

**CITY OF SHOREVIEW  
AGENDA  
CITY COUNCIL WORKSHOP  
JUNE 10, 2015  
7:00 P.M.**

1. ROLL CALL
2. MEETING WITH ENVIRONMENTAL QUALITY COMMITTEE
3. REVIEW OF PROPOSED RECYCLING AGREEMENT EXTENSION WITH REPUBLIC SERVICES
4. DISCUSSION REGARDING STORAGE OF REFUSE/RECYCLING CONTAINERS
5. OTHER ISSUES
6. ADJOURNMENT

**TO:** Mayor, City Council, City Manager  
**FROM:** Tom Wesolowski – City Engineer  
**DATE:** June 3, 2015  
**SUBJECT:** Environmental Quality Committee 2015 Annual Report

**BACKGROUND**

The Shoreview Environmental Quality Committee has completed an Annual Report for the City Council that includes accomplishments in 2014, goals for 2015-16, and three emerging environmental issues facing the City of Shoreview. A copy of the Annual Report is attached. The EQC would like to review the Annual Report with the City Council, discuss the emerging issues in more detail, and seek feedback and direction for the upcoming year.

# Environmental Quality Committee Annual Report to the Shoreview City Council

---



May 2015

## **Mission Statement**

The Environmental Quality Committee provides recommendations to the City Council on issues relating to the environment, water quality and solid waste. The Committee's duties include reviewing development proposals for environmental concerns; storm water quality; and forestry, providing input into the local watershed planning process; studying solid waste disposal and recycling; and providing educational programs and information to the public on environmental issues.

## **Members**

- Tim Pratt, Chair
- Paige Alhborg
- Katrina Edenfeld
- Lynne Holt
- John Suzukida
- Lisa Shaffer-Schreiber
- Susan Rengstorf
- Michael Prouty
- Daniel Westerman

(Cover photo: Residents won Green Community Awards for use of solar power and water conservation)

# EQC Accomplishments 2014-15

---

- Held 2014 Green Community Awards event to recognize one townhome association and three residential properties for their environmental initiatives.
- 2015 Winter Speaker Series topics included:
  - Organics Recycling – the Next Frontier on Reducing Your Waste
  - Improving Your Home Through Green Remodeling
  - Invasive Plants – They’re Here; Help Control Them
  - What You Can Do for Pollinators
- Provided articles for Shoreviews topics including organics drop off site, rain barrel compost bin sale, reducing your water usage, reducing your salt usage, business recycling resources, the importance of raking leaves .
- Reviewed construction project proposals for City and County Credit Union Development, Raising Cane’s, and the Water Treatment Plant.
- Planned and staffed a booth at Slice of Shoreview 2014. The booth allowed EQC members an opportunity to meet residents and share information on a number of environmental topics.
- Discussed the City’s SWPPP status and related code changes.
- Learned about invasive plants from Carole Gernes, Ramsey County Cooperative Weed Management Area Coordinator and recommended to the Council that the City join the partnership.
- Provided input on changes to the City’s Clean Up Day.
- Met with representatives of Clean Air Minnesota to discuss consensus activities.
- Rick Carter of Regional Indicators Initiative presented background and findings to date regarding City green initiatives in terms of water, waste, vehicle miles traveled, and energy usage.
- Met with representatives of CERTs and the St. Paul Port Authority to discuss Community Solar and the PACE program

# EQC Goals for 2015-2016

---

| <b>Goal Setting</b>                                        |    |                                                                                             |
|------------------------------------------------------------|----|---------------------------------------------------------------------------------------------|
| As ranked by EQC October 2014                              |    |                                                                                             |
| <b>Main Category</b>                                       |    | <b>Specific Goals</b>                                                                       |
| Water                                                      | 24 | Encourage water conservation both residential and commercial                                |
| Energy                                                     | 24 | Explore offering PACE financing through St. Paul Port Authority – explore Community Solar   |
| Water                                                      | 22 | Explore incentives and permit requirements for water conservation                           |
| Plants/turf/bees/wildlife                                  | 22 | Become a Bee-Friendly City                                                                  |
| Plants/turf/bees/wildlife                                  | 18 | Promote habitat restoration projects & stormwater improvements for residents and businesses |
| <b>On-going Activities</b>                                 |    |                                                                                             |
| Continue the Green Community Awards program                |    |                                                                                             |
| Continue Speaker Series                                    |    |                                                                                             |
| Continue providing articles and information for ShoreViews |    |                                                                                             |

