

**AGENDA
MAPLE PLAIN PLANNING COMMISSION
MAPLE PLAIN CITY HALL
SEPTEMBER 5, 2013
7:00 PM**

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ADOPT AGENDA

IV. CONSENT AGENDA

A. Approval of the August 8, 2013 regular meeting minutes.

V. PUBLIC HEARINGS

A. 5584 Main Street West Variance Request

B. 1510 Budd Avenue Variance Request

VI. ADMINISTRATIVE REPORTS

VII. OLD BUSINESS

A. 5330 Highway 12 Conditional Use Permit

VIII. NEW BUSINESS

A. 5540 Pioneer Creek Drive Excavation and Grading Permit

IX. COMMISSION REPORTS & OTHER BUSINESS

X. VISITORS TO BE HEARD

Note: This is a courtesy extended to persons wishing to address the council who are not on the agenda. A completed public comment form should be presented to the city administrator prior to the meeting; presentation will be limited to 3 minutes. This session will be limited to 15 minutes.

XI. ADJOURN

Next meeting: Thursday, October 3, 2013, 7 p.m. at Maple Plain City Hall

**City of Maple Plain Planning Commission
Meeting Notes
August 1, 2013
Maple Plain City Hall
7:00 PM**

I. CALL TO ORDER

Chair Bliss called the meeting to order at 7:04 p.m.

Present: Commission Chair Michele Bliss, and Commissioners Mardelle DeCamp, John Fay and Stephen Shurson; Council liaison, Mike DeLuca; Planning Consultant Ben Gozola (MFRA); City Administrator, Jason Ziemer; and Assistant to the City Administrator Maggie McCallum.

Absent: Commissioner Barb Rose.

City Administrator, Jason Ziemer, announced to the Planning Commission that he will be leaving the City of Maple Plain for a new position in the City of North St. Paul. Ziemer thanked the Commission for all of their hard work and commitment to the community. He stated that they were wonderful to work with over the years.

Commission Chair, Michele Bliss, thanked Ziemer for his years with the City and stated that she was appreciative of Ziemer's work with the City.

Commissioner, Stephen Shurson, told Ziemer that he was sad to see him go, and that he learned a lot from him over the years. Shurson stated that Ziemer was very dedicated to the City.

Commissioner, John Fay, thanked Jason for his work with the City.

City Administrator, Jason Ziemer, left the meeting at 7:10 p.m.

II. PLEDGE OF ALLEGIANCE

III. ADOPT AGENDA

Commissioner Shurson added a Three Rivers Park District regional trial item to the "Commission Reports and Other Business" section of the agenda.

Shurson moved to adopt the Agenda as amended; Fay seconded. Motion passed 4-0.

IV. CONSENT AGENDA

Fay moved to approve the Consent Agenda including edits to the meeting minutes; DeCamp seconded. Motion passed 4-0.

Items approved under the Consent Agenda:

- a. Approval of the June 6, 2013 regular meeting minutes.
- b. Approval of the June 17, 2013 special meeting minutes. .

V. PUBLIC HEARINGS

A. 5330 Highway 12 Conditional Use Permit (CUP) Amendment

Commission Chair, Michele Bliss, introduced the 5330 Highway 12, Conditional Use Permit amendment item for review and discussion.

City planning consultant, Ben Gozola, explained that a CUP amendment request was made by commercial property owner, Gary Keller. He stated that Keller obtained a CUP on the site back in 1995 for his then auto sales business. The CUP was approved with six conditions. Gozola said that Keller is asking to amend one of the six conditions, specifically, the condition that limits the number of on-sale vehicles on the property to 12.

Gozola informed that the current business generally has more on-sale cars on the property than allowed, nonetheless, has not received any complaints about the number.

Gozola explained that Keller would like to amend the previous CUP to allow for an increase in the number of allowed vehicles on site to 32 (28 for-sale vehicles, 2 customer parking stalls and 2 employee parking stalls).

Gozola pointed out that Keller had a survey done of the property as a means to develop a parking plan for the increased number of proposed vehicles. Gozola explained that staff determined that the proposed use is appropriate for the site, nonetheless that a number of items would need to be addressed as conditions of approval:

- Confirmation that the two property lots, owned by the applicant, are combined;
- Pavement of the northwest corner of the parking lot;
- Fire and public safety staff approval of the parking plan;
- Documentation that old fuel tanks were removed from the site;
- Clarification over the discrepancy in the applicant report of 34 vehicles versus 32 vehicles; and
- A suitable parking plan that identifies customer, employee and on-sale vehicles, and has enough space to allow for adequate maneuvering from customers on site.

Chair Bliss opened the Public Hearing at 7:30 p.m.

Applicant and property owner of 5330 Highway 12, Gary Keller, explained that when he bought the property, the bank required removal of the tanks and that he would look for the documentation showing that the tanks were removed.

Neighboring property owner, John McCain, of 5300 Highway 12, expressed concerns over increasing the number of allowed cars on site. McCain stated that customers, for AC Motors, park in his parking lot because of the limited space in the neighboring parking lot. McCain questioned how 32 to 34 cars would fit on the site and how customers would exit the lot without crossing into his parking lot. McCain suggested opening up the southwest corner of the parking lot to allow traffic to exit there. He asked the Commission to take into consideration his concerns.

Keller responded that he could buy and put up signs that would direct customers where to park and where not to park. With regards to opening up the southwest corner of the lot, Keller stated that the business does not need this drive through and would not want it because the business does not want vehicles driving through the sales lot.

McCain explained that AC Motor's customers park in their parking lot because the car sales lot is so cluttered. McCain stated that if more cars are allowed on his neighbor's property, even more customers will park on his property instead.

Keller explained that signs could be helpful and customers could be fined for noncompliance.

Bliss stated that if she was a customer, that did not know the town, she would likely accidentally park in the neighbor's parking lot because there would be more space to park. Shurson agreed.

Bliss asked how the emergency responders would access the site in the case of an emergency. Bliss stated that Keller would have to discuss a plan with the Fire and Police Departments to get their approval.

Bliss asked for clarification over the number of requested spaces; 32 or 34. Keller stated that they would like to fit in as many cars as possible. He explained a diagram that showed how and where the cars would be situated. Keller also explained where signs could be put up and where lines could be painted to direct customers where to go.

Shurson expressed some concern over the amount of space that would be allowed between car stalls and the business building. He questioned if cars would be able to maneuver safely through the site. Shurson also questioned

whether cars would be able to safely exit the site without backing into the neighboring property or into the traffic lane of Highway 12.

Keller explained that customers would not be driving through the site and therefore would not maneuver through the lot. With regards to customers backing out safely, Keller said that lines could be painted directing cars how to safely exit.

Fay stated that he did not know how to proceed with the request until future information was gathered; specifically from the Fire Chief and Police Chief. Shurson requested that Keller come back with sketches that show how cars would maneuver and exit the site safely.

Chair Bliss closed the Public Hearing at 8:33 p.m.

Commissioner DeCamp moved to table the item until more information could be gathered; Commissioner Fay seconded. Motion passed 4-0.

VI. ADMINISTRATIVE REPORTS

None.

VII. OLD BUSINESS

A. Industrial Zoning Code Update

Council Liaison, Mike DeLuca, opened the discussion on this item. He stated that at the June 24, Council Meeting, the Council made a recommendation to consider a revision to the industrial code section that would combine the I-1 and I-2 Districts into one industrial zoning code. DeLuca explained that since the Planning Commission worked on updating this section of the code that the Council should send it back to the Planning Commission for discussion.

Fay stated it makes sense to combine the two sections of the code if the change equally supports both types of businesses.

Fay moved to recommend approval of the Industrial Zoning Code, to the City Council, with the edits; Shurson seconded. Motion passed 4-0.

VIII. NEW BUSINESS

IX. COMMISSION REPORTS & OTHER BUSINESS

Shurson informed that Three Rivers Park District is working on and is interested in developing a regional trail in Carver County through the City of Minnetrista. Related, he stated that the proposed trail would possibly connect to the Luce Line Trail and extend north into Maple Plain and then travel east to connect with the Baker Park Reserve and Trail. Shurson said that Three Rivers Park District

would be at the August 12, Council meeting to provide additional information and ask for input. Shurson invited Commissioners to attend.

DeLuca informed the Commission that the Council was in the process of interviewing an interim city administrator to temporarily replace Jason. In addition, he explained that the Council was starting to plan for the hiring of a new permanent City Administrator.

X. VISITORS TO BE HEARD

None.

XI. ADJOURN

Fay moved to Adjourn; DeCamp seconded. Motion passed 4-0. Meeting adjourned at 8:55 p.m.

Prepared by



Maggie McCallum, Assistant to the City Administrator



Agenda Information Memorandum
September 5, 2013 Maple Plain Planning Commission

V. PUBLIC HEARINGS
A. 5584 Main Street West Variance Request

ACTION TO BE CONSIDERED

To review a variance request for an accessory structure located at the residential property 5584 Main Street, and to hold a public hearing to accept public comment on the variance request.

FACTS

- The residential property owner, Scott Innes, is proposing to replace his existing garage with a new garage that will be large enough to store his motor home and two cars.
- The new garage will be constructed in the same location as the existing garage; along the western edge of the site, adjacent to HCSAH 83.
- The property has reduced and limited building area due to the property's division with the construction of HCSAH 83.
- The applicant is requesting variances for the accessory building height, garage door height, accessory building height and side yard setback requirements.
- In review of the application, it is the opinion of that staff that the proposed use is appropriate for the site and recommends approval of the variance with several conditions.

ATTACHMENTS

Attached on page(s) ____ through ____ is a report from City Planner, Tom Goodrum (MFRA), a site plan and survey of the applicant's property, a narrative from the applicant and additional applicable information.

MEMORANDUM

TO: Chair Bliss and Planning Commission
FROM: Tom Goodrum, Planning Consultant
DATE OF REPORT: August 28, 2013
DATE OF MEETING: September 5, 2013
RE: Variances for an accessory building at 5584 Main Street

Chair Bliss and Planning Commissioners,

ACTION TO BE CONSIDERED

- **Accessory building height** from 16 feet to 20 feet (4 foot variance)
- **Garage door height** from 8 feet to 10 feet and 14 feet (2 and 6 foot variance)
- **Accessory building size** from 1,200 sq ft to 1,316 sq ft (116 sq ft variance)
- **Side yard (street side) setback** from 35 feet to 20 feet (15 foot variance)

STAFF REVIEW

Scott Innes is proposing to replace his existing garage with a new garage that will be large enough to store his motor home and cars. The vehicles are currently kept outside. The new garage will be constructed in the same location as the existing garage. The proposed building materials for the sides and roof is a metal product that would be a similar color of the house.

