08.

ROLL CALL:	AYES	NAYS
HUFFMAN	_____	_____
WITHHART	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING
OCTOBER 1, 2012

The contractor has completed all items in the contract including punch list items. Final payment in the amount of \$15,256.40 will result in a total amount of work completed of \$1,109,839.80. Payment No.3 (Final) includes Change Order No.2 and the release of all retainage from previous payments.

RECOMMENDATION

It is recommended that Council adopt the attached proposed resolution approving Change Order No.2 and Payment No.3 (Final) for the 2011 MSA Street Rehabilitation, City Project 11-08.

GMH/
#11-08

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

HELD OCTOBER 1, 2012

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on October 1, 2012 at 7:00 pm. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 12-88
APPROVING CHANGE ORDER NO.2
AND CONTRACTOR PAYMENT NO.3 (FINAL)
2011 MSA STREET REHABILITATION
CITY PROJECT NO. 11-08

WHEREAS, On August 15, 2011, the City Council awarded a contract to Northwest Asphalt Inc. for the 2011 MSA Street Rehabilitation, C.P. 11-08, and authorized the Mayor and City Manager to sign said contract, and

WHEREAS, the original contract amount is \$1,111,501.25, and

WHEREAS, On November 7, 2011, Change Order No.1, in the amount of (\$5,133.08) was approved by the City Council, resulting in a revised contract amount of \$1,106,368.17, and

WHEREAS, Change Order No.2, in the amount of \$4,200.00, has been prepared in order to address certain changes or modifications to the project, and

WHEREAS, said changes and modifications to the project will increase the contract amount to \$1,110,568.17, and

WHEREAS, Payment No.3 (Final), in the amount of \$15,256.40, will result in a total amount of work completed of \$1,109,839.80, and

WHEREAS, the Director of Public Works has recommended approval of proposed Change Order No. 2 and Payment No.3 (Final).

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

1. That Change Order No. 2, in the amount of \$4,200.00, resulting in a revised contract amount of \$1,110,568.17 is hereby approved, and
2. That Payment No. 3 (Final) in the amount of \$15,256.40, resulting in a total amount of work completed of \$1,109,839.80, is hereby approved, and
3. That Change Order No. 2 will be funded as follows:

MSA Fund	\$ 4,200.00
----------	-------------

The motion for the adoption of the foregoing resolution was duly seconded by Member _____, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 1st day of October, 2012.

STATE OF MINNESOTA)
)
 COUNTY OF RAMSEY)
)
 CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 1st day of October, 2012, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to the approval of Change Order No.2 and Payment No.3 (Final), for the 2011 MSA Street Rehabilitation, C.P #11-08.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 2nd day of October 2012.

SEAL

Terry C. Schwerm
City Manager

APPLICATION FOR PAYMENT

NO. 3 (Final)

PROJECT: 2011 MSA Street Rehabilitation

OWNER: City of Shoreview

PROJECT NO: 11-08

CONTRACTOR: Northwest Asphalt, Inc.

APPLICATION DATE: 10/1/2012 FOR PERIOD ENDING: 9/14/2012

STATEMENT OF WORK

ORIGINAL CONTRACT AMOUNT	\$ <u>1,111,501.25</u>
NET CHANGE BY CHANGE ORDER	\$ <u>(933.08)</u>
CONTRACT AMOUNT TO DATE	\$ <u>1,110,568.17</u>
TOTAL AMOUNT OF WORK COMPLETED	\$ <u>1,109,839.80</u>
LESS 0 % RETAINAGE	\$ <u>-</u>
AMOUNT DUE TO DATE	\$ <u>1,109,839.80</u>
LESS PREVIOUS PAYMENTS	\$ <u>1,094,583.40</u>
PAYMENT DUE THIS APPLICATION	\$ <u>15,256.40</u>

PAYMENT NO.3 (FINAL)

**2011 STREET REHABILITATION
TANGLEWOOD DRIVE
CITY PROJECT NO. 11-08
S.A.P. 167-259-002**

STREET RECONSTRUCTION

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	QUANTITY TO DATE	UNIT PRICE	TOTAL AMOUNT
2021.501	MOBILIZATION	LS	0.57	0.57	\$40,000.00	\$ 22,800.00
2104.505	REMOVE EXIST CONC CURB & GUTTER	LF	300.00	269.00	\$ 7.50	\$ 2,017.50
2123.610	STREET SWEEPING	HR	5.00	15.00	\$ 150.00	\$ 2,250.00
2211.501	AGGREGATE BASE CLASS 7	TON	50.00		\$ 15.00	\$ -
2232.501	MILL BITUMINOUS SURFACE (3")	SY	21,210.00	21,210.00	\$ 1.00	\$ 21,210.00
2331.604	BITUMINOUS PAVEMENT RECLAMATION	SY	21,210.00	21,210.00	\$ 3.00	\$ 63,630.00
2331.603	JOINT ADHESIVE	LF	10,700.00	10,700.00	\$ 0.75	\$ 8,025.00
2357.502	BITUMINOUS MATERIAL FOR TACK	GAL	1,060.00	925.00	\$ 3.00	\$ 2,775.00
2360.501	1-1/2" BITUMINOUS WEAR COURSE SPWEA440B	TON	1,850.00	1,874.66	\$ 63.50	\$ 119,040.91
2360.502	2" BITUMINOUS BASE COURSE SPNWB430B	TON	2,450.00	2,378.35	\$ 53.50	\$ 127,241.73
SPECIAL	ASPHALT EMULSION (FDR)	GAL	71,054.00	60,264.50	\$ 2.75	\$ 165,727.38
2331.603	BITUMINOUS CONTROL JOINT	LF	4,250.00	4,357.00	\$ 2.00	\$ 8,714.00
2504.602	ADJUST GATE VALVE	EA	4.00	2.00	\$ 350.00	\$ 700.00
2506.516	CASTING ASSBLY (R-1733) W/I&I BARRIER	EA	23.00	22.00	\$ 900.00	\$ 19,800.00
2531.501	CONCRETE CURB & GUTTER (B6-18)	LF	300.00	296.00	\$ 20.00	\$ 5,920.00
2563.601	TRAFFIC CONTROL	LS	0.57	0.57	\$ 3,950.00	\$ 2,251.50
2564.537	DYNAMIC SPEED DISPLAY SIGN	EA	4.00	4.00	\$ 6,400.00	\$ 25,600.00
2582.603	4" SOLID LINE WHITE-PAINT	LF	9,000.00	9,554.00	\$ 0.04	\$ 382.16
2582.603	4" DOUBLE LINE YELLOW-PAINT	LF	4,700.00	4,637.00	\$ 0.08	\$ 370.96
2582.618	CROSSWALK PAVEMENT MARKING TAPE	SF	1,000.00	1,200.00	\$ 8.00	\$ 9,600.00
2582.602	RT TURN ARROW PVMNT MARKING TAPE	EA	2.00	2.00	\$ 360.00	\$ 720.00
2582.602	LT TURN ARROW PVMNT MARKING TAPE	EA	2.00	2.00	\$ 360.00	\$ 720.00
2573.530	INLET PROTECTION	EA	8.00	8.00	\$ 100.00	\$ 800.00
2575.505	SODDING (LAWN) W/6" TOPSOIL	SY	100.00	250.00	\$ 10.00	\$ 2,500.00
C. O. #1	REPLACE SIDEWALK	LS	1.00	1.00	\$ 4,595.61	\$ 4,595.61
C. O. #1	REPLACE TRAFFIC LOOPS	EA	8.00	8.00	\$ 1,200.00	\$ 9,600.00
C. O. #1	REMOVE ORGANIC MATERIAL	LS	1.00	1.00	\$ 1,253.00	\$ 1,253.00
C. O. #1	REPLACE GATE VALVE BOXES	EA	2.00	2.00	\$ 72.08	\$ 144.16
C. O. #1	REMOVE EXCESS MATERIAL	LOAD	65.00	65.00	\$ 225.44	\$ 14,653.60

SUBTOTAL - STREET RECONSTRUCTION

\$ 643,042.50

STORM SEWER

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	QUANTITY TO DATE	UNIT PRICE	TOTAL AMOUNT
2104.509	REMOVE STORM STRUCTURE	EA	5.00	5.00	\$ 350.00	\$ 1,750.00
2104.501	REMOVE STORM PIPE	EA	64.00	64.00	\$ 8.00	\$ 512.00
2503.541	15" RCP SEWER DESIGN 3006 CL 5	LF	56.00	56.00	\$ 30.00	\$ 1,680.00
2501.515	15" RCP FES	EA	1.00	1.00	\$ 700.00	\$ 700.00
2506.502	CONSTRUCT CBMH 48" DIA W/CAST	EA	4.00	4.00	\$ 1,550.00	\$ 6,200.00
2506.502	CONSTRUCT MH-CB 72" DIA W/CAST	LF	1.00	1.00	\$ 2,650.00	\$ 2,650.00
C. O. #1	ADDITIONAL STORM SEWER REPAIRS	LS	1.00	1.00	\$ 1,019.00	\$ 1,019.00

SUBTOTAL - STORM SEWER

\$ 14,511.00

TOTAL TANGLEWOOD DRIVE

\$ 657,553.50

PAYMENT NO.3 (FINAL)

**2011 STREET REHABILITATION
VICTORIA STREET
CITY PROJECT NO. 11-08
S.A.P. 167-233-008**

STREET RECONSTRUCTION

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	QUANTITY TO DATE	UNIT PRICE	TOTAL AMOUNT
2021.501	MOBILIZATION	LS	0.36	0.36	\$40,000.00	\$ 14,400.00
2104.505	REMOVE EXIST CONC CURB & GUTTER	LF	150.00	153.00	\$ 7.50	\$ 1,147.50
2104.505	REMOVE EXIST CONC CROSSWALK	SY	130.00	130.00	\$ 10.00	\$ 1,300.00
2123.610	STREET SWEEPING	HR	5.00	15.00	\$ 150.00	\$ 2,250.00
2211.501	AGGREGATE BASE CLASS 7	TON	100.00		\$ 15.00	\$ -
2232.501	MILL BITUMINOUS SURFACE (3")	SY	13,360.00	13,360.00	\$ 1.00	\$ 13,360.00
2231.604	BITUMINOUS PAVEMENT RECLAMATION	SY	13,360.00	13,360.00	\$ 3.00	\$ 40,080.00
2331.603	JOINT ADHESIVE	LF	6,175.00	6,175.00	\$ 0.75	\$ 4,631.25
2357.502	BITUMINOUS MATERIAL FOR TACK	GAL	670.00	675.00	\$ 3.00	\$ 2,025.00
2360.501	1-1/2" BITUMINOUS WEAR COURSE SPWEA440B	TON	1,200.00	1,250.00	\$ 63.50	\$ 79,375.00
2360.502	2" BITUMINOUS BASE COURSE SPNWB430B	TON	1,550.00	1,475.00	\$ 53.50	\$ 78,912.50
SPECIAL	ASPHALT EMULSION (FDR)	GAL	44,756.00	37,966.00	\$ 2.75	\$ 104,406.50
2331.603	BITUMINOUS CONTROL JOINT	LF	3,000.00	3,150.00	\$ 2.00	\$ 6,300.00
2504.602	ADJUST GATE VALVE	EA	11.00	11.00	\$ 350.00	\$ 3,850.00
2506.516	CASTING ASSBLY (R-1733) W/I&I BARRIER	EA	18.00	19.00	\$ 900.00	\$ 17,100.00
2531.501	CONCRETE CURB & GUTTER (B6-18)	LF	150.00	161.00	\$ 20.00	\$ 3,220.00
2563.601	TRAFFIC CONTROL	LS	0.36	0.36	\$ 3,950.00	\$ 1,422.00
2582.603	4" SOLID LINE WHITE-PAINT	LF	4,500.00	4,530.00	\$ 0.04	\$ 181.20
2582.603	4" SKIP LINE WHITE-PAINT	LF	400.00	80.00	\$ 0.50	\$ 40.00
2582.603	4" DOUBLE LINE YELLOW-PAINT	LF	2,750.00	2,034.00	\$ 0.08	\$ 162.72
2582.618	THERMOPLASTIC PAVEMENT MARKINGS	SF	960.00	960.00	\$ 14.00	\$ 13,440.00
2582.602	RT TURN ARROW PVMNT MARKING TAPE	EA	4.00	4.00	\$ 360.00	\$ 1,440.00
2582.602	LT TURN ARROW PVMNT MARKING TAPE	EA	2.00	2.00	\$ 360.00	\$ 720.00
2573.530	INLET PROTECTION	EA	6.00	6.00	\$ 100.00	\$ 600.00
2575.505	SODDING (LAWN) W/6" TOPSOIL	SY	100.00	210.00	\$ 10.00	\$ 2,100.00
C. O. #1	REPLACE TRAFFIC LOOPS	EA	4.00	4.00	\$ 1,200.00	\$ 4,800.00
C. O. #1	REPLACE GATE VALVE BOXES	EA	11.00	11.00	\$ 72.08	\$ 792.88
C. O. #1	REMOVE EXCESS MATERIAL	LOAD	24.00	24.00	\$ 225.44	\$ 5,410.56
C. O. #2	ADDITIONAL THERMOPLASTIC PAVEMENT MARKINGS	SF	300.00	300.00	\$ 14.00	\$ 4,200.00
SUBTOTAL - STREET RECONSTRUCTION						\$ 407,667.11

PAYMENT NO. 3 (FINAL)

**2011 STREET REHABILITATION
MOUND AVENUE
CITY PROJECT NO. 11-08
S.A.P. 167-243-003**

STREET RECONSTRUCTION

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	QUANTITY TO DATE	UNIT PRICE	TOTAL AMOUNT
2021.501	MOBILIZATION	LS	0.07	0.07	\$ 40,000.00	\$ 2,800.00
2104.505	REMOVE EXIST CONC CURB & GUTTER	LF	25.00	4.00	\$ 15.00	\$ 60.00
2123.610	STREET SWEEPING	HR	2.00	5.25	\$ 150.00	\$ 787.50
2232.501	MILL BITUMINOUS SURFACE (1-1/2")	SY	2,560.00	2,560.00	\$ 2.00	\$ 5,120.00
2331.603	JOINT ADHESIVE	LF	1,120.00	1,120.00	\$ 0.75	\$ 840.00
2360.501	1-1/2" BITUMINOUS WEAR COURSE SPWEA240A	TON	225.00	226.54	\$ 63.50	\$ 14,385.29
2357.502	BITUMINOUS MATERIAL FOR TACK	GAL	525.00	525.00	\$ 3.00	\$ 1,575.00
SPECIAL	ENGINEERED PAVING MAT	SY	2,560.00	2,560.00	\$ 5.50	\$ 14,080.00
2331.603	BITUMINOUS CONTROL JOINT	LF	625.00		\$ 2.00	\$ -
2504.602	ADJUST GATE VALVE	EA	4.00	3.00	\$ 250.00	\$ 750.00
2506.516	CASTING ASSBLY (R-1733) W/I&I BARRIER		3.00	3.00	\$ 800.00	\$ 2,400.00
2531.501	CONCRETE CURB & GUTTER (B6-18)	LF	25.00	4.00	\$ 20.00	\$ 80.00
2563.601	TRAFFIC CONTROL	LS	0.07	0.07	\$ 3,950.00	\$ 276.50
2582.603	4" SOLID LINE WHITE-PAINT	LF	1,900.00	1,099.00	\$ 0.04	\$ 43.96
2582.603	4" DOUBLE LINE YELLOW-PAINT	LF	950.00	515.00	\$ 0.08	\$ 41.20
2573.530	INLET PROTECTION	EA	4.00	4.00	\$ 100.00	\$ 400.00
2575.505	SODDING (LAWN) W/6" TOPSOIL	SY	50.00	38.00	\$ 1.00	\$ 38.00
C. O. #1	CRACK PATCHING	LS	1.00	1.00	\$ 725.50	\$ 725.50
C. O. #1	REPLACE GATE VALVE BOXES	EA	3.00	3.00	\$ 72.08	\$ 216.24

SUBTOTAL - STREET RECONSTRUCTION

\$ 44,619.19

TOTAL PAYMENT

**TANGLEWOOD DRIVE
VICTORIA STREET
MOUND AVENUE
STORM SEWER**

**\$ 643,042.50
\$ 407,667.11
\$ 44,619.19
\$ 14,511.00**

TOTAL PAYMENT

\$1,109,839.80

APPLICATION FOR PAYMENT
Page Two

CONTRACTOR: Northwest Asphalt, Inc.

BY: _____
(Name and Title)

DATE: _____

APPROVED FOR PAYMENT:

OWNER: CITY OF SHOREVIEW

BY: _____
Tom Wesolowski (City Engineer)

DATE: _____

CITY OF SHOREVIEW CONTRACT CHANGE ORDER

Project:	2011 MSA Street Rehabilitation
City Project No.:	11-08
Change Order Number:	2 (Two)
Date:	October 1, 2012
Contractor:	Northwest Asphalt, Inc.

The additions, revisions and corrections contained herein shall be made to the Contract Documents for the project and shall become part of the Scope of Work.

ADDITION:

Additional Thermoplastic Pavement Markings
300 SF @ \$14.00/SF = \$4,200.00

Total Addition	<u>\$ 4,200.00</u>
Total Change Order No.2	<u>\$ 4,200.00</u>

SUMMARY:

Original Contract Amount:	\$ 1,111,501.25
Change Order No.1 Deduct	\$ -5,133.08
Change Order No.2 Addition	<u>\$ 4,200.00</u>
Amended Contract Amount	\$ 1,110,568.17

APPROVALS:

APPROVED BY: City of Shoreview

By: _____ Title: City Engineer Date: _____

ACCEPTED BY: Northwest Asphalt, Inc.

By: _____ Title: _____ Date: _____

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve Resolution No. 12-89 reducing the following escrows:

Erosion Control and Development Cash Deposits for the following properties in the amounts listed:

4363 Chatsworth St	Mark Schifsky	\$ 1,000.00
470 Gramsie Rd	T A Schifsky	\$ 1,000.00
1803 Parkview Dr	McGough Construction	\$ 3,300.00
Hamline Fiber Install	Arvig Enterprises	\$ 1,000.00

ROLL CALL: **AYES**____ **NAYS**____

HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING
OCTOBER 1, 2012

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: THOMAS L. HAMMITT
SENIOR ENGINEERING TECHNICIAN

DATE: SEPTEMBER 27, 2012

SUBJECT: DEVELOPER ESCROW REDUCTIONS

INTRODUCTION

The following escrow reductions have been prepared and are presented to the City Council for approval.

BACKGROUND

The property owners/builders listed below have completed all or portions of the erosion control and turf establishment, landscaping or other construction in the right of way as required in the development contracts or building permits.

4363 Chatsworth St	Erosion control completed
470 Gramsie Rd	Erosion control completed
1803 Parkview Dr	Erosion control completed
Hamline Ave Fiber Install	Erosion control completed

RECOMMENDATION

It is recommended that the City Council approve releasing all or portions of the escrows for the following properties in the amounts listed below:

4363 Chatsworth St	Mark Schifsky	\$ 1,000.00
470 Gramsie Rd	T A Schifsky	\$ 1,000.00
1803 Parkview Dr	McGough Construction	\$ 3,300.00
Hamline Ave Fiber Install	Arvig Enterprises	\$ 1,000.00

PROPOSED

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

HELD OCTOBER 1, 2012

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on October 1, 2012 at 7:00 p.m. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 12-89

**RESOLUTION ORDERING ESCROW REDUCTIONS
AT VARIOUS LOCATIONS IN THE CITY**

WHEREAS, various builders and developers have submitted cash escrows for erosion control, grading certificates, landscaping and other improvements, and

WHEREAS, City staff have reviewed the sites and developments and is recommending the escrows be returned.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Shoreview, Minnesota, as follows:

The Shoreview Finance Department is authorized to reduce the cash deposit in the amounts listed below:

4363 Chatsworth St	Mark Schifsky	\$ 1,000.00
470 Gramsie Rd	T A Schifsky	\$ 1,000.00
1803 Parkview Dr	McGough Construction	\$ 3,300.00
Hamline Ave Fiber Install	Arvig Enterprises	\$ 1,000.00

The motion for the adoption of the foregoing resolution was duly seconded by Member and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 1st day of October, 2012.

**PROPOSED MOTION
APPROVE MINOR SUBDIVISION**

MOVED BY COUNCIL MEMBER : _____

SECONDED BY COUNCIL MEMBER : _____

To approve the minor subdivision application for 3595 Rice Street by Gary Valley, Silverthorn Properties, LLC, and to authorize execution of the Development Agreements, subject to the following conditions:

1. The minor subdivision shall be in accordance with the plans submitted.
2. The applicant shall pay a Public Recreation Use Dedication fee as required by Section 204.020 of the Development Regulations before the City will endorse deeds for recording. The fee will be 4% of the fair market value of the property, with credit given for the existing residence.
3. Public drainage and utility easements shall be dedicated to the City as required by the Public Works Director. The applicant shall be responsible for providing legal descriptions for all required easements. Easements shall be conveyed before the City will endorse deeds for recording.
4. Payment for City water availability to the new lot in the amount of \$3,241.56. Municipal water and sanitary sewer service shall be provided to Parcel A.
5. A water service stub to service the Subject Property shall be constructed in accordance with the City's ordinances and regulations, and pursuant to specifications approved by the City Engineer. An escrow for the work in the City right of way is required in the amount of \$3,000.00.
6. The applicants shall enter into a Development Agreement with the City. This agreement shall be executed prior to the City's release of the deeds for recording.
7. Site access shall be provided from Saint Marie Street only. No temporary or permanent driveway is permitted onto Rice Street.
8. Driveways and all other work within the Saint Marie Street right-of-way are subject to the permitting authority of the City of Shoreview.
9. A refundable escrow deposit in the amount of \$1,500.00 shall be submitted to the City for work in the right-of-way required to construct a new drive access and to complete the road, curb and gutter repairs. The escrow shall be refunded upon satisfactory completion of the work.
10. A tree protection and replacement plan shall be submitted prior to issuance of a building permit for Parcel A. The approved plan shall be implemented prior to the commencement of work on the property and maintained during the period

of construction. The protection plan shall include wood chips and protective fencing at the drip line of the retained trees.

11. An erosion control plan shall be submitted with the building permit application and implemented during the construction of the new residence.
12. A final site-grading plan shall be submitted and approved prior to issuance of a building permit.
13. This approval shall expire after one year if the subdivision has not been recorded with Ramsey County.

This approval of the Minor Subdivision is based on the following findings of fact:

1. The subdivision is consistent with the policies of the Comprehensive Plan and in compliance with the regulations of the Development Code.
2. The proposed lots conform to the adopted City standards, with Resolution 12-87, adopted by the Planning Commission approving the reduced lot depth.
3. Municipal water and sanitary sewer service are available for each proposed parcel.

ROLL CALL: **AYES** _____ **NAYS** _____

Huffman	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

Regular City Council Meeting
October 1, 2012

TO: Mayor, City Council, City Manager
FROM: Nicole Hill, Planning Intern
DATE: September 26, 2012
SUBJECT: File No. 2461-12-24; Request for Minor Subdivision, Gary Valley – Silverthorn Properties, LLC – 3595 Rice Street

INTRODUCTION

Gary Valley, of Silverthorn Properties, LLC has submitted applications for a Minor Subdivision and Variance for the property at 3595 Rice Street. The property is located on the southwest corner of the intersection of Rice and St. Marie Street. It has a current lot area of 28,236 square feet, a lot width of 100 feet, and a lot depth of 282.5 feet.

The Minor Subdivision would divide the existing lot into two parcels. The existing home will remain on Parcel B. Parcel A will be developed in the future with a single-family home. Minor subdivision requests are reviewed by the City to ensure that the proposed parcels comply with the R1, Detached Residential District minimum lot requirements and the City's subdivision standards.

In addition, an application was also submitted for a variance from the City's standards pertaining to lot depth. The proposed lot depth of Parcel A is 100 feet. In accordance with the City's ordinances, the required lot depth for a home in the R1 zoning district is 125 feet. The Planning Commission approved this variance at their September 25th, 2012 meeting.

BACKGROUND

The property is currently being used for single-family residential purposes. Site improvements include the existing home, a detached two-car garage, driveway, sidewalk and patio areas. The topography of the property is generally level. Adjacent land uses include single-family residential to the north, west and south and east.

Access to the property and garage is gained from an existing driveway off St. Marie Street. The garage is setback 17 feet from the street right of way, which is less than the 30 feet required.

The property was assessed for sewer in 1961 for 2 frontages and two services. The sewer line service to the second (vacant) frontage was extended during the 2001 street reconstruction to a distance of 35 feet from the main line, which is 2 feet past the 33 foot right of way.

The property is served by water main installed in 1979. The property has one water service which the current house is using.

MINOR SUBDIVISION

DEVELOPMENT ORDINANCE REQUIREMENTS

Minor subdivisions require review by the Planning Commission and approval by the City Council. Minor subdivisions must be reviewed in accordance with subdivision and zoning district standards in the Development Regulations.

The City’s subdivision standards require all lots to front on a publicly dedicated right-of-way. Municipal sanitary sewer also must be provided to the new lot. These standards also require 5-foot public drainage and 10-foot utility easements along property lines where necessary. Public drainage and utility easements are also required over infrastructure, watercourses, drainages or floodways.

The property is zoned R-1, Detached Residential. In this district, lot size standards require a minimum lot area of 10,000 square feet, a width of 75 feet and a depth of 125 feet. Minimum structure setbacks for a dwelling are 30 feet from a front and rear property line and 10 feet from an interior side lot line. A 5-foot minimum side yard is required for accessory buildings including detached garages. As the proposed lot would meet the definition of a Key Lot, there is a requirement of at least 15 feet more depth or width than the required minimum lot depth or width of the district which it is located.

STAFF REVIEW

The applicant is proposing to divide off the eastern portion of this property to create a buildable parcel. As shown below, the proposed parcels exceed the minimum lot requirements specified in the Development Regulations, except for the Depth of Parcel A.

	Requirements	Parcel A – Key Lot (West)	Parcel B (East)
Area:	10,000 sf	11,891 sf	16,345 sf
Width: (Normal)	75 feet	-	100 feet
Key Lot:	90 feet	119 feet	-
Depth:	125 feet	100 feet*	163.15 feet

**Variance was approved by Planning Commission, September 25, 2012*

The existing dwelling on Parcel B exceeds the 30-foot minimum required rear setback from the proposed property line. The garage does not conform to the current 30-foot front setback, and so is a non-conforming structure. The non-conformity does not affect the minor subdivision request. The garage/shed are setback 10 feet from the proposed lot line and comply with the minimum setback required.

Municipal sanitary sewer is stubbed to the proposed parcel frontage and water is available to the proposed parcel from the existing pipe located on in the boulevard behind the curb on the north side of the St. Marie Street. A water connection charge in lieu of an assessment is required to be paid to the City at the time of the property subdivision.

Tree impacts cannot be fully evaluated until the house layout is complete on Parcel A. Since the house will be built to suit, the analysis will occur with the building permit on the proposed parcel. Staff expects tree impacts will be limited since the future house pad and garage is located in an area currently vacant of trees. Tree removal and protection will be addressed in the Development Agreement.

PLANNING COMMISSION

The Planning Commission reviewed the variance and minor subdivision applications at their September 25th regular meeting. In addition, the Commission considered the neighborhood's development pattern and existing structure setbacks from St. Marie Street. The Commission concluded that practical difficulty was present for the variance reducing the lot depth since the future home would be placed at a similar setback as nearby homes and the lot area was in excess of the minimum required. The Commission also found that the proposed lot complies with all other R1 standards. The Commission unanimously (7-0) adopted Resolution 12-87 approving the variance for lot depth, and recommended the Council approve the minor subdivision.

PUBLIC COMMENT

Property owners within 350 feet were notified of the applicant's request. One resident expressed his strong support for the request when we were conducting an onsite inspection as well as a written statement of no objection. A phone call was also received that expressed no objections to the proposal.

STAFF RECOMMENDATION

The minor subdivision application has been reviewed by Staff and the Planning Commission in accordance with the standards of the Development Regulations. The proposed lots comply with the minimum standards of the R-1 District, except for the lot depth of the proposed Parcel A. The Planning Commission approved a variance to reduce the lot depth to 100 feet and recommended the City Council approve the minor subdivision. Staff is recommending the Council approve the subdivision, including the Development Agreements, subject to the following conditions:

Minor Subdivision

1. The minor subdivision shall be in accordance with the plans submitted.
2. The applicant shall pay a Public Recreation Use Dedication fee as required by Section 204.020 of the Development Regulations before the City will endorse deeds for recording. The fee will be 4% of the fair market value of the property, with credit given for the existing residence.
3. Public drainage and utility easements shall be dedicated to the City as required by the Public Works Director. The applicant shall be responsible for providing legal descriptions for all

required easements. Easements shall be conveyed before the City will endorse deeds for recording.

4. Payment for City water availability to the new lot in the amount of \$3,241.56. Municipal water and sanitary sewer service shall be provided to Parcel A.
5. A water service stub to service the Subject Property shall be constructed in accordance with the City's ordinances and regulations, and pursuant to specifications approved by the City Engineer. An escrow for the work in the City right of way is required in the amount of \$3,000.00.
6. The applicants shall enter into a Development Agreement with the City. This agreement shall be executed prior to the City's release of the deeds for recording.
7. Site access shall be provided from Saint Marie Street only. No temporary or permanent driveway is permitted onto Rice Street.
8. Driveways and all other work within the Saint Marie Street right-of-way are subject to the permitting authority of the City of Shoreview.
9. A refundable escrow deposit in the amount of \$1,500.00 shall be submitted to the City for work in the right-of-way required to construct a new drive access and to complete the road, curb and gutter repairs. The escrow shall be refunded upon satisfactory completion of the work.
10. A tree protection and replacement plan shall be submitted prior to issuance of a building permit for Parcel A. The approved plan shall be implemented prior to the commencement of work on the property and maintained during the period of construction. The protection plan shall include wood chips and protective fencing at the drip line of the retained trees.
11. An erosion control plan shall be submitted with the building permit application and implemented during the construction of the new residence.
12. A final site-grading plan shall be submitted and approved prior to issuance of a building permit.
13. This approval shall expire after one year if the subdivision has not been recorded with Ramsey County.

Attachments

- 1) Subdivision Agreement
- 2) Site Development Agreement
- 3) Location Map
- 4) Site Aerial Photo
- 5) Submitted Statement and Plans
- 6) Response to Request for Comment
- 7) Resolution 12-87
- 8) Motion

**SUBDIVISION AGREEMENT
GARY VALLEY, SILVERTHORN PROPERTIES, LLC
3595 RICE STREET**

1.0 THIS AGREEMENT is made and entered into by and between the City of Shoreview, a municipal corporation and political subdivision of the State of Minnesota (hereinafter the "City") and Gary Valley, his successors and assigns (hereinafter the "Developer").

2.0 On October 1st, 2012 the City gave approval to subdivide certain property located within the City and described as follows (hereinafter the "subject property")

*Lot 1, Block 3, ROWE AND KNUDSON'S WOODDED HOMESITES, Ramsey County, Minnesota
(commonly known as 3595 Rice Street)
Property Identification Number 36-30-23-11-0001*

Which when subdivided will be legally described as:

*Parcel A: The west 119.00 of Lot 1, Block 3, ROWE AND KNUDSON'S WOODDED HOMESITES,
Ramsey County Minnesota.*

*Parcel B: That part of Lot 1, Block 3, ROWE AND KNUDSON'S WOODDED HOMESITES, which
lies easterly the west 119.00 feet of said Lot 1, Ramsey County Minnesota.*

3.0 Pursuant to City Ordinances, the Developer is required:

- A. To make certain improvements to the subject property.
- B. To provide the City with a form of surety, approved by the City's Attorney, insuring completion of any required improvements which remain incomplete at the time of the Developer's request for final approval.
- C. To make a public land dedication to the City or, in lieu thereof at the discretion of the City Council, to make a cash equivalent payment prior to recording the deeds for the parcels.
- D. To follow certain procedures, as determined by the City, to control soil erosion during the development of the subject property.

4.0 The approval of the City's council was subject to the terms and conditions contained herein, and the following conditions as approved by the City Council on October 1, 2012:

1. The minor subdivision shall be in accordance with the plans submitted.
2. The applicant shall pay a Public Recreation Use Dedication fee as required by Section 204.020 of the Development Regulations before the City will endorse deeds for recording. The fee will be 4% of the fair market value of the property, with credit given for the existing residence.
3. Public drainage and utility easements shall be dedicated to the City as required by the Public Works Director. The applicant shall be responsible for providing legal descriptions for all

required easements. Easements shall be conveyed before the City will endorse deeds for recording.

4. Payment for City water availability to the new lot in the amount of \$3,241.56. Municipal water and sanitary sewer service shall be provided to Parcel A.
5. A water service stub to service the Subject Property shall be constructed in accordance with the City's ordinances and regulations, and pursuant to specifications approved by the City Engineer. An escrow for the work in the City right of way is required in the amount of \$3,000.00.
6. The applicants shall enter into a Development Agreement with the City. This agreement shall be executed prior to the City's release of the deeds for recording.
7. Site access shall be provided from Saint Marie Street only. No temporary or permanent driveway is permitted onto Rice Street.
8. Driveways and all other work within the Saint Marie Street right-of-way are subject to the permitting authority of the City of Shoreview.
9. A refundable escrow deposit in the amount of \$1,500.00 shall be submitted to the City for work in the right-of-way required to construct a new drive access and to complete the road, curb and gutter repairs. The escrow shall be refunded upon satisfactory completion of the work.
10. A tree protection and replacement plan shall be submitted prior to issuance of a building permit for Parcel A. The approved plan shall be implemented prior to the commencement of work on the property and maintained during the period of construction. The protection plan shall include wood chips and protective fencing at the drip line of the retained trees.
11. An erosion control plan shall be submitted with the building permit application and implemented during the construction of the new residence.
12. A final site-grading plan shall be submitted and approved prior to issuance of a building permit.
13. This approval shall expire after one year if the subdivision has not been recorded with Ramsey County.

5.0 Terms and Conditions. In compliance with the requirements of the City's Development Regulations; in compliance with the City Council's conditions of approval; and in consideration of the undertakings herein expressed, the City and Developer agree as follows:

A. Conditions Precedent. Prior to the City's endorsement of the Deed of Conveyance which will effectuate the subdivision of the Subject Property into Parcel A and B, the Developer shall:

1. Pay Public Use Dedication Fee. The Developer agrees to pay a public recreation use dedication fee in the form of a Cash Equivalent Payment based on the fair market value of Parcel A by reference to current market data, if available, or by obtaining an appraisal of the land from a licensed real estate appraiser. The Developer shall pay the cost of such appraisal before the City will endorse deeds for recording with Ramsey County. The fair market value conclusions of the appraiser shall be conclusive. Except as hereinafter provided, the cash equivalency payment shall be due and payable on or before the execution of a development agreement or endorsement of the deeds by the City. The Cash Equivalency Payment required on a residential use depends upon the density of dwelling units per acre on the proposed development or subdivision. The proposed development has a density of 0 to 2 units

per acre, therefore, **the Cash Equivalency Payment shall equal 4% of the fair market value.** Credit will be given for the existing dwelling on the subject property.

2. Public Easements. Drainage and Utility easements shall be conveyed to the City as required by the Public Works Director as required by the Municipal Code.
3. Sanitary Sewer and Water Fees – Deferred Assessment. Parcel A has been assessed for its share of costs of sanitary sewer but has not been assessed for its share of costs of water main. The developer agrees to pay a water connection charge in lieu of an assessment at the time of the property subdivision, including the trunk water facility charge, which helps to pay for trunk water facilities. These fees are based on the assessments at the time the utilities were constructed. This would be 119 feet X \$27.24 = \$3,241.56. Additional fees will be due with the building permits for a new house on Parcel A for connection to the sewer and water services.

a. Water Main (Project 78-6) **\$3,241.56**

4. Maintenance of Private Sanitary Sewer and Water Services. Developer agrees that all sanitary sewer and water facilities, pipes or appurtenances installed on the Subject Property are private, and Developer, its successors and assigns, shall be solely responsible for the maintenance, repair and replacement of such sanitary sewer and water improvements.

6.0 Default. The occurrence of any of the following after written notice from the City shall be considered an “Event of Default” in the terms and conditions contained in this Agreement. Said default shall be cured within a reasonable time period as specified by the City.

- A. The failure of the Developer to comply with any of the terms and conditions contained in this Agreement;
- B. The failure of the Developer to comply with any applicable ordinance or statutes with respect to the development and operation of the subject property.

7.0 Remedies. Upon the occurrence of an Event of Default, the City, in addition to any other remedy which may be available to it shall be permitted to do the following:

- A. The City may make advances or take other steps to cure the default, and where necessary, enter the subject property for that purpose. The Developer shall pay all sums so advanced or expenses incurred by the City upon demand, with interest from the dates of such advances or expenses at the rate of 10% per annum. No action taken by the City pursuant to this section shall be deemed to relieve the Developer from curing any such default to the extent that it is not cured by the City or from any other default hereunder. The City shall not be obligated, by virtue of the existence or exercise of this right, to perform any such act or cure any such default.
- B. The Developer shall save, indemnify, and hold harmless, including reasonable attorneys fees, the City from any liability or other damages, which may be incurred as a result of the exercise of the City’s rights pursuant to this section.