# Emerging Environmental Issues Facing Shoreview

---

The Environmental Quality Committee (EQC) believes the Shoreview City Council should be aware of three emerging environmental issues facing the city. While the EQC will continue to work on educating ourselves and our fellow residents, there are policy aspects that will need to be addressed by the Council. The EQC will continue to work to identify ways the city can address these issues as well as continue to educate and inform residents and businesses of steps they can take to mitigate these issues.

## **1. Water Quantity and Quality**

The City of Shoreview is fortunate to have an abundance of beautiful, clean lakes which are a critical component to the City's quality of life. Our lakes are important not only for human recreation, but they provide critical wildlife habitat as well. Aquifer depletion is a major concern in the Twin Cities Metro Area, and Shoreview area water consumption from the Jordan Aquifer is unsustainable.

The EQC commends the City for instituting water conservation improvements including odd/even watering days and tiered water rates, greywater reuse at the Public Works garage, and the use of porous concrete and pave drain roadways. Additional changes must be implemented to reduce water consumption to slow depletion and avoid higher costs for residents. The EQC recognizes the need to reduce the use of groundwater and surface water. Efforts must be made to provide Shoreview residents with ways to be more water conscious specifically when it comes to lawn care which is the highest area of water consumption on residential properties.

We recommend the City consider additional methods to encourage water conservation. The EQC respectfully offers the following action items for the City Council to consider:

- Implement further restrictions in residential water use by allowing watering only twice a week. Watering could be allowed on garbage pickup day and three days after from May through September. This schedule spreads out the demand of water use and still allows for a healthy looking yard.
- Encourage residents to reduce water consumption by offering incentives or grants for installing low flow shower heads and toilets and for installing moisture sensors on irrigation systems.
- Request developers to use landscaping that requires less irrigation and promote more native plantings on new developments.

## **2. Energy Consumption**

While fuel prices have declined, our energy consumption continues to produce a larger and larger carbon footprint, which contributes to the negative impacts associated with climate

change. We will work toward informing Shoreview residents and businesses of the consequences of their energy consumption, and we will work with the City Council to promote energy saving alternatives.

We believe energy consumption and potentially increasing costs for energy will result in higher costs to own and operate homes, city facilities and businesses. We also believe the impacts of increased and more violent weather activity associated with climate change will impact the City's infrastructure for storm water management, will impact budgets for snow and ice control and will impact parks through increased maintenance costs.

We believe the City should work with residents and businesses to reduce energy consumption. For instance housing loan programs could be geared to encourage projects that increase energy efficiency, and City Code should incent residential and commercial development that uses renewable energy. We commend the City for work on the maintenance facility that earn LEED Silver certification and for the purchase of a hybrid vehicle.

We want to work with the Council and staff on the exploration of and potential implementation of two programs: the property assessed clean energy or PACE program and Community Solar.

The Committee conducted preliminary research and had presentations on both PACE and Community Solar. Before taking additional actions the Committee asks for direction from the Council as to what areas they wish us to explore. Here are three potential actions we are interested in exploring:

- 1) Shoreview becoming a fiscal agent for the PACE program. The only PACE loans currently available in Shoreview is through the St. Paul Port Authority. They limit their funding to businesses, non-profits and multi-tenant buildings. If Shoreview were to become a financing agent, the City could make PACE loans to all residential buildings.
- 2) Shoreview coordinates and invests in Community Solar. The City could take one or a variety of roles in expanding access to solar for all businesses and residents in the City. Roles range from coordinating a Community Garden in which the City would take a lead role in attracting a developer and enrolling subscribers, to encouraging a local businesses to be the coordinator and/or becoming a subscriber in a garden coordinated by a different government organization, community group or business. (For more information see Appendix A)
- 3) Finance energy savings projects for City operations through the Guaranteed Energy Savings Program

We commend the City for work on the maintenance facility that earned LEED Silver certification and for the purchase of a hybrid vehicle.