The applicant has provided a survey/site plan with a narrative describing the location and reasons for the request. Staff is supportive of the points outlined by the applicant as they relate to a reasonable use of the land. Specifically, due to the unique situation of the land being divided by the construction of HCSAH 83, which reduced the building area within the site plus the placement of the building in an area that minimizes visual impact to surrounding land uses.

The building will be placed along the western edge of the site adjacent HCSAH 83, which is at a much lower elevation than the road surface. The visual impact of the building will be minimized because of the surrounding uses.

- To the south is the Akona site consisting of a large industrial use with taller metal buildings.
- To the west is HCSAH 83 which has a higher elevation than the garage floor, reducing visibility impacts from passing vehicles and the neighborhood west of HCSAH 83.
- To the north is a railroad track with metal city public works buildings beyond.
- To the east are single family homes. The proposed garage is on the opposite side of the lot than the home separated by Scott's house and mature trees.

The applicant has the ability to locate the building further back and center of the yard to provide a larger setback from HCSAH 83. This location would also make it more aligned with the neighboring buildings to the east. However, placing the building in this location would likely require the removal of several trees and add hard surface to the site.

The Watershed District reviewed the request and deemed it does not require a permit.

Building Height.

City code 153.061 (A) limits an accessory building height to not exceed 1-story in height or 16 feet. Building heights are measured from the ground to the mean height level between the eaves and ridge of a hip roof as defined in section 153.007, definitions. The mean distance of the roof line is 20 feet. The extended height is due to the need for a taller garage door and by the manufactures pre-fabricated building design. A custom roof or a flat roof can be used to meet zoning code. Due to the building location and surrounding uses as noted above it is staff's opinion that the proposed height is deemed a reasonable use.

Garage Doors Height

City code 153.061 (A) states the maximum height for a garage door is 8 feet. However, special circumstances may warrant higher door openings. The applicant is proposing the 14 foot high door so he can place his mobile home inside the building. Staff believes that the indoor storage of the mobile home is a special circumstance in addition to the visual improvements of having the mobile homes and other cars indoors justifies support of the variance. The special circumstance for the second door at 10 feet is the symmetry between the two doors. Having a 14 foot and 10 foot door next to each other provides a superior visual balance than a 14 foot and 8 foot door. Again, because the proposed use of the garage is deemed reasonable to the site staff believes it is then best to support a symmetrical and visually appealing product.

Building Size

City code 153.061 (F) restricts the size of a single accessory structure to 1,200 square feet but allows for a combined size of accessory structures to 3,000 square feet. The proposed building exceeds the total single building size by 116 square feet. Although the garage itself is 1,190 square feet (10 square feet below the 1,200 standard) the proposed attached porch causes the oversized building. The porch is simply a roof extending 6 feet out from the east facing wall along the front 21 feet of the building. The roof overhang is supported by 4 posts. The porch is an added accessory provided by the manufactures that fits into the pre-fabricated building. The porch provides a cover over the side door plus a covered area for seating.

This variance can be avoided by the removal of the porch. However, staff is supportive of this request based on the aesthetic quality and elevation relief that the porch brings to the bigger building. By having the attached porch the height of the building is visually minimized from the public view along Main Street. If the porch is denied, the applicant can simply build a freestanding porch next to the building and be well within the 3,000 square foot accumulative allotment for accessory structures.

Building Material

City code requires that materials for an accessory structure must be compatible to the main structure (house) and the surrounding environment. The proposed metallic material will have a similar color of the home and is coated as to minimize a galvanized metal appearance. The building materials will be two-toned with a darker color skirting the bottom of the building. This will also help in minimizing the scale of the building. The proposed shingles will be matching the house shingles. The building will be consistent with surrounding uses as the Akona site to the south and the city site to the north contain metal buildings. The site is outside of the areas that

fall under the design guidelines. The design guidelines designated areas have more restrictive requirements for building materials.

Side Yard Setback

The applicant is proposing a setback from the HCSAH 83 right-of-way from 35 feet to 20 feet. The proposed setback is requested in order to keep the building at its current location and to prevent visual impacts from the house and the neighboring home to the east. Moving the building to the east to meet the 35 foot setback would literally divide the property in half and eliminate the rear yard plus a mature tree. In addition it would prevent direct access to both garage doors, placing the smaller door behind the home. The proposed setback is in alignment with the setbacks allowed for homes that are on corner lots. City codes allow a home to be 18 feet from a street side when the front yard is setback 35 feet. This is not allowed for accessory structures.

There is a city storm sewer line located along the west side of the property adjacent HCSAH 83. The pipe was installed in 1990 and buried between 6 to 8 feet. An easement for the pipe has not been found at this time but it is recommended that the building be setback at least 10-15 feet from the center of the pipe. The proposed 20-foot setback should allow the necessary distance. The pipe does angle into the rear area of the yard, thus pushing a building further eastward if it was to be placed further in the rear of the yard. (See attached engineer's memo)

A four inch storm sewer stub was provided to the property owner as part of the installation of the storm sewer pipe. There are no city records to show if the property is utilizing the stub for drain tile or sump pump. The applicant should verify if that stub is being used and that the location of the building does not impact an existing or future use of a drain pipe from the house.

Due to HCSAH 83 dividing the site and reducing the width of the site plus being built at a much higher elevation than Mr. Innes rear yard staff recognizes the hardship the road had created. Historically there have been no traffic incidents created by a garage at that location.

FINDINGS

After reviewing the application, it is staff's opinion that the proposed use is appropriate for the site. Findings to support the variances include:

- HCSAH 83 had divided the site reducing the lot width and available land for the reasonable placement of structures.
- The building will be placed in a similar location of the existing garage. The city has not received past complaints regarding the location of the existing garage.
- The garage could be moved further into the rear and center of the yard to reduce the setback variance, but this may require the loss of several mature trees, add hard surface and restricted by the location of the city storm sewer pipe.
- The elevation difference between the HCSAH 83 and the property's yard provides a reasonable separation and minimizes visual impacts to the proposed garage.
- The garage size and height are needed to support the storage of a camper and other vehicles currently stored outside.

- The garage is similar in size and character as other buildings within the surrounding area.

Recommendation

Staff is recommending approval for variances to allow for an accessory structure located at 5584 Main Street. The variances include:

- Accessory building height from 16 feet to 20 feet (4 foot variance)
- Garage door height from 8 feet to 10 feet and 14 feet (2 and 6 foot variance)
- Accessory building size from 1,200 sq ft to 1,316 sq ft (116 sq ft variance)
- Side yard (street side) setback from 35 feet to 20 (15 foot variance)

The variances are approved subject to the following conditions:

1. The submittal of the building materials for staff approval prior the issuing of a building permit.
2. The building permit musts verify the 20 foot setback from the HCSAH 83 right-of-way.
3. The building permit shall be reviewed by the City Engineer to determine if adequate space is provided for the maintenance of the city storm sewer pipe.
4. Storage within the building shall be used for residential storage and for property under the care of the land owner.
5. The applicant must record the variance prior the issuance of the building permit and the final inspection should not be issued until proof of recording is provided or is satisfied by city staff.

Sincerely,

Tom Goodrum, City Planner, MFRA



Property Map



Parcel ID: 24-118-24-33-0026	A-T-B: Torrens
Owner Name: Scott Innes	Market Total: \$88,000
Parcel Address: 5584 Main St W Maple Plain, MN 55359	Tax Total: \$1,078.00 (Payable: 2013)
Property Type: Residential	Sale Price: \$54,000
Home-stead: Homestead	Sale Date: 01/2005
Parcel Area: 0.39 acres 17,115 sq ft	Sale Code:

Map Scale: 1" ≈ 50 ft.
 Print Date: 8/28/2013



This map is a compilation of data from various sources and is furnished "AS IS" with no representation or warranty expressed or implied, including fitness of any particular purpose, merchantability, or the accuracy and completeness of the information shown.

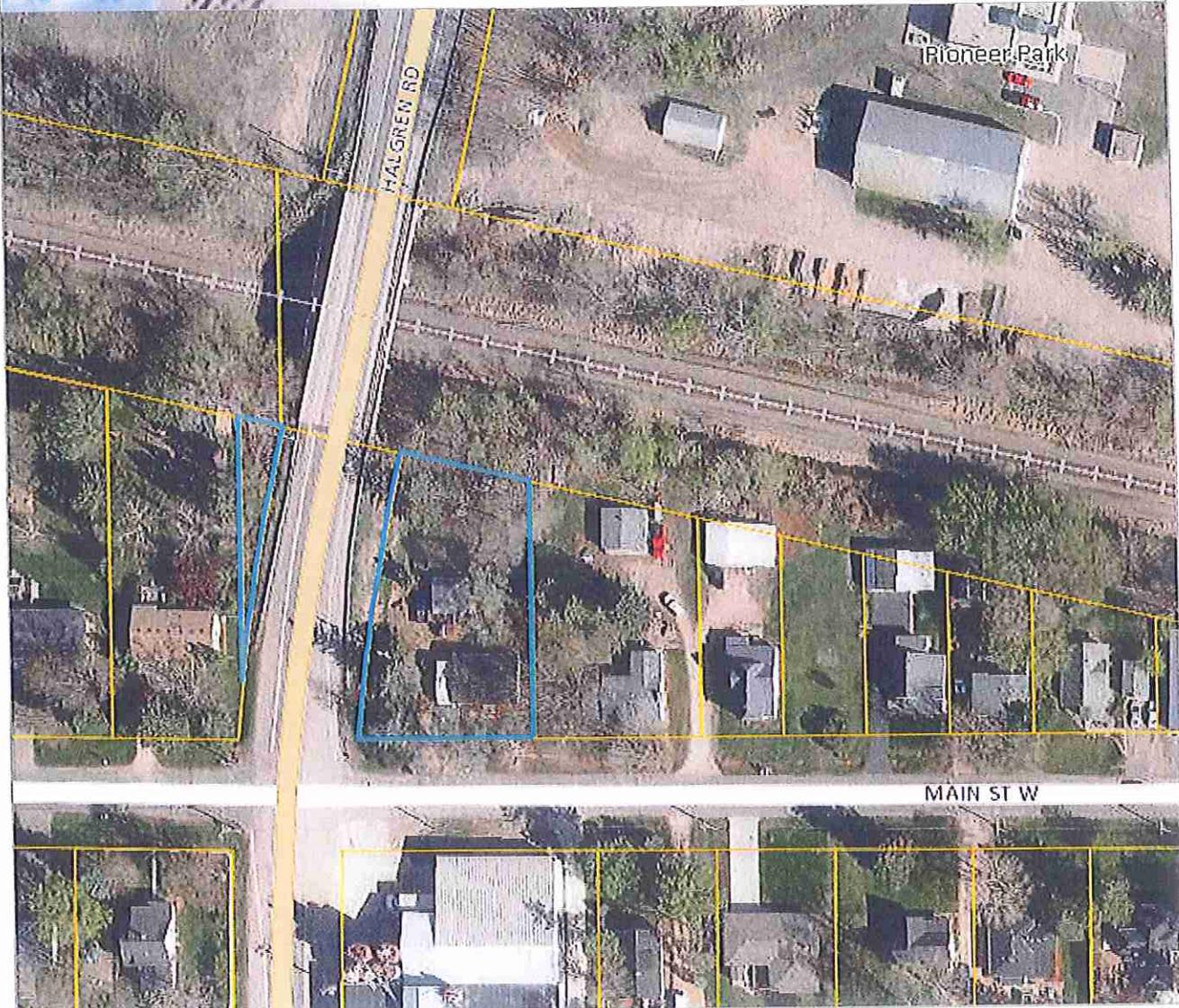
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**Interactive
Maps**

**Property
Map**



Parcel ID:	24-118-24-33-0026	A-T-B:	Torrens
Owner Name:	Scott Innes	Market Total:	\$88,000
Parcel Address:	5584 Main St W Maple Plain, MN 55359	Tax Total:	\$1,078.00 (Payable: 2013)
Property Type:	Residential	Sale Price:	\$54,000
Home-stead:	Homestead	Sale Date:	01/2005
Parcel Area:	0.39 acres 17,115 sq ft	Sale Code:	

Map Scale: 1" ≈ 100 ft.