- C. Obtain an order from a court of competent jurisdiction requiring the Developer to specifically perform its obligations pursuant to the terms and provisions of this Agreement.
- D. Exercise any other remedies, which may be available to it, including an action for damages.
- E. Withhold the issuance of a building permit and/or prohibit the occupancy of any building(s) for which permits have been issued.
- F. In addition to the remedies and amounts payable set forth or permitted above, upon the occurrence of an Event of Default, the Developer shall pay to the City all fees and expenses, including reasonable attorneys fees, incurred by the City as a result of the Event of Default, whether or not a lawsuit or other action is formally commenced or taken.

8.0 **IN WITNESS WHEREOF**, the City and the Developer have executed this Agreement.

Approved by the City Council of Shoreview, Minnesota, this **1st day of October, 2012**.

DEVELOPER

Gary Valley, Silverthorn Properties, LLC

CITY OF SHOREVIEW

Sandra C. Martin, Mayor

Terry Schwerm, City Manager

DEVELOPMENT AGREEMENT

PARCEL A - SUBDIVIDED FROM 3595 RICE STREET

1.0 THIS AGREEMENT is made and entered into by and between the City of Shoreview, a municipal corporation and political subdivision of the State of Minnesota (hereinafter the "City") and Gary Valley, his successors and assigns (hereinafter the "Developer").

2.0 On October 1, 2012 the City gave approval to subdivide and develop certain property located within the City and described as follows (hereinafter the "Subject Property")

*Lot 1, Block 3, ROWE AND KNUDSON'S WOODDED HOMESITES
Ramsey County, Minnesota
(commonly known as 3595 Rice Street)
Property Identification Number 36-30-23-11-0001*

Which when subdivided will be legally described as:

Parcel A: The west 119.00 of Lot 1, Block 3, ROWE AND KNUDSON'S WOODDED HOMESITES, Ramsey County Minnesota.

Parcel B: That part of Lot 1, Block 3, ROWE AND KNUDSON'S WOODDED HOMESITES, which lies easterly the west 119.00 feet of said Lot 1, Ramsey County Minnesota.

3.0 Pursuant to City Ordinances, the Developer is required:

- A. To make certain improvements to the Subject Property.
- B. To provide the City with a form of surety, approved by the City's Attorney, insuring completion of any required improvements which remain incomplete at the time of the Developer's request for final approval.
- C. To make a public land dedication to the City or, in lieu thereof at the discretion of the City Council, to make a cash equivalent payment prior to recording the deeds for the parcels.
- D. To follow certain procedures, as determined by the City, to control soil erosion during the development of the Subject Property.

4.0 Terms and Conditions. In compliance with the requirements of the City's Development Regulations; in compliance with the City Council's conditions of approval; and in consideration of the undertakings herein expressed, the City and Developer agree to develop Parcel A as follows:

A. Conditions Precedent. Prior to the City's issuance of a building permit on Parcel A, the Developer shall:

1. Grading, Drainage and Erosion Control Plan. The Developer shall prepare a grading, drainage erosion control plan for any site work that disturbs soil on the Subject Property, including, but not limited to, utility work, construction of a new house or installation of a new driveway. No site grading shall occur prior the Developer obtaining a Grading or Building Permit approved and issued by the City and prior to the installation of approved erosion control measures. The natural drainage pattern shall be retained.

To ensure erosion control during the development of the Subject Property, the Developer is required to submit a financial surety deposit, in a form approved by the Public Works Director. Said deposit shall be submitted prior to, or concurrently with, the issuance of a building permit.

2. Installation and Maintenance of Sanitary Sewer and Water Services. Developer agrees that all sanitary sewer and water facilities, pipes or appurtenances installed on the Subject Property are private, and Developer, its successors and assigns, shall be solely responsible for the maintenance, repair and replacement of such sanitary sewer and water improvements.

A. Sanitary Sewer Service and Municipal Water Service (Public Utilities). Public Utilities are available in the Saint Marie Street right-of-way. A water service stub to service the Subject Property shall be constructed in accordance with the City's ordinances and regulations, and pursuant to specifications approved by the City Engineer.

B. Surety. Developer agrees to provide all labor and materials for the installation of any and all taps and pipe from the mains located in the Saint Marie Street right-of-way to the property line. The installations shall be according to City standards, as required by the Public Works Director. The Developer shall provide the City with a **Surety Deposit in the amount of \$3,000.00** insuring proper installation and road restoration. THE DEVELOPER UNDERSTANDS THAT THE CITY WILL NOT ISSUE A BUILDING PERMIT FOR CONSTRUCTION OF ANY NEW RESIDENCE ON PARCEL A PRIOR TO RECEIPT OF THIS SURETY DEPOSIT.

3. Tree Preservation. Trees shall be preserved as possible, including those in the right of way. Protective tree fencing shall be installed in accordance with the

City's Vegetation and Woodlands Ordinance. A wood chip berm, a minimum of 2 feet wide and 18 inches deep, shall be installed inside of the tree protection fence. The tree protection fence and wood chip berm shall be maintained during the period of site work. Minor revisions to the plan may be permitted with approval by the City Planner.

4. Tree Replacement. The Developer, his assigns, or successors in interest, shall submit a tree removal and replacement plan with any building permit application for the Subject Property. The plan shall show the location of Landmark Trees, as defined in the Municipal Code, within **30 feet of the limits** of construction and the construction access drive and identify any Landmark Trees that will be removed. The plan shall show the proposed replacement trees and their locations. Replacement trees are required at a ratio of one (1) replacement tree for each Landmark Tree removed. A surety will be required for the replacement trees prior to the issuance of a building permit.
5. Surety for Driveway Access in the Saint Marie Street Right-of-Way. A refundable **escrow deposit in the amount of \$1,500.00** shall be submitted to the City for work in the right-of-way required to construct a new driveway access and to complete the road, curb and gutter repairs. The escrow shall be refunded upon satisfactory completion of the work.
6. Construction Management. The Developer and its contractors and subcontractors shall work to minimize impacts from construction on the surrounding neighborhood by:
 - A. Definition of Construction Area. The limits of the Project Area shall be defined with heavy-duty erosion control fencing of a design approved by the Public Works Director. Any grading, construction or other work outside this area requires approval by the Public Works Director.
 - B. Parking and Storage of Materials. Adequate on-site parking for construction vehicles and employees must be provided or provisions must be made to have employees park off-site and be shuttled to the Project Area. No fill, excavated material or construction materials shall be stored in any public right-of-way.
 - C. Hours of Construction. Hours of construction, including moving of equipment shall be limited to the hours between 7:00 a.m. and 7:00 p.m. on weekdays and 8:00 a.m. and 6:00 p.m. on any weekend or holiday.
 - D. Site Maintenance. The Developer shall ensure that the contractor maintains a clean work site. Measures shall be taken to prevent debris, refuse and other materials from leaving the site. Construction debris and other refuse generated from the project shall be removed from the site in a timely fashion and/or upon the request by the City.

- 5.0 Other Costs. In addition to the other fees required by the City regulations for this agreement, the Developer agrees to reimburse the City for all costs, of whatever kind or nature, incurred by the City in reviewing or processing the Developer's application or administration of the installation of public infrastructure, including but not limited to costs incurred for legal or other consultants.
- 6.0 All Costs Responsibility of Developer. The Developer agrees to pay for all costs incurred of whatever kind or nature in order to construct the improvements required by the City's regulations. The City shall not be obligated to pay the Developer or any of its agents or contractors for any costs incurred in connection with the construction of the improvements, or the development of the Subject Property. The Developer agrees to hold the City harmless from any and all claims of whatever kind or nature which may arise as a result of the construction of the improvements, the development of the property or the acts of the Developer, its agents or contractors in relationship thereto.
- 7.0 Financial Surety Escrows. The Developer is required to submit financial surety escrows as identified in this agreement. The developer agrees to reimburse the City at a rate of \$55.00 per hour for each hour or fraction thereof used by a City employee in the administration of the Escrow Agreement. The obligations imposed by this paragraph shall commence on the date of execution of this agreement. THE DEVELOPER UNDERSTANDS THAT THE CITY WILL NOT ISSUE A BUILDING PERMIT FOR CONSTRUCTION OF ANY NEW RESIDENCE ON TRACT B PRIOR TO RECEIPT OF THESE SURETY DEPOSITS.
- A. The developer shall not receive interest on the amount of the surety.
 - B. The developer agrees that the surety may be utilized by the City to ensure compliance with the terms of the Development Agreement For Grading, Drainage and Erosion Control and to maintain all utility construction on the site, including the cleaning of road surfaces and storm sewer systems, as determined by the Engineering Department. The surety may also be utilized for clean-up or restoration of areas off of the construction site that are directly or indirectly impacted by conditions on the site.
 - C. The developer agrees, upon written notification from the Public Works Director that proper erosion control methods are not being taken, to remedy the problem identified within 24 hours. In the event the remedy is not satisfactorily in place within that time period, the Developer acknowledges that the City may utilize the surety to complete the necessary work.
 - D. Any funds not so utilized by the City shall be returned to the Developer once the Public Works Director has determined that the need for erosion control has been satisfied.
 - E. Any soils transported to this site or exposed on the site shall be seeded consistent with a plan approved by the Public Works Director.
 - F. This agreement shall not supersede any specifications required by the Public Works Director on the approved grading plan.

- 8.0 Other Agency Approvals. It is the Developer's responsibility to apply for and to acquire all other required agency permits prior to commencing construction, including any approvals necessary from the Rice Creek Watershed District.
- 9.0 Default. The occurrence of any of the following after written notice from the City shall be considered an "Event of Default" in the terms and conditions contained in this Agreement. Said default shall be cured within a reasonable time period as specified by the City.
- A. The failure of the Developer to comply with any of the terms and conditions contained in this Agreement;
 - B. The failure of the Developer to comply with any applicable ordinance or statutes with respect to the development and operation of the subject property.
- 10.0 Remedies. Upon the occurrence of an Event of Default, the City, in addition to any other remedy which may be available to it shall be permitted to do the following:
- A. The City may make advances or take other steps to cure the default, and where necessary, enter the subject property for that purpose. The Developer shall pay all sums so advanced or expenses incurred by the City upon demand, with interest from the dates of such advances or expenses at the rate of 10% per annum. No action taken by the City pursuant to this section shall be deemed to relieve the Developer from curing any such default to the extent that it is not cured by the City or from any other default hereunder. The City shall not be obligated, by virtue of the existence or exercise of this right, to perform any such act or cure any such default.
 - B. The Developer shall save, indemnify, and hold harmless, including reasonable attorneys fees, the City from any liability or other damages, which may be incurred as a result of the exercise of the City's rights pursuant to this section.
 - C. Obtain an order from a court of competent jurisdiction requiring the Developer to specifically perform its obligations pursuant to the terms and provisions of this Agreement.
 - D. Exercise any other remedies, which may be available to it, including an action for damages.
 - E. Withhold the issuance of a building permit and/or prohibit the occupancy of any building(s) for which permits have been issued.
 - F. In addition to the remedies and amounts payable set forth or permitted above, upon the occurrence of an Event of Default, the Developer shall pay to the City all fees and expenses, including reasonable attorneys fees, incurred by the City as a result of the Event of Default, whether or not a lawsuit or other action is formally commenced or taken.

11.0 **IN WITNESS WHEREOF**, the City and the Developer have executed this Agreement.

Approved by the City Council of Shoreview, Minnesota, this **1st day of October, 2012**.

DEVELOPER

Gary Valley, Silverthorn Properties, LLC

CITY OF SHOREVIEW

Sandra C. Martin, Mayor

Terry Schwerm, City Manager



3595 Rice Street



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

- County Offices
- City Halls
- Schools
- Hospitals
- Fire Stations
- Police Stations
- Recreational Centers
- Parcel Points
- Parcels
- GISRASTER.GISPUB.IMAGE
- High : 255
- Low : 0

Notes

Location Map



270.9 0 135.45 270.9 Feet

NAD_1983_HARN_Adj_MN_Ramsey_Feet
 © Ramsey County Enterprise GIS Division

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- GISRASTER.GISPUB.IMAGE,
 High : 255
 Low : 0

Notes

Minor subdivision, lot depth variance requested

WRITTEN STATEMENT IDENTIFYING REQUESTED
VARIANCE

Requesting from the City of Shoreview a
variance for 3595 Rice Street to
establish an additional lot that
does not meet minimum lot depth
conditions.

WRITTEN STATEMENT OF JUSTIFICATION

I am seeking a variance and asking the City of Shoreview for the flexibility to allow the use of this property in a manner basically consistent with the established regulations with minor variations.

The newly established lot would exceed the total square footage lot requirements and considerably exceed the lot width requirement, however, the lot depth would be 100 feet.

The land is high and dry and there are no wetlands on the property.

The lot would meet all setback requirements for a house consistent with homes in the neighborhood,

Currently, there is no beneficial use of the land — building of an additional home thus increasing the desirability of the property.

There exist unique circumstances to the property in that it is a corner lot with 100 feet of frontage on Rice Street and 282 feet of frontage on Saint Marie Street. The rear of the proposed lot abuts 3583 Rice Street and that land is wooded with no structures. (I did meet with the person living at 3583 Rice Street to see if he was willing to sell me 25 feet of his land in order to meet the 125 foot lot depth condition and he was willing to do that but he has a form of loan for senior homeowners that does not allow him to sell a portion of the property.)

Granting the variance will not alter
the essential character of the
neighborhood.

I appreciate your consideration.

MINOR SUBDIVISION

~for~ Gary Valley
 ~of~ 3595 Rice Street
 Shoreview, MN 55126

EXISTING LEGAL DESCRIPTION

Lot 1, Block 3, ROWE AND KNUDSON'S WOODED HOMESITES, Ramsey County, Minnesota.

PROPOSED LEGAL DESCRIPTIONS

Parcel A

The west 119.00 of Lot 1, Block 3, ROWE AND KNUDSON'S WOODED HOMESITES, Ramsey County, Minnesota.

Parcel B

That part of Lot 1, Block 3, ROWE AND KNUDSON'S WOODED HOMESITES, which lies easterly the west 119.00 feet of said Lot 1, Ramsey County, Minnesota.

VICINITY MAP

PART OF SEC. 36, TWP. 30, RNG. 23



RAMSEY COUNTY, MINNESOTA
(NO SCALE)



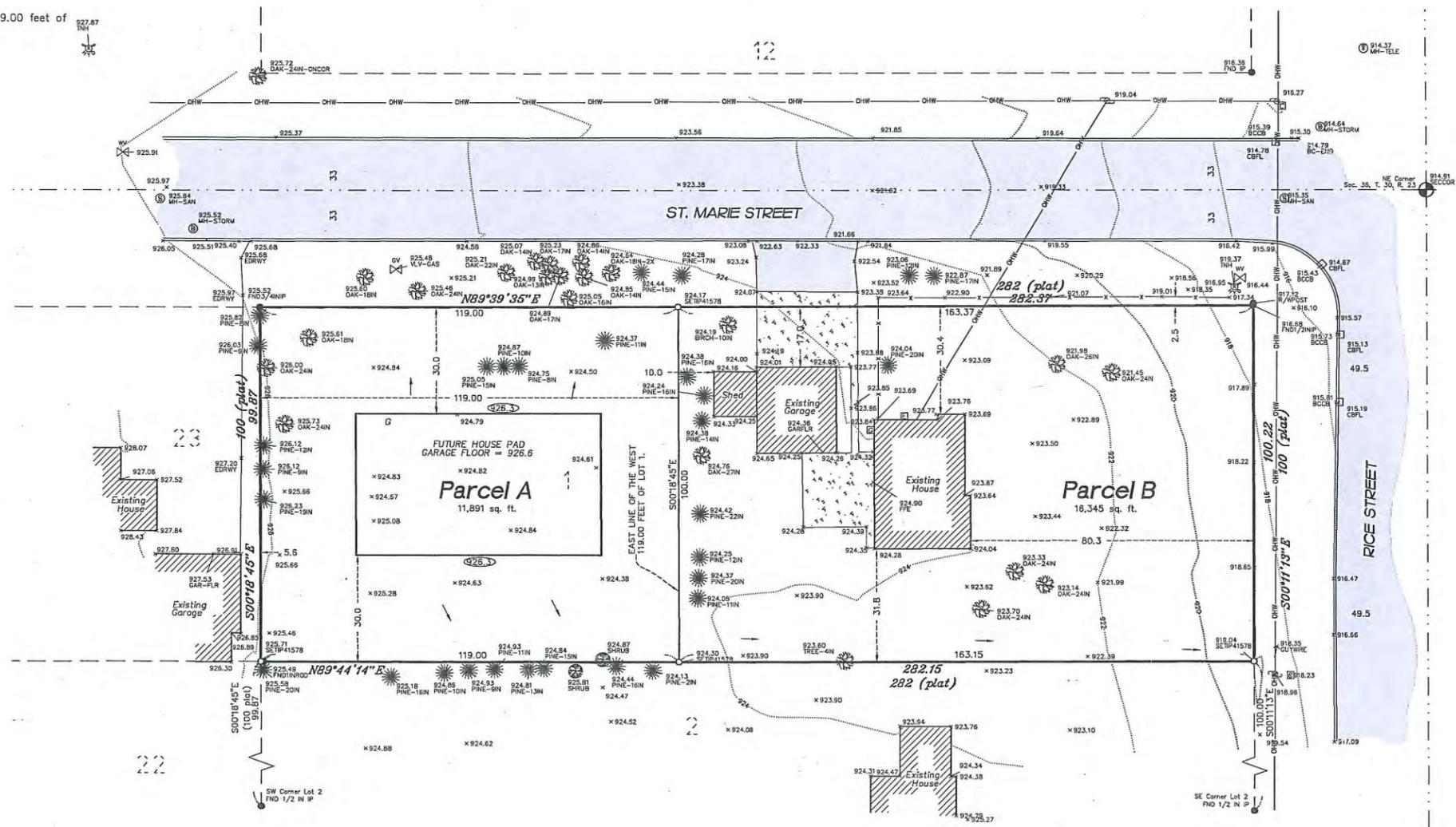
EXISTING ZONING/SETBACKS

(Parcel I.D. Number: 36-30-23-11-0001)

- R1 - Detached Residential
- Minimum Lot Width - 75 feet
- Minimum Lot Depth - 125 feet
- Minimum Lot Area - 10,000 sq. feet
- Front Setback (St. Marie Street) - 30 feet
- Front Setback (Rice Street) - 30 feet
- Side Setback - 10 feet (house)
- Side Setback - 5 feet (garage)
- Rear Setback - 30 feet

LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RLS# 41578
- ⊕ DENOTES RAMSEY COUNTY CAST IRON MONUMENT
- DENOTES CATCH BASIN
- ⊙ DENOTES STORM SEWER MANHOLE
- ⊙ DENOTES SANITARY SEWER MANHOLE
- ⊙ DENOTES TELEPHONE MANHOLE
- ⊙ DENOTES HYDRANT
- ⊙ DENOTES GATE VALVE
- ⊙ DENOTES GAS METER
- ⊙ DENOTES POWER POLE
- x 952.36 DENOTES EXISTING SPOT ELEVATION
- ⊙ DENOTES CABLE PEDESTAL
- ⊙ DENOTES ELECTRICAL METER
- ⊙ DENOTES GUY WIRE
- ⊙ DENOTES CHAIN LINK FENCE
- ⊙ DENOTES EXISTING CONTOURS
- ⊙ DENOTES CONCRETE SURFACE
- ⊙ DENOTES BITUMINOUS SURFACE
- ⊙ DENOTES TREE SPECIES/CALIPER
- ⊙ DENOTES PROPOSED ELEVATION.
- ⊙ DENOTES DIRECTION OF DRAINAGE.



BENCHMARK

BENCHMARK: Ramsey County Benchmark #9085, 2 1/4" CAP at County Road E and Kent Street. (Sherrif Dept). ELEVATION = 958.279. (NAVD 88)

NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 09/12/12.
- Bearings shown are on an Ramsey County datum.
- Curb shots are taken at the top and back of curb.
- This survey was based upon a title commitment prepared by Stewart Title Guarantee Company File Number 0-9301-2333340, effective date July 19, 2012.

IMPERVIOUS SURFACE AREA:

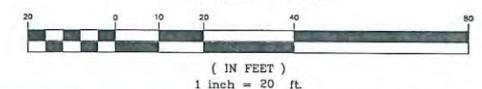
PARCEL B LOT AREA = 16,345 SQ. FT.
 EXISTING HOUSE = 977 SQ. FT.
 EXISTING GARAGE AND SHED = 694 SQ. FT.
 EXISTING DRIVE, PATIO, AND SIDEWALK = 967 SQ. FT.
 EXISTING IMPERVIOUS AREA = 2,638 SQ. FT.
 EXISTING IMPERVIOUS % = 16.1%

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

Jason E. Rud
 JASON E. RUD
 Date: 09/19/12 License No. 41578

DRAWN BY:	MMD	JOB NO:	12480PP	DATE:	09/13/12
CHECK BY:	JER	SCANNED	<input type="checkbox"/>		
NO.	09/19/12	Impervious calcs		MMD	
2					
3					
NO.	DATE	DESCRIPTION		BY	

GRAPHIC SCALE



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

City Council:
Sandy Martin, Mayor
Blake Huffman
Terry Quigley
Ady Wickstrom
Ben Withhart



City of Shoreview
4600 Victoria Street North
Shoreview, MN 55126
651-490-4600 phone
651-490-4699 fax
www.shoreviewmn.gov

Received on September 17, 2012

September 14, 2012

REQUEST FOR COMMENT

Dear Shoreview Property Owner:

Please be advised that on **Tuesday, September 25 at 7:00 p.m.**, the Shoreview Planning Commission will review Minor Subdivision and Variance applications for **3595 Rice Street** submitted by **Gary Valley, Silverthorn Properties, LLC**. The applicant proposes to subdivide the property into two parcels. The existing house and detached garage will remain on the east lot, and the proposed west lot will be used for future construction of a new single family residence. A variance has been requested to reduce the required lot depth from the required 125-foot minimum to 100 feet. The proposed lots conform to other requirements of the Municipal Code. Please see the attached plans.

You are encouraged to fill out the bottom portion of this form and return it if you have any comments or concerns. Comments received by **September 20th** will be distributed to the Planning Commission with the Planning Commission agenda packet. Comments received after that date but before the meeting will be distributed to the Commission that night. You are also welcome to attend the meeting. The meeting is held in the City Council Chambers at Shoreview City Hall, 4600 North Victoria Street.

If you would like more information or have any questions, please call me at 651-490-4648 between 8:00 a.m. and 4:30 p.m., Monday through Friday. You may leave a voice mail message at any time. I can also be reached via e-mail at nhill@shoreviewmn.gov.

Sincerely,

Nicole Hill

Comments:

No objection

Name: _____
Address: _____

Terance and Wendy Rossi
176 Ste. Marie Street
Shoreview MN 55126

**EXTRACT OF MINUTES OF MEETING OF THE
PLANNING COMMISSION OF SHOREVIEW, MINNESOTA
HELD SEPTEMBER 25, 2012**

* * * * *

Pursuant to due call and notice thereof, a meeting of the Planning Commission of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City at 7:00 PM.

The following members were present: Chair Solomonson, Commissioners Proud, Ferrington, McCool, Schumer, Thompson, and Wenner.

And the following members were absent: None

Member Schumer introduced the following resolution and moved its adoption.

**RESOLUTION NO. 12-87 FOR A VARIANCE TO REDUCE THE LOT DEPTH FOR A
NEW PARCEL**

WHEREAS, Gary Valley submitted a variance application for the following described property:

Lot 1, Block 3, ROWE AND KNUDSON'S WOODDED HOMESITES, Ramsey County,
Minnesota
(commonly known as 3595 Rice Street)

WHEREAS, the Development Regulations require a minimum 125-foot lot depth; and

WHEREAS, the applicant has requested a variance to reduce this requirement to 100-feet; and

WHEREAS, the Shoreview Planning Commission is authorized by state law and the City of Shoreview Development Regulations to make final decisions on variance requests.

WHEREAS, on September 25, 2012 the Shoreview Planning Commission made the following findings of fact:

1. *The property owner proposes to use the property in a reasonable manner not permitted by the Shoreview Development Regulations. The proposed subdivision of the 100 foot wide by 282 foot deep lot for a future detached single family dwelling is a reasonable use of this property.*
2. *The plight of the property owner is due to circumstances unique to the property not created by the property owner. The unique circumstance to the property is that it is a corner lot with 100 feet of frontage on Rice Street and 282 feet of frontage on Saint Marie Street. The property's large lot frontage is unique to the surrounding residential development pattern and contributes the need for a variance. The proposed depth of the property, though less than the minimum 125 feet required, is not out of character for the neighborhood.*
3. *The variance, if granted, will not alter the essential character of the neighborhood. The proposed subdivision does not alter the existing lot configuration as the parcel now meets the definition of a Key Lot. The south rear lot line of the proposed lot abuts the side lot line on the adjacent parcel. The parcel immediately to the west, 176 St. Marie Street, has a similar development pattern in that it is a Key Lot that with the rear lot line abutting the side lot of the property to its south.*

NOW, THEREFORE, BE IT RESOLVED BY THE SHOREVIEW PLANNING COMMISSION, that the variance request for property described above, 3595 Rice Street, be approved, subject to the following conditions:

1. This approval will expire after one year if the subdivision has not been recorded with Ramsey County.
2. This approval is subject to approval of the Minor Subdivision application by the City Council.
3. This approval is subject to a 5-day appeal period.

The motion was duly seconded by Member Wenner and upon a vote being taken thereon, the following voted in favor thereof: All members present.

And the following voted against the same: None.

Adopted this 25th day of September, 2012

Steve Solomonson, Chair
Shoreview Planning Commission

ATTEST:

Rob Warwick, Senior Planner

SEAL

ACCEPTANCE OF CONDITIONS:

Gary Valley, 3595 Rice Street

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to close the public hearing.

ROLL CALL: AYES _____ NAYS _____

HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve the application for an on-sale wine and 3.2% liquor license for Chipotle Mexican Grill, located at 1021 Red Fox Road, Shoreview, Minnesota.

ROLL CALL: AYES _____ NAYS _____

HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

TO: MAYOR AND COUNCILMEMBERS

**FROM: TERRI HOFFARD
DEPUTY CLERK**

DATE: SEPTEMBER 26, 2012

**SUBJECT: APPLICATION FOR AN ON-SALE WINE AND 3.2% LIQUOR
LICENSE—CHIPOTLE MEXICAN GRILL, 1021 RED FOX ROAD**

INTRODUCTION

An application has been received for an on-sale wine and 3.2% liquor license for Chipotle Mexican Grill located at 1021 Red Fox Road. The City Council must hold a public hearing prior to issuance of any new liquor license.

DISCUSSION

Chipotle has submitted the necessary application for a liquor license and has been notified of our compliance check and administrative penalty regulations. They have also provided articles of incorporation, a lease agreement, and a floor plan of their new establishment. They have also provided proof of liquor liability and workers' compensation insurance.

Public hearing notices have been published in the City's legal newspaper and sent to all property owners within 350 feet of the boundaries of the property. No comments have been received.

Background checks were done on corporate managers Matthew Ells and Montgomery Moran and local manager Martha Tinoco. All background checks indicate a clear record. Chipotle anticipates an opening date on or about October 23, 2012.

RECOMMENDATION

Staff recommends approval of an on-sale wine and 3.2% liquor license for Chipotle Mexican Grill located at 1021 Red Fox Road.

CITY OF SHOREVIEW LIQUOR LICENSE APPLICATION

This license application will not be processed until the following applicable information is provided, along with the necessary attachments and fees:

1. Type(s) of Liquor License(s) for which application is submitted:

- | | | |
|-------------------------------------|---|---------|
| <input type="checkbox"/> | Intoxicating Liquor On Sale | \$5,000 |
| <input type="checkbox"/> | Intoxicating Liquor On Sale w/Training | \$4,000 |
| <input checked="" type="checkbox"/> | Intoxicating Liquor On Sale Wine | \$1,000 |
| <input type="checkbox"/> | Intoxicating On Sale Vet. Organization | \$ 300 |
| <input type="checkbox"/> | Transfer | \$ 200 |
| <input type="checkbox"/> | Intoxicating Liquor Off Sale | \$ 200 |
| <input type="checkbox"/> | Intoxicating Liquor Sunday Sale | \$ 200 |
| <input checked="" type="checkbox"/> | 3.2 Percent Liquor On Sale | \$ 150 |
| <input type="checkbox"/> | 3.2 Percent Liquor Off Sale | \$ 50 |
| <input type="checkbox"/> | Intoxicating or 3.2 Percent Liquor
Special Event | \$ 10 |

2. Person making application:
Chipotle Mexican Grill of Colorado, LLC

Name by Montgomery Moran LLC Manager

Address 7705 Fairview Road Boulder, CO 80303

Telephone 303-495-4000 Date of Birth 8/12/1966

3. Partnership application (information required in addition to Number 2 where license is to be issued in the name of a Partnership).

Name of partnership _____

Address _____

Telephone number _____

Date of partnership formation _____

MN Tax ID _____ Federal Tax ID _____

Name, address, telephone number, and date of birth of all partners:

Name	Address	Telephone	Date of Birth

4. Corporation application (information required in addition to Number 2 where license is to be issued in the name of a Corporation).

Name of corporation Chipotle Mexican Grill of Colorado, LLC
 Address 1401 Wynkoop St., Suite 500 Denver, CO 80202
 Telephone number 303-595-4000
 Date of incorporation 1/5/1999
 MN Tax ID 41-17405 Federal Tax ID 84-1485992
 Is Corporation authorized to do business in Minnesota? Yes
 Name, address, telephone number, and date of birth of all shareholders and officers:

Name	Address	Telephone	Date of Birth
Matthew Steven Ells	92 Jane St. New York, NY 10014	212-206-0078	9/12/1965
Montgomery Frederick Moran	7705 Fairview Road Boulder, CO 80303	303-604-6755	8/12/1966

5. Application for **3.2 PERCENT LIQUOR SPECIAL EVENT LICENSE**. (information is required in addition to Number 2 where application is for 3.2 Percent Liquor Special Event).

Name of organization _____
 Address _____
 Telephone number _____
 Date _____
 Place of special event _____
 General description of the special event and purpose: _____

 Are you requesting the City waive the investigation fee? _____

6. **BUSINESS NAME** to be used in connection with the liquor license? Chipotle Mexican Grill

7. Property on which **Business** will be conducted:
 Post office address 1021 Red Fox Road, Suite 100 Shoreview, MN 55126
 Legal description Lot 2, Block 1, CCCU Commercial Addition, according to the recorded plat thereof, Ramsey County, Minnesota

Name, address, and telephone number of legal entity which owns the premises on which the business will be conducted:

NAME	ADDRESS	TELEPHONE
DPS-Shoreview, LLC	18258 Minnetonka Blvd. #100 Deephaven, MN 55391	952-540-4243

8. List the full name, addresses and telephone numbers of the manager(s), assistant manager(s), and any other individual with management responsibilities for the premises to be licensed:

NAME	ADDRESS	TELEPHONE

9. Describe, generally, the type of business to be conducted, the services to be offered, and the items to be sold on the licensed premises:

Restaurant serving specialty burritos, tacos, fajitas, and other items generally served in a "Chipotle" restaurant, including alcoholic beverages, and any lawful purpose.

10. State the total cost of assets acquired to start this business including the business premises, if purchased, fixtures, furniture, equipment, merchandise for resale, cash for working capital, prepaid insurance and any other assets. (If acquired from predecessor, attach purchase agreement):

Construction - \$255,000 estimated

Fixtures, furniture, equipment - \$257,000 estimated

11. Of the above cost of assets acquired, state the amount that is provided by the person(s) investing in this business:

All funding provided by Chipotle, or its parent company, Chipotle Mexican Grill, Inc., a publicly traded company.

12. The following items must be attached and submitted with this application, along with all required fees:

Completed and verified license application form as prescribed by the Commissioner of Public Safety (for all licenses except 3.2 Percent Liquor Special Event-SV Code 801.040(B)).

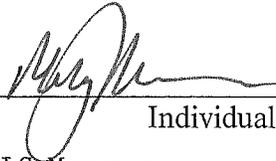
Scale drawing of floor plan of premises to be licensed showing its relationship to boundaries of property on which the premises is located (for all initial license applications-SV Code 801.040(D)).

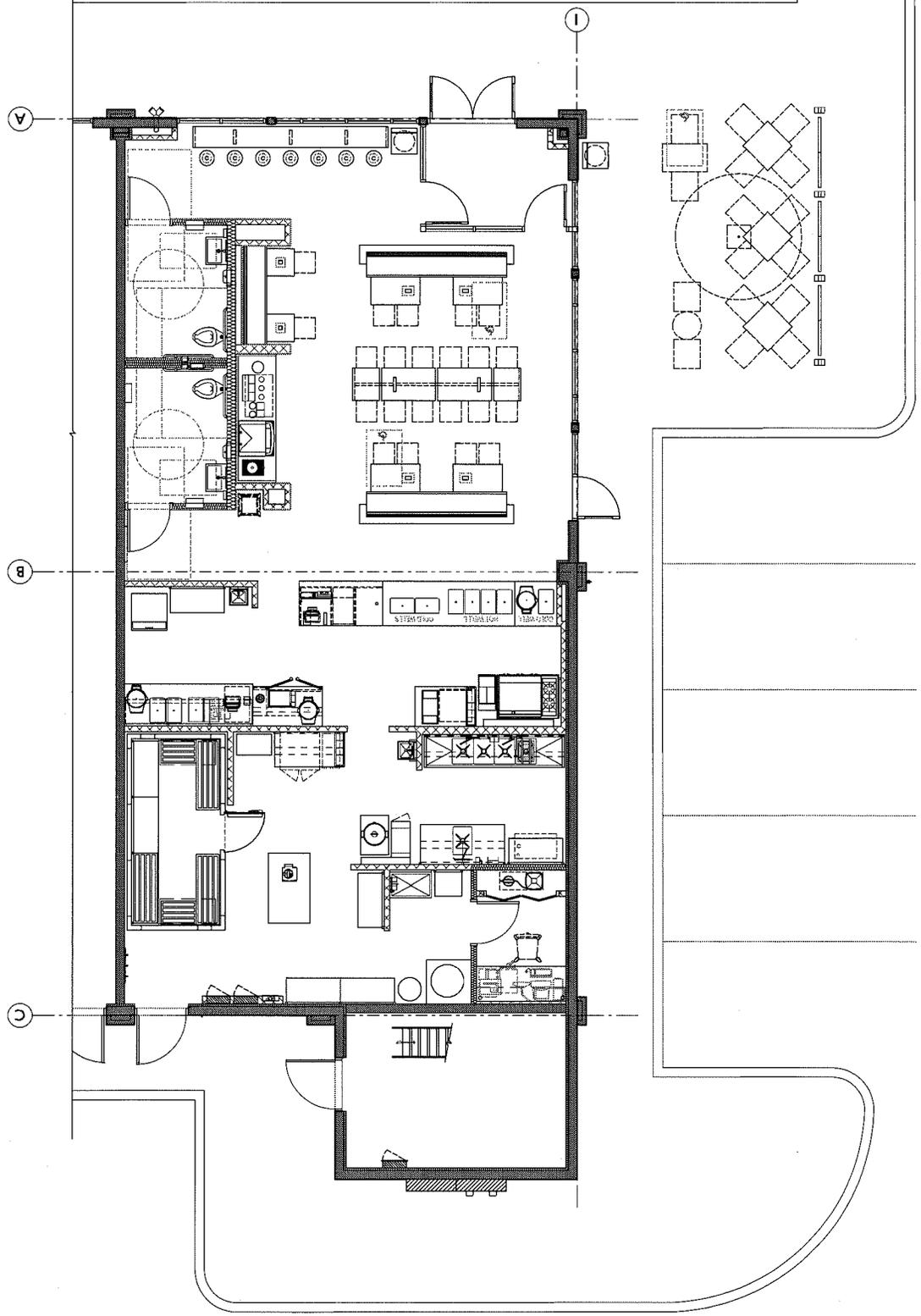
- Certificate of Insurance (for all Intoxicating Liquor On Sale, Intoxicating Liquor On Sale Wine, and Intoxicating Liquor Off Sale-SV Code 801.040(F)).
- Filed copy of Articles of Incorporation (for Corporate applications only).
- Executed copy of Partnership Agreement (for Partnership applicants only).
- Copy of lease (where applicant does not own property or premises on which business will be conducted).
- \$200.00 investigation fee (for all new applications or for liquor license transfers where authorized-SV Code 801.040(A)).

Dated this 10th day of September, 2012

I, hereby, under oath, state that the information contained in this Application is true and correct to the best of my knowledge; that I have received a copy of the Shoreview Liquor Ordinance; and that I will notify the City of Shoreview as soon as any of the facts in this Application change. I further acknowledge that the falsification of any information contained in this Application will be cause for denial of the License Application or for revocation of a license which has been issued.