### **3. Protecting Pollinators**

Bees and other pollinators are integral to our food production system. Pollination ensures that our trees and gardens will continue to produce fruits, nuts and vegetables. However, native bees and honey bees are threatened due to habitat loss, pesticide use, pathogens and parasites.

Recent research suggests that there is a link between pesticides that contain neonicotinoids and the die-off of plant pollinators, including honey bees, native bees, butterflies, moths and other insects. Neonicotinoids are synthetic chemical insecticides that are similar in structure and action to nicotine, a naturally occurring plant compound.

The Environmental Quality Committee has long recommended the use of native plants to preserve and protect our water system. That recommendation is one of the tenants of the Green Community Awards in which the City of Shoreview recognize homeowners for taking steps to lessen their environmental impact. So it is consistent with Shoreview's policies and practices that the City strive to become a Bee-Safe City by adopting, encouraging and engaging in practices that protect pollinators.

Such practices include:

- Not using pesticides that include neonicotinoids
- Planting flowers favorable to bees and other pollinators
- Educating residents on the importance of creating and maintaining a pollinator-friendly habitat

The EQC recommends the City of Shoreview begin by adopting a Bee Safe Policies and Procedures resolution (see Appendix B)

**Appendix A**

**Community Solar Background**

**What is it?**

Centrally located solar PV systems that provide electricity to participating subscribers

**How does it work?**

Solar Photo Voltaic (PV) panels are installed in “solar gardens”--sunny locations to produce renewable electricity—on top of commercial or government buildings for example, or in an open field of land. Individual entities can subscribe to enough solar to cover up to 120% of their annual electricity usage. Each subscriber’s utility bill is credited with the electricity created by their share of the solar garden.

- A. A utility such as Xcel contracts with a developer to set up the solar garden and the utility operates the garden and handles all aspects of relationship with subscribers.
- B. 3<sup>rd</sup> party operator develops, runs garden and maintains relationship with subscribers for payment. The utility provides subscriber with credit on their bill.

**What options are there for financing?**

- A. Pay up front/pre-pay model: Subscriber purchases a subscription for a onetime fee that covers the life of the agreement. Could be a 20 year project timeline
- B. Pay as you go model: Subscriber pays in installments over time. Subscriber receives bill credit for their share of output on their energy bill the following month.

**How much energy does a typical MN home use?**

800 kWh/month or 9,600 kWh/year

4kW of solar panels could provide half the electricity used by the typical home in MN. John Suzukida’s personal experience is that 2.8 kW →3,500 kWh/year so that 4kW→4,965kWh/year which substantiates that number

**Where do we stand in MN?**

Dec 12, 2014, Xcel opens solar garden program after Legislature and Public Utilities Commission prior approvals. Xcel started accepting applications on Dec 12 and in 12 days, had receive 427 proposals for solar gardens.

**How could we move forward?**

Clean Energy Resource Teams (CERTS) is a resource whose mission is: Connect individuals and their communities to the resources they need to identify and implement community-based clean energy projects.