Print Date: 8/28/2013

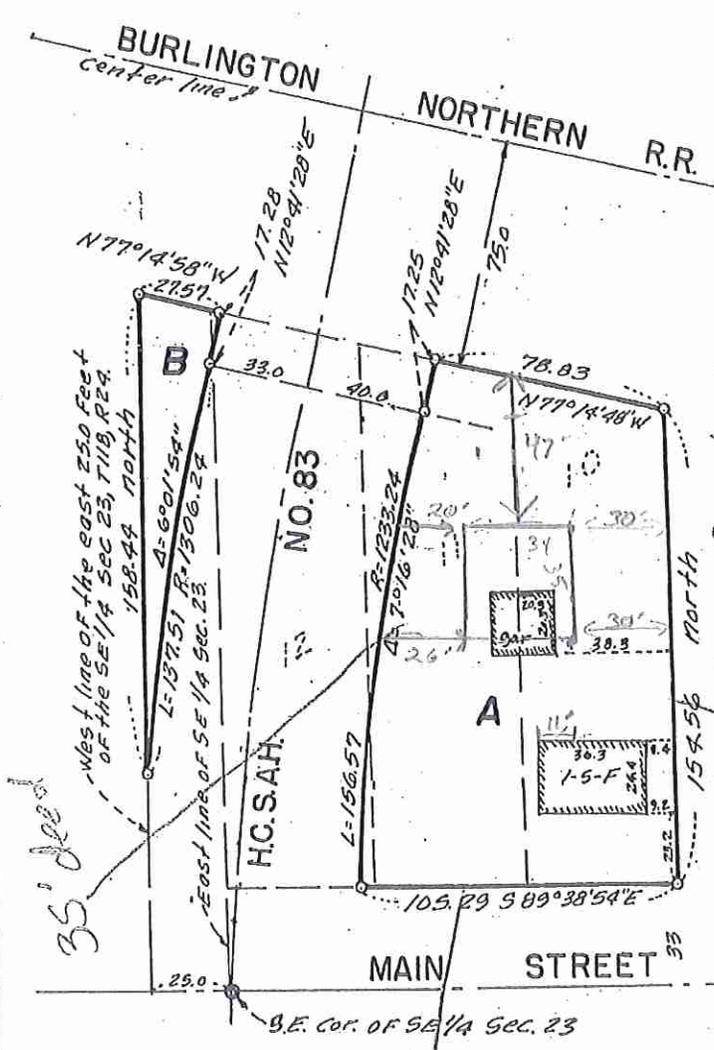


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CERTIFICATE OF SURVEY



Lochner

LEGAL DESCRIPTION OF RECORD, TRACT A:
 Lots 10, 11 and 12, Block 6, West Maple Plain, Hennepin County, Minnesota.

LEGAL DESCRIPTION OF RECORD, TRACT B:
 The East 25 feet measured along the South line of that part of the Southeast 1/4 of Section 23, Township 118 North, Range 24 West of the 5th Principal Meridian lying southerly of the right of way of Great Northern Railway Company.

35' deep

West line of the east 250 Feet of the SE 1/4 Sec 23, T118, R24. 158.44 North

33.5 feet from the house

35 feet from the corner of the house then go back 33.5 feet back to find the corner of the garage. The garage is then 35 feet deep and 34 feet wide.

- Scale 1" = 40 Feet
- denotes iron monuments set
 - denotes iron monuments found

I hereby certify that this survey 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.

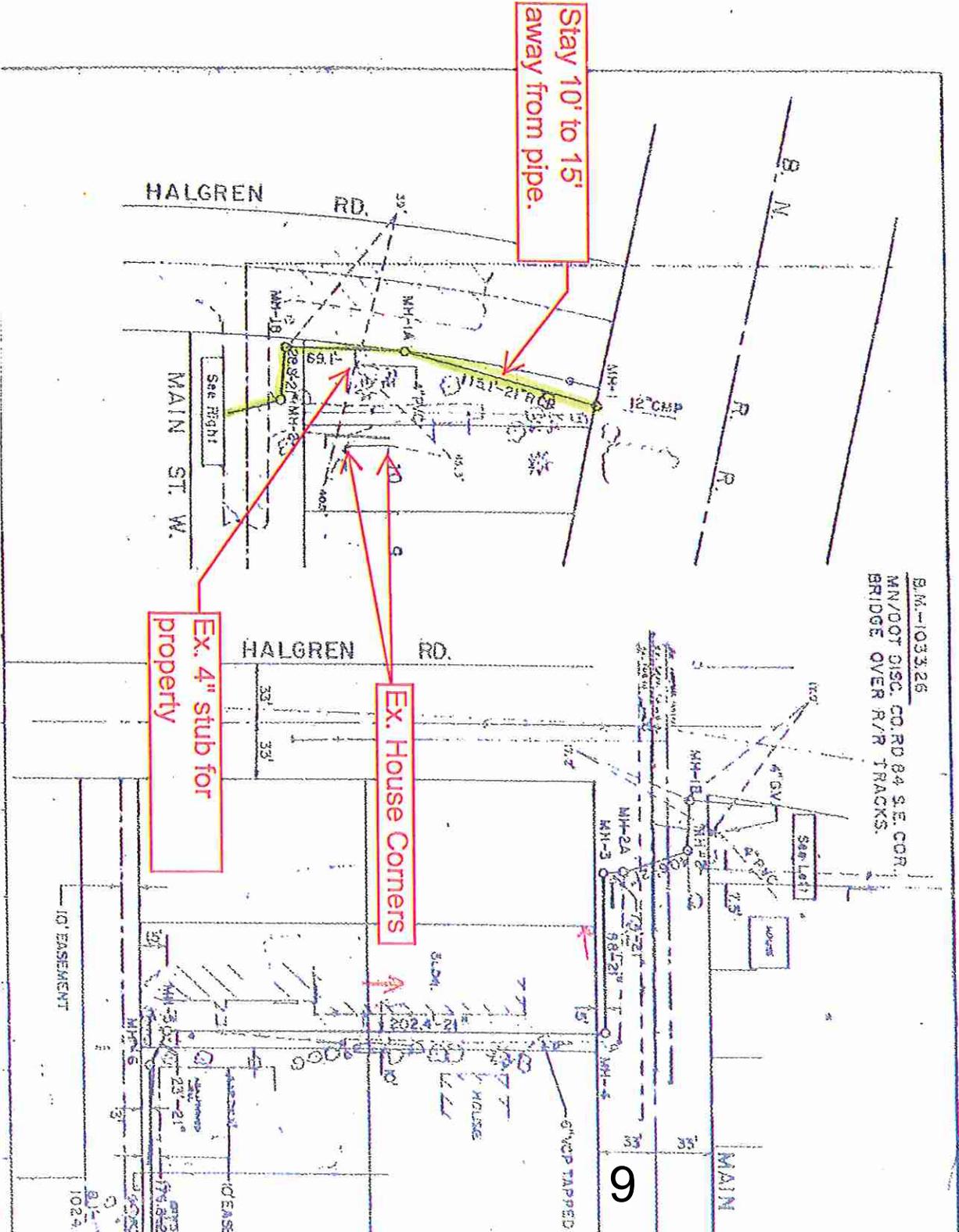
Martin J. Weber 8/23/86 Date
 Martin J. Weber, R.L.S.
 Registration No. 12043.

REQUESTED BY:
CHARLES PASCHKE

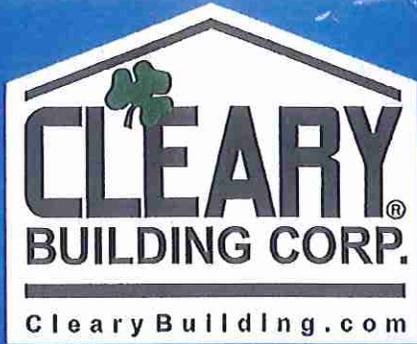
WESTWOOD SURVEYING COMPANY
 632 EDENBROOK CROSSING, BROOKLYN PARK, MINNESOTA 5543 (612) 435-8082