Chipotle Mexican Grill of Colorado, LLC

by:  _____
Individual Making Application
its LLC Manager



MOTION

MOVED BY COUNCIL MEMBER: _____

SECONDED BY COUNCIL MEMBER: _____

To approve the Site and Building Plan review application submitted by TSI, Incorporated, 500 Cardigan Road, to expand their building and parking lot and other associated improvements, subject to the following conditions:

1. The site shall be developed in accordance with the plans submitted. Minor modifications may be made to the plans, subject to approval by the City Planner. Significant changes to the plans require review and approval through the Site and Building Plan review process.
2. Approval of the final grading, drainage, utility, and erosion control plans by the Public Works Director. Items identified in the attached memo from the Assistant City Engineer shall be satisfied prior to the issuance of a building permit for the parking lot expansion.
3. Revisions to the tree preservation and landscape plans shall be made in accordance with the attached memo from the Environmental Officer prior to the issuance of a building permit for this project.
4. Lighting on site shall comply with Section 204.030, Glare, of the Development Code. Details of the proposed pole, pole height and light fixture shall be submitted to the staff prior to the issuance of a building permit. .
5. The applicant shall enter into a Site Development Agreement prior to the issuance of any building permits for this project.
6. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

This approval is based on the following findings of fact:

1. The proposed land use is consistent with the designated Industrial land use in the Comprehensive Plan and I, Industrial zoning district.
2. The development supports the City's business retention and expansion goals by supporting the continued growth of a company that:
 - *Provides livable wage jobs that allow residents to support local businesses and participate in community activities*
 - *Maintains tax base to generate revenues*
 - *Supports the economic vitality of the City*

ROLL CALL: **AYES** _____ **NAYS** _____

Huffman	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

Regular City Council Meeting
October 1, 2012

t:\2012pcf\2459-12-22joycelyn\ccmotion

TO: Mayor, City Council and City Manager

FROM: Kathleen Nordine, City Planner

DATE: September 26, 2012

SUBJECT: File No. 2453-12-16; Site and Building Plan Review, TSI, Inc. 500 Cardigan Road

BACKGROUND

The City received a Site and Building Plan Review and Variance applications for phased improvements at TSI, Incorporated, 500 Cardigan Road. The first phase included a parking lot expansion and associated improvements and the second phase included a building addition. The first phase – parking lot expansion, was considered by the Planning Commission at their August 28th meeting. The Commission recommended denial of the proposed plans due to concerns regarding stormwater management.

In response, TSI deferred going forward to the City Council for the parking improvements in order to explore stormwater management options. Both phases, including a revised stormwater management plan, were then considered by the Planning Commission at their September 25th meeting. The proposal also required a variance to exceed the maximum 80% impervious surface coverage permitted as 84% is proposed

The Commission approved the variance for impervious surface coverage and recommended the City Council approve the Site and Building Plan review. These applications are now being presented to the City Council for review and action.

This application was complete as of September 10, 2012.

DEVELOPMENT CODE REQUIREMENTS

The property is located on Cardigan Road, south of County Road E and is zoned I, Industrial. The property is developed with TSI's research/development and scientific equipment manufacturing facility, which is a permitted use. TSI Inc. designs and manufactures precision instruments used to measure flow, particulate and other key parameters in the environment. Property to the west is also located in the Industrial zoning district. The property immediately to the south is zoned R3, Multi-Family Residential and is developed with the Lakeshore Oaks apartment complex. Property to the east is zoned R1, Detached Residential and is developed with single-family homes.

Parking areas must be setback a minimum of 20 feet from a right-of-way line and property planned for residential use. In addition, a minimum setback of 5 feet is required from lot lines adjacent to similar zoned uses. The minimum number of parking stalls is based on the use of the building.

Structures in the Industrial zoning district must also comply with minimum setback standards from property line. When a structure is adjacent to a residential use, a minimum setback of 75' is required.

The maximum building height permitted is 35', but may be exceeded provided there is an additional foot of setback for every additional foot in building height. In no case, can the height of the building exceed the firefighting capabilities of the Fire Department.

Impervious surface coverage cannot exceed 75%, however if best management practices are used then the lot coverage can be increased to 80%.

PROJECT DESCRIPTION

Plans previously reviewed and approved in the 1990's by the City identified a "future" parking area located west of the existing parking lot. TSI did receive approval in 2006 to improve this area with a 117-stall off-street parking lot, however, the improvements were never made and the approvals expired. TSI is now seeking approval through the Site and Building Plan review process to modify and expand the existing parking lot providing an additional 204 parking stalls on the property. Stormwater will be managed primarily through an underground infiltration chamber for rate and volume control prior to discharging into the municipal stormwater system along the south line of the property.

The project also includes the construction of two-story building addition with a foundation area of approximately 29,050 square feet. The gross floor area for the addition is approximately 58,000 square feet. The addition is located at the south end of the existing building and complies with the required setbacks, including those from the adjoining residential land uses to the east and south.

The addition is designed to complement the existing building utilizing the same or similar building materials. The height of the building is 30', less than the maximum 35' permitted. The exterior building materials proposed include precast concrete wall panels, stucco, glass and metal coping. The roof top equipment will be screened from view.

STAFF REVIEW

Staff has reviewed the submitted plans in accordance with the previous approvals for this project as well as the zoning requirements and criteria for Site and Building Plan review. The following discusses the proposed parking lot design/layout, landscaping and grading and stormwater management.

Parking Lot Design

Access to the parking area would be gained from two curb cuts off of Cardigan Road. The eastern curb cut currently exists but will be modified by increasing the width to accommodate truck trailer traffic movements. These entry and exit points are consistent with the plans previously approved by the City; however, the parking lot layout has changed. The Public Works Director has reviewed these entry/exit points and has no safety concerns regarding the

proposal. Access to the parking area will also be gained internally from an existing parking drive aisle that is immediately to the east and south of the building.

The existing off-street parking lot provides 347 stalls, slightly less than the 353 spaces required. With the future two-story building addition, 533 parking stalls are required to be provided on-site. With the proposed parking area, 551 stalls would be provided on-site. TSI, Inc. has indicated that this level of parking is needed to meet the growing needs of their company.

The design of the proposed parking area complies with the required setbacks from all property lines. In addition, the aisle width and spacing size meets the City's minimum requirements.

The City Council should be aware that the proposed parking lot does not provide the minimum area required for landscape islands (10% of the parking surface area). Seven percent is proposed. Redesigning the site to comply with the minimum 10% required would result in a reduction of 16 parking stalls. This is of concern due to the parking needs of TSI. The design does include a main landscape island that runs through the center of the lot that will visually break-up the asphalt surface and provides environmental benefits. The retention of vegetation and proposed landscaping along the southern lot line will provide a visual screen for the adjoining multi-family residential use. Given the circumstances, staff believes that the proposal is reasonable.

Grading, Drainage and Stormwater Management

The plans have been revised in response to concerns voiced by Planning Commission members and residents at the August 28th meeting. The developed portions of the TSI property drain to the southeast while the vacant portion of the site sheet flows to the north and south. The proposed parking lot area will be re-graded and is designed to tie into the topographical elevations for the existing parking and loading dock areas. Catch basins are proposed within the parking lot area which will convey stormwater through pipes to an underground infiltration chamber, with a small portion draining towards Cardigan Road. This infiltration chamber will manage the rate and volume of the run-off prior to discharging the stormwater to an existing basin located at the southeast corner of the property. The key elements to the plan include the following:

1. The proposed site improvements and building expansion rooftop drain will channel runoff to an underground infiltration chamber for rate and volume control prior to discharging into an existing storm sewer pipe that is connected to the public storm sewer system south of the property. Peak discharge rates are reduced from current rates.
2. The plan reduces the drainage area and volume of run-off to the southeast retention basin. An existing curb cut will be closed and an earthen berm will be extended north, along the eastern property line to better contain runoff. This results in a reduction of runoff volume to the southeast basin and peak water levels will also be lowered.
3. The northwestern portion of the parking lot will be re-graded to surface drain to Cardigan Road.

A maximum impervious surface coverage of 80% is permitted if best management practices are used. Impervious surface coverage for the entire project will increase to 84%, exceeding the maximum 80% permitted. TSI asked for a 2% credit since the chamber functions similarly to other pervious materials. When pervious materials are used on development sites, such as pervious pavers, asphalt or concrete, the City has applied an impervious surface credit for these areas. Credit, however, has not been given for infiltration basins or underground infiltration chambers, therefore, a 4% variances is needed. The Commission did find that practical difficulty is present and granted the variance.

PUBLIC COMMENT

Property owners within 350 feet of the property were notified of both Planning Commission meetings and comments were received from both notifications. Residents expressed concerns regarding the impacts (noise, lighting, alarm system, snowplowing, drainage) the proposed expansion will have on their property. Other comments submitted expressed more specific concern regarding the proposed drainage plan and potential flooding of their property as a result of the improvements.

TSI did hold a neighborhood meeting on August 22, 2012 to discuss the proposed development plans and address concerns that nearby residents may have

PLANNING COMMISSION REVIEW

The Commission reviewed Phase 1 (the parking lot improvements) at their August 28th meeting and recommended denial due to issues raised regarding the stormwater management plan and city infrastructure. Minutes from this meeting are attached. TSI returned to the Commission on September 25th with the full application (parking lot improvements and building addition) and a revised stormwater management plan that addressed the concerns of the Commission. While the Commission members were sympathetic to residents who had experienced past flooding on their properties, the Commission supported the requests with a 6 to 1 vote. The Commission recognized that the revised stormwater management plan:

1. Reduces the drainage area to the southeast basin and reduces the volume to this basin when compared to existing conditions. Peak water levels resulting from storm events are also lower when compared to existing conditions.
2. Runoff from a larger portion of the parking lot/site and building addition is directed to the underground infiltration chamber reducing peak runoff and volume rates into the municipal storm sewer system.

The Commission also adopted Resolution 12-85 approving the 4% impervious surface coverage variance. The proposed variance is reasonable since the proposed storm water management plan complies with the Appendix C of the City's Surface Water Plan and revisions have been made that go beyond the guidelines to address drainage concerns. The use of the underground infiltration chamber functions in a similar manner to other pervious surfaces and meets the spirit and intent of the impervious surface coverage regulation.

RECOMMENDATION

The proposed improvements have been reviewed by Staff in accordance with the past approvals for this site and the Development Code standards. The proposed development does comply with the City's Development Code standards, with the exception of impervious surface coverage to which the Planning Commission granted a variance. The Staff is asking the City Council approve the Site and Building Review plans for TSI Incorporated, including the Site Development Agreements, subject to the following conditions:

Site and Building Plan Review

1. The site shall be developed in accordance with the plans submitted. Minor modifications may be made to the plans, subject to approval by the City Planner. Significant changes to the plans require review and approval through the Site and Building Plan review process.
2. Approval of the final grading, drainage, utility, and erosion control plans by the Public Works Director. Items identified in the attached memo from the Assistant City Engineer shall be satisfied prior to the issuance of a building permit for the parking lot expansion.
3. Revisions to the tree preservation and landscape plans shall be made in accordance with the attached memo from the Environmental Officer prior to the issuance of a building permit for this project.
4. Lighting on site shall comply with Section 204.030, Glare, of the Development Code. Details of the proposed pole, pole height and light fixture shall be submitted to the staff prior to the issuance of a building permit.
5. The applicant shall enter into a Site Development Agreement prior to the issuance of any building permits for this project.
6. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

Attachments

1. Site Development Agreements
2. Memo from Public Works Director
3. Memo from City Engineer
4. Memo from Environmental Officer
5. Location Map
6. Aerial Photo
7. Submitted Plans
8. Request for Comment

**SITE DEVELOPMENT AGREEMENT
TSI, INCORPORATED
500 CARDIGAN ROAD**

(I) THIS AGREEMENT is made and entered into by and between the City of Shoreview, a municipal corporation and political subdivision of the State of Minnesota (hereinafter the "City") and TSI, Incorporated, their successors and assigns (hereinafter the "Developer").

(II) On October 1, 2012 the City gave approval to develop certain property currently located on Cardigan Road within the City and legally described as follows (hereinafter the "Subject Property"):

*Subj To Rds Esmts & Party Wall; The N 800 Ft Of E 445 Ft Of W 1420 Ft Lying S Of Rr R/w Of
Nw 1/4 Of Sec 36 Tn 30 Rn 23 & In Krois Industrial Park Ex W 174.25 Ft Lot 1 Blk 1
& In Krois Industrial Park No.3 Lot 2 Blk 1*

(commonly known as 500 Cardigan Road)

(III) Pursuant to City Ordinances, the Developer is required:

- A) To make certain improvements to the property legally described and addressed above.
- B) To provide the City with a form of surety, approved by the City's Attorney, insuring completion of any required improvements, which remain incomplete at the time of the Developer's request for final site and building approval.
- C) To follow certain procedures, as determined by the City, to control soil erosion during the development of the subject property.

(IV) In consideration of the City's grant of permission allowing the Developer to develop the subject property, and in consideration of the mutual agreements contained herein, the City and the Developer agree as follows:

- A) **Applicability.** This agreement is applicable to the property legally described and addressed above.
- B) **Improvements.** All improvements shall be constructed in accordance with the approval of the City Council, the City's ordinances and regulations and pursuant to approved plans and specifications submitted for the Site and Building Plan Review. The approved plans include the construction of a two story 58,000 square foot building addition, 204 stall parking lot expansion and associated improvements including stormwater management and landscaping. All requirements attached to said project by the City's Council on October 1, 2012, as conditions of Site and Building Plan Review approval, are to be satisfied whether or not identified in this document.

- C) **Tree Replacement and Protection.** The Developer agrees to protect and preserve trees in accordance with the tree preservation and replacement plan approved by the City Council. Tree protection measures are required to minimize the impact development activities have on trees that are to be retained on the development site as identified on the Tree Preservation and Replacement Plan.

Protective tree fencing shall be inspected by the City Environmental Officer prior to the issuance of a grading permit and commencement of any grading or site development activities. All fencing shall be installed in accordance with the approved plans. Additionally, a berm of wood chips shall be placed adjacent to the protective fence.

The developer shall submit a **surety in the amount of \$5,000.00** to ensure said protection measures will be installed and maintained during construction.

- D) **Landscape Installation.** Prior to issuance of a building permit, the Developer shall submit a landscape plan for approval by the City Planner. The Developer agrees to install all plant materials as shown on the approved landscape plan and to be consistent with the standards established in the Development Regulations of the City of Shoreview. All landscape materials placed, as part of this landscape plan shall be replaced with like material if they should die within twelve months of planting.

The City Planner shall estimate the cost of landscape improvements to be completed, calculating one hundred and twenty five percent (125%) of the estimated cost of the plant materials to be installed. A surety of **\$14,062.50** is required prior to the issuance of any permits for this project.

- E) **Erosion Control.** An Erosion Control Plan/Storm Water Pollution Prevention Plan (SWPPP) shall be prepared under the seal of a Registered Professional Engineer on behalf of the Developer and shall be submitted to the Public Works Director. The Developer agrees to comply with the recommendations of the Public Works Director for the subject property and shall incorporate these recommendations in to the plans and specifications. ***No site grading shall occur prior to the installation of approved erosion control measures and execution of required agreements and submission of sureties.***

The development is subject to the Erosion Control Agreement (**Exhibit C**) for the Planned Unit Development, and the Developer agrees to the terms and conditions of that Agreement.

- F) **Site Restoration.** All disturbed areas shall be restored in accordance with the best management practices identified in the NPDES permit and shall be consistent with the City's Surface Water Management Plan and Surface Water Pollution Prevention Plan. All disturbed areas shall be seeded and disk anchored mulched or sodded within 7 days of final grade unless development is completed between November 15th to April 15th, then said disturbed areas shall be seeded and disk anchored mulched or sodded by May 15th. All common drainage swales shall be sodded or seeded and protected with wood fiber blanket.

1. All slopes 4:1 or greater must be seeded and fiber blanketed immediately after final grading. After installation of the wood fiber blanket is completed the City requires inspection for proper installation. The developer shall contact the City staff to arrange the site inspection.
- G) **Other Permits.** The applicant is subject to the permitting requirements of other agencies for this development and shall demonstrate compliance before any City permits are issued for this site.
- H) **All Costs Responsibility of Developer.** The Developer agrees to pay for all costs incurred of whatever kind or nature in order to construct the improvements required by the City's regulations. The City shall not be obligated to pay the Developer or any of its agents or contractors for any costs incurred in connection with the construction of the improvements, or the development of the property. The Developer agrees to hold the City harmless from any and all claims of whatever kind or nature which may arise as a result of the construction of the improvements, the development of the property or the acts of the Developer, its agents or contractors in relationship thereto.
- I) **Surety for Work in the Cardigan Road Right-of-Way.** A refundable escrow deposit in the amount of \$7,500.00 shall be submitted to the City for work in the right-of-way required to construct two new drive accesses, to remove one drive access, and to complete the road, curb and sidewalk repairs. The escrow shall be refunded upon satisfactory completion of the work.
- J) **Special Development Terms.** The project is subject to the conditions as approved by the City Council on October 1, 2012, (**Exhibit B**) whether or not specified in this Agreement.
- K) **Maintenance of Utilities.** The Developer agrees that on-site utilities, as shown on the stormwater management plan dated September 19, 2012, are private and are the sole responsible of the Developer to maintain. The Developer or any future property owner is responsible for locating any and all private utilities on this site. The City will not locate private utilities at anytime. The private utilities include storm sewer and infiltration chamber, sanitary sewer service, water main with associated valves and hydrants, and water main service.
1. The Developer is responsible for all repair and maintenance of the private water system or other utility system. A portion of the private water system is not metered, and all un-metered water is the property of the City. In the event of a leak in an un-metered portion of the private water system, after two-days notice, the City has the right to shut-off the water until repairs to the private system have been completed, inspected, and approved by the City.
- L) **Stormwater Management: Private Stormwater Ponds and Infrastructure.** All stormwater management infrastructure identified in the submitted plans dated September 19,

2012 as private shall utilize stormwater best management practices as described in the Minnesota Stormwater Manual, Volume 1.1. This infrastructure shall be designed and constructed to minimize the need for maintenance and to reduce the chance of failure.

1. The Developer shall provide, prior to issuance of any permits for the property, a Storm Water Management Plan for the maintenance of the stormwater infrastructure within the development site. The Management Plan shall include all items required in this Agreement.
2. Maintenance
 - a. All stormwater infrastructure shall be maintained according to the measures outlined in the City's Surface Water Management Plan and Storm Water Prevention Plan (SWPPP).
 - b. Unless otherwise indicated in this agreement, the Developer shall be responsible for the maintenance of stormwater management facilities, including all related financial responsibilities.
3. Non-Routine Maintenance
 - a. Maintenance includes those infrequent activities needed to maintain ponding and infiltration areas and/or stormwater ponding infrastructure so that these improvements continue to function in accordance with the approved plans and specifications. Examples of such activities include sediment and vegetation removal or major repairs to stormwater structures.
 - b. Non-routine maintenance shall be performed on an as-needed basis based on information gathered during regular inspections.
4. If maintenance activities are not completed in a timely manner or as specified in the approved plan, then the City may hire a contractor or complete the necessary maintenance at the Developer's expense unless otherwise indicated in this agreement.

M) **As-Builts and Grading Certification** An as-built survey, prepared by a surveyor licensed and registered by the State of Minnesota, shall be submitted upon completion of the permitted work. The as-built survey shall include details of:

1. The final site grading and all improvements;
2. All public or private infrastructure, including the storm sewer system, the water main system and the sanitary sewer system. Profiles are required.

The as-builts shall conform to the standards specified in **Exhibit A**. The Developer shall deposit an escrow in the amount of **\$2,500.00** as surety for the as-built survey. The Developer

shall provide the City with as-builts of the private infrastructure, including water, sanitary sewer, storm sewer and services.

- N) **Pre-construction Meeting.** The City will require a pre-construction meeting to be conducted prior to any work being performed on the project. The City staff, Developer, Project Manager, and Contractor shall attend the meeting. The City encourages that sub-contractors attend the pre-con meeting. The meeting will be conducted at the City of Shoreview City Hall.
- O) **Construction Management.** The Developer and its contractors and subcontractors shall work to minimize impacts from construction on the surrounding neighborhood by:
1. **Definition of Construction Area.** The limits of the Project Area shall be defined with heavy-duty erosion control fencing of a design approved by the Public Works Director. Any grading, construction or other work outside this area requires approval by the Public Works Director and property owner.
 2. **Parking and Storage of Materials.** Adequate on-site parking for construction vehicles and employees must be provided or provisions must be made to have employees park off-site and be shuttled to the Project Area. No parking of construction vehicles or employee vehicles shall occur on Cardigan Road. No fill, excavated material or construction materials shall be stored in the public right-of-way.
 3. **Hours of Construction.** Hours of construction, including moving of equipment shall be limited to the hours between 7:00 a.m. and 9:00 p.m. on weekdays and 8:00 a.m. and 7:00 p.m. on Saturdays. No work is permitted on Sundays or holidays without the prior approval of the City.
 4. **Site Maintenance.** The developer shall ensure the contractor maintains a clean work site. Measures shall be taken to prevent debris, refuse and other materials from leaving the site. Construction debris and other refuse generated from the project shall be removed from the site in a timely fashion and/or upon the request by the City. Developer shall sweep Cardigan Road on an as needed basis, but at least once weekly. More frequent sweepings may be required, as directed by the City Engineer. The City has the right to direct the developer to sweep other streets, including Soo Street and County Road E West, if necessary. The City does not sweep streets for private development projects. Developer must have a contract for sweeping and use a water-discharge broom apparatus for street sweeping.
- P) **Default** The occurrence of any of the following after written notice from the City and thirty (30) days to cure (or such longer period as may be reasonable) shall be considered an "Event of Default" in the terms and conditions contained in this Agreement:
1. The failure of the Developer to comply with any of the terms and conditions contained in this agreement;

2. The failure of the Developer to comply with any applicable ordinance or statutes with respect to the development and operation of the subject property.

Q) **Remedies** Upon the occurrence of an Event of Default, the City, in addition to any other remedy, which may be available to it, shall be permitted to do the following:

1. City may make advances or take other steps to cure the default, and where necessary, enter the subject property for that purpose. The Developer shall pay all sums so advanced or expenses incurred by the City upon demand, with interest from the dates of such advances or expenses at the rate of 10% per annum. No action taken by the City pursuant to this section shall be deemed to relieve the Developer from curing any such default to the extent that it is not cured by the City or from any other default hereunder. The City shall not be obligated, by virtue of the existence or exercise of this right, to perform any such act or cure any such default.
2. The Developer shall save, indemnify, and hold harmless, including reasonable attorneys fees, the City from any liability or other damages, which may be incurred as a result of the exercise of the City's rights pursuant to this section.
3. Obtain an order from a court of competent jurisdiction requiring the developer to specifically perform its obligations pursuant to the terms and provisions of this Agreement.
4. Exercise any other remedies, which may be available to it, including an action for damages.
5. Withhold the issuance of a building permit and/or prohibit the occupancy of any building(s) for which permits have been issued.

In addition to the remedies and amounts payable set forth or permitted above, upon the occurrence of an Event of Default, the Developer shall pay to the City all fees and expenses, including reasonable attorney's fees, incurred by the City as a result of the Event of Default, whether or not a lawsuit or other action is formally taken.

(V) **IN WITNESS WHEREOF**, the City and the Developer have executed this Agreement.

Approved by the City Council of Shoreview, Minnesota, this October 1, 2012.

TSI, Incorporated

CITY OF SHOREVIEW

Sandra C. Martin, Mayor

Title

Terry Schwerm, City Manager

EXHIBIT 'A'

Record Plan Requirements

As-built plans are required for all public and private improvements.

After the completion of Developer-installed public improvements, the City Engineer shall be provided with two blue-line sets of record drawing plans of the project for review purposes.

Upon final approval of the blue-line record drawing plans of the project, the City Engineer shall be provided with one full size set (22"x 34") of mylar copies of the approved record drawing plans of the project. All record plans shall be mylar sepias from inked and clearly legible drawings, accurately drawn to scale. Proper notes and statements as required in this manual shall be placed on the plans.

The City will also be provided with the as-built drawings on disk in the City-approved format as follows:

Electronic As-Builts

1. Required on compact disk or DVD.
2. All information must be in AutoCAD R14 version or newer in DWG format.
3. Approved final plat sheet and AutoCAD drawings submitted in Ramsey County coordinates.
4. As-built construction plan sheets and drawing files shall have descriptive layer names or a key for the layer names.
5. Overall development plan with all utilities (curb stops, clean outs, MHs, fees CBs, GVs, etc.) in Ramsey County coordinates.
6. Show Ramsey County monuments used for the survey.

After completion of construction, all manholes, catch basins, hydrants and other elements of the project shall be re-measured with an as-built field survey. The plans shall be corrected and modified to show the correct distances, elevations, dimensions, alignments, and any other change in the specific details of the plans. All changes and modifications on the record plan shall be drawn to scale to accurately represent the work as constructed. Incorrect elevations, distances, etc. shall be crossed out from the original plan sheets and corrected as necessary to complete the record plan.

At a minimum, record plans shall include:

General

1. All construction contractor names should be noted on each page.
2. Record Plan stamp with date should be shown on each page.
3. All utilities in Ramsey County coordinates system.
4. All ties should be less than 100'.
5. Grading limits and elevations.
6. Bench marks used and TNH elevations.

Grading Plan As-Builts

1. Existing ground elevations at all lot corners
2. Spot elevations at all house pads (hold down elevations)
3. Spot elevations of pond bottom (50' maximum grid)
4. Drainage and utility easement and outlot spot elevations
5. Pond water elevations and date taken.
6. Prior to close out, as-builts of ponding areas must be done to verify depths after house construction is complete.

Sanitary Sewer, Water Main

1. As-built elevations (invert & rims), pipe lengths, and grades for all lines
2. Note describing pipe type and size for each run and for services
3. Wye stationing and location from TV reports
4. Elevation of riser
5. Cross out proposed elevations and write as-built above – DO NOT remove proposed elevations from plan.
6. All curb boxes and sanitary sewer services shall be tied with at least two ties, using the following priorities:
 - The building or structure being served, with address
 - Fire hydrants
 - Manholes, catch basins
 - Neighboring structures, with the address noted
 - Other permanent structures (bridges, telephone boxes, pedestals, transformers)
 - Power poles, streetlights, etc.
7. All gate valves shall be tied with at least two ties, using the following priorities:
 - Fire hydrants
 - Manholes
 - Catch basins
 - Neighboring structures, with the address noted
 - Buildings or other permanent structures (bridges, telephone boxes, pedestals, transformers)
 - Power poles, streetlights, etc.

8. As-built elevations of each hydrant at top nut
9. Any deviations of fittings from those shown on the plan
10. Note describing pipe type and size for mainline and for services
11. Stationing of corporation stop on water main

Storm Sewer

1. As-built elevations (invert & rim), pipe lengths, and grades for all lines
2. Note describing pipe type and size for each run.
3. Cross out proposed elevations and write as-built above – DO NOT remove proposed elevations from plans.
4. As-built plans on all ponding areas are required. Plans shall indicate finished contours at two-foot intervals, normal water elevation, high water elevation, and the acre-feet of storage for each ponding area, along with the final storm sewer plans. Upon completion of pond construction, ponds shall be cross-sectioned to confirm that they have been constructed to the proper volume and shape. As-built record plans shall be prepared for all ponding areas just prior to closing project out.
5. As-built locations, invert and outflow elevations, cross-sections, and civil details for underground infiltration system.

Streets

1. Show where fabric has been placed in the streets on the plan portion of the as-builts.
2. Show locations where subgrade corrections were done on the projects as approved by a soils engineer.

EXHIBIT 'B'
SPECIAL DEVELOPMENT TERMS

1. The site shall be developed in accordance with the plans submitted. Minor modifications may be made to the plans, subject to approval by the City Planner. Significant changes to the plans require review and approval through the Site and Building Plan review process.
2. Approval of the final grading, drainage, utility, and erosion control plans by the Public Works Director. Items identified in the attached memo from the City Engineer shall be satisfied prior to the issuance of a building permit for the parking lot expansion.
3. Revisions to the tree preservation and landscape plans shall be made in accordance with the attached memo from the Environmental Officer prior to the issuance of any building permit for this project.
4. Lighting on site shall comply with Section 204.030, Glare, of the Development Code. Details of the proposed pole, pole height and light fixture shall be submitted to the staff prior to the issuance of a building permit. .
5. The applicant shall enter into a Site Development Agreement prior to the issuance of any building permits for this project.
6. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

EXHIBIT 'C'

**EROSION CONTROL ESCROW AGREEMENT
TSI INCORPORATED
SITE AND BUILDING PLAN REVIEW
500 CARDIGAN ROAD**

(A) THIS AGREEMENT is made and entered into by and between the City of Shoreview, a municipal corporation of the State of Minnesota (hereinafter the "City"), and TSI, Incorporated, its successors and assigns (hereinafter the "Developer").

(B) The City and the Developer have executed a Site Development Agreement that obligates the Developer to control soil erosion during the development of the subject property. To secure erosion control during the development of this site, the Developer has submitted a cash surety to the City of Shoreview in the amount of **\$10,000.00**. The Developer has submitted this financial surety to the City on the following conditions:

1. The developer shall not receive interest on the amount of the surety.
2. The developer agrees that the surety may be utilized by the City to ensure compliance with the terms of the Development Contract regarding erosion control and/or to maintain all utility construction on the site, including the cleaning of road surfaces and storm sewer systems, until the Engineering Department has determined that erosion control has been satisfied. The surety may also be utilized for problems created off the site directly or indirectly as result of on-site conditions.
3. The developer agrees, upon written notification from the Public Works Director that proper erosion control methods are not being taken, to remedy the problem identified within 48 hours. In the event the remedy is not satisfactorily in place within that time period, the Developer acknowledges that the City may utilize the surety to complete the necessary work.
4. Any funds not so utilized by the City shall be returned to the Developer once the Public Works Director has determined in its reasonable discretion that the need for erosion control has been satisfied, or the funds have been replaced by a successor in interest.
5. Any soils transported to this site or exposed on the site shall be seeded consistent with a plan approved by the Public Works Director.

This agreement shall not supersede any specifications required by the Public Works Director on the approved grading plan.

TSI, INCORPORATED
500 CARDIGAN ROAD
OCTOBER 1, 2012
Page 12 of 12

(C) The Developer agrees to reimburse the City at a rate of \$55.00 per hour for each hour or fraction thereof used by a City employee in the administration of the Escrow Agreement. The obligations imposed by this paragraph shall commence on the date of execution of the Escrow Agreement by the Developer.

IN WITNESS WHEREOF, the City and the Developer have executed this agreement this 1st day of October, 2012

Developer:
TSI, INCORPORATED, INC.

CITY OF SHOREVIEW

Sandra C. Martin, Mayor

Its

Terry Schwerm, City Manager



Date: September 19, 2012

To: Kathleen Nordine, City Planner

From: Mark Maloney, Public Works Director
Tom Wesolowski, City Engineer

Subject: Revised Plan Set and Storm Water Management Plan Review – TSI Inc. Building and Parking Lot Expansion

The City of Shoreview Public Works Department has reviewed the revised Plan Set and Storm Water Management Plan dated September 19, 2012 and has the following comments:

1. Revised storm water management calculations to model existing and proposed drainage conditions were submitted. The calculations are signed by a licensed engineer from the State of Minnesota and meet the requirements of the City's Surface Water Management Plan (SWMP). The resulting plans and infrastructure designs appear to have been prepared in accordance with industry accepted standards for storm water management infrastructure.
2. The proposed on-site private storm water management system improvements include an underground storage and infiltration system, modifications to the existing retention basin located in the southeast corner of the site, and redirecting run-off from the site. The proposed storm water management plan meets and in some cases exceeds Appendix C- Development Guidelines of Shoreview's 2nd Generation Surface Water Management Plan (2005).
3. In light of comments received from the Planning Commission and suggestions from City staff the TSI storm water management plan has been revised to reduce the drainage area and volume of run-off that is directed to the existing retention basin located on the southeast corner of the site. As stated in the plan a curb cut that allows the basin to overflow to the south will be patched and an earthen berm will be extended north along the eastern property to create additional ponding area, which will reduce the peak water elevation in the pond during rain events. These revisions to the proposed on-site improvements seek to reduce the frequency or likelihood of the existing TSI storm water retention pond overtopping and/or directing water off site.
4. The TSI storm water management plan also shows the run-off rate to the City's storm sewer system located in the southeast corner of the site will be reduced.

5. TSI needs to provide a long term maintenance plan and maintenance agreement to the City for the storm water BMP's constructed on the site.
6. On drawing C8-1, Civil Details, the size of the rock for the rock entrance pad shall be 2 to 3-inch diameter.
7. Asphalt that is removed or damaged on Cardigan Road due to the installation of the driveways or concrete curb and gutter shall be replaced as per City standards.

If you have any questions or would like to discuss the comments please contact Tom Wesolowski at 651-490-4652.

**EXTRACT OF MINUTES OF MEETING OF THE
PLANNING COMMISSION OF SHOREVIEW, MINNESOTA
HELD SEPTEMBER 25, 2012**

* * * * *

Pursuant to due call and notice thereof, a meeting of the Planning Commission of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City at 7:00 PM.

The following members were present: Chair Solomonson, Commissioners Proud, Ferrington, McCool, Schumer, Thompson, and Wenner.

And the following members were absent: None

Member Schumer introduced the following resolution and moved its adoption.

**RESOLUTION NO. 12-85 FOR A VARIANCE TO INCREASE THE 80% MAXIMUM
IMPERVIOUS SURFACE COVERAGE TO 84%**

WHEREAS, TSI, Inc., submitted a variance application for the following described property:

Subj To Rds Esmts & Party Wall; The N 800 Ft Of E 445 Ft Of W 1420 Ft Lying S Of Rr R/w
Of Nw 1/4 Of Sec 36 Tn 30 Rn 23 & In Krois Industrial Park Ex W 174.25 Ft Lot 1 Blk 1 & In
Krois Industrial Park No.3 Lot 2 Blk 1

(Commonly known as 500 Cardigan Road)

WHEREAS, the Development Regulations state the maximum impervious surface coverage for properties located in the I, Industrial zone, is 75% and may be increased to 80% if best management practices are used; and

WHEREAS, the applicant has requested a variance to increase this requirement to 84%; and

WHEREAS, the Shoreview Planning Commission is authorized by state law and the City of Shoreview Development Regulations to make final decisions on variance requests.

WHEREAS, on September 25, 2012 the Shoreview Planning Commission made the following findings of fact:

1. *The property owner proposes to use the property in a reasonable manner not permitted by the Shoreview Development Regulations.* The proposed impervious surface coverage is reasonable based on the business needs and growth objectives for TSI and use of an underground infiltration chamber. The stormwater management plan has been designed to manage the run-off with the proposed 84% impervious surface coverage and complies with Appendix C of the Surface Water Management Plan.
2. *The plight of the property owner is due to circumstances unique to the property not created by the property owner.* Unique circumstances warrant the variance. The constrained lot area and the need for the business to expand the structure and provided the parking required for the employees working on the site. Existing development to the west, east and south prohibit opportunities to increase the lot size and reduce impervious surface coverage. Utilization of an underground infiltration chamber for stormwater management is an unique circumstance as the City does not recognize this as a technique in which credit is given towards impervious surface coverage and as such is a unique plight of the property owner.
3. *The variance, if granted, will not alter the essential character of the neighborhood.* The proposed improvements will not affect the character of the neighborhood. There are several other industrial uses along Cardigan Road. The proposed building addition is consistent with the architectural character of the existing building, has a height less than 35' and will not visually impact nearby residential properties. In addition, the proposed parking area is on the west side of the property, away from the single-family residential neighborhood and adjacent to the parking area for the apartment complex to the south.

NOW, THEREFORE, BE IT RESOLVED BY THE SHOREVIEW PLANNING COMMISSION, that the variance request for property described above, 500 Cardigan Road, be approved, subject to the following conditions:

1. Said approval is contingent upon City Council approval of the Site and Building Plan review.
2. The project must be completed in accordance with the plans submitted as part of the Variance application.

3. This approval will expire after one year if a building permit has not been issued for this project.
4. This approval is subject to a 5-day appeal period.

The motion was duly seconded by Member Wenner and upon a vote being taken thereon, the following voted in favor thereof: Chair Solomonson, Commissioners Ferrington, McCool, Schumer, Thompson, and Wenner.