**What are you goals in becoming a subscriber?**

**Host Site considerations:**

|                                                                                                    |                                                                                                         |
|----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|
| What are your goals in becoming a subscriber?                                                      | Do you have a good site?<br><a href="http://solar.maps.umn.edu/app/">http://solar.maps.umn.edu/app/</a> |
| Which model is right for you?                                                                      | Term of lease – 25 years or longer                                                                      |
| How MUCH do you want to subscribe to?                                                              | Form of payment - \$ / month? \$ / year?<br>In form of a subscription?                                  |
| What can your market power get you?                                                                | How much do you need to be paid to make it worth it?                                                    |
| What factors are most important to you--Location?<br>Cost?Local jobs?                              | What costs might you incur for site prep, maintenance or restoration?                                   |
| Project viability – site control, interconnection,<br>terms and conditions of subscriber agreement | Roof or ground mount?                                                                                   |

## Appendix B

### Draft - City of Shoreview - Draft

#### Resolution No.

A Resolution Endorsing “Bee-Safe” Policies and Procedures

Whereas, bees and other pollinators are integral to a wide diversity of essential foods, including fruits, nuts and vegetables; and

Whereas, native bees and honey bees are threatened due to habitat loss, pesticide use, pathogens and parasites; and

Whereas, recent research suggests that there is a link between pesticides that contain neonicotinoids and the die-off of plant pollinators, including honey bees, native bees, butterflies, moths and other insects, and

Whereas, neonicotinoids are synthetic chemical insecticides that are similar in structure and action to nicotine, a naturally occurring plant compound, and

Whereas, the City Council finds it is in the public interest and consistent with adopted City policy for the City to demonstrate its commitment to a safe and healthy community environment through the implementation of pest management practices in the maintenance of city parks, open space and city property.

Now, Therefore be it Resolved by the City Council of the City of Shoreview:

The City shall undertake steps to become a Bee-Safe City by undertaking best management practices in the use of plantings and pesticides in all City owned or maintained areas

The City shall refrain from using systemic pesticides in areas owned or maintained by the City

The City shall undertake its best efforts to plant flowers favorable to bees and other pollinators in areas owned or maintained by the City

The City shall designate Bee-Safe areas in which future City plantings are free from systemic pesticides including neonicotinoids

The City shall undertake its best efforts to communicate to Shoreview residents the importance of creating and maintaining a pollinator-friendly habitat

The City shall publish either in print or electronically an annual Bee-Safe City Progress Report

**TO:** Mayor, City Council, City Manager  
**FROM:** Tom Wesolowski – City Engineer  
**DATE:** June 3, 2015  
**SUBJECT:** Recycling Contract Extension

## **BACKGROUND**

In September of 2010 the City entered into a contract with Allied Waste for residential recycling services. The term of the contract was for a period of 5-years from January 1, 2011 through December 31, 2015. The contract did include language that the City may consider extending the contract at the City's discretion. Since entering into the contract Allied Waste has become Republic Services.

## **DISCUSSION**

Republic Services has provided satisfactory recycling collection services and met all requirements stated in the contract. Given their performance and with the recycling contract set to expire at the end of 2015, City staff contacted Republic Services and requested a contract extension proposal.

Republic Services provided a proposal and is acceptable to increasing the term of the contract for 18 or 30-months. A copy of the proposal is attached. The cost increase for 2016 represents a 2.1% increase over the 2015 cost. The proposed cost increase for 2017 and 2018 would be based on the Consumer Price Index with a max of 3% per year. This is consistent with the method for determining price increases in the current contract.

The length of the increase was set so the end of the contract would occur on either June 30, 2017 or June 30, 2018. Since Shoreview started using single sort containers the recycling vendor has supplied the containers as part of the contract. Republic Services contract started on January 1, 2011, so they had to deliver recycling containers to all residential properties and the old recycling vendor had to pick up their containers in the fall and winter months. The process of switching out containers is difficult and the cold and snow made the process even more difficult. Moving the contract end date to the end of June will make switching out carts less difficult if a different vendor is selected.

The contract extension proposal was presented to the Environmental Quality Committee at their June 1 meeting. The EQC supports the 18-month extension due to a request by Ramsey County that City's have an organics plan in place by 2017. The 18-month extension would allow the City to send out a request for proposals for recycling collection services that addresses organics if needed. The EQC also recommended the following:

1. Pulling out the clean-up day requirements from the recycling contract and go out for bids for clean-up day services.
2. With the next recycling contract the City should consider purchasing recycling containers instead of requiring the recycling vendor supplying the carts. Ramsey County will pay \$100,000 or 50%, whichever is greater, of the cost for the carts.