Drawn by: Date: 8-23-86 Job No. 86172

Storm Sewer Pipe Location

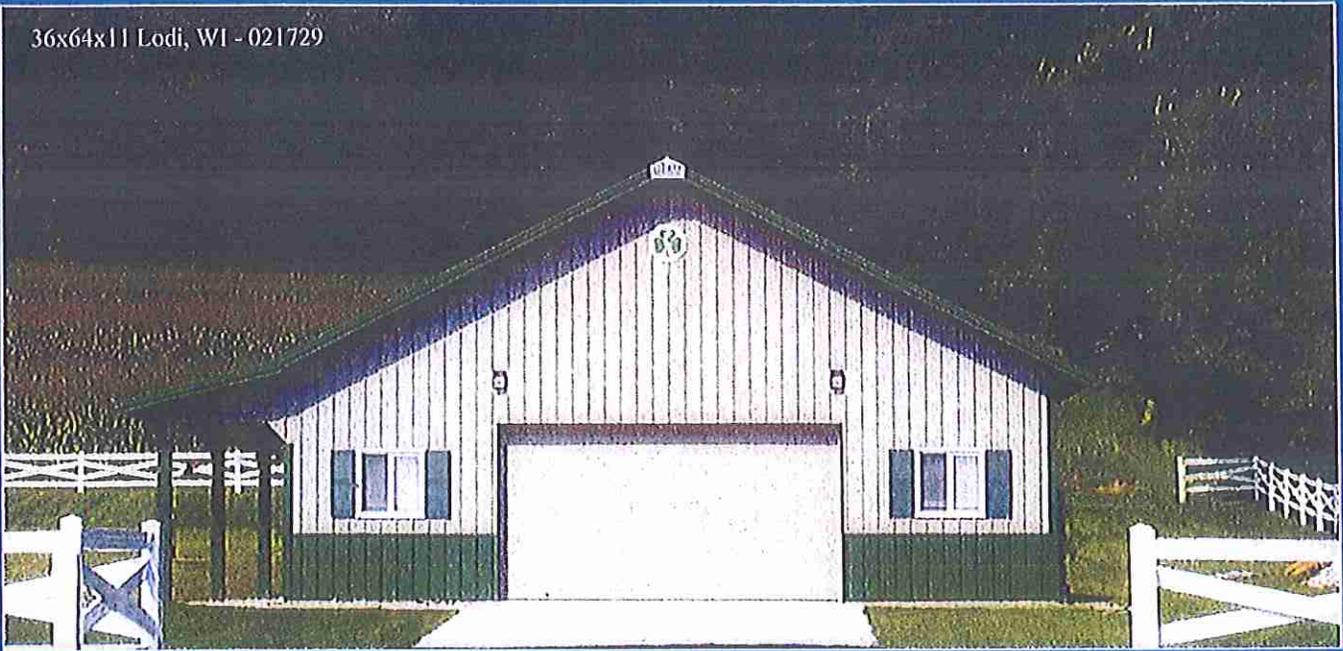


B.M.-1033.26
MN/DOT DISC. CO. RD 84 S.E. COR.
BRIDGE OVER R/R TRACKS.

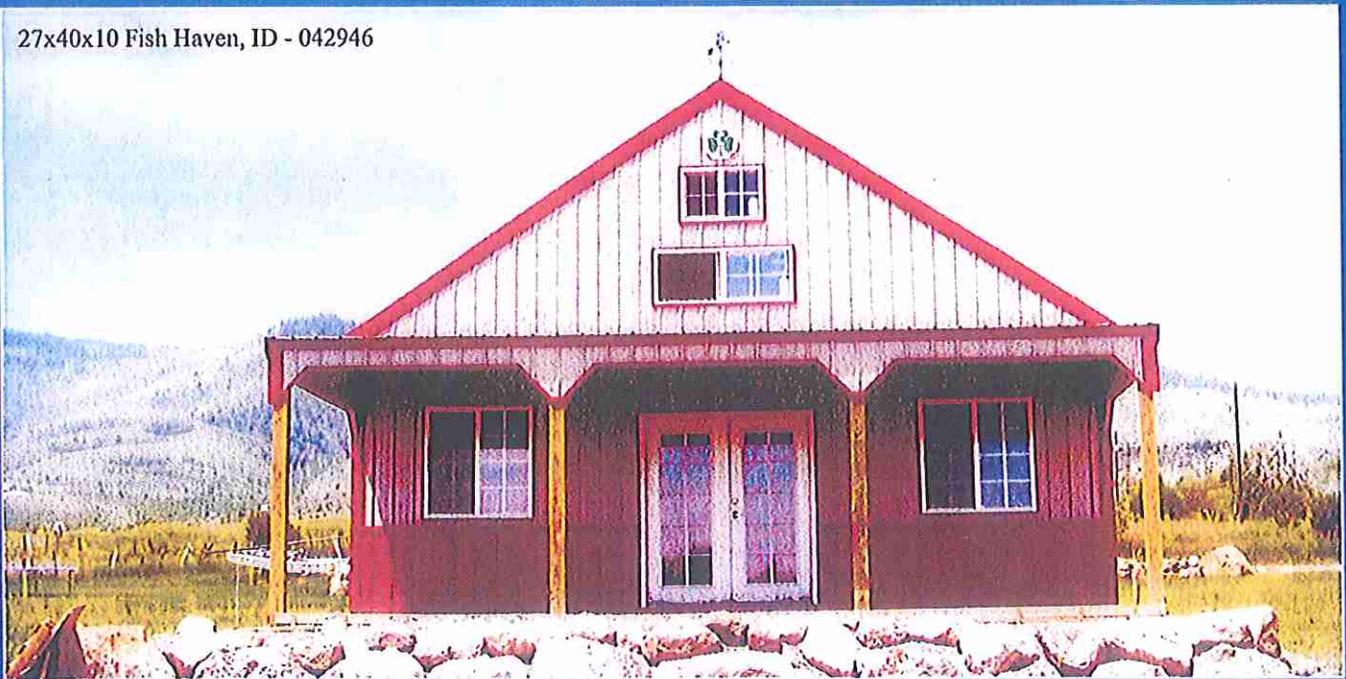


SUBURBAN BUILDINGS

36x64x11 Lodi, WI - 021729



27x40x10 Fish Haven, ID - 042946



*built with pride before the  is applied**

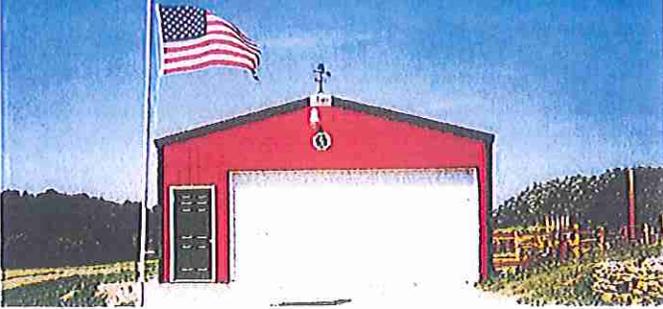
42x40x14 Brookings, SD - 062884



30x40x12 Norwalk, WI - 023540



24x30x10 Blanchardville, WI - 040542



42x36x12 Lodi, WI - 042248



36x54x12 Seymour, WI - 033105



36x54x12 Decatur, IL - 052334



42x64x12 Wood Dale, IL - 013773



30x48x11 Genola, UT - 052070



30x56x12 Madison, SD - 043693



24x45x11 Hayes Center, NE - 022107



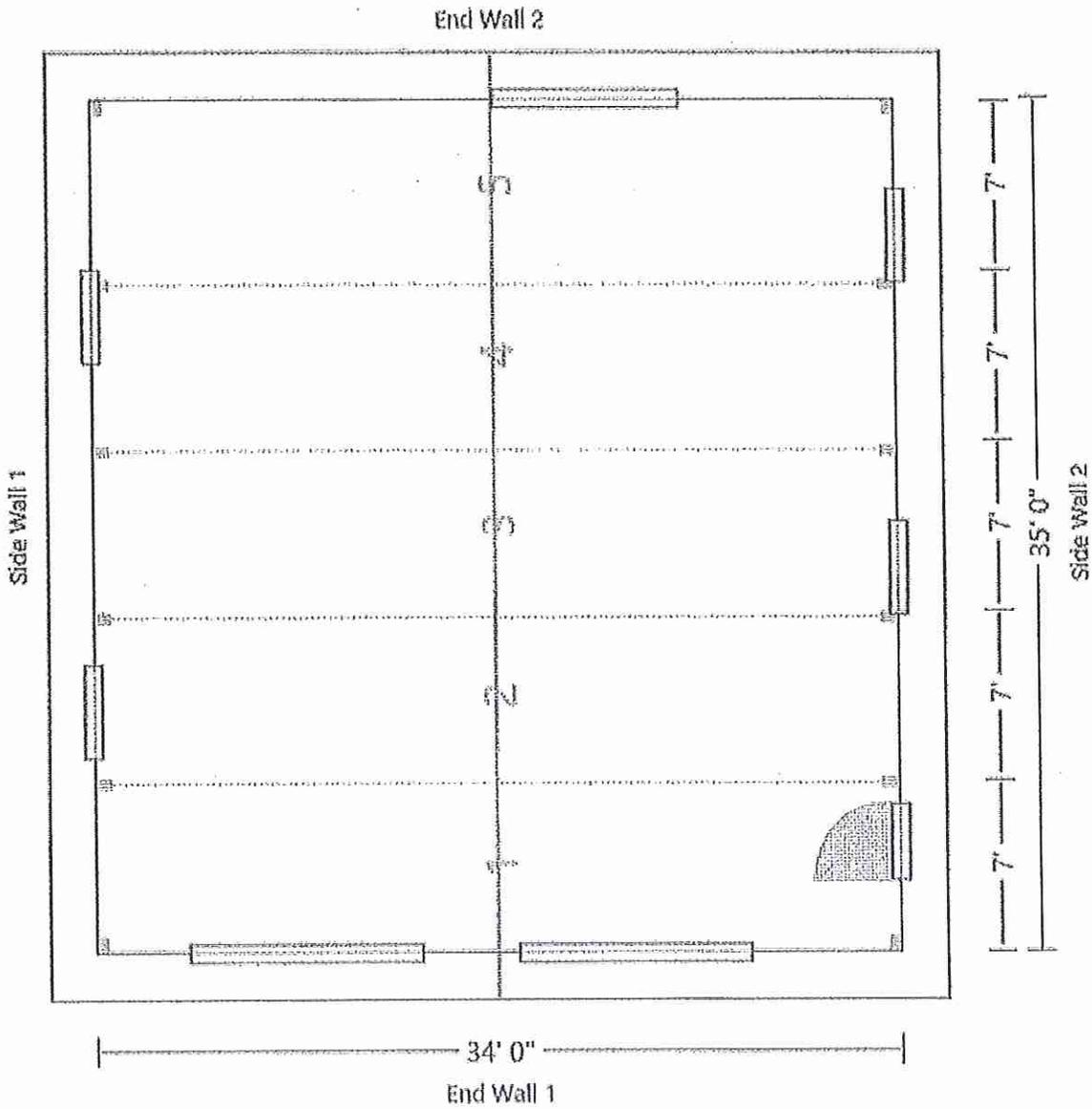


P.O. Box 930220
 Verona, WI 53593-0220
 Phone: (608) 845-9700
 Fax: (608) 845-7070