And the following voted against the same: Commissioner Proud

Adopted this 25th day of September, 2012

Steve Solomonson, Chair
Shoreview Planning Commission

ATTEST:

Kathleen Nordine, City Planner

SEAL

ACCEPTANCE OF CONDITIONS:

TSI, Incorporated

City Council:
Sandy Martin, Mayor
Blake Huffman
Terry Quigley
Ady Wickstrom
Ben Withhart



City of Shoreview
4600 Victoria Street North
Shoreview, MN 55126
651-490-4600 phone
651-490-4699 fax
www.shoreviewmn.gov

TO: KATHLEEN NORDINE, CITY PLANNER

FROM: MARK J. MALONEY, PE, PUBLIC WORKS DIRECTOR *mjm*

DATE: AUGUST 23, 2012

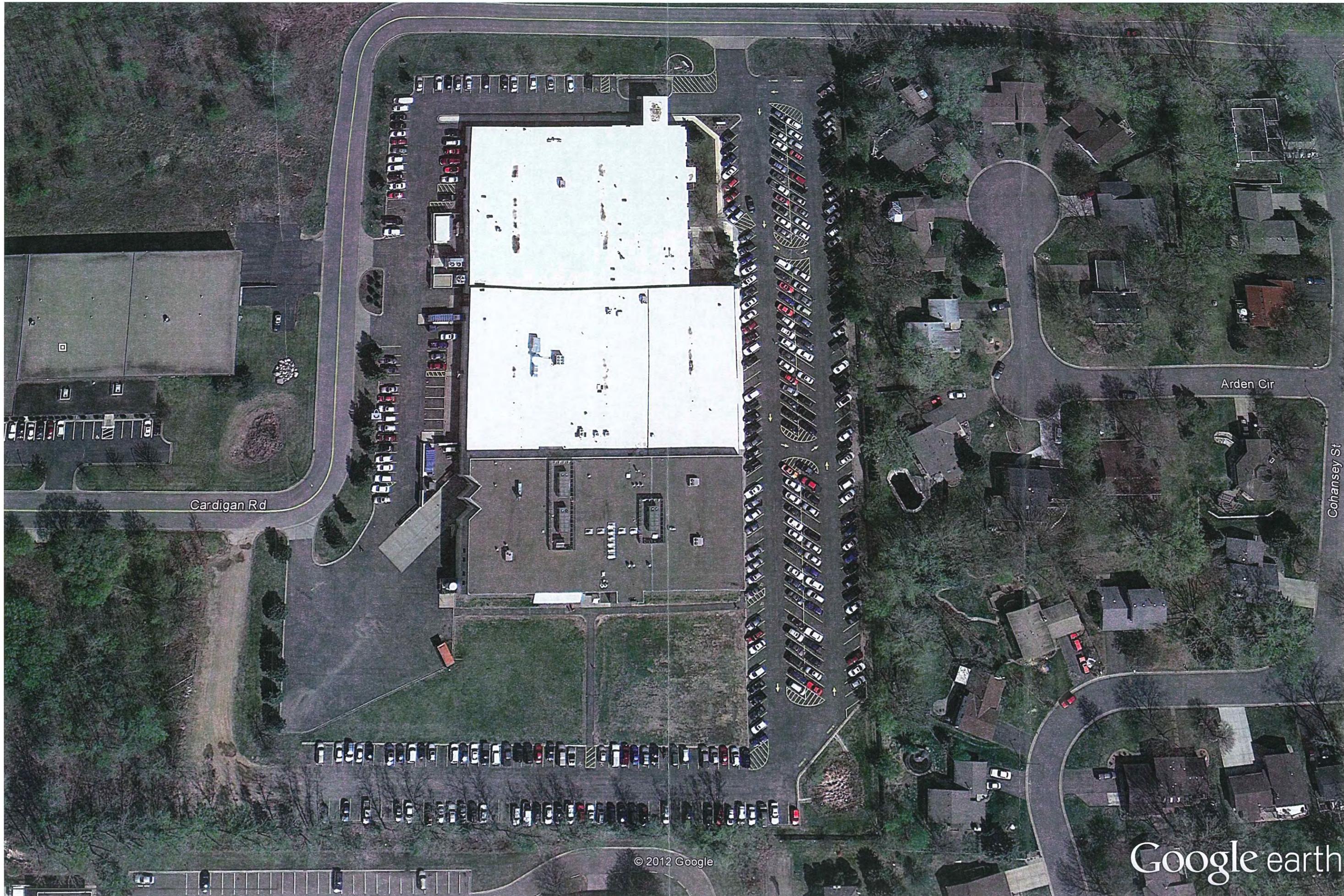
SUBJ: TSI SITE AND GRADING PLAN – DRAINAGE COMMENTS

There is an extensive history of City review and approvals of activities on what is now known as the "TSI Property". My review of planning files 801-79-49 and 1477-93-46 indicate that the City has since 1979 (at least) required proper handling of storm water runoff generated by development activities on the TSI property. Those prior City approvals resulted in private, on-site storm water management and infrastructure. For quite some time TSI has utilized a private drainage pond located at the southeast corner of the property as the endpoint for their on-site storage and treatment of storm water; from there it discharges into the public storm sewer system that eventually discharges into a storm pond northeast of Lake Wabasso.

In 1997 and reportedly again in 2000, after heavy rainfalls the private TSI pond overflowed and caused private property damage on at least one adjacent residential property. This was determined to have been caused primarily by some combination of improper construction and/or maintenance of TSI's private pond. I am aware that TSI hired a private contractor at some point to remedy the situation. I reviewed the details of the work planned at that time and approved of their approach to bring their pond into compliance with the intent of the original design. None of this work involved the public portion of the downstream storm water conveyance system that the TSI site eventually overflows to.

With regard to observations regarding the July 2011 flooding, it is difficult to establish what part the TSI drainage system (incl. pond) may have played in damages to adjacent property. In mid-July, 2011, we had city-wide flooding resulting from a rainfall event that dropped 4.5 inches of rainfall in a ninety minute period, with a total 5.4 inches in a 24 hour period. The intensity of the early part of that storm was off-the-charts with regard to storm sewer design, and most of the private and public storm water management systems in the City were in failure mode. We received reports of private property flooding and damage throughout Shoreview.

My staff has reviewed the plans and drainage calculations submitted/dated August 3, 2012 and have found them to be acceptable per City standards - see City Engineer Memo dated August 13, 2012. The city's approval is dependent on the submittal of a long term maintenance plan and agreement for the private storm water infrastructure on TSI's site; I believe this to be adequate. As is typical for private, on-site drainage infrastructure, it's really up to TSI to build and maintain their facilities per the plans approved by City and to avoid impacts on adjacent properties.



Cardigan Rd

Arden Cir

Cohansey St

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Google earth

TSI Inc.

BUILDING EXPANSION

500 Cardigan Road
Shoreview, MN 55164

GENERAL NOTES

- CONTRACTOR IS RESPONSIBLE FOR ALL WORK NECESSARY TO COMPLETE THE DEMOLITION, GENERAL CONSTRUCTION, VENTILATION, PLUMBING, AND ELECTRICAL CONSTRUCTION AS SHOWN ON THESE CONTRACT DOCUMENTS. ITEMS NOT EXPRESSLY SET FORTH BUT WHICH ARE REASONABLY IMPLIED OR NECESSARY FOR THE PROPER PERFORMANCE OF THIS WORK SHALL BE INCLUDED.
- FIRE SUPPRESSION TO BE DESIGN/BUILD THROUGH THE GENERAL CONTRACTOR.
- CONTRACTOR IS RESPONSIBLE TO VISIT THE SITE TO VERIFY EXISTING CONDITIONS, REVIEW THE DOCUMENTS AND IDENTIFY ANY DISCREPANCIES. ALL DISCREPANCIES SHALL BE REPORTED TO THE ARCHITECT AT THE TIME OF THE BID.
- CONTRACTOR IS RESPONSIBLE FOR ALL PERMITS, & APPROVALS NECESSARY FOR COMPLETION OF THE WORK.
- CONTRACTOR SHALL COORDINATE WITH THE OWNER & ARCHITECT THE LIMITS OF CONSTRUCTION FOR THE BUILDING PRIOR TO BEGINNING THE WORK. AN AREA FOR STAGING OF BUILDING MATERIALS STORAGE, AND EQUIPMENT LOADING/ UNLOADING WILL BE COORDINATED WITH THE OWNER, TENANT & ARCHITECT. PARKING OF CONSTRUCTION VEHICLES & WORKERS WILL BE RESTRICTED TO DESIGNATED AREAS. VERIFY WITH OWNER.

DRAWING INDEX

GENERAL

a0.0 TITLE SHEET AND DRAWING INDEX

ARCHITECTURAL

- a2.1 FLOOR PLAN - LEVEL 1
- a2.2 FLOOR PLAN - LEVEL 2
- a2.3 ROOF PLAN
- a3.1 EXTERIOR ELEVATIONS
- a9.1 REFLECTED CEILING PLAN - LEVEL 1
- a9.2 REFLECTED CEILING PLAN - LEVEL 2

BUILDING CODE INFORMATION

Applicable Codes

Minnesota State Building Code - 2007 Edition
 International Building Code (IBC) - 2006 Edition
 Minnesota State Accessibility Rules (Chap. 1341) - 2007
 International Fire Code (IFC) - 2006 Edition
 Minnesota State Special Fire Protection Systems (Chap. 1306) - 2007
 Minnesota State Fire Code - 2007 Edition
 Minnesota Plumbing Code - 2007 Edition
 International Mechanical Code - 2006 Edition
 National Electrical Code - 2008 Edition
 Minnesota Energy Code

Project Description:

The project involves a two story expansion of the existing building (to the south) and the construction of an expanded parking lot with storm water management. The build-out will include:

- Lower Level - Production/Manufacturing space with some storage.
- Upper Level - Office and Labs for engineering.

Proposed Project Additional Square Footage

Lower Level: 25,000 GSF
 Upper Level: 25,000 GSF
 Total New: 50,000 GSF

Existing Building Square Footage

Lower Level: 100,520 GSF
 Upper Level: 67,870 GSF
 Total Existing: 168,390 GSF

Total GSF with Proposed Addition: 225,390 GSF

Occupancy Classifications (IBC Ch. 3)

The proposed building will have the following occupancy types:
 Occupancy Group B - Offices
 Occupancy Group F-1 - Factory Industrial, Moderate-hazard
 Occupancy Group S-1 - Storage and Shipping

Allowable Height and Building Area (IBC Table 503, Section 504.2 & Section 506.3, Construction Type II-B)

Occupancy Group B (Type II-B with automatic sprinkler system)
 69,000 SF allowable per floor, 5-stories maximum, 75 foot maximum height
 Occupancy Group F-1 (Type II-B with automatic sprinkler system)
 46,500 SF allowable per floor, 3-stories maximum, 75 foot maximum height
 Occupancy Group S-1 (Type II-B with automatic sprinkler system)
 52,500 SF allowable per floor, 4-stories maximum, 75 foot maximum height

Unlimited Area Buildings (IBC Section 507)

507.4 Two Story. The area of a two-story, Group B, F, M or S building shall not be limited when the building is equipped throughout with an automatic sprinkler system in accordance with Section 903.1.1 and is surrounded and adjoined by public ways or yards not less than 60 feet in width. The building fits this description.

Occupancy Separation (IBC Ch.5)

No separation is required between Occupancy Groups B, F-1, and S-1 (IBC Table 508.3.3).

Building Construction Type Proposed (IBC Chapter 6): Type II-B

Construction Requirements (IBC Ch.6, Table 601)

Construction type	II-B
Partitions - permanent	0
Bearing walls	0
Structural frame	0
Floor construction	0
Roof construction	0

Common Path of Egress Travel (IBC 1014.3):

100 ft. in B, F and S occupancies that are fully sprinklered.

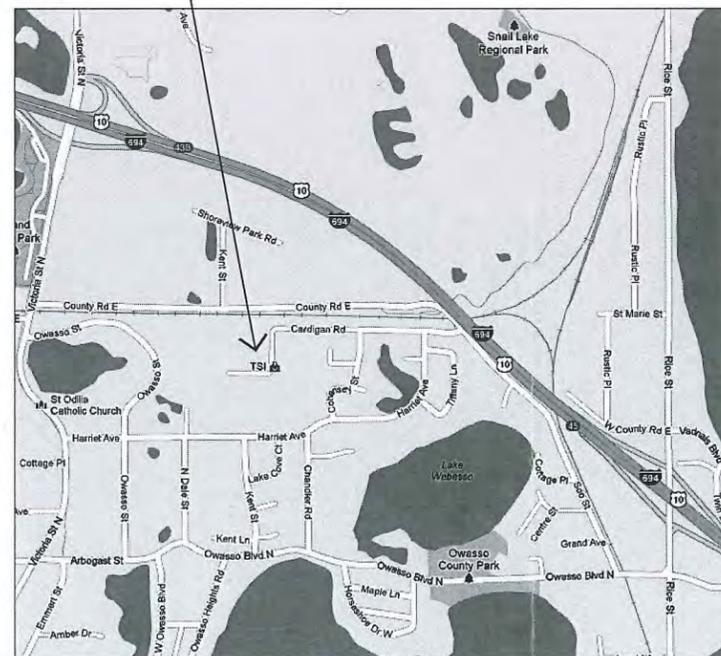
Exit Access Travel Distance (IBC Table 1016.1):

Office areas: 300 feet
 All other spaces: 250 feet

Corridor Fire Resistance (IBC Table 1017.1):

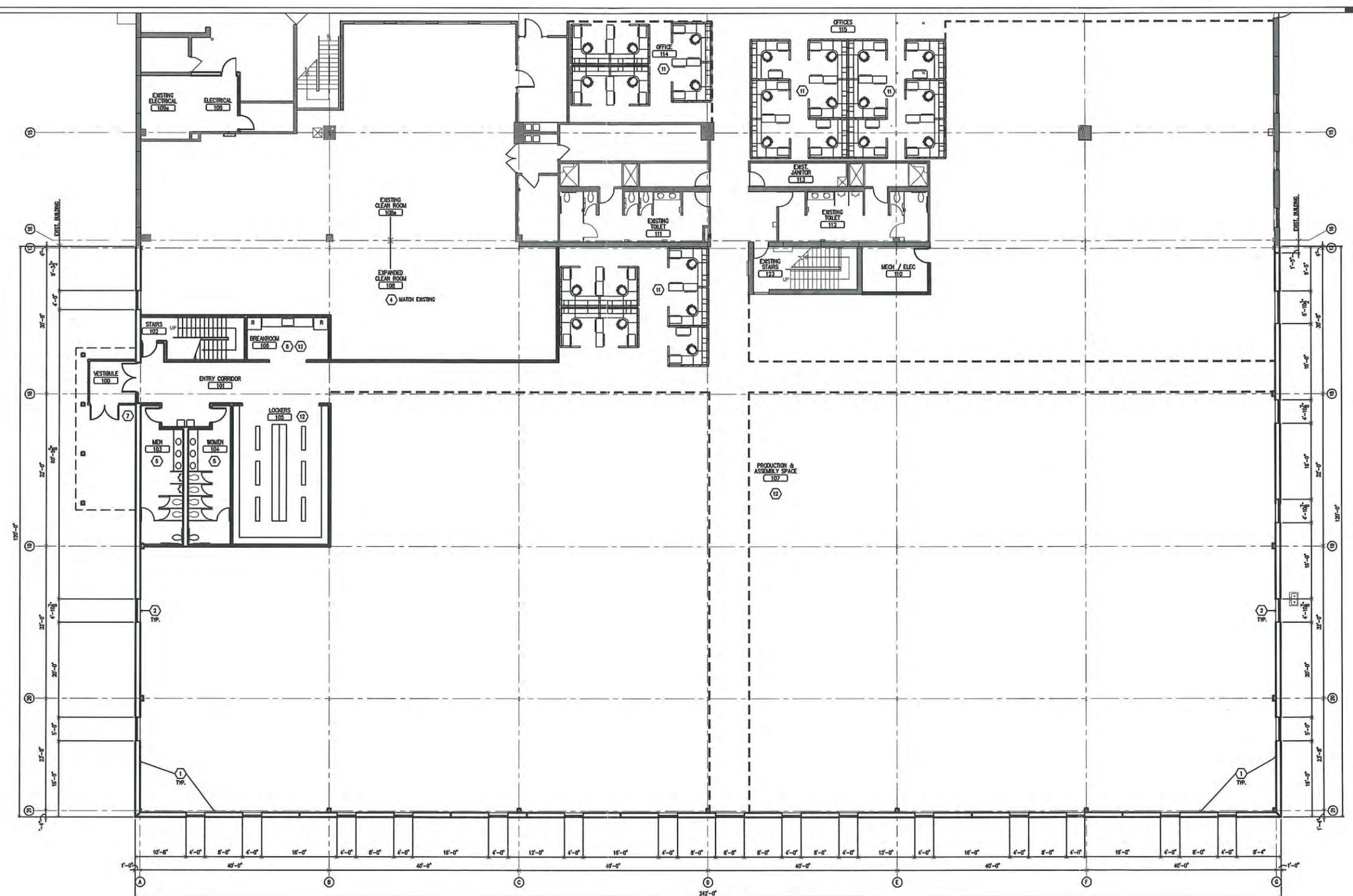
No fire resistance required due to automatic fire sprinkler system.

SITE LOCATION



PROJECT LOCATION MAP
 NOT TO SCALE

Comm. No. 1260	Mechanical & Electrical Design Assistance	Civil Engineering	Structural Engineering	Owner TSI Incorporated - Shoreview, MN	I hereby certify that this drawing was prepared by me or under my direct supervision and that I am a duly licensed architect under the laws of the State of Minnesota. By: _____ Title: _____ Date: _____ Registration Number: xxx	Drawing No. a0.0	 HAGEN, CHRISTENSEN & MCILWAIN ARCHITECTS <small>4201 CENTRAL AVENUE SE - MINNEAPOLIS MN 55407 TEL: 612.338.1882 - FAX: 612.338.1888</small>
DATE: 08/27/2012				Project Building Expansion			
BUILDING AND SITE SUBMITTAL				Title Sheet and Drawing Index			



1 FLOOR PLAN LEVEL 1
1/8" = 1'-0"

GENERAL NOTES

1. EXTEND ALL LAB, STAIR, TOILET, CLEANROOM & CONFERENCE ROOM WALLS TO STRUCTURE ABOVE & FILL WITH SOUND BATT INSULATION.
2. EXTEND ALL OTHER WALLS TO BOTTOM OF ACoustic CEILING PANELS & FILL WITH SOUND BATT INSULATION.
3. PROVIDE CARPET TILE FLOORING UNLESS NOTED OTHERWISE.
4. ALL FINISHES TO MATCH EXISTING TO STANDARDS.
5. PROVIDE 4" HIGH RUBBER BASE THROUGHOUT.

FLOOR PLAN KEYNOTES

- | | | |
|---|---|---|
| 1. EXTERIOR WALLS SHALL BE 12" THICK INSULATED PRECAST CONCRETE WALL PANELS WITH EXTERIOR FINISH TO MATCH EXISTING. | 5. PROVIDE CERAMIC TILE FLOORING & WALLS - MATCH EXISTING. | 10. ALUMINUM WINDOW FRAMING 42" HIGL. PROVIDE ROLLER SHADES AT ALL WINDOWS. |
| 2. WALL PANELS SHALL BE LEFT OUT AT WINDOWS. PROVIDE 2-STORY ALUMINUM FRAMING WITH INSULATED GLASS & SPANDREL GLASS. FRAME SPANDREL PANEL WITH GYP. BD WALL & INSULATE. PROVIDE SOLID SURFACE WINDOW SILLS. | 6. PROVIDE MANUALLY OPERATED FOLDING PANEL WALL DIVIDERS - MATCH EXISTING. | 11. OPEN OFFICE WORKSTATIONS WITH POWER POLES. |
| 3. PROVIDE FINISHED 4'-0" x 4'-0" ALUMINUM FRAMED INSULATED WINDOW IN PRECAST CONCRETE WALL PANEL. | 7. PROVIDE CARD READERS AT ALL NEW BUILDING ENTRANCES. LAB DESKS & CONFERENCE ROOMS AS NOTED. | 12. PROVIDE VINYL COMPOSITION FLOOR TILES. |
| 4. PROVIDE ELECTRO-STATIC DISCHARGE VINYL FLOORING IN ALL LABS. | 8. NEW MILLWORK BASE & WALL CABINETS. | 13. PROVIDE NEW DOOR & SEALS TO MATCH EXISTING TO STANDARDS. |
| | 9. TEMPERED GLASS/ALUMINUM FRAMED DIVIDER WALLS FULL HEIGHT FLOOR TO CEILING. PROVIDE SOLID FILM. | |

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ARCHITECTS

Mechanical & Electrical
Design Assistance

Civil Engineering

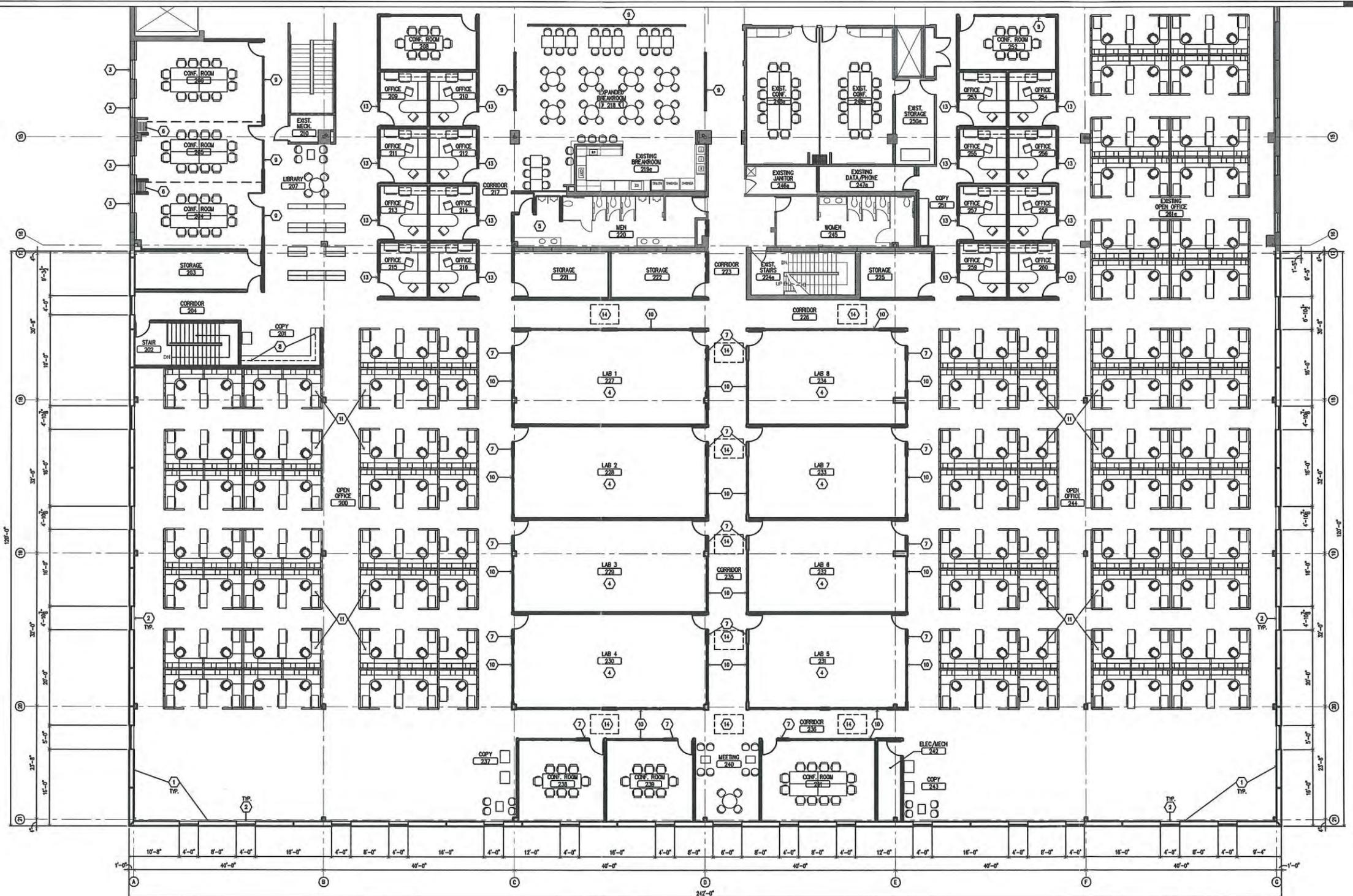
Structural Engineering

Owner
TSI Incorporated - Shoreview, MN
Project
Building Expansion
Title
Floor Plan - Level 1

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By: _____ Date: _____
Registration Number: 3323

Drawing No.
a2.1

HABEN, CHRISTENSEN & MCILWAIN
ARCHITECTS
4702 CEDAR AVENUE SE, MINNEAPOLIS, MN 55425
TEL: 612.338.1000 FAX: 612.338.1088



1 FLOOR PLAN LEVEL 2
1/8" = 1'-0"

GENERAL NOTES

1. EXTEND ALL LAB, STAIR, TOILET, CLEANROOM & CONFERENCE ROOM WALLS TO STRUCTURE ABOVE & FILL WITH SOUND BATT INSULATION.
2. EXTEND ALL OTHER WALLS TO BOTTOM OF ACOUSTIC CEILING PANELS & FILL WITH SOUND BATT INSULATION.
3. PROVIDE CARPET TILE FLOORING UNLESS NOTED OTHERWISE.
4. ALL FINISHES TO MATCH EXISTING TS STANDARDS.
5. PROVIDE 4" HIGH RUBBER BASE THROUGHOUT.

FLOOR PLAN KEYNOTES

- | | | |
|--|--|--|
| 1. EXTERIOR WALLS SHALL BE 12" THICK INSULATED PRECAST CONCRETE WALL PANELS WITH EXTERIOR FINISH TO MATCH EXISTING. | 5. PROVIDE CERAMIC TILE FLOORING & WALLS - MATCH EXISTING. | 10. ALUMINUM WINDOW FRAMING 4" HIGH. PROVIDE ROLLER SHADES AT ALL WINDOWS. |
| 2. WALL PANELS SHALL BE LEFT OUT AT WINDOWS. PROVIDE 2-STORY ALUMINUM FRAMING WITH INSULATED GLASS & SPANLED GLASS FRAME SPANLED PANEL WITH COP. 10 WALL & INSULATE. PROVIDE SOLID SURFACE WINDOW SILLS. | 6. PROVIDE MANUALLY OPERATED FOLDING PANEL WALL DIVERS - MATCH EXISTING. | 11. OPEN OFFICE WORKSTATIONS WITH POWER POLES. |
| 3. PROVIDE PUNCHED 4'-0" x 4'-0" ALUMINUM FRAMED INSULATED WINDOW BY PRECAST CONCRETE WALL PANEL. | 7. PROVIDE CHAIR READERS AT ALL NEW BUILDING ENTRANCES, LAB DOORS & CONFERENCE ROOMS AS NOTED. | 12. PROVIDE VINYL COMPOSITION FLOOR TILES. |
| 4. PROVIDE ELECTRO-STATIC DISCHARGE VINYL FLOORING IN ALL LABS. | 8. NEW MILLWORK BASE & WALL CABINETS. | 13. PROVIDE NEW DOOR & SLOUTE TO MATCH EXISTING TS STANDARDS. |
| | 9. TAMPED GLASS/ALUMINUM FRAMED DIVIDER WALLS FULL HEIGHT FLOOR TO CEILING. PROVIDE 50% FILL. | 14. SKYLIGHTS ABOVE. |

Comm. No.
1299
HAGEN, CHRISTENSEN & MCILWAIN
ARCHITECTS

Mechanical & Electrical
Design Assistance
Civil Engineering
Structural Engineering

Owner
TSI Incorporated - Sherburne, MN
Project
Building Expansion
Title
Floor Plan - Level 2

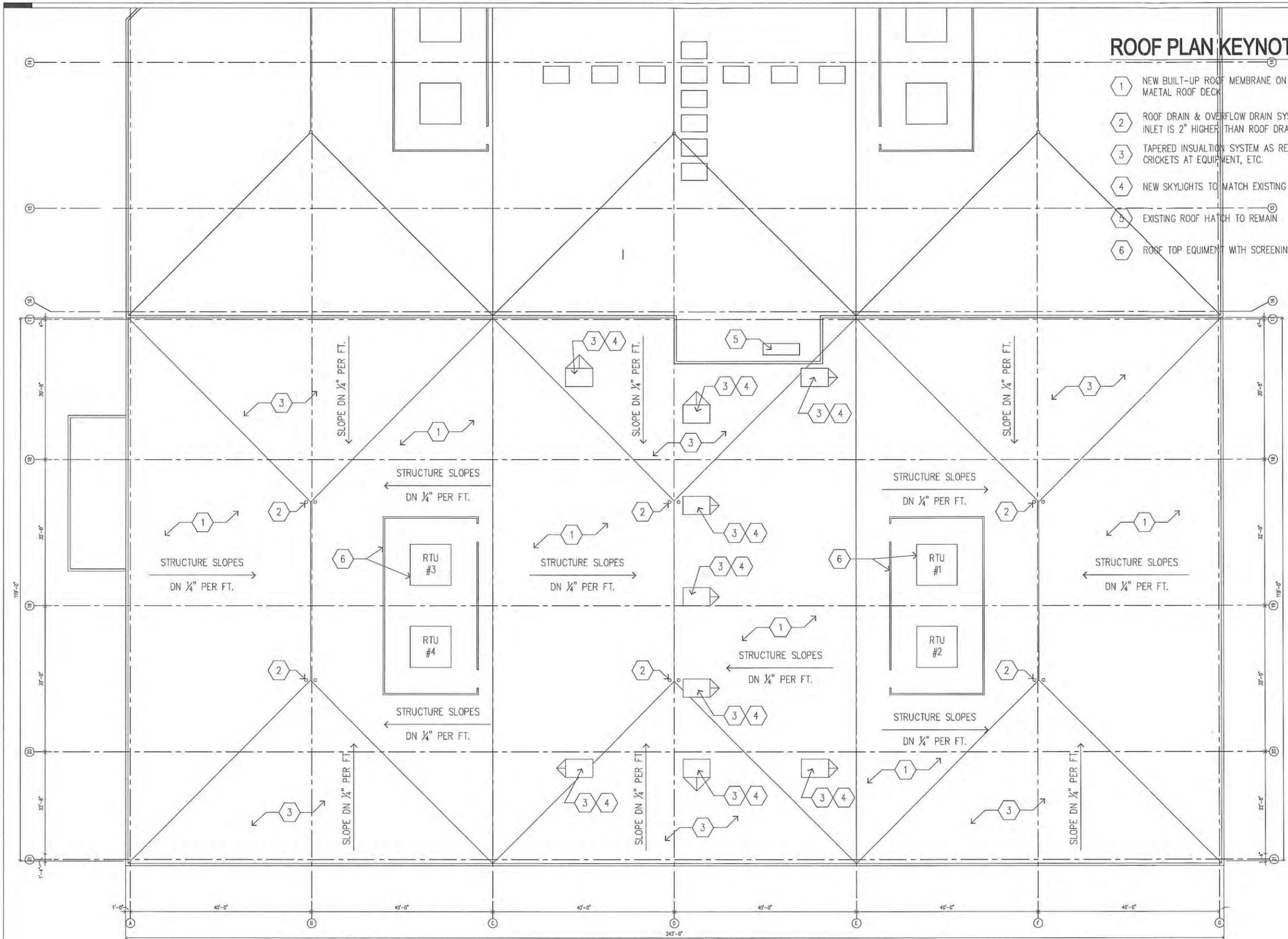
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By: _____
Title: _____
Date: _____
Registration Number: xxx

Drawing No.
a2.2



ROOF PLAN KEYNOTES

- 1 NEW BUILT-UP ROOF MEMBRANE ON RIGID INSULATION ON METAL ROOF DECK
- 2 ROOF DRAIN & OVERFLOW DRAIN SYSTEMS. OVERFLOW DRAIN INLET IS 2" HIGHER THAN ROOF DRAIN USING COLLAR.
- 3 TAPERED INSULATION SYSTEM AS REQUIRED TO ROOF DRAINS & CRICKETS AT EQUIPMENT, ETC.
- 4 NEW SKYLIGHTS TO MATCH EXISTING
- 5 EXISTING ROOF HATCH TO REMAIN
- 6 ROOF TOP EQUIPMENT WITH SCREENING AS REQUIRED



1 ROOF PLAN
1/8" = 1'-0"



Comm. No.
1260
Date:
08/27/2012
BUILDING AND SITE SUBMITTAL

Mechanical & Electrical
Design Assistance

Civil Engineering

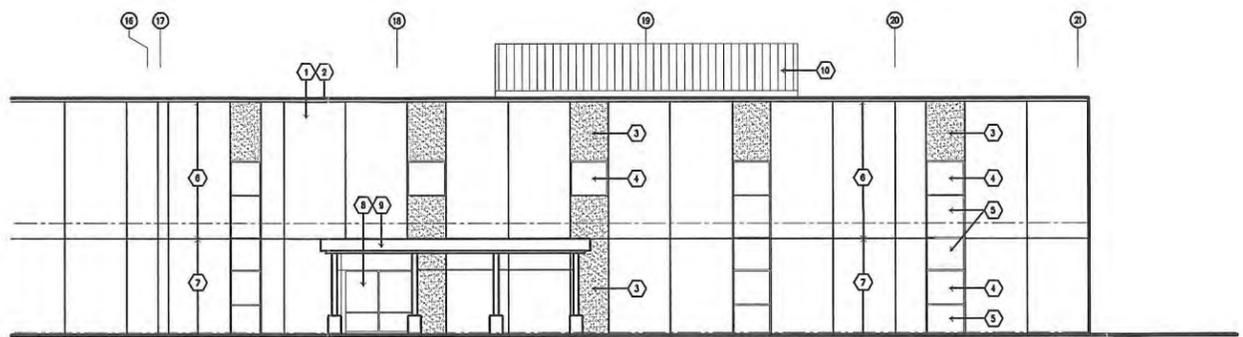
Structural Engineering

Owner
TSI Incorporated - Shoreview, MN
Project
Building Expansion
Title
Roof Plan

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Registration Number: xxx

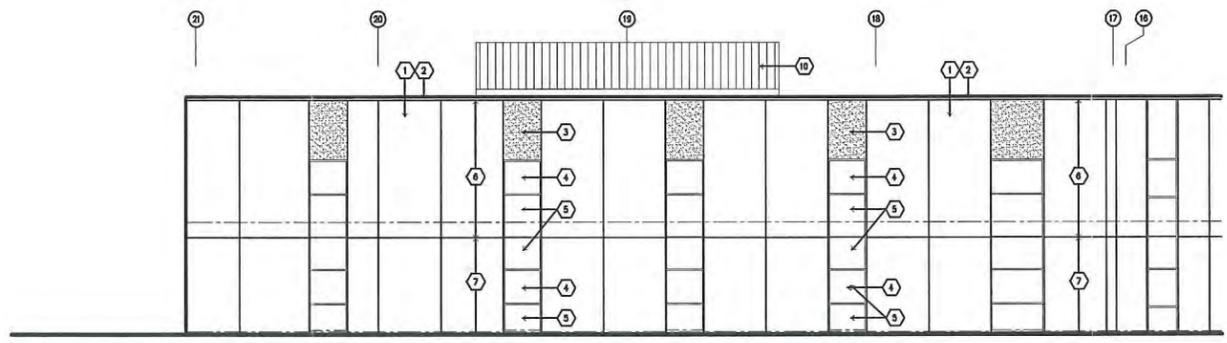
Drawing No.
a2.3



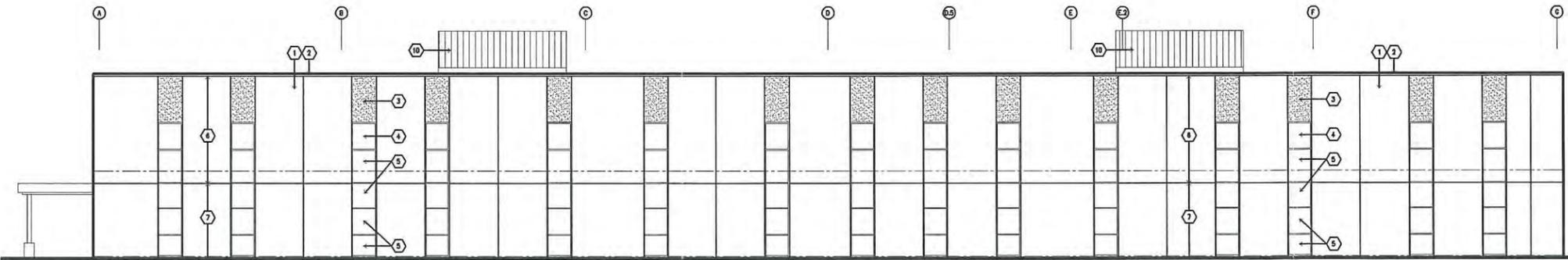


1 West Elevation
1/8" = 1'-0"

- ELEVATION KEYNOTES**
- 1 PRECAST CONCRETE WALL PANEL, 12" THICK INSULATED EXTERIOR FINISH TO MATCH EXISTING
 - 2 PREFINISHED METAL COPING - MATCH EXISTING
 - 3 STUCCO PANEL
 - 4 INSULATED ALUMINUM WINDOW SYSTEM
 - 5 SPANDREL PANEL IN ALUMINUM WINDOW SYSTEM
 - 6 PAINT COLOR 1 ON PRECAST MATCHING EXISTING
 - 7 PAINT COLOR 2 ON PRECAST MATCHING EXISTING
 - 8 ALUMINUM VESTIBULE
 - 9 PREFINISHED METAL ENTRANCE CANOPY
 - 10 ROOFTOP SCREENING TO MATCH EXISTING SCREENING



2 East Elevation
1/8" = 1'-0"



3 South Elevation
1/8" = 1'-0"

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1288
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ARCHITECTS

Mechanical & Electrical
Design Assistance

Civil Engineering

Structural Engineering

Owner
TSI Incorporated - Sherburne, MN
Project
Building Expansion
Title
Exterior Elevations

I hereby certify that this drawing was prepared by me or under my direct supervision and that I am a duly licensed architect under the laws of the State of Minnesota.
By: _____ Date: _____
Registration Number: 3002

Drawing No.
a3.1

HAGEN, CHRISTENSEN & MCILWAIN
ARCHITECTS
402 OLIVE AVENUE, SUITE 200, MINNEAPOLIS, MN 55402
TEL: 612.338.4322 FAX: 612.338.4348



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 TWIN CITY AREA: 651-454-0002
 TOLL FREE: 1-800-252-1166

SITE DEMOLITION NOTES

1. THE CONTRACTOR SHALL TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES DURING THE CONSTRUCTION PHASE OF THIS PROJECT. THE CONTRACTOR WILL BE HELD RESPONSIBLE FOR ANY DAMAGES TO ADJACENT PROPERTIES OCCURRING DURING THE CONSTRUCTION PHASE OF THIS PROJECT.
2. THE CONTRACTOR WILL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL DEVICES SUCH AS BARRICADES, WARNING SIGNS, DIRECTIONAL SIGNS, FLAGMEN AND LIGHTS TO CONTROL THE MOVEMENT OF TRAFFIC WHERE NECESSARY. PLACEMENT OF THESE DEVICES SHALL BE APPROVED BY THE ENGINEER PRIOR TO PLACEMENT. TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE APPROPRIATE MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARDS.
3. IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, THE CONTRACTOR WILL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS ON THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING THE PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS.
4. THE DUTY OF THE ENGINEER OR THE DEVELOPER TO CONDUCT CONSTRUCTION REVIEW OF THE CONTRACTORS PERFORMANCE IS NOT INTENDED TO INCLUDE REVIEW OF THE ADEQUACY OF THE CONTRACTORS SAFETY MEASURES IN, OR NEAR THE CONSTRUCTION SITE.
5. BEFORE BEGINNING CONSTRUCTION THE CONTRACTOR SHALL INSTALL A TEMPORARY ROCK ENTRANCE PAD AT ALL POINTS OF VEHICLE EXIT FROM THE PROJECT SITE. SAID ROCK ENTRANCE PAD SHALL BE MAINTAINED BY THE CONTRACTOR FOR THE DURATION OF THE PROJECT. SEE DETAIL SHEETS.
6. EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE ESTABLISHED AROUND THE ENTIRE SITE PERIMETER AND IN ACCORDANCE WITH NPDES PERMIT REQUIREMENTS, BEST MANAGEMENT PRACTICES, CITY REQUIREMENTS AND THE DETAILS SHOWN ON SHEET C8-1 OF THE PROJECT PLANS.
7. DEMOLITION AND UTILITY WORK REQUIRE CITY PERMITS.
8. CONTRACTOR TO CLEAR AND GRUB EXISTING VEGETATION WITHIN CONSTRUCTION LIMITS, STRIP TOP SOIL, AND STOCKPILE ON-SITE. REFER TO SWPPP FOR SEDIMENT AND EROSION CONTROL REQUIREMENTS.
9. EXISTING TOPOGRAPHY PROVIDED BY LOUCKS ASSOCIATES, SURVEY DATED JULY 19, 2012.
10. THE CONTRACTOR SHALL FIELD VERIFY LOCATIONS AND ELEVATIONS OF EXISTING UTILITIES AND TOPOGRAPHIC FEATURES PRIOR TO COMMENCEMENT OF CONSTRUCTION ACTIVITY. THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY DISCREPANCIES OR VARIATIONS FROM THE PLANS.
11. MINNESOTA STATE STATUTE REQUIRES NOTIFICATION PER "GOPHER STATE ONE CALL" PRIOR TO COMMENCING ANY GRADING, EXCAVATION OR UNDERGROUND WORK.
12. CLEAR AND GRUB AND REMOVE ALL TREES, VEGETATION AND SITE DEBRIS PRIOR TO GRADING. ALL REMOVED MATERIAL SHALL BE HAULED FROM THE SITE DAILY. ALL CLEARING AND GRUBBING AND REMOVALS SHALL BE PERFORMED PER THE CONTRACT SPECIFICATIONS. EROSION CONTROL MEASURES SHALL BE IMMEDIATELY ESTABLISHED UPON REMOVAL. (SEE SHEET C3-3)
13. THE CONTRACTOR SHALL SAW-CUT BITUMINOUS AND CONCRETE PAVEMENTS AS REQUIRED PER PLANS AND SPECIFICATIONS.