Staff has some concerns about removing the requirement for providing clean-up day services from the agreement. In past discussions with refuse providers, they have indicated to the City that they would prefer not to provide clean-up day services. By keeping a provision in the agreement it insures that a refuse hauler will provide these services to the City. The current recycling contract does not appear to exclude the City from going out for bids for clean-up day services. This option could be explored in more detail if it is determined there would be a benefit to the City.

Having the City purchase carts would be an option to consider with the next recycling contract. The cost share from Ramsey County would significantly reduce the cost and with the City owning the carts it would be easier for the City to switch vendors because the cart switch out between the new and old vendors would not be needed. This option could be explored in more detail when the City puts out the next request for proposals for recycling collection services.

Staff consulted with the City Attorney and Ramsey County Environmental Services and there is no issue with the City extending the contract for either 18 or 30-months. Staff believes that the extension of the agreement under the proposed terms is in the best interest in the City.



May 8, 2015

Tom Wesolowski  
City Engineer  
City of Shoreview  
4600 Victoria Street  
Shoreview, MN 55125

Dear Mr. Weslowski,

Thank you for the opportunity to submit this contract extension proposal for the curbside recycling collection for the city of Shoreview. It will prove that by partnering with Republic Services you will be able to leverage our years of experience and expertise resulting in increased productivity, reduced costs and best in class service.

As the second largest waste hauler in the United States, Republic Services offers a variety of services to meet your needs. We are committed to providing excellent service to all our customers. We support this commitment by investing in equipment, technology and training programs that maximize our operational excellence and ensure the safety of our customers, employees and environment. Through this we can deliver needed services with maximum efficiency.

Please feel free to contact me with any questions you may have regarding the contents of this proposal. Again, we thank you for providing us the opportunity to develop a partnership with the City of Shoreview.

Sincerely,

Doug Link  
Municipal Manager  
Republic Services



## **Proposed Contract Extension Shoreview**

### Current Pricing

|                     |                           |
|---------------------|---------------------------|
| Single Family Homes | \$2.85 per unit per month |
| Multi-unit Homes    | \$1.75 per unit per month |

### Proposed Pricing 18 month Extension (1/1/16)

|                     |                           |
|---------------------|---------------------------|
| Single Family Homes | \$2.91 per unit per month |
| Multi-unit Homes    | \$1.79 per unit per month |

### Proposed Pricing 18 month Extension (1/1/17 thru 6/30/17)

|                     |                            |
|---------------------|----------------------------|
| Single Family Homes | \$2.99 per unit per month* |
| Multi-unit Homes    | \$1.84 per unit per month* |

(Rates will remain in place for all of 2017 if contract is extended for 30 months)

### Proposed Pricing 30 month Extension (1/1/18-6/30/18)

|                     |                            |
|---------------------|----------------------------|
| Single Family Homes | \$3.07 per unit per month* |
| Multi-unit Homes    | \$1.89 per unit per month* |

\*Increases will be calculated by *Water-sewer-trash collection* CPI from Bureau of Labor Statistics ([www.bls.gov](http://www.bls.gov)) with a max of 3% per year.

**TO:** Mayor, City Council, City Manager  
**FROM:** Kathleen Castle, City Planner  
**DATE:** June 4, 2015  
**SUBJECT:** Storage Of Refuse/Recycling/Yardwaste Containers

## **INTRODUCTION**

Members of the City Council have asked Staff to review regulations and code enforcement practices related to the exterior storage of refuse/recycling containers. This issue is being raised due to complaints received regarding the negative visual impact the exterior storage of these containers can have on a neighborhood.

## **DEVELOPMENT CODE**

The storage of these containers is regulated in Section 211.020, Refuse. This section states:

(B) All refuse shall be properly contained in a closed container sufficiently designed for the storage of all refuse accumulating on the premises between collections. Refuse containers shall be stored within a fully enclosed building or in an area designed for such purpose and properly screened from adjoining properties and in the public right-of-way.