8/8/2013
 INNES, SCOTT
 Doc ID: 4228120130808170002

Cleary/Owner Project Proposal - Erected

Floor Plan

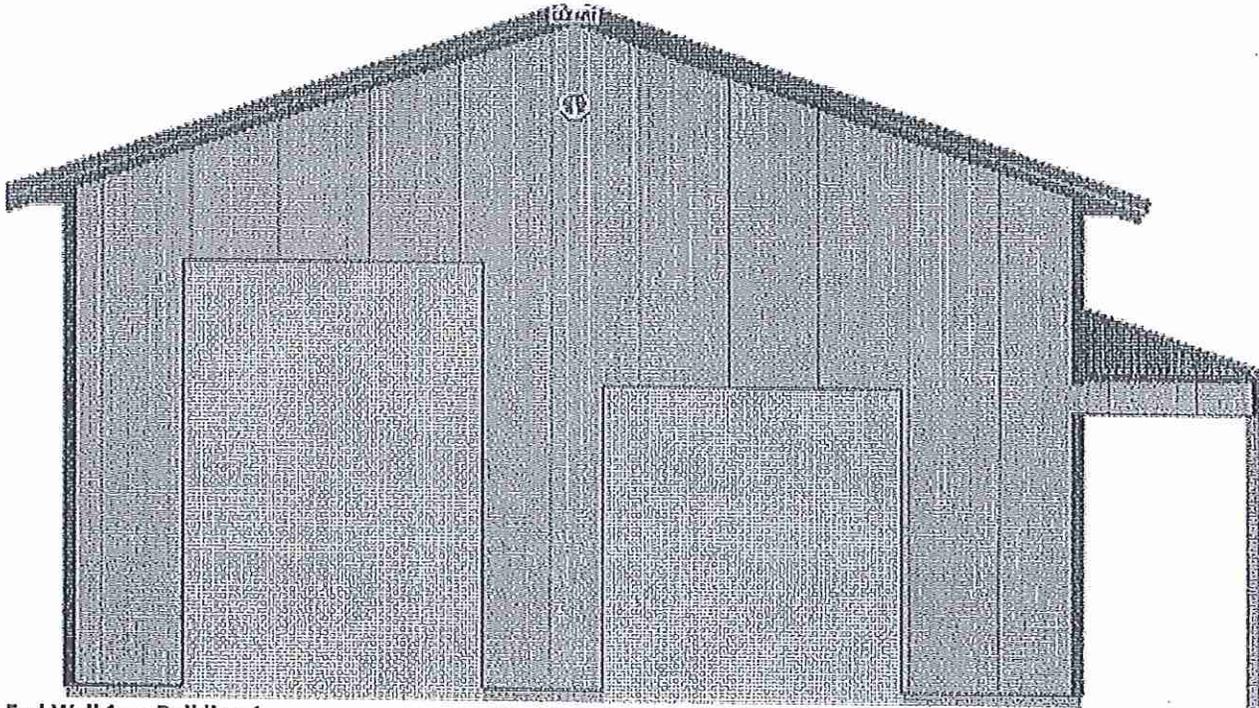




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8/8/2013
INNES, SCOTT
Doc ID: 4228120130808170002

Cleary/Owner Project Proposal - Erected



End Wall 1 on Building 1

Note: These colors are as close to the actual colors as permitted by printing. Actual metal samples must be reviewed with your Sales Specialist. Colors vary depending upon position and angles.

Exterior Finishes

End Wall 1 on Building 1

Siding: Grand Rib 3 Plus

- Lifetime Film Integrity Warranty, 35 Year Fade and Chalk Warranty, and G-90 Galvanizing Up to 1.0 ounce of Zinc Protection.

Wainscot: None

Gable: Grand Rib 3 Plus

Gable Filler Strips: Gable filler strips not included.

Treated Plank Filler Strips: None

Ventilation

End Wall 1 on Building 1

Overhang: 24" Aluminum soffit (Endwall) with vented soffit

Accessories

End Wall 1 on Building 1

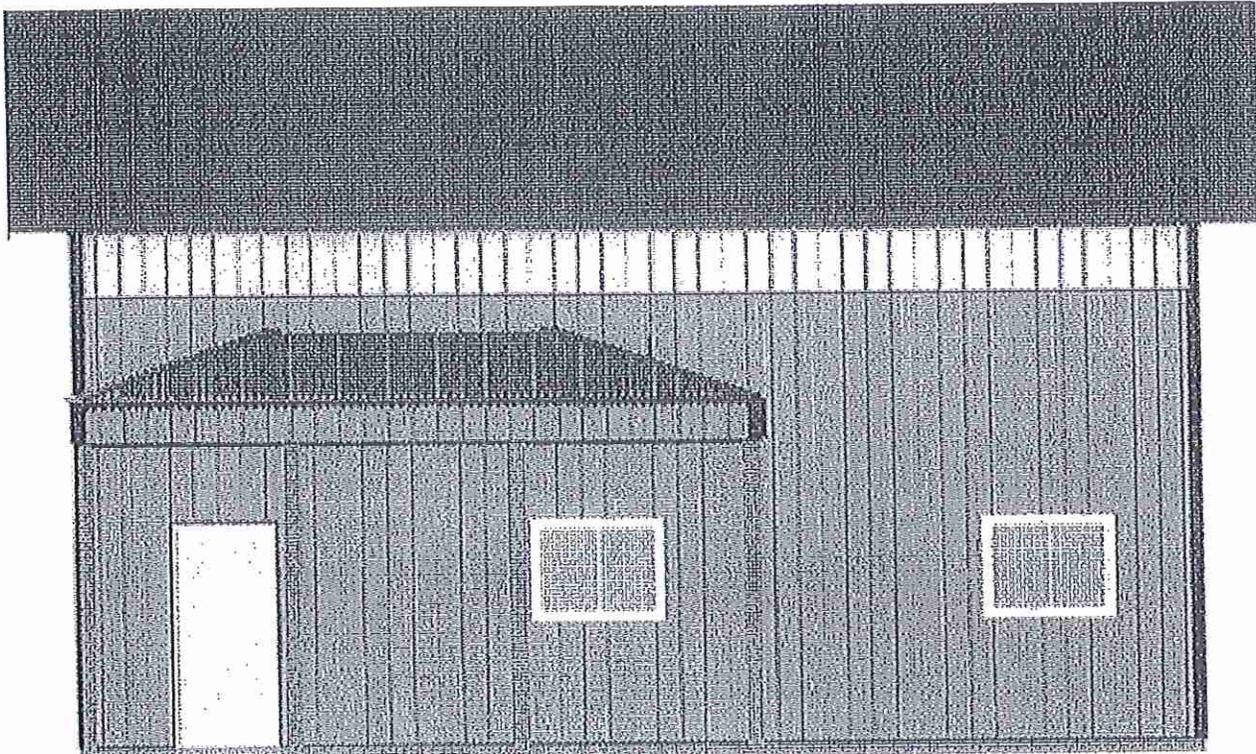
Overhead Frame Out(s):



P.O Box 930220
 Verona, WI 53593-0220
 Phone: (608) 845-9700
 Fax: (608) 845-7070

8/8/2013
 INNES, SCOTT
 Doc ID: 4228120130808170002

Cleary/Owner Project Proposal - Erected



North Side Wall 2 on Building 1

Note: These colors are as close to the actual colors as permitted by printing. Actual metal samples must be reviewed with your Sales Specialist. Colors vary depending upon position and angles.

Exterior Finishes

Side Wall 2 on Building 1

Siding: Grand Rib 3 Plus

- Lifetime Film Integrity Warranty, 35 Year Fade and Chalk Warranty, and G-90 Galvanizing Up to 1.0 ounce of Zinc Protection.

Wainscot: None

Eave Filler Strips: None

Treated Plank Filler Strips: None

Ventilation

Side Wall 2 on Building 1

Overhang: 24" Aluminum soffit (Sidewall) with vented soffit

Insulation Baffle will be used with this overhang to prevent ceiling insulation from moving into the soffit area.

Accessories

Side Wall 2 on Building 1

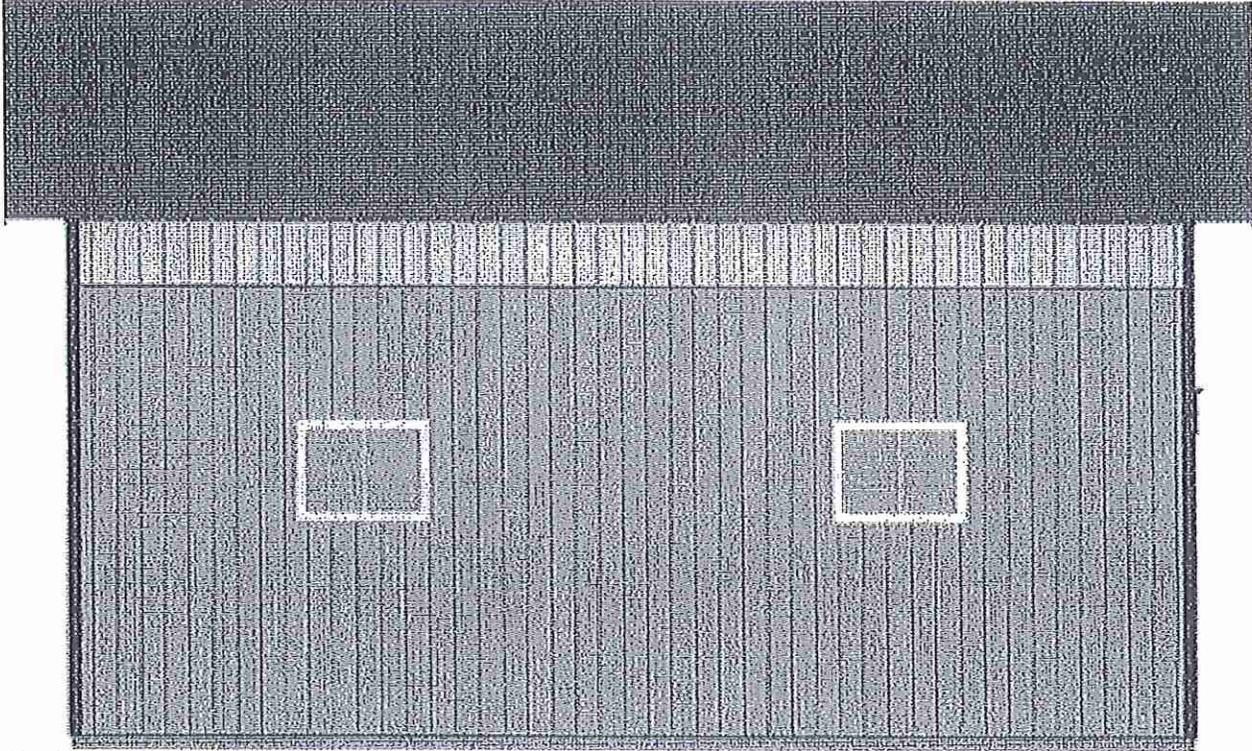
Sidelite(s):



P.O. Box 930220
 Verona, WI 53593-0220
 Phone: (608) 845-9700
 Fax: (608) 845-7070

8/8/2013
 INNES, SCOTT
 Doc ID: 4228120130808170002

Cleary/Owner Project Proposal - Erected



South Side Wall 1 on Building 1

Note: These colors are as close to the actual colors as permitted by printing. Actual metal samples must be reviewed with your Sales Specialist. Colors vary depending upon position and angles.