DEMOLITION LEGEND

- X - X - X - X - X - X - X - REMOVE CURB & GUTTER
- SAWCUT BITUMINOUS PAVEMENT
- REMOVE CONCRETE
- REMOVE BITUMINOUS
- REMOVE GRAVEL
- CONSTRUCTION LIMIT
- X REMOVE TREE
- NOTE: ALL BOLD ITEMS ARE TO BE REMOVED

SURVEY LEGEND - EXISTING CONDITIONS

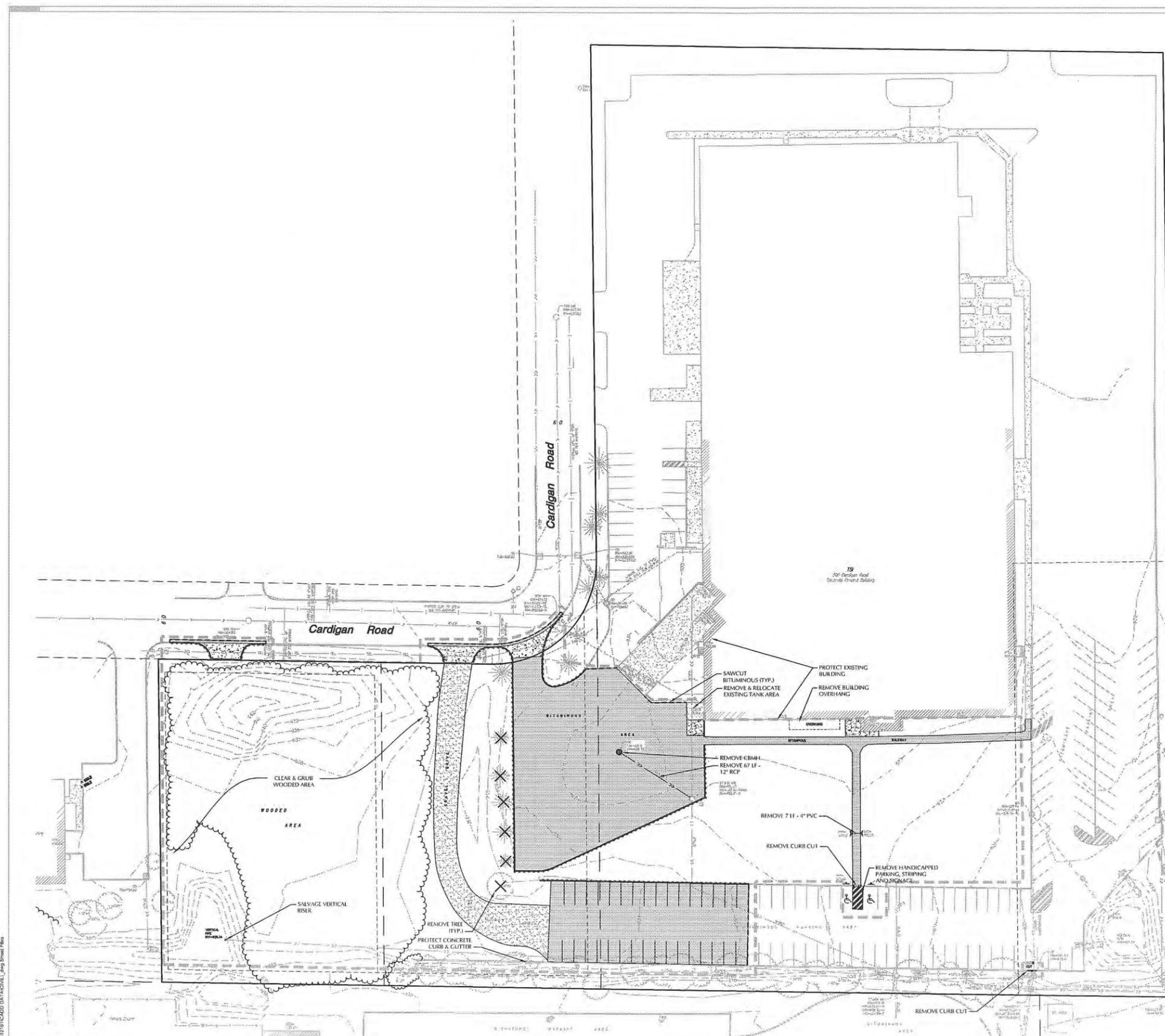
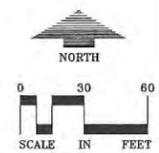
- CATCH BASIN
- STORM MANHOLE
- SANITARY MANHOLE
- WATER MANHOLE
- TELEPHONE PEDESTAL
- LIGHT POLE
- POWER POLE
- GATE VALVE
- HYDRANT
- ▽ SIGN
- ▽ SPOT ELEVATION
- STORM SEWER
- SANITARY SEWER
- WATERMAN
- UNDERGROUND TELEPHONE
- GAS
- UNDERGROUND GAS
- OVERHEAD ELECTRIC
- CHAIN LINK FENCE
- WOOD FENCE
- CONCRETE CURB
- CONCRETE
- CONTOUR

WARNING:

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND / OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

BENCHMARK
 FINISHED FLOOR LEVEL AT SOUTH
 ENTRANCE TO BUILDING
 ELEV.=933.77 FT (NGVD 1929 DATUM)



Loucks Associates Project No. 12191.00
 Comm. No. XXXX
 08/03/12 CITY SUBMITTAL
 08/22/12 CITY COMMENTS
 09/19/12 CITY COMMENTS

INTERIOR DESIGNER	STRUCTURAL	MECHANICAL AND ELECTRICAL	CIVIL ENGINEER	OWNER REPRESENTATIVE	OWNER	PROJECT	TITLE
			LOUCKS ASSOCIATES	CUSHMAN & WAKEFIELD	TSI INCORPORATED	BUILDING & PARKING EXPANSION	SITE DEMOLITION PLAN

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
 Drawing No. **C1-2**
 Date: _____

HAGEN, CHRISTENSEN & MCILWAIN
 ARCHITECTS

Project ID: 1812012 8:13 PM: W:\BENTON\BENTON\DATA\DWG\DWG\Drawn Files



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 TWIN CITY AREA: 651-454-0002
 TOLL FREE: 1-800-252-1168

SITE NOTES

1. ALL PAVING, CONCRETE CURB, GUTTER AND SIDEWALK SHALL BE FURNISHED AND INSTALLED IN ACCORDANCE WITH THE DETAILS SHOWN ON THE CIVIL DETAIL SHEETS.
2. MINNESOTA STATE STATUTE REQUIRES NOTIFICATION PER "GOPHER STATE ONE CALL" PRIOR TO COMMENCING ANY GRADING, EXCAVATION OR UNDERGROUND WORK.
3. ALL CONCRETE CURB AND GUTTER SHALL BE B612 UNLESS OTHERWISE NOTED.
4. ALL CURB DIMENSIONS SHOWN ARE TO THE OUTSIDE FACE OF CURB UNLESS OTHERWISE NOTED.
5. ALL BUILDING DIMENSIONS ARE TO THE OUTSIDE FACE OF WALL UNLESS OTHERWISE NOTED.
6. PROVIDE A 3 FOOT CURB TAPER AT ALL CURB TERMINI.

SITE DATA

CURRENT ZONING: INDUSTRIAL DISTRICT (I)
PROPERTY AREA: 9.46 AC
EXISTING IMPERVIOUS AREA: 6.20 AC (66%)
PROPOSED IMPERVIOUS AREA (PHASE 1 (PARKING)): 7.35 AC (78%)
PROPOSED IMPERVIOUS AREA (PHASE 2 (BUILDING)): 7.94 AC (84%)
DISTURBED AREA: 3.21 AC
PARKING & DRIVEWAY SURFACE AREA: 2.03 AC
PARKING LANDSCAPING AREA: 0.15 AC (7%)

SITE DEVELOPMENT AND DESIGN STANDARDS

*PER CITY OF SHOREVIEW MUNICIPAL CODE

LOT COVERAGE: 75% MAXIMUM (MAY BE INCREASED TO 80%)
OPEN SPACE: 15% MINIMUM
BUILDING HEIGHT: 35 FT (MAY BE EXCEEDED IF ADDITIONAL FOOT OF SETBACK PROVIDED FOR EVERY ADDITIONAL FOOT OF HEIGHT)

BUILDING SETBACKS:
 FRONT: 50 FT
 REAR: 20 FT
 SIDE: 10 FT (30 FT ON CORNER LOT)
PARKING SETBACKS:
 FRONT: 20 FT
 REAR: 5 FT (20 FT ADJACENT TO RESIDENTIAL)
 SIDE: 5 FT

MINIMUM PARKING LAYOUT DIMENSIONS (90 DEGREE PATTERN):

PARKING SPACE WIDTH = 9 FT
 PARKING SPACE LENGTH = 18 FT
 AISLE WIDTH = 24 FT

PARKING SPACE REQUIREMENTS:

WAREHOUSE USE: 1 SPACE PER 2,000 SF GFA
 PRODUCTION USE: 3 SPACES PER 1,000 SF GFA
 OFFICE USE: 5 SPACES PER 1,000 SF NFA

LANDSCAPING:

20% OF PARKING SURFACE SHALL BE DESIGNED WITH LANDSCAPING ISLANDS (ISLANDS TO BE 324 SF MINIMUM)

OFF-STREET PARKING CALCULATIONS

EXISTING WAREHOUSE:	27,516 SF	
PROPOSED WAREHOUSE:	0 SF	
TOTAL:	27,516 SF @ 1 STALL PER 2,000 SF	= 13.76 STALLS
EXISTING MANUFACTURING:	45,412 SF	
PROPOSED MANUFACTURING:	38,200 SF	
TOTAL:	83,612 SF @ 3 STALLS PER 1,000 SF	= 250.84 STALLS
EXISTING OFFICE:	40,564 SF	
PROPOSED OFFICE:	13,000 SF	
TOTAL:	53,564 SF @ 5 STALLS PER 1,000 SF	= 267.82 STALLS

TOTAL PARKING REQUIRED = 533 STALLS
EXISTING PARKING = 347 STALLS
PARKING REMOVED = -32 STALLS
PROPOSED PARKING = 236 STALLS
TOTAL PARKING PROVIDED = 551 STALLS

ACCESSIBLE PARKING

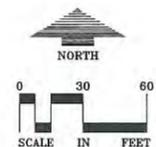
EXISTING ACCESSIBLE PARKING: 9 STALLS
 REMOVED ACCESSIBLE PARKING: -2 STALLS
 PROPOSED ACCESSIBLE PARKING: 5 STALLS
TOTAL: 12 STALLS

REQUIRED ACCESSIBLE PARKING: 12 STALLS**

**REQUIRED MINIMUM NUMBER OF ACCESSIBLE SPACES FOR 501 TO 1000 STALLS IS 2 PERCENT OF TOTAL; 1 VAN SPACE FOR EVERY SIX OR FRACTION OF SIX

LEGEND

- CONCRETE PAVEMENT
- BITUMINOUS PAVEMENT
- CONSTRUCTION LIMIT



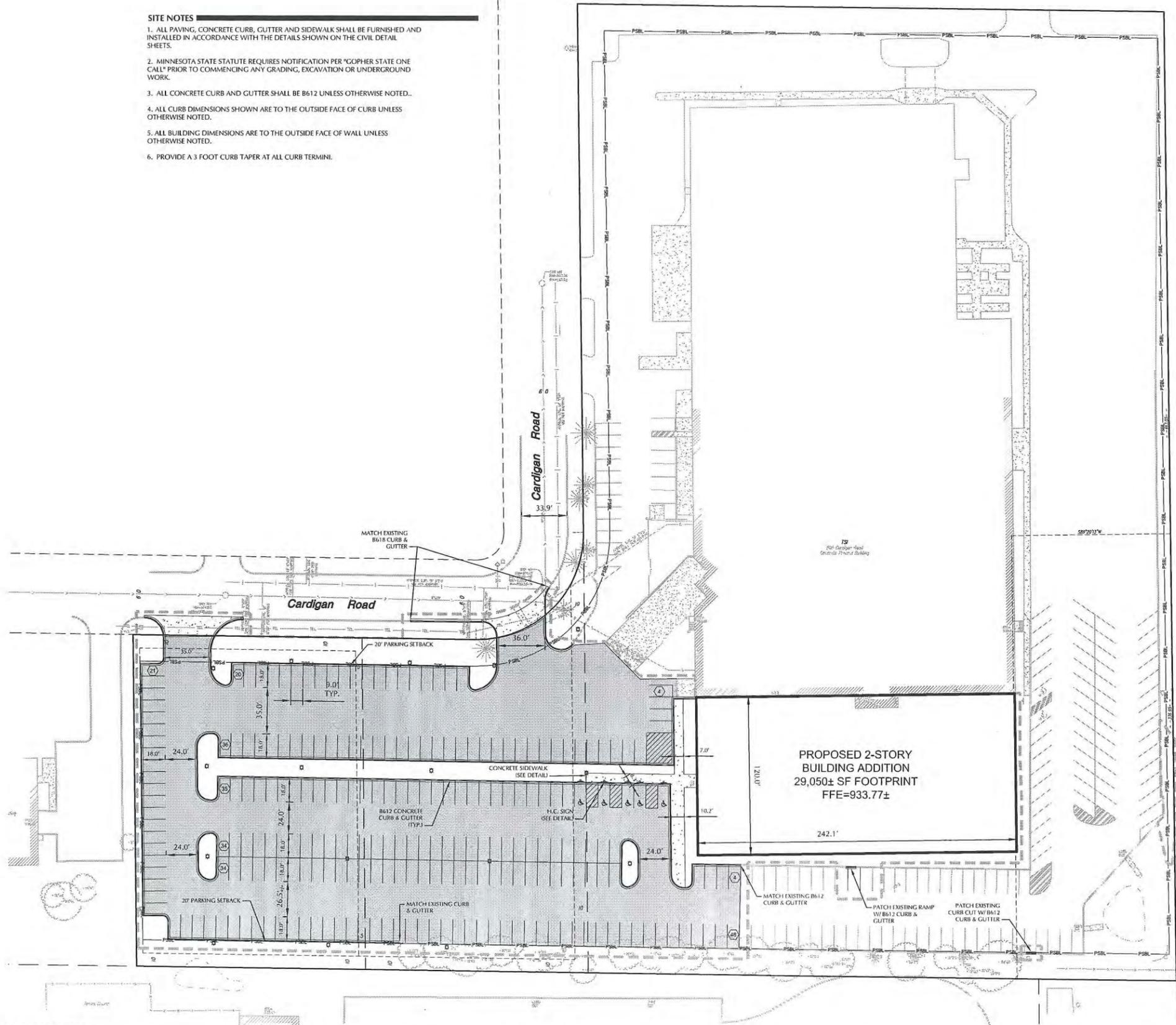
BENCHMARK

FINISHED FLOOR LEVEL AT SOUTH ENTRANCE TO BUILDING
 ELEV.=933.77 FT (NGVD 1929 DATUM)

WARNING:

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND/OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.



Comm. No. XXXX
 08/03/12 CITY SUBMITTAL
 08/22/12 CITY COMMENTS
 09/19/12 CITY COMMENTS

INTERIOR DESIGNER
 STRUCTURAL
 MECHANICAL AND ELECTRICAL
 CIVIL ENGINEER

MECHANICAL AND ELECTRICAL
 CIVIL ENGINEER

LOUCKS ASSOCIATES
 Planning & Civil Engineering • Land Surveying
 Architecture • Interiors • Environmental
 2401 Grand Ave., Suite 300
 St. Paul, MN 55105
 Telephone: 651-454-0002
 www.loucks.com

OWNER REPRESENTATIVE
CUSHMAN & WAKEFIELD
 NORTHSTAR

TSI
 TRUST SERVICES INTERNATIONAL

Owner
TSI INCORPORATED
 Project
BUILDING & PARKING EXPANSION
 Title
SITE PLAN

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
 Chad H. Lockwood, P.E.
 44966
 License No. Date:

Drawing No.
C2-1

HAGEN, CHRISTENSEN & MCILWAIN
 ARCHITECTS
 10000 Grand Ave., Suite 100
 Minneapolis, MN 55438
 Telephone: 612-338-1100
 www.hcm.com



Gopher State One Call
 TWIN CITY AREA: 651-454-0002
 TOLL FREE: 1-800-252-1166

GRADING, DRAINAGE & EROSION CONTROL NOTES

1. THE CONTRACTOR SHALL REFER TO THE ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF BUILDINGS, VESTIBULES, SLOPED PAVING, EXIT PORCHES, RAMPS, TRUCK DOCKS, ENTRY LOCATIONS AND LOCATIONS OF DOWNSPOUTS.
2. ALL DISTURBED UNPAVED AREAS ARE TO RECEIVE MINIMUM OF 4 INCHES OF TOP SOIL AND SEED/MULCH. THESE AREAS SHALL BE WATERED/MAINTAINED BY THE CONTRACTOR UNTIL VEGETATION IS ESTABLISHED (SEE LANDSCAPE PLAN FOR MORE DETAILS).
3. THE CONTRACTOR SHALL TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES DURING THE CONSTRUCTION PHASE OF THIS PROJECT. THE CONTRACTOR WILL BE HELD RESPONSIBLE FOR ANY DAMAGES TO ADJACENT PROPERTIES OCCURRING DURING THE CONSTRUCTION PHASE OF THIS PROJECT.
4. THE CONTRACTOR WILL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL DEVICES SUCH AS BARRICADES, WARNING SIGNS, DIRECTIONAL SIGNS, FLAGMEN AND LIGHTS TO CONTROL THE MOVEMENT OF TRAFFIC WHERE NECESSARY. PLACEMENT OF THESE DEVICES SHALL BE APPROVED BY THE ENGINEER PRIOR TO PLACEMENT. TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE APPROPRIATE MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARDS.
5. IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, THE CONTRACTOR WILL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS ON THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING THE PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS.
6. THE DUTY OF THE ENGINEER OR THE DEVELOPER TO CONDUCT CONSTRUCTION REVIEW OF THE CONTRACTORS PERFORMANCE IS NOT INTENDED TO INCLUDE REVIEW OF THE ADEQUACY OF THE CONTRACTORS SAFETY MEASURES IN, OR NEAR THE CONSTRUCTION SITE.
7. BEFORE BEGINNING CONSTRUCTION THE CONTRACTOR SHALL INSTALL A TEMPORARY ROCK ENTRANCE PAD AT ALL POINTS OF VEHICLE EXIT FROM THE PROJECT SITE. SAID ROCK ENTRANCE PAD SHALL BE MAINTAINED BY THE CONTRACTOR FOR THE DURATION OF THE PROJECT. SEE DETAILS SHOWN ON SHEET CB-1 OF THE PROJECT PLANS.
8. EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE ESTABLISHED AROUND THE ENTIRE SITE PERIMETER AND IN ACCORDANCE WITH NPDES PERMIT REQUIREMENTS, BEST MANAGEMENT PRACTICES, CITY REQUIREMENTS AND THE DETAILS SHOWN ON SHEET CB-1 OF THE PROJECT PLANS.
9. ALL ENTRANCES AND CONNECTIONS TO CITY STREETS SHALL BE CONSTRUCTED PER THE REQUIREMENTS OF THE CITY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL PERMITS AND NOTIFICATIONS AS REQUIRED BY THE CITY.
10. EXISTING TOPOGRAPHY PROVIDED BY LOUCKS ASSOCIATES SURVEY DATED, 07/19/2012.
11. SPOT ELEVATIONS REPRESENT FINISHED SURFACE GRADES AT GUTTER LINE, OR EDGE OF PAVEMENT UNLESS OTHERWISE NOTED.

LEGEND

- EROSION CONTROL BLANKET
- STANDARD SILT FENCE
- BIO LOGS
- INLET PROTECTION

LEGEND

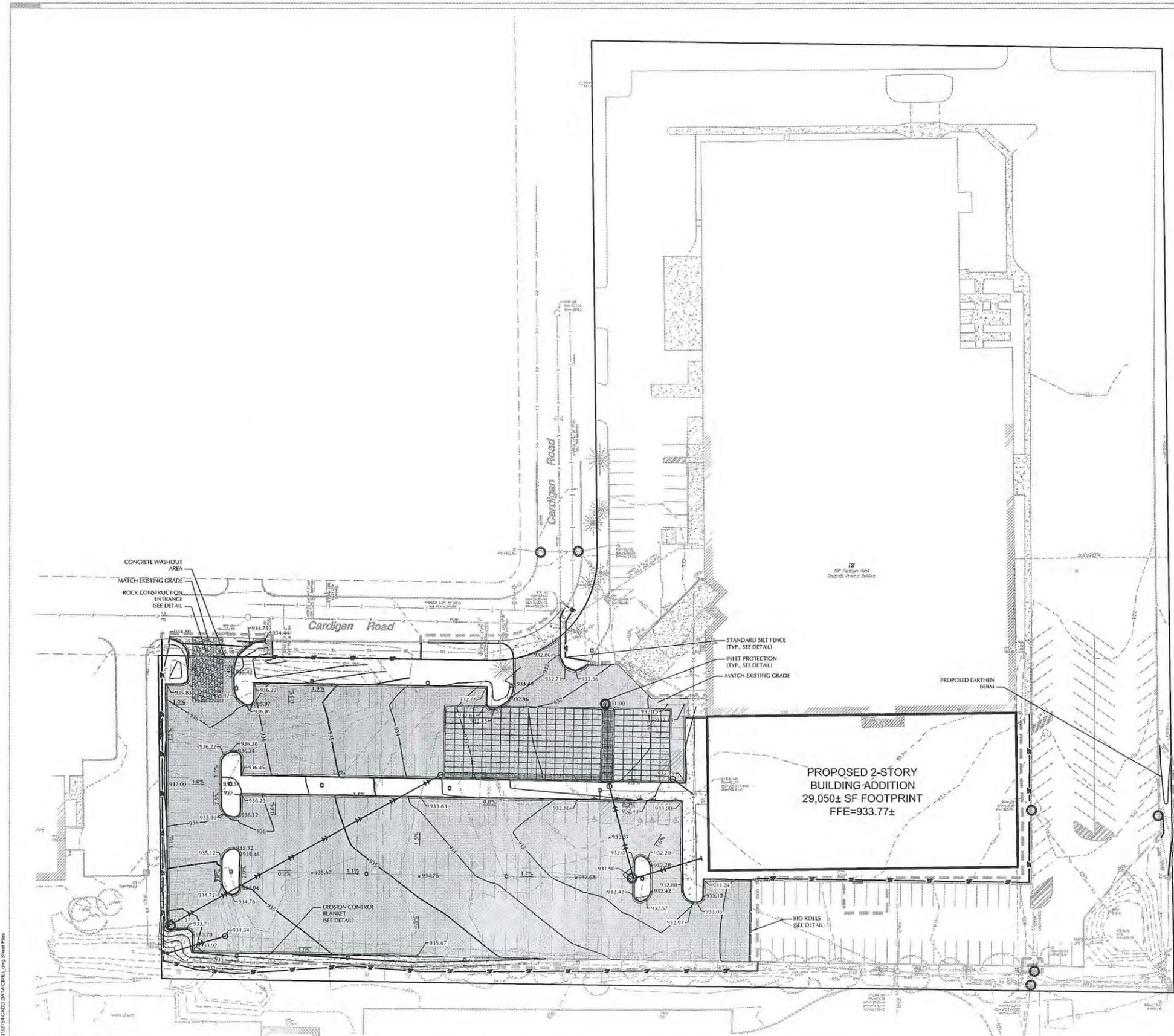
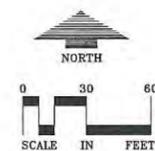
APPROXIMATE QUANTITY OF SOIL TO BE GRADED, EXCAVATED OR FILLED: 8964 CY - CUT

WARNING:

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND / OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

BENCHMARK
 FINISHED FLOOR LEVEL AT SOUTH ENTRANCE TO BUILDING
 ELEV. = 933.77 FT (NGVD 1929 DATUM)



PROPOSED 2-STORY BUILDING ADDITION
 29,050± SF FOOTPRINT
 FFE=933.77±

Loucks Associates Project No. 12191.00
 Comm. No. XXXX
 08/03/12 CITY SUBMITTAL
 08/22/12 CITY COMMENTS
 09/19/12 CITY COMMENTS

INTERIOR DESIGNER	STRUCTURAL	MECHANICAL AND ELECTRICAL	CIVIL ENGINEER	OWNER REPRESENTATIVE	OWNER
				LOUCKS ASSOCIATES	TSI INCORPORATED
				CUSHMAN & WAKEFIELD	Project: BUILDING & PARKING EXPANSION
				NORTHWARD	Title: GRADING & EROSION CONTROL PLAN
				TSI TRUST SCIENCE INNOVATION	Owner: Chad H. Lockwood, P.E.

Drawing No. **C3-1**

HAGEN, CHRISTENSEN & MCILWAIN ARCHITECTS

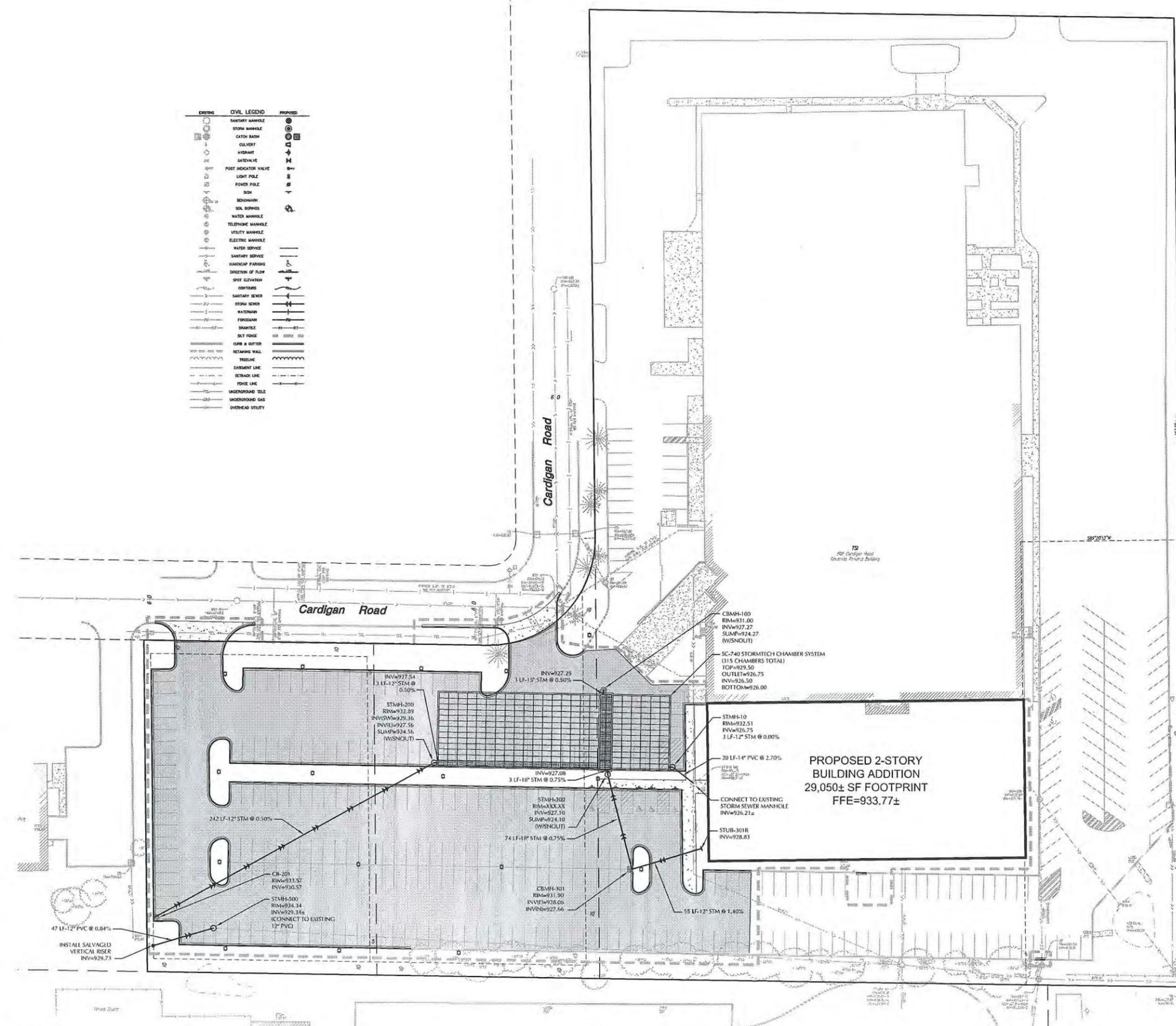


CALL BEFORE YOU DIG
Gopher State One Call
 TWIN CITY AREA: 651-454-0002
 TOLL FREE: 1-800-252-1166

UTILITY PLAN NOTES

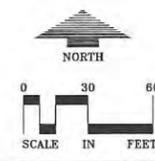
1. ALL SANITARY SEWER, STORM SEWER AND WATERMAIN UTILITIES SHALL BE FURNISHED AND INSTALLED PER THE REQUIREMENTS OF THE SPECIFICATIONS, THE CITY AND THE STANDARD UTILITIES SPECIFICATION OF THE CITY ENGINEERS ASSOCIATION OF MINNESOTA (CEAM), 1999 EDITION.
2. ALL UTILITY PIPE BEDDING SHALL BE COMPACTED SAND OR FINE GRANULAR MATERIAL PER THE REQUIREMENTS OF THE CITY. ALL COMPACTION SHALL BE PERFORMED PER THE REQUIREMENTS OF THE CEAM SPECIFICATION.
3. ALL CONNECTIONS TO EXISTING UTILITIES SHALL BE PERFORMED PER THE REQUIREMENTS OF THE CITY. THE CITY DEPARTMENT OF ENGINEERING AND BUILDING INSPECTIONS DEPARTMENT AND THE CONSTRUCTION ENGINEER MUST BE NOTIFIED AT LEAST 48 HOURS PRIOR TO ANY WORK WITHIN THE PUBLIC RIGHT OF WAY, OR WORK IMPACTING PUBLIC UTILITIES.
4. THE CONTRACTOR SHALL NOTIFY GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS PRIOR TO PERFORMING ANY EXCAVATION OR UNDERGROUND WORK.
5. THE CONTRACTOR SHALL FIELD ADJUST WATERMAIN TO AVOID CONFLICTS WITH SANITARY SEWER, STORM SEWER, AND SERVICES AS REQUIRED. INSULATION OF WATER AND SANITARY SEWER LINES SHALL BE PROVIDED WHERE 7.5 FEET MINIMUM DEPTH CAN NOT BE ATTAINED.
6. ALL STREET REPAIRS AND PATCHING SHALL BE PERFORMED PER THE REQUIREMENTS OF THE CITY. ALL TRAFFIC CONTROL SHALL BE PROVIDED BY THE CONTRACTOR AND SHALL BE ESTABLISHED PER THE REQUIREMENTS OF THE MINNESOTA MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND THE CITY. THIS SHALL INCLUDE ALL SIGNAGE, BARRICADES, FLASHERS AND FLAGGERS AS NEEDED. ALL PUBLIC STREETS SHALL BE OPEN TO TRAFFIC AT ALL TIMES. NO ROAD CLOSURES SHALL BE PERMITTED WITHOUT THE EXPRESSED AUTHORITY OF THE CITY.
7. ADJUST ALL EXISTING STRUCTURES, BOTH PUBLIC AND PRIVATE TO THE PROPOSED GRADES WHERE DISTURBED AND COMPLY WITH ALL REQUIREMENTS OF THE UTILITY OWNERS. STRUCTURES BEING RESET TO PAVED AREAS MUST MEET OWNERS REQUIREMENTS FOR TRAFFIC LOADING.