In accordance with Section 101.040, any violation of the City Code is classified as a misdemeanor. In the case of property maintenance violations, a citation is issued and a hearing is scheduled with the Ramsey County District Court. A misdemeanor is a criminal offense for which a sentence of not more than 90 days imprisonment or a fine of not more than \$1,000 (or both) may be imposed. While this process can be effective, criminal prosecutions tend to take longer due to the length of time involved with the Court hearing. In some instances, the code violation is not remedied until the Court takes action.

## **CODE ENFORCEMENT RESPONSE**

The exterior storage of refuse containers is considered minor offense; therefore, Staff responds to these concerns primarily on a complaint basis. When a complaint is received regarding the exterior storage of refuse containers on a property or in a neighborhood, the staff will inspect the property/neighborhood and place an educational tag on the refuse containers that are stored outside and visible from the street. Due to the minor nature of the violation, additional enforcement action is not taken. With the limited code enforcement resources available, the code enforcement staff currently focuses on more significant property and housing maintenance issues or complaints such as tall grass/weeds, outside storage and parking.

The Staff does pro-actively address this issue in neighborhoods that are selected for the SHINE (Shoreview Inspections for Neighborhood Enhancement) program. Two neighborhoods are usually selected each year with one in the fall and one in the spring. When this non-compliant condition is found on a property inspected as part of SHINE program, an educational tag is taped on the can to inform the resident of the City's requirements. In addition, an informational handout mailed with the SHINE letters also includes information on the City's requirements for refuse container storage.

The City has also used various forms of media to inform residents of the City's requirements for refuse container storage. This includes information on the City's website regarding property maintenance and in the ShoreViews. Attached is an excerpt from the May-June 2015 edition of the ShoreViews.

### **COMMUNITY SURVEY**

A survey of other metropolitan area suburbs was recently conducted to determine if these communities have a similar regulation and if so, what process is used to enforce this provision. Most communities have a similar requirement. Code enforcement response varied with communities using media outlets to educate residents, mailing friendly reminders, or mailing letters informing residents that a citation could be issued if the violation remains.

### **OPTIONS**

If the City Council believes this issue that should be addressed in a different manner, the staff has identified several options for consideration.

#### **Administrative Citations**

The administrative citation process is an alternate method designed to resolve code enforcement violations without going through the District Court system. This method is used by some communities to address less serious violations such as on-street parking, lawn watering and illegal dumping.

The administrative process is a quasi, non-judicial alternative remedy. Upon the issuance of an administrative citation, the resident has the option to correct the violation and pay a fine (as established by the Council) or request a hearing before a City appointed Hearing Officer. At the hearing, property owners/residents have the opportunity to present their side before the Administrative Hearing Officer. When violations are found, penalties typically follow a pre-established schedule: more nominal fees for a first violation with increased penalties for subsequent acts. The advantage to establishing an administrative hearing procedure is that it is less formal, less costly, and potentially less intimidating than the court system. The accused is given a chance to come into compliance, with fines collected by the city and not distributed through the state court system. Administrative citations are also considered civil offenses whereas misdemeanors are classified as criminal offenses.

06-10-15 City Council Workshop  
Refuse Containers

To establish an administrative citation process, the City will need to adopt an ordinance, establish penalty fees and appoint a Hearing Officer. Due to the cost of the Hearing Officer, these costs typically exceed any revenues that are gained.

**Petty Misdemeanor**

This type of code violation could be re-classified as a petty misdemeanor in place of a misdemeanor. A petty misdemeanor is not considered a crime and is punishable with a fine of up to \$300.00. Some communities classify lesser offenses such as parking and other traffic violations as petty misdemeanors. The process is similar to that of an administrative citation, however, the citation is processed through the District Court system and the hearing is held by a judicial Hearing Officer. The City would still have the ability to establish a preset fee schedule and an additional surcharge fee would be charged to partially re-coup administrative court costs. Our City Attorney is working with the Court to determine what type of surcharge would apply in this situation.