Exterior Finishes

Side Wall 1 on Building 1

Siding: Grand Rib 3 Plus

- Lifetime Film Integrity Warranty, 35 Year Fade and Chalk Warranty, and G-90 Galvanizing Up to 1.0 ounce of Zinc Protection.

Wainscot: None

Eave Filler Strips: None

Treated Plank Filler Strips: None

Ventilation

Side Wall 1 on Building 1

Overhang: 24" Aluminum soffit (Sidewall) with vented soffit

Insulation Baffle will be used with this overhang to prevent ceiling insulation from moving into the soffit area.

Accessories

Side Wall 1 on Building 1

Sidelite(s):



P.O. Box 930220
 Verona, WI 53593-0220
 Phone: (608) 845-9700
 Fax: (608) 845-7070

8/8/2013
 INNES, SCOTT
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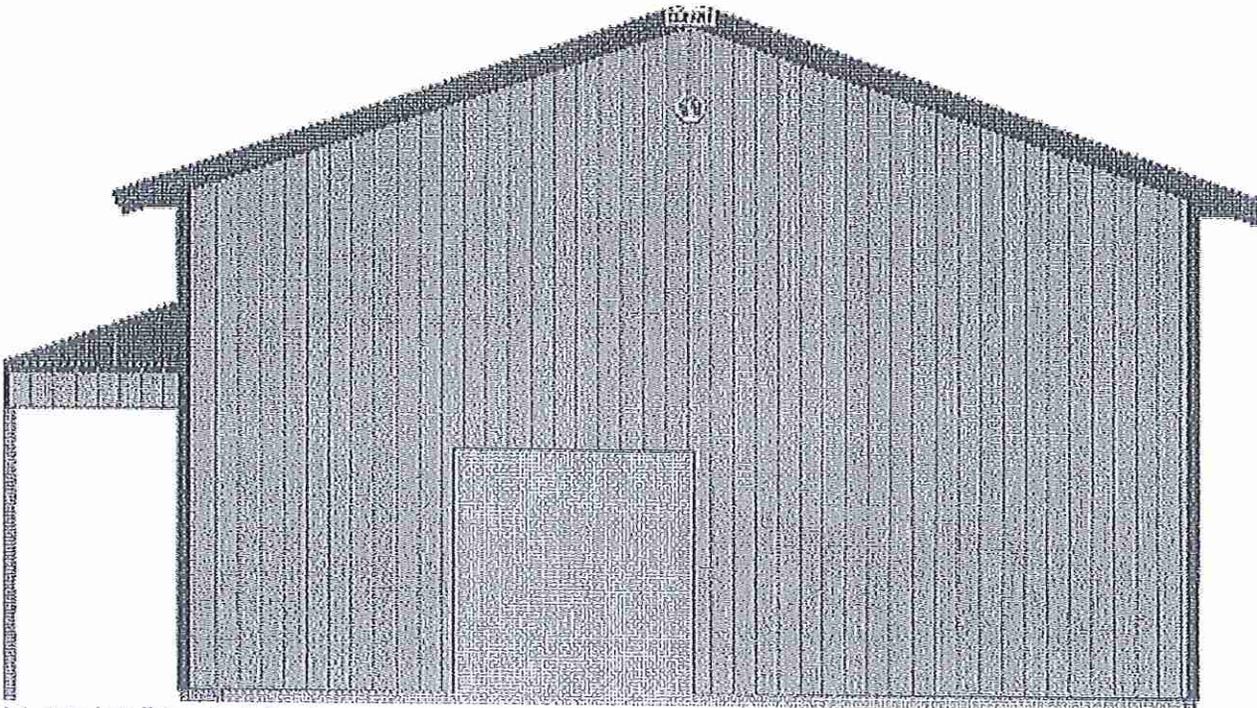
Cleary/Owner Project Proposal - Erected

10' 0" Width x 14' 0" Height
 Headroom Required: 0' 0"
 Headroom Available: 1' 8"
 Additional Header material required: None
 Distance from left edge of wall to left edge: 4' 0 1/4"
 Distance from 100'+0" mark to bottom of the overhead frame out plus: 4"
OVERHEAD DOOR NOT INCLUDED UNLESS OTHERWISE NOTED IN WRITING

10' 0" Width x 10' 0" Height
 Headroom Required: 0' 0"
 Headroom Available: 5' 8"
 Additional Header material required: None
 Distance from left edge of wall to left edge: 18' 0 1/4"
 Distance from 100'+0" mark to bottom of the overhead frame out plus: 4"
OVERHEAD DOOR NOT INCLUDED UNLESS OTHERWISE NOTED IN WRITING

Interior Finishes / Insulation

End Wall 1 on Building 1
 Thermal Barrier: None
 Insulation: None



West End Wall 2 on Building 1

Note: These colors are as close to the actual colors as permitted by printing. Actual metal samples must be reviewed with your Sales Specialist. Colors vary depending upon position and angles.

LETTER OF INTENT

To: Planning Commission

From: Scott Innes

5584 Main Street West
Maple Plain, MN 55359

August 14, 2013

Dear Members of the Planning Commission,

The following letter is respectfully submitted for your consideration:

1. What is being requested?

The following variances are requested: A variance to code limiting the accessory building's height, garage door height, structure size and construction materials to build a new garage.

(153.061 A) Accessory buildings are further limited to not exceed 1 story in height or 16 feet. The maximum height of a garage door on an accessory building is 8 feet. Special circumstance may warrant higher door openings, which may be submitted for special review.

(153.061F1) The size of a single permanent accessory building shall not exceed 1,200 square feet.

(153.061G) Construction materials used for any permanent accessory building must have materials and design compatible with the exterior of the main structure and surrounding environment.

2. Why?

The variances are requested to build a new garage to replace the existing structure.

- The height, garage door height and square footage variances are requested to support housing an existing motor home and two cars that are currently parked in the driveway.
- The garage will be similar in color to the main structure; however, the materials used on the roof and siding will be metal.
- The new garage will be located in the same position on the lot as the existing garage.

3. Reasons why the applicant feels the request should be approved (detailing variances; zoning request; etc):

As it relates to the height of the garage (eave 17.4 feet), (peak 23 feet) and garage doors (14 feet and 10 feet), (153.061 A).

- The neighborhood has existing structures which mirror the variances requested. For example the Akona commercial building, directly across the street from 5584 Main Street West is constructed from metal building materials.
- Another residential house on Main Street West, and others within the Maple Plain city limits, currently have metal accessory buildings.
- The building height variance and the garage door height variance request, facilitates removal of a motor home and two cars from the driveway.
- The 14 foot camper garage door and 10 foot car garage door heights are reasonably proportional to the size and use of the building.
- The garage will be positioned adjacent to County Road 83, removing vehicles currently parked on the driveway from the sight lines of passing traffic, improving both aesthetics and security.
- Due to the elevation change from Country Road 83 to the lot elevation of the property, the peak height will have a minimal impact on sight lines.
- The new garage will further increase the aesthetic value of the property as the existing garage structure is old and worn.

As it relates to square footage of the building (1,190 square feet for the building and a covered recreational area (eave) of 126 square feet), a total of 1,316 square feet, (153.061F1).

- The building square footage variance is only 116 sq.ft. feet larger than current limits.
- The square footage variance is needed to facilitate removing two cars and the motor home from driveway parking.
- The additional square footage for the eave will improve aesthetics by allowing for a covered seating area along the side of the garage.
- The sheltered area is a patio for recreational purposes, is 126 square feet. It is not for additional parking.
- All of the square footage beyond what is allowed, is found in the covered recreational patio.
- The covered patio area will be used by the family and the neighbors.
- Since three sides of the 5584 Main Street West property are adjacent to a commercial building (Akona), County Road 83 and the railroad tracks/water treatment plant, there will be minimal impact to the residential neighborhood.
- The garage follows the set back requirements for the property, including the 35 foot setback from County Road 83.

As it relates to the building materials of the accessory structure, (153.061G).

- The metal roof and siding materials will be similar in color to the main structure.
- Due to the need to house a motor home and cars, the engineering requirements for the structure, requires strong lightweight materials. The metal structure meets these requirements.
- These building materials wear well to maintain aesthetics of the property over time.

As the submitted plans and detailed information above indicate, I respectfully request that the above concessions be approved to improve the aesthetic beauty, security and usage of this family home. I sincerely appreciate the Planning Commission and City Council Members' thoughtful consideration of my application.

Respectfully submitted,

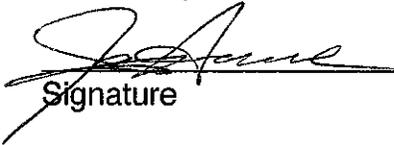
Scott Innes

I support that the above variances be granted for the construction of Scott Innes' garage.

JASON GREENE
Name

5565 MAIN ST W
Address
MAPLE PLAIN MN

55359


Signature

ANGIE NICHOLS
Name

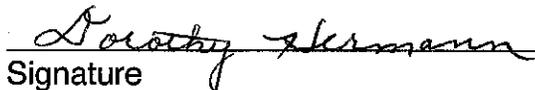
5565 MAIN ST W.
Address
MAPLE PLAIN MN

55359


Signature

Dorothy Hermann
Name

5555 Main St.
Address
maple plain 55359


Signature

Dorothy Hermann
Name

Address

Signature

David Jacobs

Name

Address

5544 West Main St.

Maple Plain

David Jacobs

Signature

Pete Stahlman

Name

Address

5620 W Main St

Maple Plain

Just let him do it!