EXISTING	CIVIL LEGEND	PROPOSED
	SANITARY MANHOLE	
	STORM MANHOLE	
	CATCH BASIN	
	CULVERT	
	HYDRANT	
	GATE VALVE	
	POST INDICATOR VALVE	
	LIGHT POLE	
	POWER POLE	
	SIGN	
	BENCHMARK	
	SOL BORINGS	
	WATER MANHOLE	
	TELEPHONE MANHOLE	
	UTILITY MANHOLE	
	ELECTRIC MANHOLE	
	WATER SERVICE	
	SANITARY SERVICE	
	HORIZONTAL FANNING	
	DIRECTION OF FLOW	
	SPOT ELEVATION	
	CONTOURS	
	SANITARY SEWER	
	STORM SEWER	
	WATERMAIN	
	FIREMAIN	
	GAS	
	ELECTRIC	
	SALT FENCE	
	CURB & GUTTER	
	RETAINING WALL	
	TREE LINE	
	EASEMENT LINE	
	SECTION LINE	
	FENCE LINE	
	UNDERGROUND TILE	
	OVERHEAD GAS	
	OVERHEAD UTILITY	



WARNING:
 THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND / OR RELOCATION OF LINES.
 THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

BENCHMARK
 FINISHED FLOOR LEVEL AT SOUTH ENTRANCE TO BUILDING
 ELEV.=933.77 FT (NGVD 1929 DATUM)



PROJECT: 08/18/2012 5:17 PM W:\071712\18\18\00\DATA\DWG\18_0001.dwg Sheet Files

Loecks Associates Project No. 12191.00

Comm. No.	XXXX
08/05/12 CITY SUBMITTAL	
08/22/12 CITY COMMENTS	
09/19/12 CITY COMMENTS	

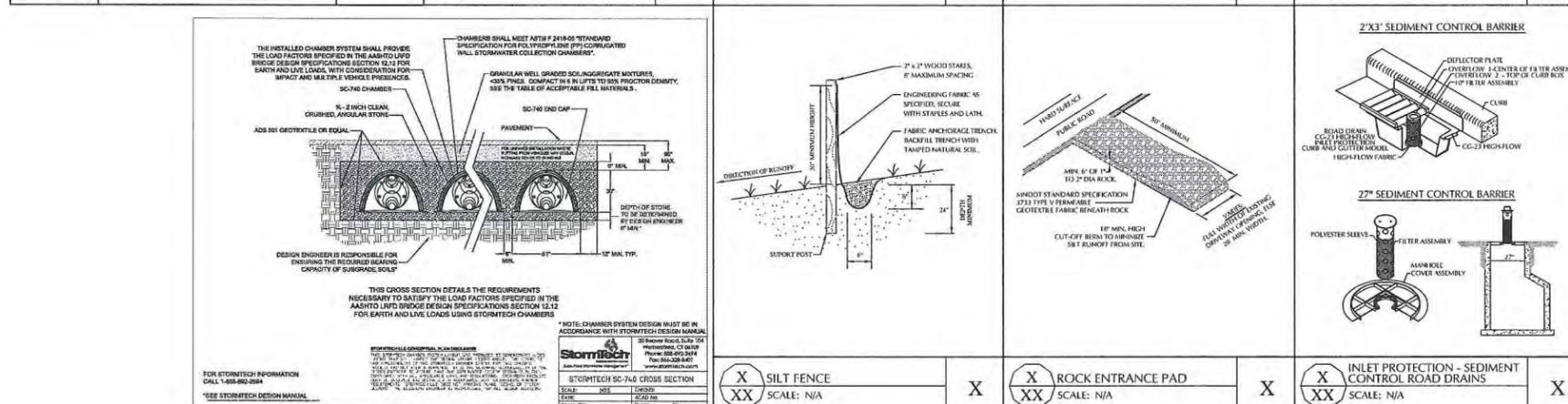
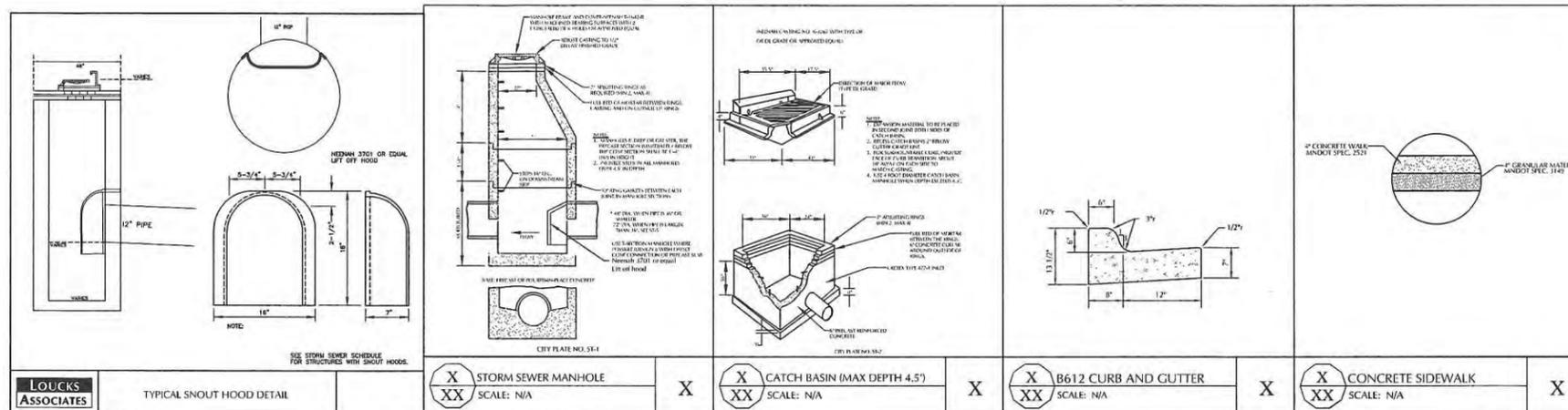
INTERIOR DESIGNER	STRUCTURAL	MECHANICAL AND ELECTRICAL	CIVIL ENGINEER	OWNER REPRESENTATIVE
			LOECKS ASSOCIATES	CUSHMAN & WAKEFIELD NORTHMARD
			TSI TRUST SCIENCE ENGINEERING	

Owner: **TSI INCORPORATED**
 Project: **BUILDING & PARKING EXPANSION**
 Title: **UTILITY PLAN**

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
 Chad H. Lockwood, P.E.
 License No. 44936 Date:

Drawing No. **C4-1**

HAGEN, CHRISTENSEN & MCILWAIN
 ARCHITECTS



Project: 09/18/12 08:18 PM \\2021012101\CAD\DATA\CIVIL\wg\Sheet Plans

Loucks Associates Project No. 12191.00
 Comm. No. XXXX
 08/03/12 CITY SUBMITTAL
 08/22/12 CITY COMMENTS
 09/19/12 CITY COMMENTS

INTERIOR DESIGNER
 STRUCTURAL
 MECHANICAL AND ELECTRICAL
 CIVIL ENGINEER

MECHANICAL AND ELECTRICAL
 CIVIL ENGINEER

LOUCKS ASSOCIATES
 11000 N. 11th Street, Suite 200
 Lincoln, NE 68504
 Phone: (402) 441-1100
 Fax: (402) 441-1101
 www.loucks.com

OTHER REPRESENTATIVE
CUSHMAN & WAKEFIELD
NORTHWARD

TSI
 TRUST SERVICES INTERNATIONAL

Owner
TSI INCORPORATED
 Project
BUILDING & PARKING EXPANSION
 Title
CIVIL DETAILS

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Nebraska.
 Chad H. Loucks, P.E.
 License No. 44995
 Date:

Drawing No.
C8-1

HAGEN, CHRISTENSEN & McI WAIN
 ARCHITECTS

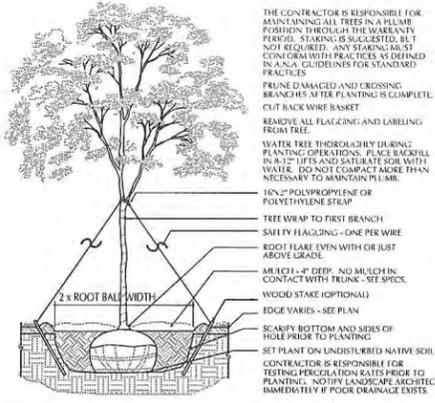
PLANT PALETTE:

SYMBOL	PLANT TYPE / POTENTIAL SPECIES LIST	SYMBOL	PLANT TYPE / POTENTIAL SPECIES LIST
	DECIDUOUS SHADE TREES - 2.5" CAL. NORTHWOOD RED MAPLE <i>Acer rubrum</i> 'Northwood' AMERICAN LINDEN <i>Tilia americana</i> LITTLE LEAF LINDEN <i>Tilia cordata</i> BICOLOR OAK <i>Quercus bicolor</i> KENTUCKY COFFEE TREE <i>Cymocladus dioica</i> RIVER BIRCH <i>Betula nigra</i> SKYLINE HONEYLOCUST <i>Gleditsia triacanthos</i> var. <i>inermis</i> 'Skycole'		CONIFEROUS SHRUBS SEA GREEN JUNIPER <i>Juniperus chinensis</i> 'Sea Green'
	DECIDUOUS SHRUBS SPIREA <i>Spiraea</i> spp.		PERENNIALS DAYLILY <i>Hemerocallis</i> sp.
	CONIFEROUS TREES - 6" HT. SCOTCH PINE <i>Pinus sylvestris</i> BLACK HILLS SPRUCE <i>Picea canadensis</i> AUSTRIAN PINE <i>Pinus nigra</i>		SOD

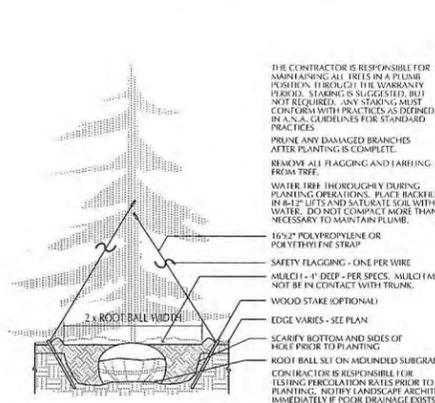
LANDSCAPE REQUIREMENTS:

ONE TREE IS REQUIRED FOR EVERY 10 PARKING STALLS
232 PARKING STALLS = 23 REQUIRED TREES
MITIGATION REQUIRED = 22 TREES (SEE SHEET L2-1)
TOTAL TREES REQUIRED = 45
TOTAL TREES PROPOSED = 45

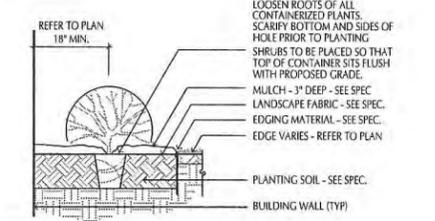
LANDSCAPE DETAILS:



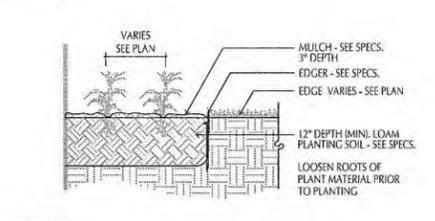
1 DECIDUOUS TREE PLANTING DETAIL
SCALE: 1/2" = 1'-0"



2 CONIFEROUS TREE PLANTING DETAIL
SCALE: 1/2" = 1'-0"

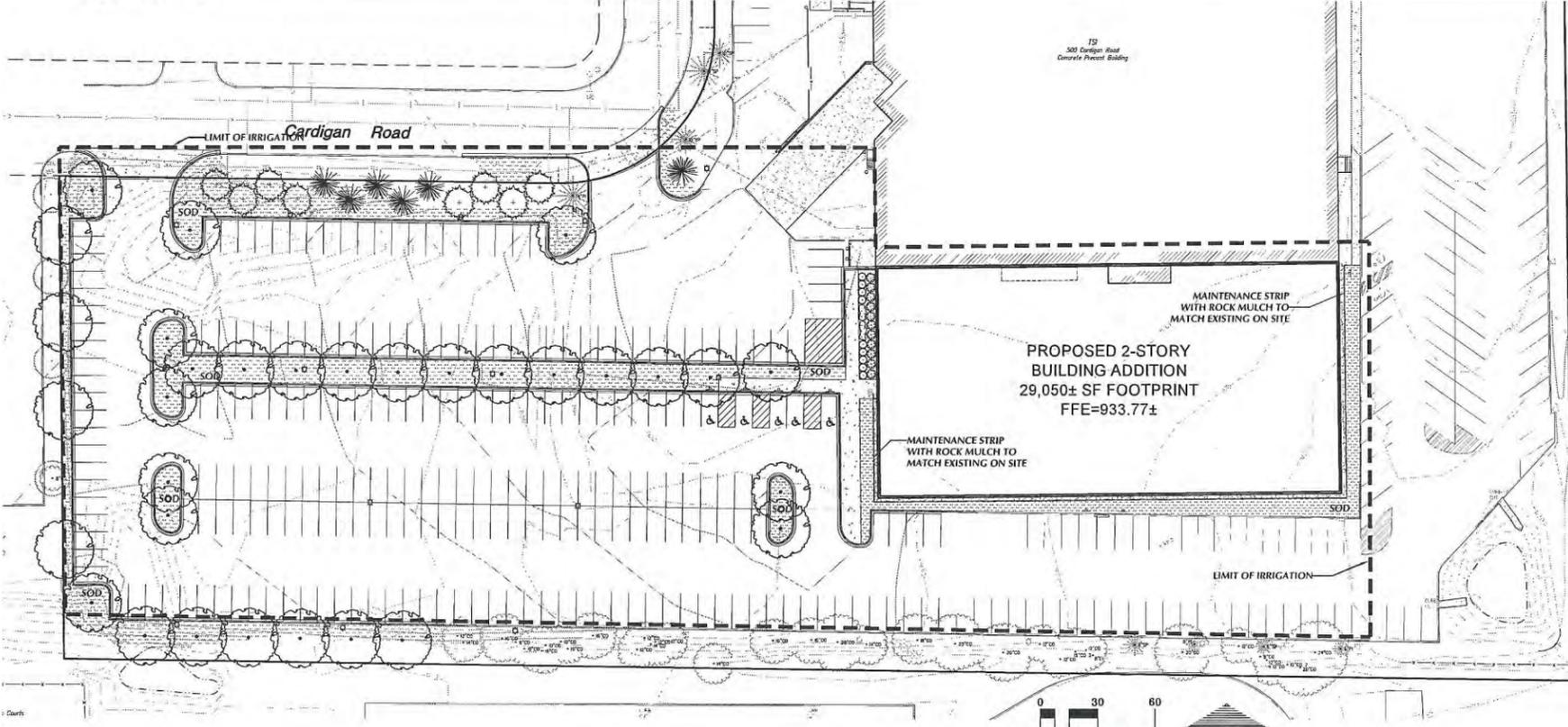


3 SHRUB PLANTING DETAIL
SCALE: 3/4" = 1'-0"



4 PERENNIAL PLANTING
SCALE: 3/4" = 1'-0"

LANDSCAPE PLAN:



GENERAL NOTES:

CONTRACTOR SHALL VISIT SITE PRIOR TO SUBMITTING BID. HE SHALL INSPECT SITE AND BECOME FAMILIAR WITH EXISTING CONDITIONS RELATING TO THE NATURE AND SCOPE OF WORK.

VERIFY LAYOUT AND ANY DIMENSIONS SHOWN AND BRING TO THE ATTENTION OF THE LANDSCAPE ARCHITECT ANY DISCREPANCIES WHICH MAY COMPROMISE THE DESIGN AND/OR INTENT OF THE PROJECT'S LAYOUT.

ASSURE COMPLIANCE WITH ALL APPLICABLE CODES AND REGULATIONS GOVERNING THE WORK OR MATERIALS SUPPLIED.

CONTRACTOR SHALL PROTECT ALL EXISTING ROADS, CURBS/GUTTERS, TRAILS, TREES, LAWNS AND SITE ELEMENTS DURING PLANTING OPERATIONS. ANY DAMAGE TO SAME SHALL BE REPAIRED AT NO COST TO THE OWNER.

CONTRACTOR SHALL VERIFY ALIGNMENT AND LOCATION OF ALL UNDERGROUND AND ABOVE GRADE UTILITIES AND PROVIDE THE NECESSARY PROTECTION FOR SAME BEFORE CONSTRUCTION / MATERIAL INSTALLATION BEGINS (MINIMUM 10' - 0" CLEARANCE).

ALL UNDERGROUND UTILITIES SHALL BE LAID SO THAT TRENCHES DO NOT CUT THROUGH ROOT SYSTEMS OF ANY EXISTING TREES TO REMAIN.

EXISTING CONTOURS, TRAILS, VEGETATION, CURB/GUTTER AND OTHER EXISTING ELEMENTS BASED UPON INFORMATION SUPPLIED TO LANDSCAPE ARCHITECT BY OTHERS. CONTRACTOR SHALL VERIFY ANY AND ALL DISCREPANCIES PRIOR TO CONSTRUCTION AND NOTIFY LANDSCAPE ARCHITECT OF SAME.

THE ALIGNMENT AND GRADES OF THE PROPOSED WALKS, TRAILS AND/OR ROADWAYS ARE SUBJECT TO FIELD ADJUSTMENT REQUIRED TO CONFORM TO LOCALIZED TOPOGRAPHIC CONDITIONS AND TO MINIMIZE TREE REMOVAL AND GRADING. ANY CHANGE IN ALIGNMENT MUST BE APPROVED BY LANDSCAPE ARCHITECT.

LANDSCAPE INSTALLATION:

COORDINATE THE PHASES OF CONSTRUCTION AND PLANTING INSTALLATION WITH OTHER CONTRACTORS WORKING ON SITE.

NO PLANTING WILL BE INSTALLED UNTIL COMPLETE GRADING AND CONSTRUCTION HAS BEEN COMPLETED IN THE IMMEDIATE AREA.

WHERE SOD/SEED ABUTS PAVED SURFACES, FINISHED GRADE OF SOD/SEED SHALL BE HELD 1" BELOW SURFACE ELEVATION OF TRAIL, SLAB, CURB, ETC.

SEED ALL AREAS DISTURBED DUE TO GRADING OTHER THAN THOSE AREAS NOTED TO RECEIVE SOD. SEED SHALL BE INSTALLED AND MULCHED AS PER MNDOT SPECS.

SOD ALL DESIGNATED AREAS DISTURBED DUE TO GRADING. SOD SHALL BE LAID PARALLEL TO THE CONTOURS AND SHALL HAVE STAGGERED JOINTS. ON SLOPES STEEPER THAN 3:1 OR IN DRAINAGE SWALES, THE SOD SHALL BE STAKED TO THE GROUND.

ALL PLANT MATERIAL SHALL COMPLY WITH THE LATEST EDITION OF THE AMERICAN STANDARD FOR NURSERY STOCK, AMERICAN ASSOCIATION OF NURSERYMEN. UNLESS NOTED OTHERWISE, DECIDUOUS SHRUBS SHALL HAVE AT LEAST 5 CANES AT THE SPECIFIED SHRUB HEIGHT. ORNAMENTAL TREES SHALL HAVE NO V CROTCHES AND SHALL BEGIN BRANCHING NO LOWER THAN 3' ABOVE ROOT BALL. STREET AND BOULEVARD TREES SHALL BEGIN BRANCHING NO LOWER THAN 6' ABOVE FINISHED GRADE.

ANY CONIFEROUS TREE PREVIOUSLY PRUNED FOR CHRISTMAS TREE SALES SHALL NOT BE USED. ALL CONIFEROUS TREES SHALL BE FULL FORM, NATURAL TO THE SPECIES, WITHOUT PRUNING.

PLAN TAKES PRECEDENCE OVER PLANT SCHEDULE IF DISCREPANCIES IN QUANTITIES EXIST. SPECIFICATIONS TAKE PRECEDENCE OVER NOTES.

ALL PROPOSED PLANTS SHALL BE LOCATED AND STAKED AS SHOWN ON PLAN. LANDSCAPE ARCHITECT MUST APPROVE ALL STAKING OF PLANT MATERIAL PRIOR TO ANY AND ALL DIGGING.

NO PLANT MATERIAL SUBSTITUTIONS WILL BE ACCEPTED UNLESS APPROVAL IS REQUESTED OF THE LANDSCAPE ARCHITECT BY THE LANDSCAPE CONTRACTOR PRIOR TO THE SUBMISSION OF A BID AND/OR QUOTATION.

ADJUSTMENTS IN LOCATION OF PROPOSED PLANT MATERIALS MAY BE NEEDED IN FIELD. SHOULD AN ADJUSTMENT BE ADVISED, THE LANDSCAPE ARCHITECT MUST BE NOTIFIED.

ALL PLANT MATERIALS SHALL BE FERTILIZED UPON INSTALLATION WITH DRIED BONE MEAL, OTHER APPROVED FERTILIZER MIXED IN WITH THE PLANTING SOIL PER THE MANUFACTURER'S INSTRUCTIONS OR MAY BE TREATED FOR SUMMER AND FALL INSTALLATION WITH AN APPLICATION OF GRANULAR 0-20-20 OF 12 OZ PER 2.5" CALIBER PER TREE AND 6 OZ PER SHRUB WITH AN ADDITIONAL APPLICATION OF 10-10-10 THE FOLLOWING SPRING IN THE TREE SAUCER.

ALL PLANTING AREAS RECEIVING GROUND COVER, PERENNIALS, ANNUALS, AND/OR VINES SHALL RECEIVE A MINIMUM OF 12" DEPTH OF PLANTING SOIL CONSISTING OF AT LEAST 45 PARTS TOPSOIL, 45 PARTS PEAT OR MANURE AND 10 PARTS SAND.

ALL PLANTS TO BE INSTALLED AS PER PLANTING DETAILS.

WRAPPING MATERIAL SHALL BE CORRUGATED PVC PIPING 1" GREATER IN CALIBER THAN THE TREE BEING PROTECTED OR QUALITY, HEAVY, WATERPROOF CREPE PAPER MANUFACTURED FOR THIS PURPOSE. WRAP ALL DECIDUOUS TREES PLANTED IN THE FALL PRIOR TO 12-1 AND REMOVE ALL WRAPPING AFTER 5-1.

BLACK POLY EDGER TO BE USED TO CONTAIN SHRUBS, PERENNIALS, AND ANNUALS WHERE BED MEETS SOD/SEED UNLESS NOTED OTHERWISE.

ALL SHRUB BED MASSINGS TO RECEIVE 3" DEEP SHREDDED HARDWOOD MULCH AND FIBER MAT WEED BARRIER.

ALL TREES TO RECEIVE 4" DEEP SHREDDED HARDWOOD MULCH WITH NO MULCH IN DIRECT CONTACT WITH TREE TRUNK.

ALL ANNUAL AND PERENNIAL PLANTING BEDS TO RECEIVE 3" DEEP SHREDDED HARDWOOD MULCH WITH NO WEED BARRIER.

SPREAD GRANULAR PRE EMERGENT HERBICIDE (PREEN OR EQUAL) PER MANUFACTURER'S RECOMMENDATIONS UNDER ALL MULCHED AREAS.

MAINTENANCE STRIPS TO HAVE EDGER AND MULCH AS SPECIFIED/INDICATED ON DRAWING OR IN SPECIFICATION.

VERIFY EXISTING/PROPOSED IRRIGATION SYSTEM LAYOUT AND CONFIRM COMPLETE LIMITS OF IRRIGATION PRIOR TO SUPPLYING SHOP DRAWINGS.

LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AN IRRIGATION LAYOUT PLAN AND SPECIFICATION AS A PART OF THE SCOPE OF WORK WHEN BIDDING. THESE SHALL BE APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO ORDER AND/OR INSTALLATION. IT SHALL BE THE LANDSCAPE CONTRACTOR'S RESPONSIBILITY TO INSURE THAT ALL SODDED/SEED AND PLANTED AREAS ARE IRRIGATED PROPERLY, INCLUDING THOSE AREAS DIRECTLY AROUND AND ABUTTING BUILDING FOUNDATION.

THE LANDSCAPE CONTRACTOR SHALL PROVIDE THE OWNER WITH A WATERING/LAWN IRRIGATION SCHEDULE APPROPRIATE TO THE PROJECT SITE CONDITIONS AND TO PLANT MATERIAL GROWTH REQUIREMENTS.

IF THE LANDSCAPE CONTRACTOR IS CONCERNED OR PERCEIVES ANY DEFICIENCIES IN THE PLANT SELECTIONS, SOIL CONDITIONS OR ANY OTHER SITE CONDITION WHICH MIGHT NEGATIVELY AFFECT PLANT ESTABLISHMENT, SURVIVAL OR GUARANTEE, HE MUST BRING THESE DEFICIENCIES TO THE ATTENTION OF THE LANDSCAPE ARCHITECT PRIOR TO PROCUREMENT AND/OR INSTALLATION.

CONTRACTOR SHALL SUBMIT A WRITTEN REQUEST FOR THE OWNER'S ACCEPTANCE INSPECTION OF ALL LANDSCAPE AND SITE IMPROVEMENTS.

CONTRACTOR IS RESPONSIBLE FOR ON-GOING MAINTENANCE OF ALL NEWLY INSTALLED MATERIALS UNTIL TIME OF OWNER ACCEPTANCE. ANY ACTS OF VANDALISM OR DAMAGE WHICH MAY OCCUR PRIOR TO OWNER ACCEPTANCE SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. CONTRACTOR SHALL PROVIDE THE OWNER WITH A MAINTENANCE PROGRAM INCLUDING, BUT NOT NECESSARILY LIMITED TO, PRUNING, FERTILIZATION AND DISEASE/PEST CONTROL.

CONTRACTOR SHALL GUARANTEE NEW PLANT MATERIAL THROUGH ONE CALENDAR YEAR FROM THE DATE OF OWNER ACCEPTANCE.

WARRANTY (ONE FULL GROWING SEASON) FOR LANDSCAPE MATERIALS SHALL BEGIN ON THE DATE OF ACCEPTANCE BY THE LANDSCAPE ARCHITECT AFTER THE COMPLETION OF PLANTING OF ALL LANDSCAPE MATERIALS. NO PARTIAL ACCEPTANCE WILL BE CONSIDERED.

REPRODUCIBLE AS-BUILT DRAWING(S) OF ALL LANDSCAPE INSTALLATION AND SITE IMPROVEMENTS UPON COMPLETION OF CONSTRUCTION INSTALLATION AND PRIOR TO PROJECT ACCEPTANCE.

UNLESS NOTED OTHERWISE THE APPROPRIATE DATES FOR SPRING PLANT MATERIAL INSTALLATION AND SEED/SOD PLACEMENT IS FROM THE TIME GROUND HAS THAWED TO JUNE 15.

FALL SODDING IS GENERALLY ACCEPTABLE FROM AUGUST 15 - NOVEMBER 1. FALL SEEDING FROM AUGUST 15 - SEPTEMBER 15; DORMANT SEEDING IN THE FALL SHALL NOT OCCUR PRIOR TO NOVEMBER 1. PLANTING OUTSIDE THESE DATES IS NOT RECOMMENDED. ANY ADJUSTMENT MUST BE APPROVED IN WRITING BY THE LANDSCAPE ARCHITECT.

CONIFEROUS PLANTING MAY OCCUR FROM AUGUST 15 - OCTOBER 1 AND FALL DECIDUOUS PLANTING FROM THE FIRST FROST UNTIL NOVEMBER 15. PLANTING OUTSIDE THESE DATES IS NOT RECOMMENDED. ANY ADJUSTMENT MUST BE APPROVED IN WRITING BY THE LANDSCAPE ARCHITECT.

PROTECT ALL EXISTING OAKS ON SITE SCHEDULED TO REMAIN. IF EXISTING OAKS ARE DAMAGED IN ANY MANNER, ABOVE OR BELOW GROUND IN THE ROOT SYSTEM, AN ASPHALTIC TREE PRUNING PAINT SHOULD BE APPLIED IMMEDIATELY AFTER WOUNDING. OAKS ARE NOT TO BE PRUNED, REMOVED OR TRANSPLANTED BETWEEN APRIL 15 AND JULY 1. NOTIFY LANDSCAPE ARCHITECT IF THESE DATES ARE UNAVAILABLE.

LANDSCAPE CONTRACTOR SHALL ESTABLISH TO HIS SATISFACTION THAT SOIL AND COMPACTION CONDITIONS ARE ADEQUATE TO ALLOW FOR PROPER DRAINAGE AT AND AROUND THE BUILDING SITE.

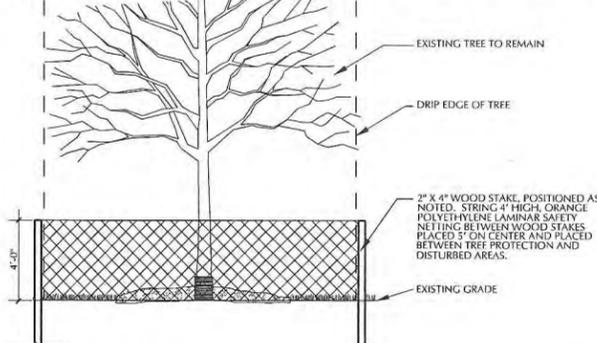
Loucks Associates Project No. 12191.00
 Comm. No. XXXX
 DATE: 08/03/12 CITY SUBMITAL
 08/22/12 CITY COMMENTS
 09/19/12 CITY COMMENTS

Loucks Associates Project No. 12191.00 Comm. No. XXXX DATE: 08/03/12 CITY SUBMITAL 08/22/12 CITY COMMENTS 09/19/12 CITY COMMENTS	INTERIOR DESIGNER STRUCTURAL MECHANICAL AND ELECTRICAL CIVIL ENGINEER	Loucks Associates Planning • Civil Engineering • Land Survey Landscape Architecture • Environmental 7260 Franklin Lane • Suite 300 Appleton, WI 54912 Telephone: (920) 424-5365 www.loucksassociates.com	OWNER REPRESENTATIVE CUSHMAN & WAKEFIELD NORTHWARD TSI INCORPORATED TRAFFIC • SCIENCE • INFRASTRUCTURE	Owner: TSI INCORPORATED Project: BUILDING & PARKING EXPANSION Title: LANDSCAPE PLAN	Drawing No. L1-1 HAGEN, CHRISTENSEN & MOLWAIN ARCHITECTS 4201 PLYMOUTH ROAD • WISCONSIN, WI 53192 TEL: (262) 691-1000 • FAX: (262) 691-7266
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TREE PRESERVATION DETAIL:

TREE PROTECTION NOTE:
 INSTALL SNOW FENCE AROUND EACH TREE TO BE PROTECTED PRIOR TO GRADING. FENCE SHALL BE PLACED AT THE DRIP EDGE OR CRITICAL ROOT ZONES OF THE TREES. FENCING SHALL BE NO CLOSER THAN 6" TO THE TRUNK OF ANY TREE TO BE PROTECTED. THE PERIMETERS FOR TREES BEING PROTECTED SHALL BE DISCLOSED AT ALL TIMES DURING CONSTRUCTION ACTIVITY AND SIGNAGE SHALL BE INSTALLED AT ALL TREE PROTECTION AREAS THAT INSTRUCTS WORKERS TO STAY OUT. CONTRACTOR SHALL AVOID ALL AREAS WITH IN TREE PROTECTION FENCE. SOIL SHOULD BE PROTECTED FROM EROSION AND CHANGES IN CHEMISTRY FROM CONCRETE OR TOXIC MATERIALS SUCH AS FUELS AND PAINTS.

THE CONTRACTOR SHALL HAVE "TREE PAINT" ON SITE AT ALL TIMES. IF AN OAK IS WOUNDED DURING CONSTRUCTION, THE CONTRACTOR MUST IMMEDIATELY APPLY PAINT TO THE WOUND IN ORDER TO PREVENT OAK WILT. ALL DAMAGE TO TREES TO BE PROTECTED SHALL BE BROUGHT TO THE ATTENTION OF THE OWNER AND LANDSCAPE ARCHITECT.



1 TREE PROTECTION
 SCALE: 1/2" = 1'-0"
 DATE: 08/05/12

TREE MITIGATION CALCULATIONS:

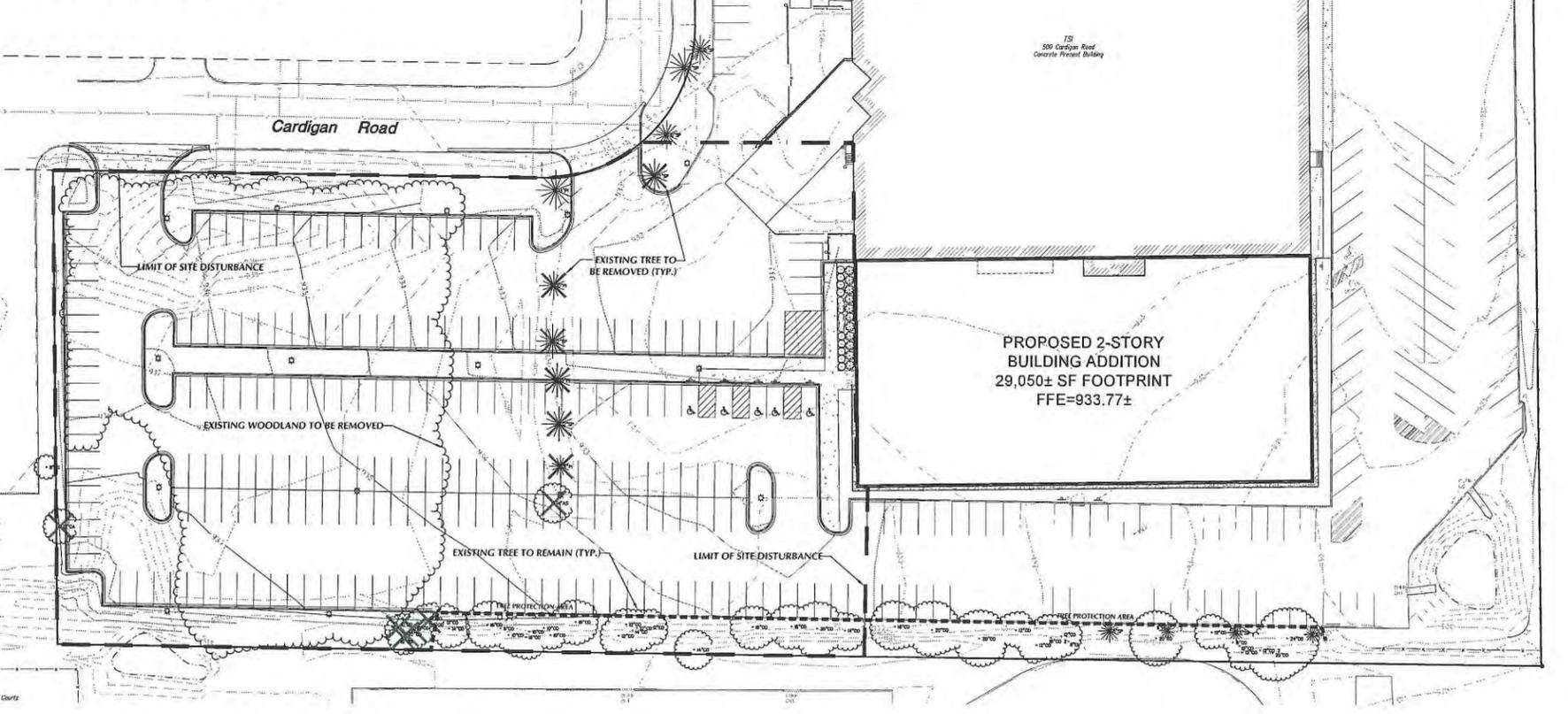
TREES THAT ARE TO BE REMOVED DURING DEVELOPMENT SHALL BE REPLACED ON A ONE-FOR-ONE BASIS UP TO A MAXIMUM OF 15 TREES PER ACRE. LANDMARK TREES SHALL BE REPLACED ON A SIX-TO-ONE BASIS.

- 75 TOTAL TREES ON SITE
- 54 TREES REMOVED
- 2.44 ACRES DISTURBED = 37 TREES REQUIRED
- 1 LANDMARK TREE REMOVED = 6 TREES REQUIRED
- 21 TREES PRESERVED
- 22 TREES REQUIRED FOR MITIGATION (SEE LANDSCAPE PLAN - L1-1)

TREE DISPOSAL REQUIREMENTS:

ALL ASH TREES THAT ARE REMOVED FROM THE SITE SHALL BE CHIPPED ON SITE AND SHALL NOT BE HAULED OUTSIDE OF THE STATE AND FEDERAL QUARANTINE AREA.