An amendment to the City Code would be needed to establish this type of violation as a petty misdemeanor. In addition, the City would need to establish penalty fees.

**Neighborhood Sweeps**

The City Council may also want to consider conducting neighborhood sweeps that are focused only on refuse containment storage. These sweeps could be conducted in a similar manner as the SHINE program and serve as an education tool by informing residents of the City's requirements for refuse container storage. Inspections would be conducted to verify compliance and further action taken for those residents where refuse containers are found to be stored in violation of the City's ordinance. The extent of this action would need to be discussed further with the City Council since it would likely require that the City not conduct the SHINE program in either the spring or fall to focus on refuse container storage.

**RECOMMENDATION**

This information is being brought to the City Council for discussion. The City's approach to refuse container violations has been through educational means rather than strict enforcement due to the minor nature of this violation. The options presented may improve compliance, however, consideration should be taken regarding the resources available to administer and/enforce additional provisions and the impact stricter enforcement may have on certain neighborhoods.

Attachments:

- 1) Garbage and Refuse Container Survey
- 2) Excerpt from ShoreViews
- 3) Refuse Container Tag

Garbage and Refuse Container Survey

| City            | Code | Complaint Based | Summary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Dept/Staff                                      |
|-----------------|------|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|
| Apple Valley    | Yes  | Yes             | Property owners who do not comply after the initial contact receive a 2nd letter stating the property is in violation. Continued noncompliance results in a 3rd and final letter informing the property owner they will receive a citation if they do not comply with the code(s). Each letter informs the owner of the reinspection date, which is not less than five days from the date of the letter. It is important to note that a conviction of a code violation is a misdemeanor and can result in fines of up to \$1,000 and/or up to 90 days in jail. | Code Compliance Specialist                      |
| Eagan           | Yes  | Yes             | Staff sends two violation letters, and if compliance is not met a citation is issued. Additional disposal information is provided upon request or in certain circumstances. In certain cases when garbage is left on a property and refuse removal services have stopped, such as an abandoned/vacant property, staff will contract to have the garbage removed and bill the property owner. If bill is not paid it is assessed to the property owner                                                                                                          | Property Maintenance / Code Enforcement Officer |
| Eden Prairie    | Yes  | Yes             | Initial letter sent out. Letter is information and it cites code. Initial compliance requested is voluntary. Do not do a follow up inspection. If a second complaint is made within a year, then a violation is given.                                                                                                                                                                                                                                                                                                                                         | Polic Dept Zoning Administrator                 |
| Edina           | Yes  | Yes             | They do have a code that requires carts are out of view. They do allow screening with the additional 1-2 carts with recycling and yard waste. The enforcement is complaint driven. Sometimes they will have interns do a "sweep" of problem neighborhoods. They have only gone to court once for a citation.                                                                                                                                                                                                                                                   | Recycling Coordinator                           |
| Golden Valley   | Yes  | Yes             | Initial friendly reminder that they leave on site to educate people about placement of garbage cans.                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Property Maintenance Inspector                  |
| Minnetonka      | Yes  | Yes             | Initial letter sent out. If they fail to comply a violation notice is given. If they have trouble complying, then they work with them to meet the requirement. If they do not comply or work with the City, a written citation is given.                                                                                                                                                                                                                                                                                                                       | Environmental Health Specialist                 |
| New Brighton    | Yes  | Yes             | Will initiall go to the property to verify the location. Then an effort is made to make contact with the property owner. Most people respond to this approach. If no one is home or answers the door, a ntoice is sent out giving the property owner 7 days to comply. They have never had to go beyond this point - but if needed they would write a citation.                                                                                                                                                                                                | Code Complaiance Inspector                      |
| Plymouth        | No   | Yes             | Typically receive only a few complaints a year.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Building Dept / Housing Inspector               |
| Roseville       | Yes  | Yes             | Initial mail out notice to make voluntary corrections. Emphasis on Education of the Code versus issue citations.                                                                                                                                                                                                                                                                                                                                                                                                                                               | Code Complaiance Officer                        |
| Vadnais Heights | Yes  |                 | Remind property owners by news letters and City web site. They have a card that we can leave on containers as reminders. In the past they have had the collectors do a mailing.                                                                                                                                                                                                                                                                                                                                                                                | Fire Dept                                       |
| Woodbury        | Yes  | Yes             | Typical process is to send two notices prior to issuing an administrative ciation. If the notices or adminstarive citations do not gain compliance a court citation is issued.                                                                                                                                                                                                                                                                                                                                                                                 | Building Inspector / Code Enforcement Officer   |