P. Stahlman

Signature

Kristin D. Brey

Name

Address

5539 Main St W

Maple Plain MN 55359

Kristin D. Brey

Signature

P. Stahlman

Name

Address

5620 W. Main

Maple Plain, MN 55359

P. Stahlman

Signature

Pat Reid

Name

Address

5536 5595

Pat Reid

Signature

Gilbert Jerdc

Name

Address

1569 Halgren Blvd

Gilbert Jerdc

Signature

Barb Merwin
Name

5632 Main St. W
Address
Maple Plain, MN
55359

Barbara Merwin
Signature

Zach Christenson
Name

5650 Main st. W
Address
Maple Plain MN
55359

Zach Christenson
Signature

~~Scott + Sara Homstiger~~
Name

5525 Main St W
Address
Maple Plain, MN 55359

~~Scott + Sara Homstiger~~
Signature

Tom Lutz
Name

5610 Main St West
Address
Maple Plain, MN 55359

Tom Lutz
Signature

Stephanie
Name

5635 Main Street West
Address
Maple Plain MN

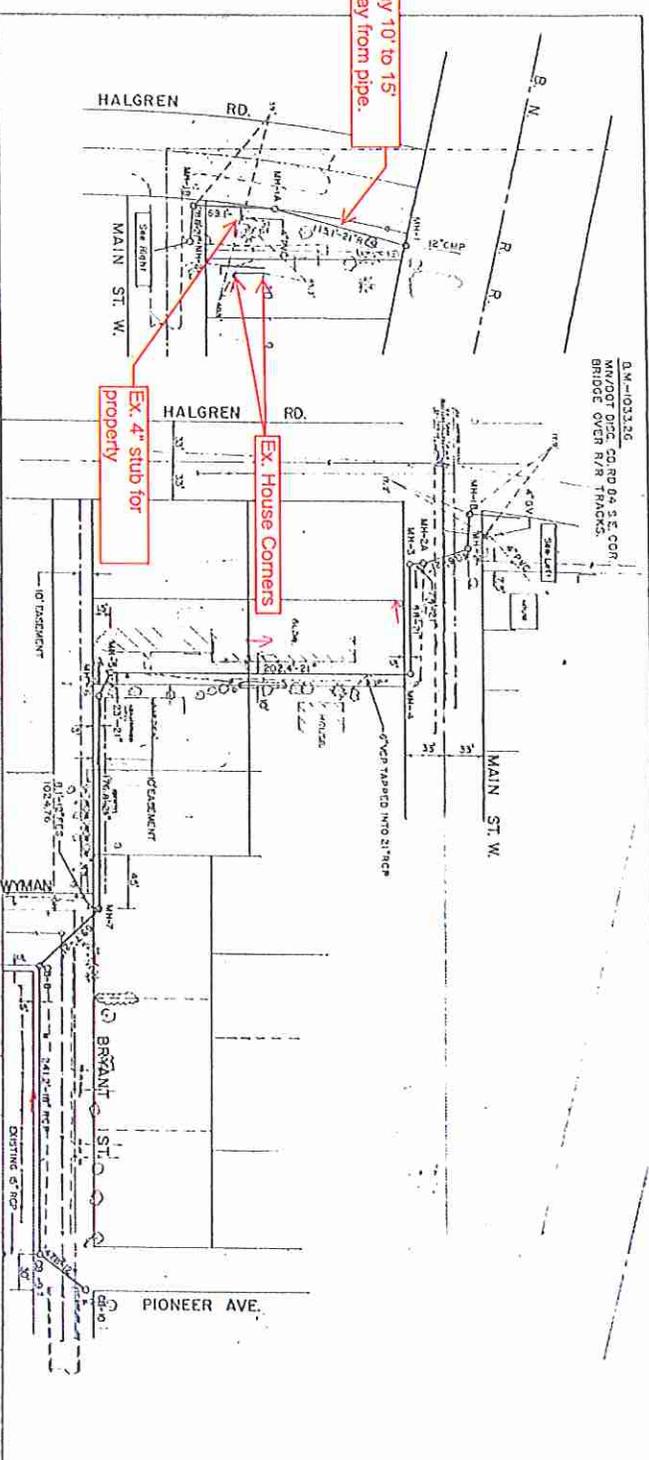
Stephanie
Signature

FRED DRESSEC
Name

5574 W MAIN ST
Address
MAPLE PLAIN MN

Fred Dresser
Signature

D.M.-1033.26
 MN/ROOT PIPE CO. RD 04 S.E. COR.
 BRIDGE OVER R/R TRACKS.

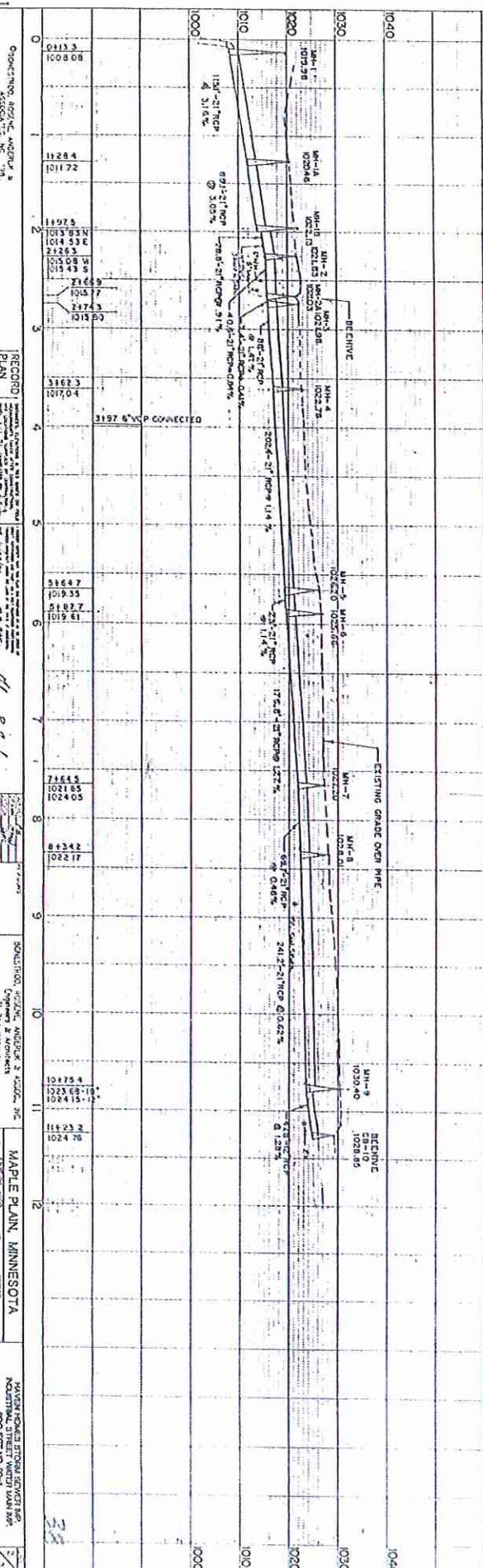


STORM SEWER SCHEDULE

STRUCT. NO.	RATE NO.	DATE	CAUSING	TOP OF CAUSING	INVERT	DEPTH
MH-1	1-15	1942	1019.90	1008.00	11.9	
MH-2	1-15	1942	1020.46	1011.72	8.74	
MH-3	1-15	1942	1022.13	1013.60	8.53	
MH-4	1-15	1942	1022.03	1015.00	7.03	
MH-5	1-15	1942	1021.83	1015.17	6.66	
MH-6	1-15	1942	1021.80	1015.70	6.10	
MH-7	1-15	1942	1021.20	1019.35	1.85	
MH-8	1-15	1942	1021.01	1021.17	0.16	
MH-9	1-15	1942	1020.40	1023.69	3.29	
MH-10	1-15	1942	1020.95	1024.73	3.78	

NOTE:
 1. CONTRACTOR TO LOCATE EXISTING UTILITIES PRIOR TO CONSTRUCTION.
 2. CONTRACTOR TO PROVIDE PROTECTION BETWEEN MH-4 AND MH-7.
 3. PIPES SHOULD BE SAVED UNLESS DIRECTED BY THE ENGINEER TO BE REMOVED.

REMARKS:
 1. CORNER
 2. CORNER
 3. CORNER



PROJECT NO. 2021-0001
 SHEET NO. 1033.26
 RECORD PLAN
 MAPLE BLVD, MINNESOTA
 SOUTHWEST ENGINEERING & ARCHITECTS
 2021

Thomas Goodrum

From: James.Kujawa@co.hennepin.mn.us
Sent: Thursday, August 22, 2013 7:43 AM
To: Thomas Goodrum
Cc: Jason Ziemer; judie@jass.biz
Subject: Innes, 5584 Main Street West land use variance application

Hi Tom,

Based on the information received for the proposed accessory building on the Innes property, The Pioneer-Sarah Creek WMC standards and rules would not be triggered, and therefore no review would be necessary.

Of course this is with the understanding that the City of Maple Plain will require the applicant utilizes basic erosion and sediment controls.

Let me know if you have any questions.

Thanks

Jim

Hennepin County
Department of Environmental Services
701 Fourth Ave. South, Suite 700
Minneapolis, MN 55415-1600

James.Kujawa@co.hennepin.mn.us

Phone 612-348-7338

Fax 612-348-8532

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Thomas Goodrum

From: Jason Ziemer <jziemer@mapleplain.com>
Sent: Thursday, August 22, 2013 4:58 PM
To: Carla.Stueve@co.hennepin.mn.us
Cc: Thomas Goodrum; Mike Ericson; Robert.Byers@co.hennepin.mn.us
Subject: RE: Land Use Application

Thank you. No revisions to access to the property.

Jason Ziemer
Maple Plain City Administrator

Office: (763) 479-0515
Cell: (612) 490-5829

Proud Past, Prosperous Future.
www.mapleplain.com

-----Original Message-----

From: Carla.Stueve@co.hennepin.mn.us [<mailto:Carla.Stueve@co.hennepin.mn.us>]
Sent: Thursday, August 22, 2013 4:21 PM
To: Jason Ziemer
Cc: tgoodrum@mfra.com; Mike Ericson; Robert.Byers@co.hennepin.mn.us
Subject: Fw: Land Use Application

Jason,

Bob Byers forwarded me the variance request for 5584 Main Street. One question/ clarification, I am assuming there will be no change to the access for the property, and the existing driveway on Main Street will provide access for the new garage.

Otherwise, as far as setbacks are concerned, the county does not have any requirements beyond what the city requires. As long as the proposed structure remains outside of any county right-of-way and the city is comfortable with the proposed setback, we do not have any issues concerning that.

Please let me know if you need anything further from us at this time.

Thanks!
Carla

Carla Stueve, P.E. | Transportation Engineer

Hennepin County Transportation Department | 1600 Prairie Drive | Medina, MN 55340



Agenda Information Memorandum
September 5, 2013 Maple Plain Planning Commission

V. PUBLIC HEARINGS
A. 1510 Budd Avenue Variance Request

ACTION TO BE CONSIDERED

To review a variance request for an accessory structure located at the residential property 1510 Budd Avenue, and to hold a public hearing to accept public comment on the variance request.

FACTS

- The residential property owner, Marty Sarenpa, is proposing to construct a 2,000 square foot accessory structure in the rear of the residential property located at 1510 Budd Avenue.
- The building will be used for personal storage of vehicles and equipment such as cars, trucks, trailers and a recreational vehicle (mobile home).
- The building plans meet all required setbacks and building height requirements.
- The applicant is requesting variances for accessory building size and garage door height.
- The City Engineer recommends further review of drainage on the site to ensure that neighbors will not be impacted by the construction.
- In review of the application, it is the opinion of that staff that the proposed use is appropriate for the site and recommends approval of the variance with several conditions.

ATTACHMENTS

Attached on page(s) ____ through ____ is a report from City Planner, Tom Goodrum (MFRA), a memo from City Engineer, Dan Boyum, building plans and a survey of the applicant's property, a short narrative from the applicant and additional applicable information.