TREE PRESERVATION PLAN:



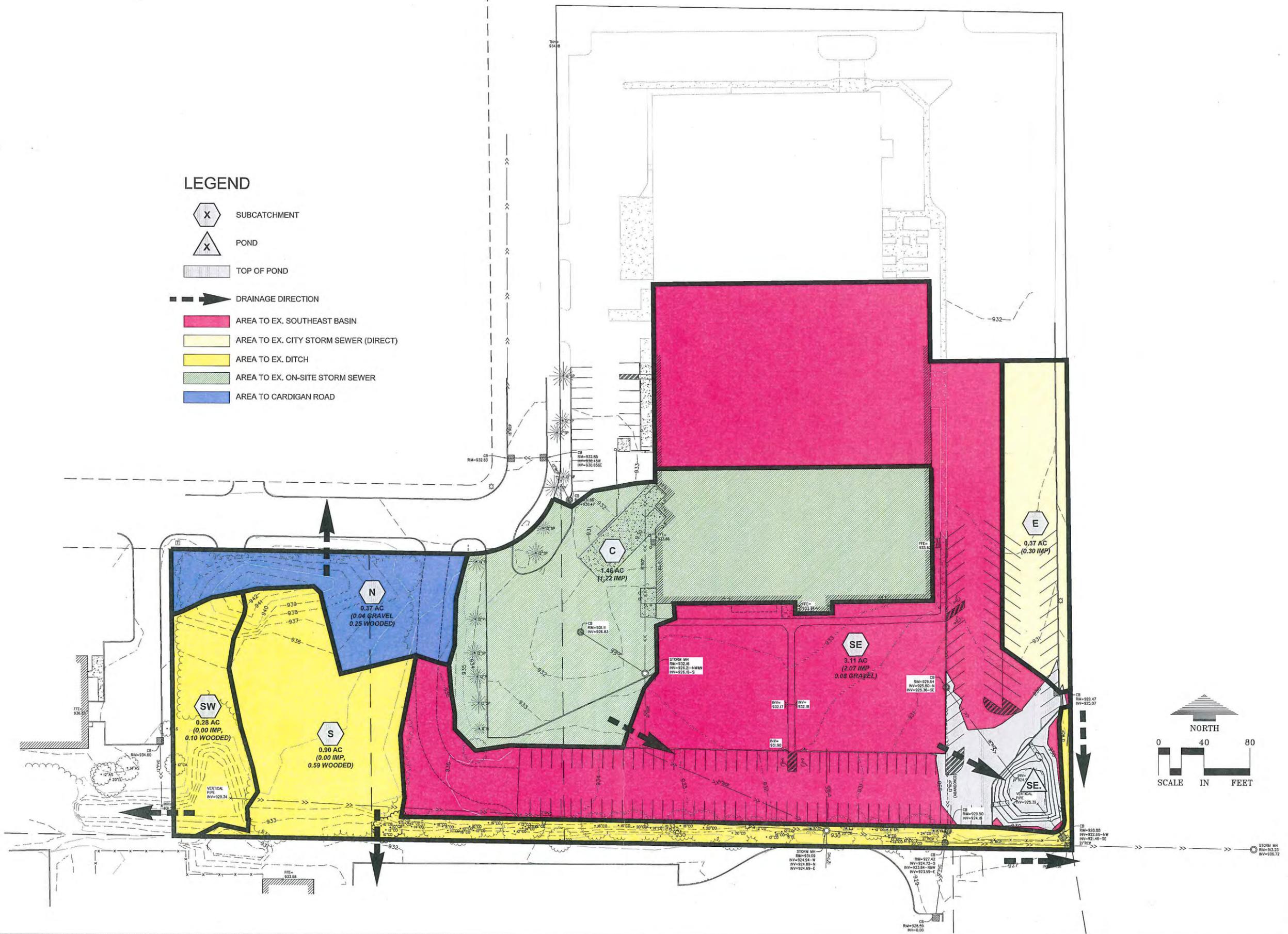
Tree Survey				
Tree Number	Species	Diameter (In.)	Class	Tree Saved
1	Spruce	12	Single	Removed
2	Pine	14	Single	Saved
3	Pine	10	Single	Removed
4	Spruce	12	Double	Removed
5	Pine	12	Single	Removed
6	Spruce	12	Single	Removed
7	Pine	8	Single	Removed
8	Ash	14	Single	Removed
9	Cottonwood	12	Single	Removed
10	Cottonwood	12	Single	Saved
11	Cottonwood	16	Single	Saved
12	Cottonwood	8	Double	Saved
13	Cottonwood	10	Single	Saved
14	Cottonwood	16	Single	Saved
15	Cottonwood	10	Single	Saved
16	Cottonwood	10	Single	Saved
17	Cottonwood	10	Single	Saved
18	Cottonwood	16	Single	Saved
19	Cottonwood	12	Single	Saved
20	Cottonwood	12	Single	Saved
21	Cottonwood	14	Single	Saved
22	Cottonwood	12	Single	Saved
23	Cottonwood	12	Single	Saved
24	Cottonwood	14	Single	Saved
25	Cottonwood	16	Single	Saved
26	Cottonwood	16	Double	Saved
27	Cottonwood	20	Single	Saved
28	Cottonwood	14	Triple	Saved
29	Cottonwood	14	Single	Removed
30	Maple	10	Single	Removed
31	Cottonwood	14	Single	Removed
32	Elm	8	Double	Removed
33	Elm	10	Single	Removed
34	Cottonwood	8	Single	Removed
35	Cottonwood	16	Single	Removed
36	Elm	14	Single	Removed
37	Elm	10	Double	Removed
38	Boxelder	12	Double	Removed
39	Boxelder	10	Single	Removed
40	Boxelder	14	Single	Removed
41	Elm	24	Single	Removed
42	Boxelder	10	Triple	Removed
43	Boxelder	8	Double	Removed
44	Boxelder	14	Single	Removed
45	Boxelder	10	Single	Removed
46	Boxelder	12	Single	Removed
47	Boxelder	10	Single	Removed
48	Boxelder	10	Single	Removed
49	Elm	10	Single	Removed
50	Cottonwood	12	Single	Removed
51	Boxelder	10	Single	Removed
52	Cottonwood	10	Single	Removed
53	Cottonwood	10	Single	Removed
54	Cottonwood	14	Single	Removed
55	Elm	8	Single	Removed
56	Cottonwood	10	Double	Removed
57	Cottonwood	14	Single	Removed
58	Cottonwood	10	Single	Removed
59	Elm	8	Single	Removed
60	Cottonwood	8	Single	Removed
61	Cottonwood	14	Double	Removed
62	Elm	8	Single	Removed
63	Cottonwood	12	Double	Removed
64	Elm	8	Single	Removed
65	Elm	10	Double	Removed
66	Cottonwood	8	Double	Removed
67	Cottonwood	16	Single	Removed
68	Cottonwood	10	Single	Removed
69	Elm	10	Single	Removed
70	Cottonwood	12	Double	Removed
71	Cottonwood	10	Single	Removed
72	Cottonwood	12	Single	Removed
73	Elm	8	Single	Removed
74	Oak	10	Single	Removed
75	Oak	10	Single	Removed

Printed: 09/18/12 5:17 PM W:\012112\12191000\DATA\LANDSCAPE\Lang Sheet Files
 Loucks Associates Project No. 12191.00
 Comm. No. XXXX
 DATE: 08/05/12 CITY SUBMITTAL
 08/22/12 CITY COMMENTS
 09/19/12 CITY COMMENTS

MECHANICAL AND ELECTRICAL 	CIVIL ENGINEER 	OWNER REPRESENTATIVE 	Owner TSI INCORPORATED Project BUILDING & PARKING EXPANSION Title TREE PRESERVATION PLAN	Drawing No. L2-1	
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LEGEND

-  SUBCATCHMENT
-  POND
-  TOP OF POND
-  DRAINAGE DIRECTION
-  AREA TO EX. SOUTHEAST BASIN
-  AREA TO EX. CITY STORM SEWER (DIRECT)
-  AREA TO EX. DITCH
-  AREA TO EX. ON-SITE STORM SEWER
-  AREA TO CARDIGAN ROAD



LEGEND

-  SUBCATCHMENT
-  POND
-  TOP OF POND
-  DRAINAGE DIRECTION
-  AREA TO EX. SOUTHEAST BASIN
-  AREA TO EX. CITY STORM SEWER (DIRECT)
-  AREA TO EX. DITCH
-  AREA TO EX. ON-SITE STORM SEWER
-  AREA TO PROPOSED UNDERGROUND INFILTRATION
-  AREA TO CARDIGAN ROAD



Date: August 13, 2012
To: Kathleen Nordine, City Planner
From: Tom Wesolowski, City Engineer
Subject: Site and Building Plan Review

The City of Shoreview Engineering Department has reviewed the plans dated August 3, 2012 and has the following comments regarding the plans:

1. The developer has submitted storm water management calculations for existing and proposed drainage. The calculations are signed by a licensed engineer from the State of Minnesota and meet the requirements of the City's Surface Water Management Plan (SWMP).
2. The proposed storm water management system will infiltrate a portion of the run-off from the development and reduce the volume of flow to a level less than what currently leaves the site, which exceeds the requirements of the City's SWMP.
3. The property owner should provide a long term maintenance plan and maintenance agreement to the City for the storm water BMP's constructed on the site.
4. Asphalt that is removed or damaged on Cardigan Road due to the installation of the driveways or concrete curb and gutter shall be repaired as per City standards.

If you have any questions or would like to discuss the comments please contact Tom Wesolowski at 651-490-4652

Date: August 13, 2012
To: Kathleen Nordine, City Planner
From: Jessica Schaum, Environmental Officer
Subject: Site and Building Plan Review

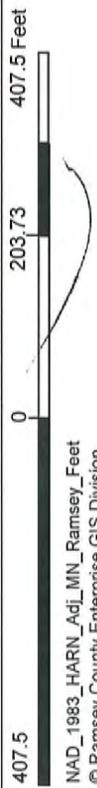
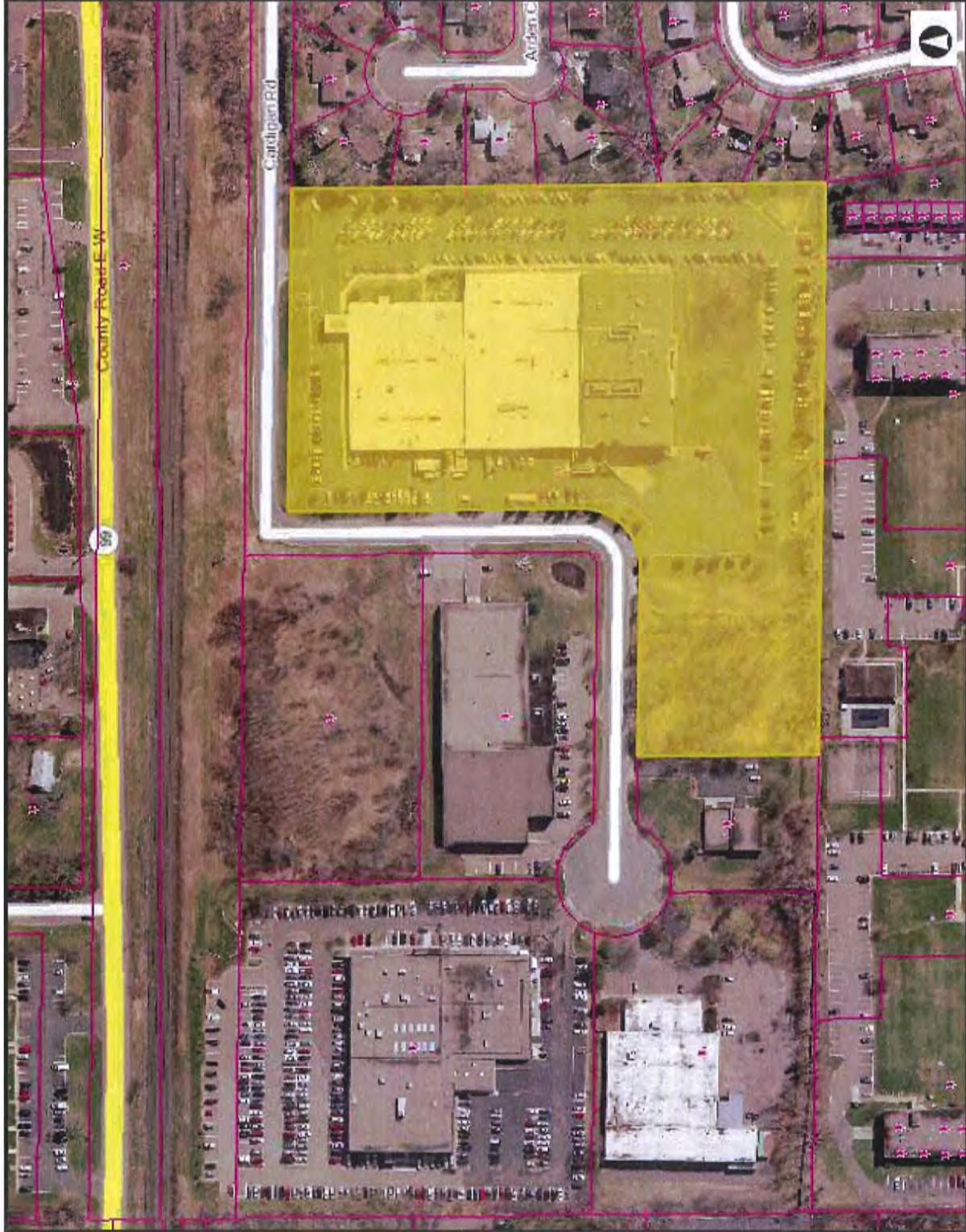
The City of Shoreview Engineering Department has reviewed the plans dated August 3, 2012 and has the following comments regarding the plans:

1. The submitted tree plan does not indicate quantities for deciduous species. The plan should show quantity, type, and location on the landscape plan. Diversity of species is encouraged.
2. Tree protection areas for existing trees are also not shown.
3. Due to the presence of Emerald Ash Borer in Shoreview and Ramsey County, the one ash tree being removed shall be chipped on site and not hauled outside of the State and Federal quarantine.

If you have any questions or would like to discuss the comments please contact Jessica Schaum at (651)490-4665.



TSI - 500 Cardigan Road



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

- County Offices
- City Halls
- Schools
- Hospitals
- Fire Stations
- Police Stations
- Recreational Centers
- Parcel Points
- Parcels

Notes

Site and Building Plan Review



August 27, 2012

Department of Community Development
City of Shoreview
4600 Victoria Street North
Shoreview, MN 55126

Re: **TSI Incorporated**
Building and Parking Expansion – 500 Cardigan Road, Shoreview, MN
Part 2 – Site and Building Plan Review Application for Building.

On behalf of TSI Incorporated, along with Loucks Associates, HCM Architects has prepared the following Building Addition Submittal to accompany the site plan and parking expansion application/submittal which Loucks Associates has previously submitted on August 3, 2012. This second part of the submittal per the agreement with Shoreview to keep the process moving ahead.

TSI Incorporated wants to expand its operations at their present location in Shoreview in order to provide space for Engineering and Research & Development groups as well as needed additional assembly and production space. To accommodate these needs a two story addition is being proposed at south side of their existing facility. The addition will total approximately 58,000 gross square feet on the two levels. The second level will accommodate the engineering and research and development with the first level for the assembly and production operations.

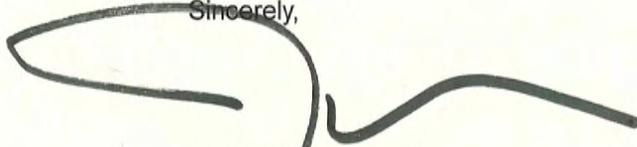
The new addition will be constructed of the same materials and will match the building in colors, textures, heights and window fenestration. These materials include:

- Insulated architectural pre-cast wall panels with a raked finish and two color appearance.
- Thermally broken and insulated aluminum windows matching the color and spacing of the existing building.
- Prefinished metal coping and flashing
- Roof top screening matching existing.
- There will be a new employee entrance with vestibule and canopy made of aluminum storefront matching the windows. This entrance will be located on the west side of the addition away from the residential properties.

August 27, 2012

Please note, all of the site plan submission drawings have previously been submitted. Please do not hesitate to contact me with any questions regarding this submittal or if additional information is required.

Sincerely,

A large, stylized handwritten signature in black ink, appearing to read 'JERRY HAGEN'.

JERRY HAGEN, AIA

Enclosures:

Copy of Loucks Associates Letter (previously submitted)

Copy of Site and Building Plan Review Application (previously submitted)

Preliminary 1st and 2nd Floor Plans, dated August 27, 2012, 4-30x42", 1-11x17", 1-8.5x11"

Preliminary Roof Plan, dated August 27, 2012, 4-30x42", 1-11x17", 1-8.5x11"

Preliminary Elevations, dated August 27, 2012, 4-30x42", 1-11x17", 1-8.5x11"

Preliminary Color Elevations 1-11x17", 1-8.5x11"



HAGEN, CHRISTENSEN & MCILWAIN
ARCHITECTS

September 4th, 2012

Kathleen Nordine
Department of Community Development
City of Shoreview
4600 North Victoria Street
Shoreview, Minnesota 55126

Re: TSI Incorporated Building & Parking Lot Expansion Part 2 Variance Request.
Submitted on August 3, 2012 (Part 1) and August 27, 2012 (Part 2)

Dear Ms. Nordine:

HCM Architects is submitting this narrative for the requested variance requested below on behalf of TSI Incorporated. TSI Incorporated has applied for City of Shoreview approval to expand its current corporate facilities to meet current and future growth needs. TSI proposes a two-story 59,000 sf building addition and 204 additional parking stalls to support its growth needs. Both the building and parking area expansion will allow TSI to proceed with adding approximately 180 high-skill, high-wage employees to this longstanding, successful business location in the City.

While the proposed expansion is a permitted use in the Industrial (I) District, City staff have determined that TSI may need a variance from the City's maximum impervious surface coverage ratio of 80%; TSI's plans suggest that its maximum impervious surface coverage could be 82%. While TSI is hopeful that further review and refinement of its development application will eliminate the need for a variance, TSI is applying for it as a precautionary matter and to avoid potential delay if it is determined to be necessary.

As part of its construction plan, TSI intends to construct an underground infiltration system (under the proposed parking lot) in order to minimize the effects of the expansion on the environment. The underground system will collect all of the run-off from the new parking lot, as well as portions of the existing parking lot. The underground system is in lieu of an above-ground stormwater detention system. TSI's stormwater management plan meets or exceeds the design requirements of the City's Surface Water Management Plan. On this basis, TSI is requesting a 2% credit toward the 80% lot coverage standard. Nonetheless, TSI has an additional 2% impervious coverage area to be authorized through the enclosed variance (assuming further refinements do not eliminate the need for a variance).

Minnesota law and the City allow a variance from the lot coverage standard subject to satisfying several criteria.

3.b. Practical Difficulties. The application for a variance shall establish that there are practical difficulties in complying with the provisions of the Shoreview Development Regulations.

TSI has encountered a practical difficulty in trying to meet its objectives for growth at its current location while also complying with City regulations applicable to its building and parking area expansion. TSI projects that it needs the proposed building and parking areas for current and future growth at its current site in the City.

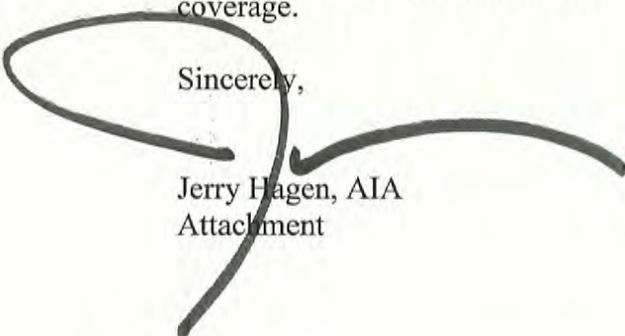
i. Reasonable Manner. TSI proposes to expand its existing industrial building to grow its employment in areas of research and development and manufacturing. The TSI use is permitted under the City's zoning regulations and satisfies the City's Comprehensive Land Use Plan. By itself the building expansion does not create a need for a variance; however, the current and projected parking demands for the site compel TSI to add 204 parking stalls to its current count of 347 stalls. TSI cannot meet all of its business objectives, including new employment opportunities, without the building area and parking expansion reflected in its application. The impervious surface percentage applied by the City through its Surface Water Management Plan is discretionary; some cities have a more restrictive standard, some have a less restrictive standard for commercial and industrial uses. The extent to which TSI's plan exceeds the City standard is minor and will have no impact on the neighborhood.

ii. Unique Circumstances. TSI is in a unique circumstance in that its positive business circumstance and willingness of its owner to further invest in the City compels it to seek the necessary building area and parking area expansion to support its growth objectives. Unfortunately, TSI's land holdings between Cardigan Road on the north and west, the apartment buildings on the south and single-family housing on the east will be fully utilized with this expansion.

iii. Character of Neighborhood. TSI's proposed expansion will not affect the character of the neighborhood. It is a longstanding industrial use in an area of the City guided and zoned for such purpose. Other than the surface coverage ratio, City staff has confirmed that TSI's application complies with all relevant standards. More specifically, City staff has confirmed that TSI is meeting its requirement to detain new surface water run-off relating to the expansion.

TSI looks forward to continuing and expanding its business partnership with the City of Shoreview. We appreciate the City's consideration of TSI's development application for building area and parking area expansion, together with the enclosed variance for surface area coverage.

Sincerely,



Jerry Hagen, AIA
Attachment



Kathleen Nordine <knordine@shoreviewmn.gov>

TSI parking lot expansion

2 messages

Wendell and Faith Friest <wffriest@hotmail.com>

Wed, Aug 22, 2012 at 7:42 PM

To: knordine@shoreviewmn.gov

Dear Ms. Nordine,

Thank you for your letter concerning the proposed TSI parking lot expansion and other improvements.

Our major concern is that whatever they do to the parking lot, they take careful measures to insure that it does not cause flooding of our home and yard in heavy rains.

Wendell and Faith Friest
3525 Cohansey Street
Shoreview, MN 55126

Kathleen Nordine <knordine@shoreviewmn.gov>

Thu, Aug 23, 2012 at 8:55 AM

To: Wendell and Faith Friest <wffriest@hotmail.com>

I did receive your email and will pass this on to the Planning Commission. I will talk with our City Engineer regarding your concerns.

Thanks.

Kathleen

[Quoted text hidden]

--

Kathleen Nordine
City Planner
City of Shoreview
4600 N. Victoria Street
Shoreview, MN 55126

651-490-4682

knordine@shoreviewmn.gov

12001885@shoreviewmn.gov

Request for comment for meeting on Aug 28th

1 message

jh61201@comcast.net <jh61201@comcast.net>

Thu, Aug 23, 2012 at 1:18 AM

To: "." <knordine@shoreviewmn.gov>

My name is Joan Hendrickson and I live at 3519 Cohansey st. behind TSI. Over the yrs I have had problems with flooding that has occurred on my property that has flooded my yard and basement. My husband and I are greatly concerned what is going to happen when TSI revamps the parking lot and add onto there building. I was at there meeting on Wed to find out what the plan was along with several neighbor's. It sounds like to me there will be more water coming into the holding pond from all directions but part of it will be regulated into a underground holding system. In July of 2011 I was flooded once again after the holding pond was expanded and after that happened I talked to Mr Wesolowski two different times and told him what had happened. He informed me that we had alot of rain and it was unfortunate but it was not the city's problem but was TSI's problem. He also said that the drainage pipe that runs on the south side of my house backs up and water comes down my hill into my yard. There are 3 drains above my hill in the backyard that are outside of the holding pond that the water comes out of when it backs up. Shouldn't those drains be inside of the pond just wondering?? I also get water like a river along side of my garage on the north side. We have lived here 24 yrs and never have had a problem with water until that holding pond was put there and hooked into your city pipe. So what are we to do, our basement which was finished is ruined and the last flood put water into our new furnace. Are we just suppose to forget it even happened. I took pictures of the water of the last event which I have and showed the people at TSI and even though they sound concerned I know they are not going to admit that is there fault and the city also has done the same after talking to them in 2011. We would like the city and TSI to resolve this together to see what can be done. I suggested to have drain-tile maybe put all across the length of my back hill but I am not sure if that would even work because the flow of water is so great. We should not have to solve this ourselves. If and when we have another big rain in the future and there is more water coming down the hill it could do some heavy damage not only to my house but my next door neighbor's on either side of us. I want the planning commission to see this and also have this brought up at the meeting. I plan on being at the Aug 28th meeting. Thank-you Joan and Michael Hendrickson



TSI INCORPORATED

500 Cardigan Road, Shoreview, MN 55126 USA
tel 651.490.2811 + toll free 800.874.2811 + fax 651.490.3824 + web www.tsi.com

August 10, 2012

Dear

TSI Incorporated is in the process of expanding our building and parking area to accommodate our growing work force and business. We cordially invite you to an open house to view the plans, ask any questions, and take a tour of the facility if you choose.

Where: TSI Incorporated, 500 Cardigan Road - Front Lobby

When: Wednesday August 22nd, 2012

Time: 6:00 to 7:30pm

6:00pm – Information and Questions

6:45pm – Tour

Representatives from TSI and our architectural firm will be available for questions.

Please RSVP if you will be attending to: laurie.johnson@tsi.com or 651.490.2865 by Monday, August 20th.

If you are unable to attend and have questions or comments, please direct them to Paul Girard, TSI Facilities Manager, at 651.765.3747, or email: paul.girard@tsi.com

Sincerely,

Paul V. Girard
Facilities Manager
TSI Incorporated

City Council:
Sandy Martin, Mayor
Blake Huffman
Terry Quigley
Ady Wickstrom
Ben Withhart



City of Shoreview
4600 Victoria Street North
Shoreview, MN 55126
651-490-4600 phone
651-490-4699 fax
www.shoreviewmn.gov

August 16, 2012

RECEIVED 8/18/12

REQUEST FOR COMMENT

SORRY,
INADEQUATE NOTICE
FOR MEETING
ATTENDANCE

Dear Property Owner:

The City received a Site and Building Plan Review application for phased improvements at TSI, Incorporated, 500 Cardigan Road. The application submittal addresses the first phase of this project which consists of a parking lot expansion and associated improvements. Plans for the second phase, a building expansion, will be submitted at a later date and considered by the Planning Commission at a subsequent meeting.

The existing parking and loading dock area will be modified and the parking lot will be expanded on the western portion of the property. Stormwater will be managed through an underground infiltration system for rate and volume control prior to discharging into an existing stormwater pond located in the southeast corner of the property. Please see the attached plans.

The first phase of this request is scheduled for review by the Planning Commission at their August 28, 2012 meeting. You are encouraged to fill out the bottom portion of this form and return it if you have any comments or concerns. Your comments should be submitted by **Thursday, August 23rd** to be included in the Planning Commission agenda packet. Comments received after that date but before the meeting date will be distributed at the Planning Commission meeting. You are also welcome to attend the meeting. The meeting is held at 7:00 pm, City Hall, 4600 N. Victoria Street in the City Council Chambers.

If you would like more information or have any questions, please call me at 651-490-4682 between 8:00 a.m. and 4:30 p.m., Monday through Friday. You may leave a voice mail message at any time. I can also be reached via e-mail at knordine@shoreviewmn.gov.

Sincerely,

Kathleen Nordine
City Planner

Comments:

~~WE ARE CONCERNED WITH FURTHER DEVALUATION OF OUR PROPERTY.~~
~~WE HAVE HAD ISSUES WITH NOISE FROM SNOW-PLOWING AT INAPPROPRIATE HOURS, GENERAL LIGHT POLLUTION, PERSISTANT SECURITY ALARMS (INCLUDING SEVERAL ALARMS ON XMAS EVE) AND MOST RECENTLY A DEFECTIVE SECURITY LIGHT FLASHING AT 1 MINUTE~~

t:\2012planningcases\12-161\tsi500cardigan\neighborhoodsurvey

Name: DEB & JOHN FREDERICK

Address: 476 ARDEN CIRCLE

INTERVALS ALL NIGHT, WE HAVE CONCERNS ABOUT WORSENING/PERSISTANCE OF THESE ISSUES AND POTENTIAL FLOODING IF EXISTING DRAINAGE IS OVERLOADED

August 23, 2012

Ms. Kathleen Nordine
City Planner
City of Shoreview
4600 Victoria Street North
Shoreview, MN 55126

Re: TSI, Incorporated – 500 Cardigan Road, Shoreview, Minnesota

Dear Ms. Nordine:

Reference is made to the Site and Building Plan Review application submitted by the above-referenced applicant ("TSI"). The undersigned are homeowners residing adjacent to TSI's property for over 10 years.

As many officials at the City of Shoreview undoubtedly know, there have been significant ongoing problems with stormwater discharge from TSI's property onto neighboring residential properties for at least 15 years. This has resulted in major damage to certain neighboring homes and, in at least one instance, led to expensive litigation for the Hendricksons, the City of Shoreview and TSI. Attached is a copy of an opinion issued by the Minnesota Court of Appeals dated April 29, 2003 captioned Michael Hendrickson, et. al. v. City of Shoreview and TSI, Inc. The Court of Appeals ruling is relevant for at least two reasons. First, it briefly describes the nature and severity of the ongoing stormwater drainage problem at TSI's facility. More importantly, it proves that, while TSI claims to 'be a good neighbor' and that 'it will do anything in its power to rectify any problems that the neighbors have,' it hid behind a legal procedural defense (in this case, TSI successfully asserted that the Hendrickson claim was barred by the statute of limitations) instead of stepping up to the table, admitting liability for the damage caused to the Hendrickson residence and resolving the problem.

In approximately 2008, TSI expanded the holding pond located in the southeast corner of TSI's property. TSI was told, in a meeting held at TSI's facility last night (August 22, 2012), that the Hendricksons continue to have problems (admittedly, slightly less severe than before the holding pond was expanded) after heavy rains. Various TSI employees were shown pictures of the damage directly attributable to TSI's continued inability and unwillingness to adequately handle the stormwater discharge from its property.

TSI is now proposing to expand its building and parking facilities. According to your August 16, 2012 letter, "[s]tormwater will be managed through an underground infiltration system for rate and volume control prior to discharging into an existing

stormwater pond located in the southeast corner of the property.” We do not dispute that this is what is intended by both TSI and the City of Shoreview. Given the history outlined above, however, TSI must be held accountable if the stormwater discharge plan outlined in your August 16, 2012 letter is insufficient and stormwater continues to flow into neighboring properties from time to time.

There are numerous risk mitigation steps that the Planning Commission and the City of Shoreview should impose. The undersigned propose that the City and TSI establish an escrow account with a neutral escrow agent in which TSI would place a sum established by the City in escrow to reimburse neighboring homeowners for any future damage caused by any stormwater discharge. We suggest that the escrow account hold at least \$30,000, which sum could be held in an interest bearing account. Under this proposal, TSI would be entitled to the interest on a monthly basis as long as there have not been any claims made against the escrowed funds. This escrow arrangement should remain in place for a minimum of 10 years and should continue for an additional period of time if any claims are made against the escrowed funds during the initial 10 year period. If TSI does not wish to tie up its cash for that length of time, additional options (such as an irrevocable letter of credit) could be considered.

We also suggest that TSI provide the City of Shoreview and neighboring property owners with a biannual written report outlining, at a minimum, the status of construction of both the building and parking lot expansion, any material design changes to the building and parking facility, any stormwater discharge problems or complaints voiced by neighbors, as well as any other problems or complaints expressed to TSI and/or the City by area homeowners. We welcome any further ideas that the Planning Commission has.

The ongoing stormwater drainage problems are not something that ‘may arise after a 100 year rainfall’ or that the neighboring property owners are ‘dreaming up.’ This is a real, ongoing problem that has existed for at least 15 years. For this reason, we ask that the Planning Commission and the City Council take an extremely close look at TSI’s proposed expansion and establish some or all of the controls outlined above, as well as others that the Planning Commission and the City Council deem appropriate.

Thank you for your attention to our concerns and to those continuously expressed by other adjacent property owners.

Scott and Mary Fenske
3515 Cohansey Street
Shoreview, Minnesota 55126
651-310-0684

Attachment

Michael Hendrickson, et al., Appellants, vs. City of Shoreview, Defendant, TSI, Inc., Respondent.

Michael Hendrickson, et al., Appellants, vs. City of Shoreview, Defendant, TSI, Inc., Respondent. C3-02-1734, Court of Appeals Unpublished, April 29, 2003.

This opinion will be unpublished and may not be cited except as provided by Minn. Stat. § 480A.08, subd. 3 (2002).

**STATE OF MINNESOTA
IN COURT OF APPEALS
C3-02-1734**

Michael Hendrickson, et al.,
Appellants,

vs.

City of Shoreview,
Defendant,

TSI, Inc.,
Respondent.

Filed April 29, 2003

Affirmed

Gordon W. Shumaker, Judge

Ramsey County District Court
File No. C00111817

Jonathan D. Miller, Boynton Law Offices, P.A., 12201 Champlin Drive, Champlin, MN 55316 (for appellants)

John E. Hennen, League of Minnesota Cities, 145 University Avenue West, St. Paul, MN 55103 (for defendant City of Shoreview)

Dale M. Wagner, Bassford, Lockhart, Truesdell & Briggs, P.A., 33 South Sixth Street, Suite 3550, Minneapolis, MN 55402 (for respondent TSI, Inc.)

Considered and decided by Shumaker, Presiding Judge, Randall, Judge, and Wright, Judge.

UNPUBLISHED OPINION

GORDON W. SHUMAKER, Judge

Applying the two-year statute of limitations in Minn. Stat. § 541.051, subd. 1(a) (2002), the district court granted summary judgment dismissing claims against a commercial-property owner whose holding pond caused water to overflow and damage appellants' property, and against the city that issued a building permit for the construction of the pond. Contending that the two-year statute does not apply to their trespass claim, appellants challenge the summary judgment. Because appellants failed to raise the issue of the applicability of a six-year statute of limitations in the district court and because the district court correctly applied the two-year statute, we affirm.

FACTS

After obtaining a building permit from the City of Shoreview, respondent TSI, Inc. expanded its commercial parking lot and built a holding pond to collect excess runoff water from the lot.

Extremely heavy rain on June 28, 1997, caused TSI's holding pond to overflow. The water overflowed onto abutting residential property owned by appellants Michael and Joan Hendrickson, flooded their basement, and caused property damage. The pond overflowed a second time during a heavy rainstorm on September 2, 2000, and again flooded the Hendricksons' basement and damaged property.

On April 30, 2001, the Hendricksons sued TSI and the City of Shoreview for damages resulting from the two flooding incidents. As to both defendants, the Hendricksons alleged that TSI's "stormwater drainage system, including the holding pond" did not prevent the water overflow and that the Hendricksons' losses were "due to the inadequacy of Defendant TSI's stormwater drainage system, including the inadequacy of the holding pond."

In Count One of their complaint, the Hendricksons alleged that TSI committed a trespass on their property because of the water overflow; in Count Two that TSI was negligent in failing to prevent the overflow because of "the design of its parking lot and the design of its holding pond"; and in Count Three that the city was negligent in issuing a building permit to TSI "notwithstanding the fact that defendant TSI's stormwater drainage system was inadequate" to prevent the overflow onto the Hendricksons' land.

Both TSI and the city pleaded affirmatively that the Hendricksons' claims were barred by the statute of limitations, and both moved for summary judgment on that ground. The city also urged other grounds for summary judgment.

In its moving papers, TSI asserted that the two-year statute of limitations in Minn. Stat. § 541.051, subd. 1(a) (2002), barred both the trespass and negligent-design claims

and moved to "dismiss plaintiffs' claims in their entirety." The city in its motion relied on the same statute in urging the dismissal of the negligence claim against it.

In response to the summary judgment motions, the Hendricksons argued that the drainage to their property resulted from "the inadequacy of * * * TSI's stormwater drainage system, including the inadequacy of the holding pond on * * * TSI's property." They argued that, because the damage was intermittent, the two-year statute, if applicable, did not begin to run upon the first discovery of the water damage and that there existed a fact issue as to whether TSI fraudulently concealed the cause of the damage. Although they had not pleaded a claim of negligent maintenance of the pond against TSI, they argued that in any event the two-year statute of limitations would not apply to such a claim.

On July 26, 2002, the district court granted the summary judgment motions, ruling that the negligent-design claim against TSI is barred by the two-year statute of limitations; that there was no evidence to create a genuine issue of material fact as to negligent maintenance; and that the negligence claim against the city is directly related to the design of the pond.

The Hendricksons appealed and for the first time raised the issue of whether the two-year statute of limitations on which the district court based its decision applies to trespass claims. They argue that the six-year statute of limitations in Minn. Stat. § 541.05 (2002) controls that claim and that the district court erred in dismissing the trespass cause of action.

DECISION

On appeal from a summary judgment, this court's review is limited to determining "(1) whether there are any genuine issues of material fact and (2) whether the trial court erred in its application of the law." *Patton v. Yarrington*, 472 N.W.2d 157, 159 (Minn. App. 1991) (quotation omitted), review denied (Minn. Aug. 29, 1991).

The Hendricksons do not now argue that any issues of material fact exist for trial but rather that the district court erred as a matter of law by dismissing their trespass claim, a claim they contend "does not arise out of a defective and unsafe condition of an improvement to real property." They concede that they never raised in the district court the applicability of the six-year statute to their trespass claim, but they contend they failed to do so because TSI did not address the trespass claim in its motion for summary judgment. This contention is unfounded. In its Memorandum of Law in Support of Summary Judgment, TSI discussed legal authorities relating to the negligent maintenance of property and stated in a footnote:

Significantly, plaintiffs have not alleged claims of negligent maintenance against TSI in this case, only claims of trespass and negligent design, to which the two year statute of limitations contained in Minn. Stat. § 541.051 applies.

Thus, at the summary judgment stage, the Hendricksons had clear and express notice that TSI was moving for the dismissal of the "claims in their entirety" and that TSI was arguing that the trespass claim was also barred by the two-year statute of limitations. It is the rule that an appellate court will not consider an issue not raised and ruled upon in the district court. *Thiele v. Stich*, 425 N.W.2d 580, 582 (Minn. 1988). In *Thiele*, the supreme court held it was error for the court of appeals to consider the applicability of a

statute of limitations when that issue had not been raised in the district court. *Id.* In *Minnesota Mutual Fire & Casualty Co. v. Retrum*, 456 N.W.2d 719, 722 (Minn. App. 1990), we not only held that a new theory cannot be raised for the first time on appeal but also that the two-year statute of limitations in Minn. Stat. § 541.051 can apply to trespass claims.

Thus, the sole issue properly before us is whether the district court erred in ruling that the Hendricksons' negligent-design claim is barred by the statute of limitations. When the district court grants summary judgment based on the application of a statute to undisputed facts, the result is a legal conclusion, which this court reviews *de novo*. *Lefto v. Hoggsbreath Enters., Inc.*, 581 N.W.2d 855, 856 (Minn. 1998).

Minn. Stat. § 541.051, subd. 1(a), provides:

Except where fraud is involved, no action by any person in contract, tort, or otherwise to recover damages for any injury to property, real or personal * * * arising out of the defective and unsafe condition of an improvement to real property * * * shall be brought against any person performing or furnishing the design, planning, supervision, materials, or observation of construction or construction of the improvement to real property or against the owner of the real property more than two years after discovery of the injury.

Minn. Stat. § 541.051, subd. 1(a) (2002) (emphasis added).

There is no dispute that the parking lot and the holding pond were improvements to real property or that it allegedly was the defective design of the improvements that created an unsafe condition in that it jeopardized and in fact damaged property on

adjoining land. There is no dispute that the Hendricksons first discovered the water damage on June 28, 1997, and learned on or about that date that the damage resulted from the failure of TSI's drainage system and holding pond adequately to contain water runoff and overflow.

An improvement to real property is defective if it is incomplete or faulty. *Fiveland v. Bollig & Sons, Inc.*, 436 N.W.2d 478, 480 (Minn. App. 1989), review denied (Minn. Apr. 24, 1989). Allegedly, the design of TSI's drainage system and pond was faulty and that faulty design allowed water to escape onto the Hendricksons' property and cause damage.

The Hendricksons have failed to raise any genuine issue of material fact that would make the two-year statute of limitations inapplicable, that would delay its commencement beyond the damage discovery date, or that would toll its running. The district court did not err in granting summary judgment and dismissing all claims.

Affirmed.

September 20, 2012

Ms. Kathleen Nordine
City Planner
City of Shoreview
4600 Victoria Street North
Shoreview, MN 55126

Re: First and Second Phase - TSI, Incorporated - 500 Cardigan Road, Shoreview, MN

Dear Ms. Nordine:

Reference is made to the First and Second Phases of the Site and Building Plan Review application submitted by the above-referenced applicant ("TSI"). The undersigned are homeowners residing adjacent to TSI's property for over 12 years.

Our August 23, 2012 letter, the exhibit thereto and comments made by all parties during the Planning Commission's August 28, 2012 meeting are incorporated herein by reference and made a part of the record. As you know, Phase One of TSI's application was rejected by the Planning Commission following the Commission's thorough analysis of the continuing storm water problems at TSI's property, problems that have persisted for over 10 years.