## Spring Spruce Up

Spring is a great time to start thinking about starting a home improvement project. Depending on the type of project, a permit from the City may be required. Many residents are not aware that most home improvement projects are required to have a permit, including new fences, sheds, driveway replacements, as well as any window, door and roof replacement project.

Residents may sometimes overlook the benefits of obtaining a permit and appropriate inspections. However, permits serve as a permanent record that work was done in accordance with building codes, giving reasonable assurance that the home or structure is safe from hazards and health risks.

Permit applications are available on the City website at [www.shoreviewmn.gov](http://www.shoreviewmn.gov) or at City Hall. City staff is available to help answer questions regarding permits. Staff from the Housing Resource Center can also provide construction consultations for your project – a free service for residents. Please call the Center at 651.486.4701 or refer to their website at [www.housingresourcecenter.org](http://www.housingresourcecenter.org).

For more information, contact the Community Development Department at 651.490.4680 or visit [www.shoreviewmn.gov](http://www.shoreviewmn.gov).

## Keep Shoreview Beautiful

### *By Maintaining Your Property This Spring*

Our City is known for its quality residential neighborhoods primarily because of our community standards for property maintenance. To help preserve this quality, the City has adopted property maintenance codes designed to establish residential standards for appearance and upkeep:

**Grass and Weeds:** Please keep grass and weeds shorter than nine inches in grass plots, lawn areas and boulevards. Non-wooded vegetation on vacant properties cannot exceed 18 inches in growth height.

**Vehicles and Equipment:** Two recreational vehicles and/or trailers may be stored outside on a residential property area as follows:

- Rear yard – at least 10 ft. from rear property line
- Side yard – at least 5 ft. from property line, unless otherwise approved by the City
- Front yard – only on an approved driveway surface, and at least 5 ft. from a side property line

Please park currently licensed automobiles in a garage or outside on an asphalt, concrete or approved surface. Vehicles must be owned or leased by the occupant of the premises where parked and stored.

Please call the Community Development Department at 651.490.4680 or email [communitydevelopment@shoreviewmn.gov](mailto:communitydevelopment@shoreviewmn.gov) if you have any questions about the property maintenance standards. You can also find more information at [www.shoreviewmn.gov](http://www.shoreviewmn.gov).

## Proper Storage of Garbage and Recycling Containers



The City of Shoreview regulations require **all garbage, yard waste and recycling containers be stored within a fully enclosed building (typically a garage) or properly screened from view** from adjoining properties and the roadway.

Containers should **not be stored outside in front of the home or garage or on the side of garage**, unless screened with fencing or sufficient landscaping. They can also be stored inside the garage.

**RIGHT!**  
Properly Screened



**WRONG!**  
Improperly Stored



### Questions or Need Information?

For more information on housing and property maintenance regulations, contact the City's Code Enforcement staff at 651.490.4687.



*Shoreview*

## **REMINDER**

This flyer serves as a friendly reminder regarding the placement of garbage cans and recycling carts on residential property. The City requirements are:

- Refuse containers and recycling carts must be stored inside a fully enclosed building or screened from public view except on the day of collection by a licensed hauler.
- All waste materials and garbage must be kept in a closed container.

The City appreciates your cooperation in making this correction.



CITY OF SHOREVIEW  
4600 VICTORIA ST. N  
SHOREVIEW, MN 55126

651-490-4687