Your September 12, 2012 letter states that "TSI is currently exploring options to address some of [the ongoing storm water problems] and will address storm water management at the September 25th meeting." The undersigned object to this procedure since TSI, along with their paid consultants, will likely arrive at the September 25, 2012 Planning Commission meeting with "new options" that will be presented without prior review by concerned Shoreview residents. Due process requires that the Shoreview residents impacted by TSI's application receive advance notice of any "new options" in order to protect their property rights, particularly since the storm water issues involve sophisticated analysis by experts in the relevant areas.

As part of Phase Two, TSI proposes the expansion of the south side of its existing building. As stated at the August 28th meeting, the roof run off from this expansion and the existing building will drain into the holding pond on the southeast corner of the property. As landowners adjacent to the southeast corner of the TSI property, we remain very concerned about the reoccurring flooding caused by the holding pond and the inadequate pipe capacity in the sewer pipe that runs along the southern side of TSI's property and between 3515 and 3519 Cohansey Street where it then connects to Cohansey Street.

Both the City and TSI have actual knowledge that the current sewer pipe is unable to handle the amount of storm water runoff from the existing parking lot and building on TSI's property. The granting of a variance to exceed the current maximum 80% impervious surface coverage to 84% would make an already inadequate storm water management system even worse. Approval of this variance would create additional flooding across the properties located to the east and southeast of TSI and open both TSI and the City of Shoreview to liability for recklessly disregarding a known flooding threat to neighboring properties. As current property owners who have previously been damaged by TSI's failure to manage its storm water, a cause

Ms. Kathleen Nordine
City Planner
City of Shoreview
September 20, 2012
Page 2

of action for punitive damages against both the City of Shoreview and TSI exists if this variance is granted and a future trespass occurs on our property. See, e.g., Jensen v. Walsh, 623 N.W.2d 247 (Minn. 2001) (plaintiffs allowed to seek punitive damages in an action for intentional damage to property where the only damage is to property). We reserve all other rights and remedies available under law and equity.

As addressed during the August 28, 2012 Planning Commission meeting, the current benchmarks being used by the City are inadequate for the increased rainfall amounts that have occurred in single rain storms over the last decade. For TSI to ask for a variance from the 80% impervious surface coverage (a number based upon old rainfall data) to an even higher 84% is unconscionable.

Although TSI stated during the August 28, 2012 Planning Commission meeting that it would route some of the storm water to a new infiltration system, it failed to note to the Planning Commission that the storm water from the infiltration system would still route to the same sewer pipe located on the southern edge of the TSI property. The southern sewer pipe is already beyond its storm water capacity for large rainstorms as evidenced by the 10 foot high geyser that sprayed up the manhole cover on Cohansey Street where the southern sewer pipe meets the sewer line on Cohansey Street during one such rainfall.

This serious problem merits much more investigation by TSI and the City than the evening of guesswork, "possibilities" and lack of specificity brought by TSI's engineer at the August 28, 2012 Planning Commission meeting. The engineer's statements were not made under oath and contained no factual basis in the record for support. The City must demand a clear plan, complete with appropriate benchmarks that account for the possibility of a "100-year flood" occurring repeatedly, as has happened at least three times since 1997.

In addition, TSI and the City need to completely review the inadequacy of the sewer system capacity on the southern side of the property and determine a way to move more water away from that pipe, rather than toward it. This may require relocation of the proposed parking lot to the north side of the TSI property or along the north side of Cardigan Road where TSI owns additional property. Other options must be explored, and then presented with appropriate due process to the neighboring properties, before any next steps are taken on this expansion and/or the variance requests.

As a city official working for all of the residents of Shoreview, we thank you for your attention to our concerns and to those continuously expressed by other adjacent property owners.

Scott and Mary Fenske
3515 Cohansey Street
Shoreview, Minnesota 55126
651-310-0684



LAKE JOHANNA FIRE DEPARTMENT

5545 LEXINGTON AVENUE NORTH • SHOREVIEW, MN 55126
OFFICE (651) 481-7024 • FAX (651) 486-8826

August 10, 2012

Department of Community Development
Attn: Kathleen Nordine, City Planner
4600 N Victoria Street
Shoreview, MN 55126

Site and Building Plan Review
TSI
500 Cardigan Road
Shoreview, MN 55126

File No. 2453-12-16

- No further comments on the plan review.
- Will have comments once sprinkler plans are received.

Sincerely,

A handwritten signature in black ink, appearing to read "Rick Current".

Rick Current
Fire Marshal
Lake Johanna Fire Department

knordine@shoreviewmn.gov

meeting comments for Sept 25th

jh61201@comcast.net <jh61201@comcast.net>
To: knordine@shoreviewmn.gov

Thu, Sep 20, 2012 at 6:02 PM

Ms. Nordine,

We have endured enough stress and damage to our home and also water intruding on our neighbor's property the Fenske's and also the Freist's. It is obvious that too much water is coming towards our houses from TSI and the city pipe on the south side of our house cannot hold this tremendous amount of water. We also along with our 2 children saw the geyser of water coming out of the manhole in the middle of the street that also the Fenske's saw. Maybe the city engineer needs to explain at the next meeting how and why this happens? Like I stated before we never, never had water in our basement before this holding pond was put in behind our house. Hopefully this variance will not be okayed by the city planning commission and this project isn't pushed through so quickly. I might remind everyone that is involved that since that pond was redone that our statue of limitations are not up from our last flood in 2011. There has been no concern in the past for our damages to our yards and thousands of dollars to our basement at the Hendrickson's. I thank the people on the planning commission that had certain concerns and voted against this project at the last meeting. I just ask, put yourself in all of our places

and what would you do? I remember this happening in So. St Paul many yrs ago that run-off water from the hill above flooded 2 houses repeatedly. Those poor families would have to clean up and live there until the next time it happened and each time the situation got worse. I know because I lived in So. St Paul for a few yrs and would drive down that street every day to go to work. The last time I saw those houses they had water half-way up which were 2 story houses. They had to demolish those houses and I heard that the city had to settle with them somehow. The property is now a park. How do we know for sure if this new holding pond is going to work as well as TSI says, after all did they not think that the original and redone design on the pond would do the trick. Was that not designed by a eng and inspected by the city? Michael and Joan Hendrickson

MOTION

MOVED BY COUNCIL MEMBER: _____

SECONDED BY COUNCIL MEMBER: _____

To approve the applications submitted by the Joycelyn Company, LTD, 4001 Rice Street, adopting Ordinance No. 898 rezoning the property from OFC, Office to PUD and the PUD, Development Stage for the mixed residential and office use, subject to the following conditions:

Rezoning

1. This approval rezones the property from OFC, Office to PUD, Planned Unit Development.
2. The underlying zoning district for this PUD is OFC, Office.
3. Rezoning is not effective until approvals are received for the, PUD - Final Stage and development agreements executed.

This approval is based on the following findings of fact:

1. That the proposed mixed residential/office use is consistent with the policies of the Comprehensive Guide Plan and with the general purpose and intent of the development regulations. Office will remain the primary use of the property.
2. The proposed mixed residential/office use will not significantly and adversely impact the planned use of the surrounding property.
3. That the applicant is willing to enter into a development agreement with the City as a condition of rezoning approval.

Planned Unit Development – Development Stage

1. The PUD permits the mixed use of this property as Office and Residential. Uses within the building will consist of approximately 2,200 of office space and 2,960 for residential. The residential unit is limited to one-bedroom plus loft and shall have separate bath and kitchen facilities from the office use. The office space shall not be used for sleeping/bedroom purposes.
2. Parking for the residential unit shall be identified on-site with signage. A minimum of two-stalls must be provided.
3. The structure and uses must comply with the Building Code. A Building Permit is required prior to commencing any remodeling work.

4. A rental license is required for the residential dwelling unit if it is occupied by a person other than the legal owner thereof, pursuant to a written or unwritten agreement, whether or not a fee is charged.
5. The property owner shall enter a site development or use agreement with the City, clearly specifying the use of the property.
6. Authorize the Building Official to issue proper building permits after Final Stage approval of the PUD and execution of the development agreement.

This approval is based on the following findings of fact:

1. The proposal supports the policies in the City's Comprehensive Plan relating to land use, housing and economic development.
2. The proposed mixed residential and office land use will not adversely impact the planned land use of the surrounding property.
3. The proposal supports the changing needs of the economic and housing community.

ROLL CALL: **AYES** _____ **NAYS** _____

Huffman	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

Regular City Council Meeting
 October 1, 2012

t:\2012pcf\2459-12-22joycelyn\ccmotion

TO: Mayor, City Council and City Manager

FROM: Kathleen Nordine, City Planner

DATE: September 26, 2012

SUBJECT: File No. 2459-12-22, The Joycelyn Company, Ltd. – 4001 Rice Street, Rezoning, Planned Unit Development – Development Stage

REQUEST

The Joycelyn Company, Ltd., 4001 Rice Street, is proposing to convert the existing office building on the property into a mixed-use structure with office and a residential living unit. The primary use, based on intensity, will remain as office. The applicant has submitted the following applications for this proposal:

- 1) Rezoning: To change the zoning from OFC, Office to PUD, Planned Unit Development
- 2) Planned Unit Development – Development Stage: To establish a mixed use office and residential building on the property.

PROJECT DESCRIPTION

The property is triangular in shape with .75 acres, bounded by Hodgson Road on the west and Rice Street on the east. This location is adjacent to a church and commercial center, Gramsie Square. Residential condominiums, Shoreview Estates, are located across Hodgson Road and across Rice Street is a residential area located in the City of Vadnais Heights. The property has been developed with a 5,160 square foot office building. An off street parking area with 25 stalls is also on-site and has access to both Rice Street and Hodgson Road. The zoning designation is OFC, Office. The Comprehensive Plan also designates this property for office uses.

The applicant is proposing to convert approximately 2,960 square feet of office space on the first floor and second floor to a residential dwelling unit. This dwelling unit will have one bedroom, a bathroom and kitchen area. The second floor is a loft area. The interior will be remodeled by constructing a wall separating the two uses, adding an interior entry door and converting an existing bathroom into a residence bathroom and lounge area into a kitchen. An existing exterior sliding patio door will also be converted to an entry door. Parking for the unit will be provided in the existing parking lot.

The owner is planning on living in the residential unit and will be operating a business out of the remaining office space. In the future, the owner may rent out the unit and does not want to restrict the rental to a person working on the property.

Residential uses and mixed use office/residential buildings are not permitted in the Office Zoning District.

DEVELOPMENT CODE

The applications have been reviewed in accordance with the criteria for a rezoning and planned unit development. When considering a rezoning, the Planning Commission and City Council need to take into the account the following:

1. That the proposed rezoning is consistent with the policies of the Comprehensive Guide Plan and with the general purpose and intent of the development regulations.
2. That the development facilitated by the proposed rezoning will not significantly and adversely impact the planned use of the surrounding property.
3. That the applicant is willing to enter into a development agreement with the City as a condition of rezoning approval.

Criteria for the Planned Unit Development includes the following:

1. That the proposal complies with the Shoreview Comprehensive Guide Plan.
2. That in those cases where the plan does not comply with the minimum standards of this ordinance, the deviation is to permit a development that provides a benefit to the city.
3. In those instances where a site is to be redeveloped or where the site is adjoined by developed property, that development via a PUD is desirable to insure compatibility with the adjoining land use(s).
4. That there is no significant adverse impact of the proposed development on surrounding properties.
5. That the plan evidences a direction toward preservation, enhancement, and protection of natural features existing on the property or if the property does not contain natural features worthy of protection, the plan is designed to minimize land alteration and incorporates native plant materials into the landscaping theme.
6. That the plan does not occupy a designated Flood Plain area or areas consisting of soils with severe building limitations, or that the applicant has demonstrated that said plan will not cause significant alteration of existing topography or natural drainage.

STAFF REVIEW

Rezoning

The applicant is asking the property be rezoned from OFC, Office to PUD, Planned Unit Development to accommodate this mixture in uses. The planned land use of the property as identified in the *2008 Comprehensive Plan* designation is office. This designation is intended for property located adjacent to land planned for residential uses but may also be located in areas surrounded by nonresidential uses. Professional offices, daycare centers, medical and dental clinics and similar uses are intended for these locations. Corresponding zoning districts are OFC, Office, and PUD, Planned Unit Development.

While the office land use designation does not specifically permit the mixture of residential and office uses, it is staff's preference that this designation does not change. The primary use of the structure and property will remain as office, as office is a higher intensity use than residential; therefore, the existing designation is suitable and in compliance with the *Comprehensive Plan*.

The property is adjacent to institutional, low and high density residential and commercial land uses. Furthermore, it sits at the intersection of two primary roadways. The conversion of a portion of this office building to one residential dwelling unit will not significantly and adversely impact the planned land use of the surrounding properties.

A development agreement will be executed addressing the mixed use of this property.

Planned Unit Development – Development Stage

Again, the applicant is seeking approval of the PUD – Development Stage for the proposed mixed use office/residential building. Approximately 1,600 square feet on the residential unit is on the first floor and will include the bedroom, bathroom, kitchen and living space. The remaining 1,360 square feet is on the second floor and designed as a loft area. No exterior improvements, with the exception of an entry door are proposed. The primary focus of Staff's review is on the City's land use, economic and housing policies.

As stated above, the adjoining land uses include commercial, low and high density residential and institutional. The addition of a residential dwelling unit in the building is compatible with the adjoining land uses and will not have a significant adverse impact on the surrounding neighborhood.

Regarding parking, residential land uses have lesser parking requirements than office land uses per the City's Development Code. Twenty-five parking stalls are provided on site. The proposed building use requires 14 stalls.

From Staff's perspective, the proposed mixed residential and office use of this building, also known as a live/work unit, is the first that the City has considered. In terms of economic development, they are viewed as a sustainable economic development tool that uses land efficiently and takes into account changing work patterns, communications and information technology. The proposal supports the changing needs of the economic community, efficient use of the land and is consistent with community values.

The proposal also provides a new housing option not available in the City. While the proposal is currently for a live/work unit, Staff does not want to restrict occupancy to individuals working on the property as this could be difficult to enforce. Occupancy of the unit by anyone other than the property owner, will require a rental dwelling unit license and compliance with applicable building codes.

In Staff's opinion, the proposal is consistent with the criteria for planned unit developments.

PUBLIC COMMENT

Property owners within 350' were notified of the request. One telephone call was received and the property owner's representative stated they have no concerns.

The Fire Marshall with Lake Johanna Fire Department did not identify any concerns with the proposal, provided the use/structure complies with the Building Code.

The Building Official has also reviewed the proposed plans and provided the applicant with some comments regarding bathroom space, kitchen facilities and egress requirements for bedrooms. A building permit is required prior to any remodeling work.

PLANNING COMMISSION REVIEW

The Planning Commission reviewed the applications at the September 25th meeting and recommended the Council approve the rezoning and development stage of the PUD unanimously. The Commission expressed support for this innovative use but members did question the proposal's consistency with the OFC land use designation and why an amendment to the MU, Mixed Use designation is not being processed. The MU designation is intended for larger redevelopment projects and therefore, did not seem appropriate for this small scale use. Office is the higher intensity use, therefore, it is Staff's belief that the OFC designation should remain. PUD's are permitted within the OFC land use designation.

The Commission also discussed the need or desirability of a garage for the residential unit. The applicant is not proposing to construct a garage on the property. In single-family residential districts, two off-street parking spaces need to be provided and do not need to be enclosed.

The Commission also questioned the Staff's ability to enforce the sleeping room restriction to the first floor of the residence and not the loft or office space. While this may be difficult to enforce with an owner-occupied residential unit, if the unit is rented for general occupancy, the City will inspect the unit and could then enforce the restriction. Bedroom/sleeping rooms must have the required egress in accordance with the Building Code.

RECOMMENDATION

The submitted applications for the conversion of approximately 2,960 square feet of office space into a residential dwelling unit have been reviewed by Staff. The proposed mixed land use is compatible with the adjoining land uses and will not have a significant or adverse impact on the neighborhood. The PUD zoning district is appropriate for this site because of the proposed use as a live/work unit is innovative and reflects a changing housing and economic climate. Staff is recommending the City Council adopt Ordinance No. 898, rezoning the property and approve the PUD – Development Stage, with the following conditions attached.

Rezoning

1. This approval rezones the property from OFC, Office to PUD, Planned Unit Development.
2. The underlying zoning district for this PUD is OFC, Office.
3. Rezoning is not effective until approvals are received for the, PUD - Final Stage and development agreements executed.

Planned Unit Development – Development Stage

1. The PUD permits the mixed use of this property as Office and Residential. Uses within the building will consist of approximately 2,200 of office space and 2,960 for residential. The residential unit is limited to one-bedroom plus loft and shall have separate bath and kitchen

facilities from the office use. The office space shall not be used for sleeping/bedroom purposes.

2. Parking for the residential unit shall be identified on-site with signage. A minimum of two-stalls must be provided.
3. The structure and uses must comply with the Building Code. A Building Permit is required prior to commencing any remodeling work.
4. A rental license is required for the residential dwelling unit if it is occupied by a person other than the legal owner thereof, pursuant to a written or unwritten agreement, whether or not a fee is charged.
5. The property owner shall enter a site development or use agreement with the City, clearly specifying the use of the property.
6. Authorize the Building Official to issue proper building permits after Final Stage approval of the PUD and execution of the development agreement.

Attachments

1. Ordinance No. 898
2. Location Map
3. Aerial
4. Applicant's submitted statement and plans
5. Motion

T:/2012pcf/2459-12-22joycelyn/ccmemo

**STATE OF MINNESOTA
COUNTY OF RAMSEY
CITY OF SHOREVIEW**

ORDINANCE NO. 898

AN ORDINANCE AMENDING THE CITY OF SHOREVIEW OFFICIAL ZONING MAP
REGARDING PROPERTY LOCATED AT 4001 RICE STREET

The Shoreview City Council ordains that the Official Zoning Map adopted April 16, 2001 and effective May 9, 2001 are hereby amended as follows:

SECTION 1. The Joycelyn Company, LTD initiated a rezoning from OFC, Office to PUD, Planned Unit Development, for the following legally described properties:

*Subj To St Part Nely Of Th 49 And Sly Of A L Beg On E L Of And 388 29/100 Ft S Of Ne Cor Of
Sec 25 T 3o R 23 Th S 69 Deg 12 Min W 357 93/100 Ft To Cl Of Sd Hwy Of Ne 1/4 Of Sd Sec 25
Tn 30 Rn 23*

(This property is commonly known as 4001 Rice Street)

SECTION 2. The procedural history of this rezoning is as follows:

1. This rezoning was initiated pursuant to Section 203.052 of the Shoreview Development Ordinance adopted April 16, 2001 and effective May 9, 2001.
2. The Shoreview Planning Commission held a public hearing on September 25, 2012. Notice therefore was published and mailed pursuant to law. All persons present at said meeting were given an opportunity to be heard and present written statements. The Commission also considered the recommendation of the City Staff recommending to the City Council that this rezoning be approved.
3. This rezoning was considered and approved by the Shoreview City Council on October 1, 2012.

SECTION 3. Section 205.010(A)(1) of the Shoreview Development Ordinance adopted April 16, 2001 and effective May 9, 2001 is hereby amended to add the following Subsection (a).

- (a) Zoning Map Revision The Shoreview Zoning Map, adopted on April 16, 2001, is hereby revised to indicate that the above-described property has been rezoned from OFC, Office to PUD, Planned Unit Development, zoning classification pursuant to Shoreview Ordinance . The underlying zoning for this PUD shall be OFC, Office.

SECTION 4. Approval of zoning amendment is on the basis of the following findings of fact:

1. That the proposed mixed residential/office use is consistent with the policies of the Comprehensive Guide Plan and with the general purpose and intent of the development regulations. Office will remain the primary use of the property.
2. The proposed mixed residential/office use will not significantly and adversely impact the planned use of the surrounding property.
3. That the applicant is willing to enter into a development agreement with the City as a condition of rezoning approval.

Adoption Date. Passed by the City Council of the City of Shoreview on the 1st day of October, 2012.

Effective Date. This ordinance shall become effective the day following its publication in the City's official newspaper.

Publication Date. Published on the 9th of October, 2012.

Sandra C. Martin, Mayor

SEAL

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4001 Rice Street N



304.7 152.36 304.7 Feet

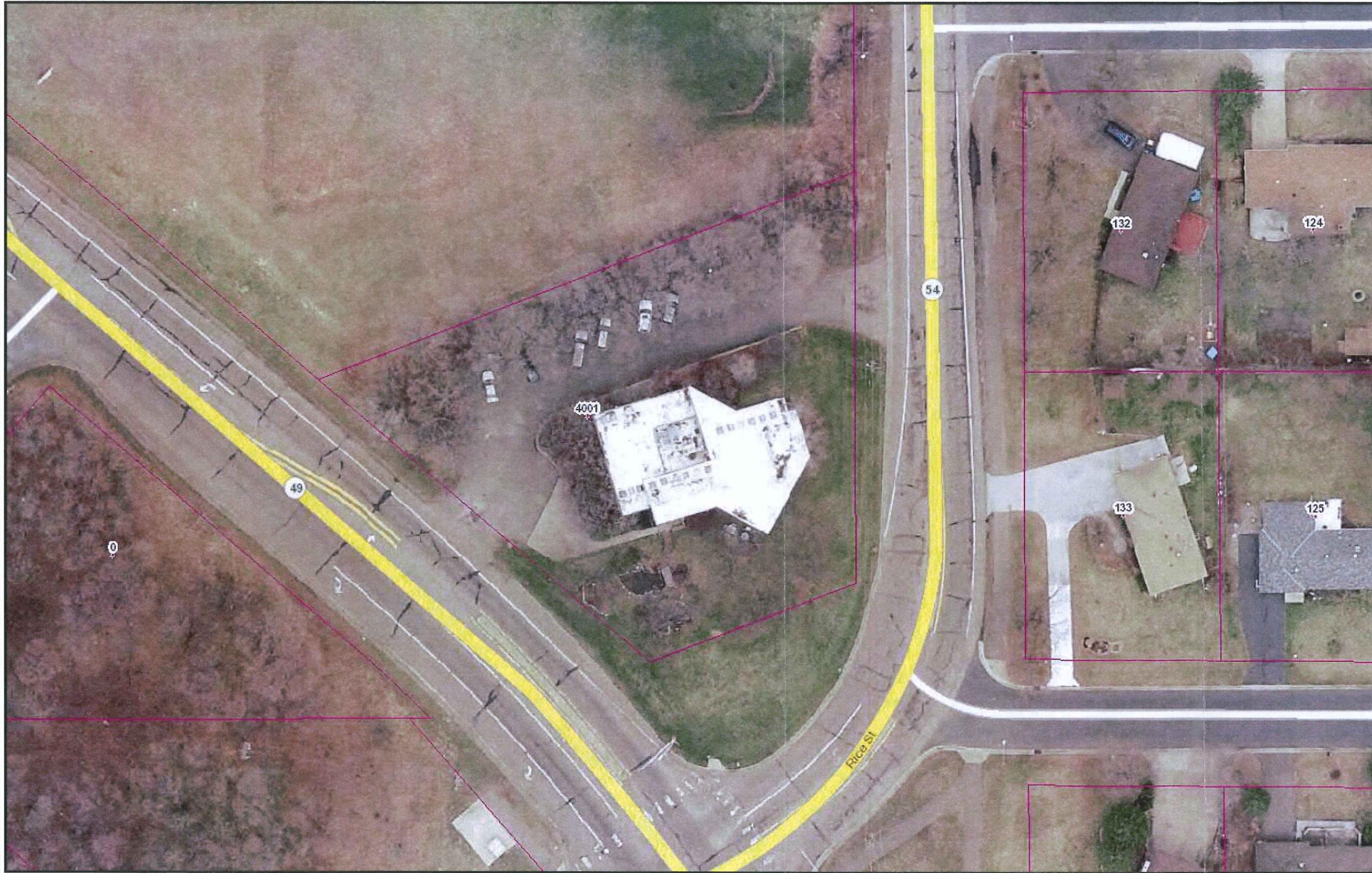
This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Legend

- County Offices
- City Halls
- Schools
- Hospitals
- Fire Stations
- Police Stations
- Recreational Centers
- Parcel Points
- Parcels

Notes

Rezoning, Planned Unit Development Request



- Legend**
- County Offices
 - City Halls
 - Schools
 - Hospitals
 - Fire Stations
 - Police Stations
 - Recreational Centers
 - Parcel Points
 - Parcels
- GISTRASTER.GISPUB.IMAGE_
- High : 255
 - Low : 0

90.1 0 45.07 90.1 Feet

NAD_1983_HARN_Adj_MN_Ramsey_Feet
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THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes
Enter Map Description



September 5, 2012

Dear City of Shoreview,

I would like to request a zoning change for the building I own at 4001 Rice Street. It is currently zone office and I would like to rezone it to allow for residential use in the eastern half of the building. The building is sided by homes and a church on three sides of the property. The building is already laid out much like a home, so the changes on the interior would be rather subtle.

I have included a floor plan of the building and the changes I would make to conform to the code for such a use.

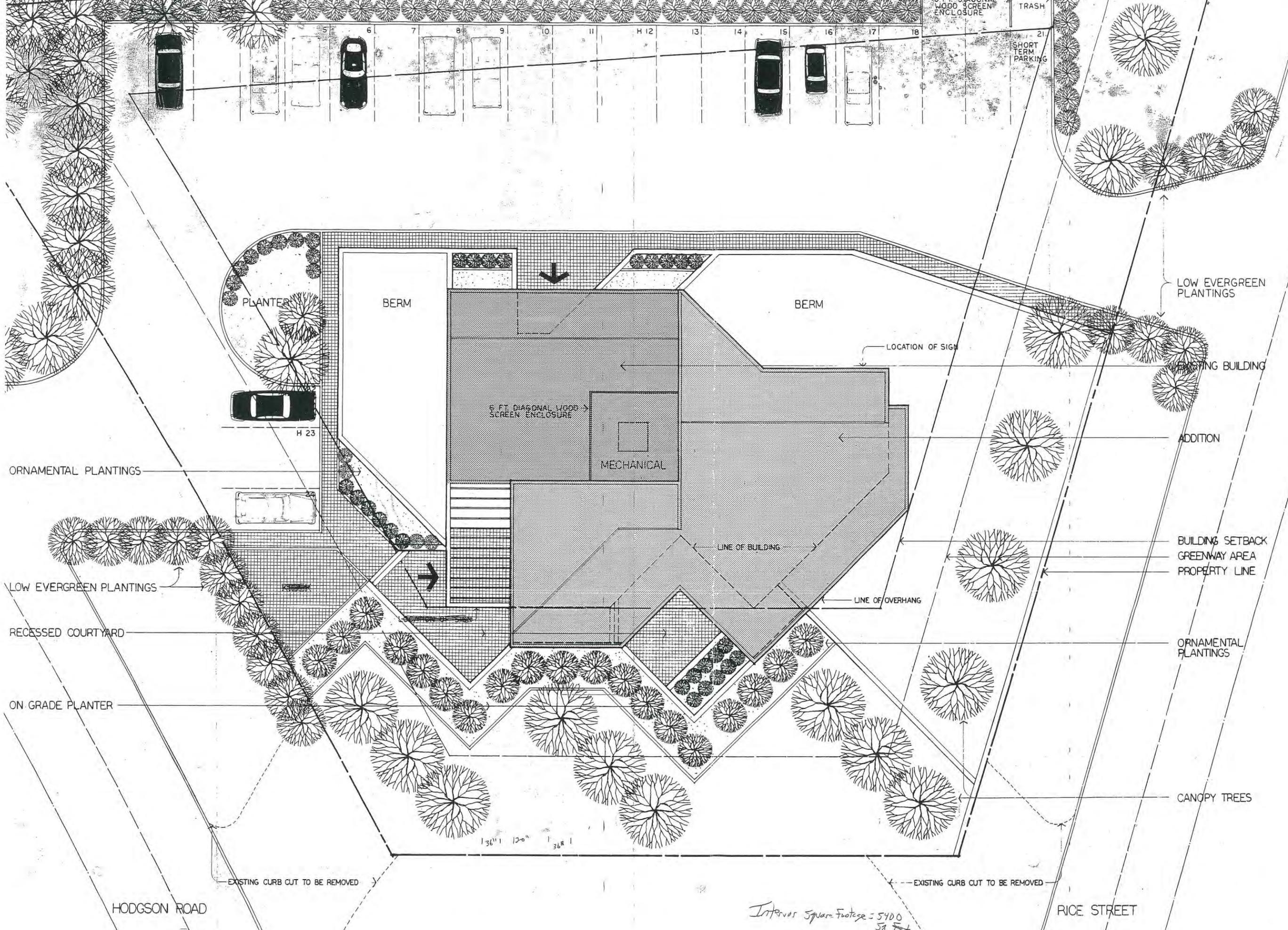
My son (Mark Schaffhausen) and I are going to operate a business in the other half that would be within the guidelines of the current allowable use.

The only change on the exterior of the building would be to replace the sliding door on the east side of the building with a similar door, but one that opens by swinging out. This is a code request by Steve Nelson to allow a proper exit.

Interior Changes would be:

- Add walls per plan on main level to create private living area.
- A couple of the walls would have a lockable door to allow entry and exit.
- For bathroom within living area, add small shower.

On the 2nd floor, build two walls where railings look down to area below to create privacy.



CENTURY 21 COUNTRY VILLAGE REALTORS
THE PEOPLE THAT MAKE THINGS HAPPEN

an office remodelling for century 21 country village-realtors / 4001 rice street / shoreview minnesota / 55112

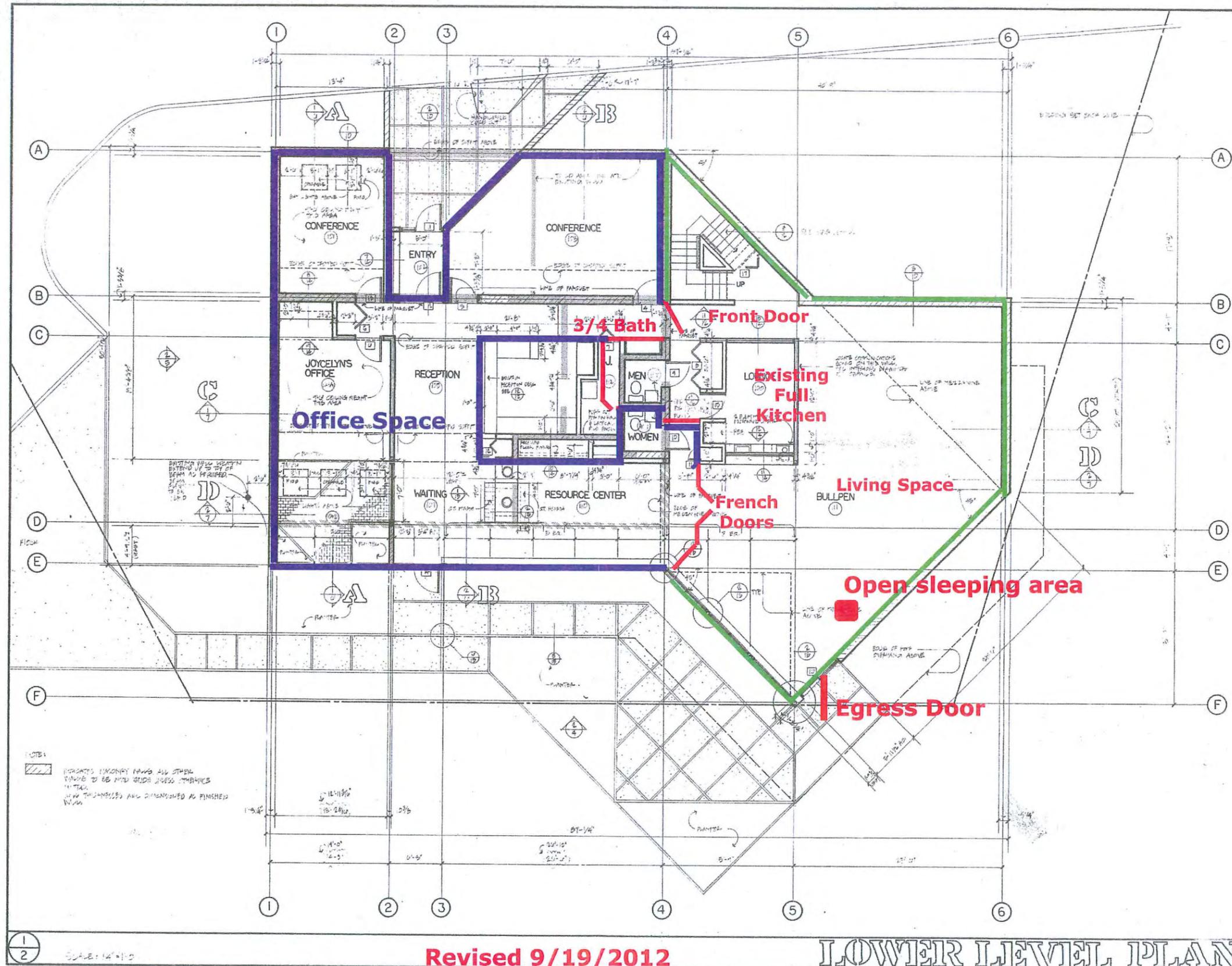
HODGSON ROAD

RICE STREET

Interior Square Footage = 5400 Sq Feet

EXISTING CURB CUT TO BE REMOVED

EXISTING CURB CUT TO BE REMOVED



1/2 SCALE: 1/8" = 1'-0"

Revised 9/19/2012

LOWER LEVEL PLAN

CENTURY 21 COUNTRY VILLAGE REALTORS
THE PEOPLE WHO MAKE THINGS HAPPEN
 an office remodeling for century 21 country village realtors / 4001 1st street / shoreview minnesota / 55112
 zubor architects, inc. / aia / ncarb / architecture / planning / interiors / graphics / east 20th street / minneapolis minnesota 55420 / 612 884 5311

2

House Of Dreams!

Offered At \$549,900.

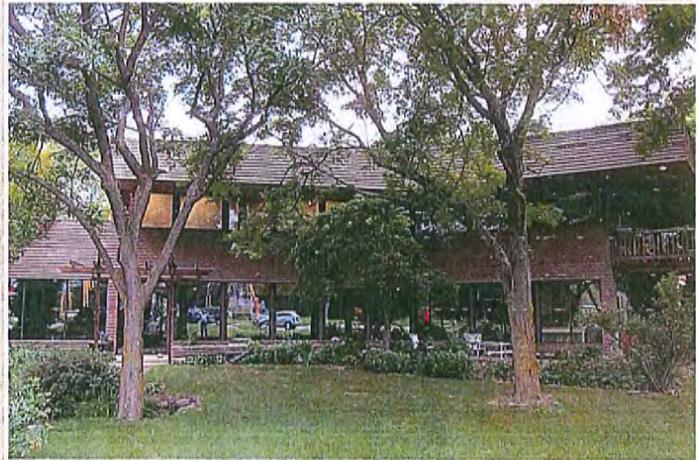
Great Visibility—Shoreview Location

Endless Opportunities

Over 5100 Square Ft. Commercial Space

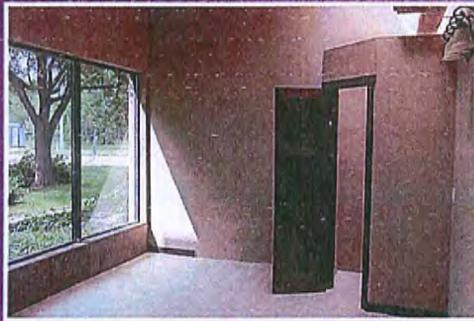
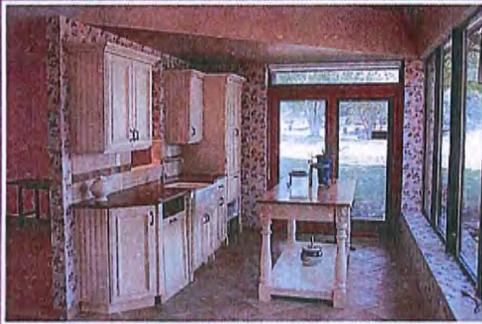


4001 Rice St.
Shoreview, MN 55126



Great opportunity to own the House Of Dreams building in Shoreview. Fantastic visibility at the Highway 49/Rice street split! This two story building offers fabulous office showroom space with endless possibilities. Features include 3800 finished square feet on the main floor and 1360 square feet in 2nd floor loft area. A deluxe conference room, reception area, wet bar and two restrooms provide an excellent starting point for your imagination. Also featured are the meticulously maintained grounds, including a beautiful water feature which offers excellent curb appeal. Situated on a 0.75 acre lot with 25 parking capacity, this property would be perfectly suited to salon, insurance agency, medical/dental or other office usage. Priced well below tax value and recent appraisal, this opportunity won't last long!





Property Features

Foundation Size	3803
Loft Size	1360
Total Sq Ft	5163
Year Built	1979
Lot Size	.75Acres
Parking	25 car capacity
Taxes-2012	\$22,332.
County	Ramsey
Financial Terms:	Conventional / CD Terms
Foundation:	Concrete
Frame:	Masonry and wood
Wall Height	8 to 20 ft interior height
Floor Structure	Concrete
Roof Structure	Flat Steel joist with Corrugated steel & insulation
Roof Cover	Rubber membrane
Doors & Windows	Aluminum & wood frame
HVAC-2 Units	2 Forced Air Furnaces with AC