MEMORANDUM

TO: Chair Bliss and Planning Commission
FROM: Tom Goodrum, Planning Consultant
DATE OF REPORT: August 28, 2013
DATE OF MEETING: September 5, 2013
RE: Variance for an oversized accessory building at 1510 Budd Avenue

Chair Bliss and Planning Commissioners,

ACTION TO BE CONSIDERED

- **Accessory building size** from 1,200 sq ft to 2,000 sq ft (800 sq ft variance)
- **Garage door height** from 8 feet to 12 feet (4 foot variance)

STAFF REVIEW

Marty Sarenpa is proposing to construct a 2,000 square foot accessory structure in the rear yard at 1510 Budd Avenue. The building will be placed in the south west corner of the yard and served by a bituminous driveway extending from the front of the lot. Due to the unique configuration of the lot, the building will be adjacent the rear lot line of the neighboring property.

The building meets all required setbacks and height standards. The site plan shows the building 15 feet from the south lot line and 25 feet from the west lot line. This is well beyond the minimum 5-foot setback. The building height is 16 feet to the mean (center) height of the pitched roof, as allowed by city code.

The building will be used for personal storage of vehicles and equipment such as cars, trucks, trailers, and a recreational vehicle (mobile home). The purpose of the garage is to allow him to keep his vehicles and equipment indoors rather than stored outside. The larger garage door is needed to fit his mobile home.

Building size

City code 153.061 (F) restricts the size of a single accessory structure to 1,200 square feet but allows for a combined size of accessory structures to 3,000 square feet. Mr. Sarenpa currently has two accessory structures; an existing garage at 880 sq ft and a shed at 217 sq feet. The shed will be removed.

With the addition of the proposed garage and the removal of the smaller shed he will have a total of 2,880 square feet, which is below the total 3,000 sq ft allowed.

Staff supports the larger building due to the size and unique configuration of the lot. The lot is 0.64 acre with a large open area toward the rear of the yard. The rear yard is adjacent to a railroad line to the north, industrial to the west and southwest with residential to the south and east. A building in this area would not create a visual impact to the surrounding uses nor be out

of character to the area abutting it. The configuration of the lot uniquely screens the building. Unlike a request that would place an oversized building in a typical neighborhood block.

To further minimize the impacts from the abutting residential lots the building could be moved closer to the industrial or railroad corners of the lot. The applicant initially considered those locations but thought that the Office Park zoning standards of 30-foot setbacks would push the garage in the middle of the yard. However, it is my interpretation that those setbacks are established for principal buildings associated with an office park. The code does allow existing residential uses within this district the ability to use their properties as allowed under the R-1 standards. This would include the construction of an accessory structure 5 feet from lot lines. Per this interpretation the applicant would be able to move the building away from the residential properties and tuck it more closely to the rail road and industrial uses.

Garage door height

City code 153.061 (A) states the maximum height for a garage door is 8 feet. However, special circumstances may warrant higher door openings. The applicant is proposing the 12 foot high door so he can place his mobile home inside the building. Staff believes that the indoor storage of the mobile home is a special circumstance in addition to the visual improvements of having the mobile homes and other cars indoors. The size of the door is not creating the height of the building to exceed city standards.

Staff realizes that the city likely restricts the size of doors to minimize building height and for aesthetic purposes. With the proposed building tucked in the rear of the yard and out of public view, plus surrounded by non-residential uses the visual impacts of these doors will be minimal.

Building materials

The building will be constructed of lap siding that will match the color of the home. The roof material has not been determined but may be of a tin material. City code does not restrict the materials used for roofing as long as it meets building code standards.

Site impacts

The site plan submitted with the request shows that the proposed building would require minimal grading along the foundation. The applicant identified the potential drainage patterns from the construction and silt fencing to be used to protect runoff from neighboring properties during construction. The city engineer has reviewed the plans and provided comments. (See attached) One area that needs to be considered is to ensure that the proposed building does not change the drainage patterns in the area that would add more water to a neighboring property than what already exists. Due to the minimal impact of the project, this should not be an issue but will need to be checked at the time of the building permit. The relocation of the building to another area of the site would also resolve any drainage issue to the residential neighbors.

There is a small clump of trees near the center of the rear yard. The trees will be removed for the proposed building and driveway. City codes do allow the applicant to remove the trees. However, the relocation of the building may allow the applicant to avoid removing the trees.

FINDINGS

After reviewing the application, it is staff's opinion that the proposed use is appropriate for the site. Findings to support the variances include:

- The unique configuration of the lot allows the garage to be placed out of public view.
- The site is adjacent to a railroad and industrial uses on the north and west sides, thus minimizing its impact to the character of the surrounding area.
- The location of the garage within the unique configuration of the lot does not impact the orderly development or character of a typical city block or neighborhood.
- The garage size and height are needed to support the storage of a camper and other vehicles currently stored outside.
- Although the building meets the required setbacks, the city can require the building to be placed in a different location as part of the variance request if it is justified that the larger building would create a negative impact to the neighbors.

Recommendation

Staff is recommending approval for variances to allow for an accessory structure located at 1510 Budd Avenue. The variances include:

- Accessory building size from 1,200 sq ft to 2,000 sq ft (800 sq ft variance)
- Garage door height from 8 feet to 12 feet (4 foot variance)

The variances are approved subject to the following conditions:

1. The building permit shall be reviewed by the City Engineer to determine if drainage patterns are adequate addressed so as not to impact neighboring lots.
2. Storage within the building shall be used for residential storage and for property under the care of the land owner.
3. The applicant must record the variance prior the issuance of the building permit and the final inspection should not be issued until proof of recording is provided or is satisfied by city staff.

Sincerely,

Tom Goodrum, City Planner, MFRA



**Interactive
Maps**

Property Map

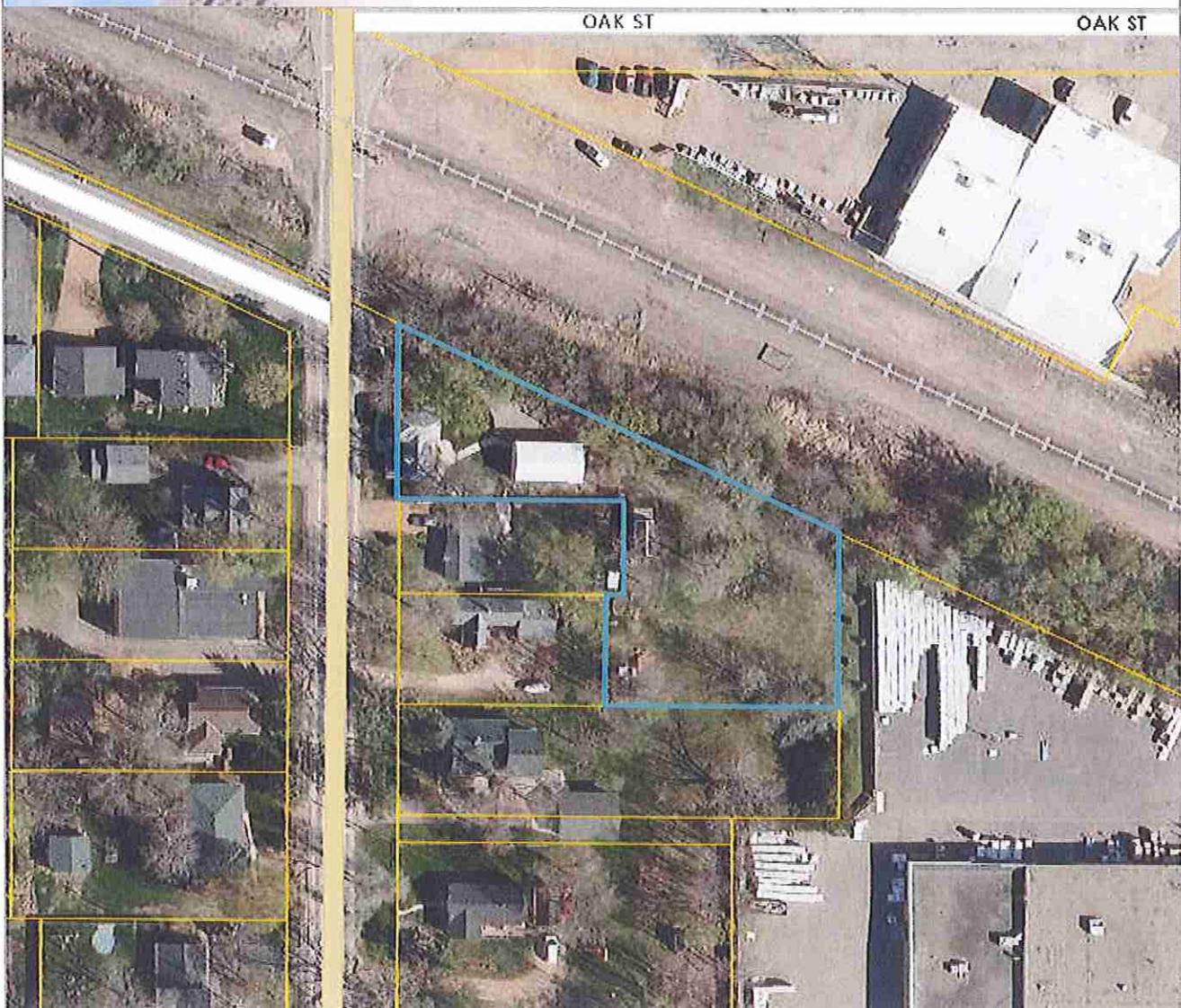


<p>Parcel ID: 25-118-24-12-0063</p> <p>Owner Name: Martin T Sarenpa</p> <p>Parcel Address: 1510 Budd Ave Maple Plain, MN 55359</p> <p>Property Type: Residential</p> <p>Home-stead: Homestead</p> <p>Parcel Area: 0.64 acres 27,845 sq ft</p>	<p>A-T-B: Abstract</p> <p>Market Total: \$123,000</p> <p>Tax Total: \$3,857.70 (Payable: 2013)</p> <p>Sale Price: \$75,000</p> <p>Sale Date: 06/2013</p> <p>Sale Code:</p>	<p>Map Scale: 1" ≈ 50 ft.</p> <p>Print Date: 8/29/2013</p> <div style="text-align: center;">  </div> <p>This map is a compilation of data from various sources and is furnished "AS IS" with no representation or warranty expressed or implied, including fitness of any particular purpose, merchantability, or the accuracy and completeness of the information shown.</p> <p>COPYRIGHT © HENNEPIN COUNTY 2013</p> <p style="text-align: right;"></p>
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**Interactive
Maps**

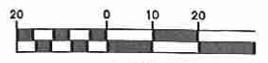
Property Map



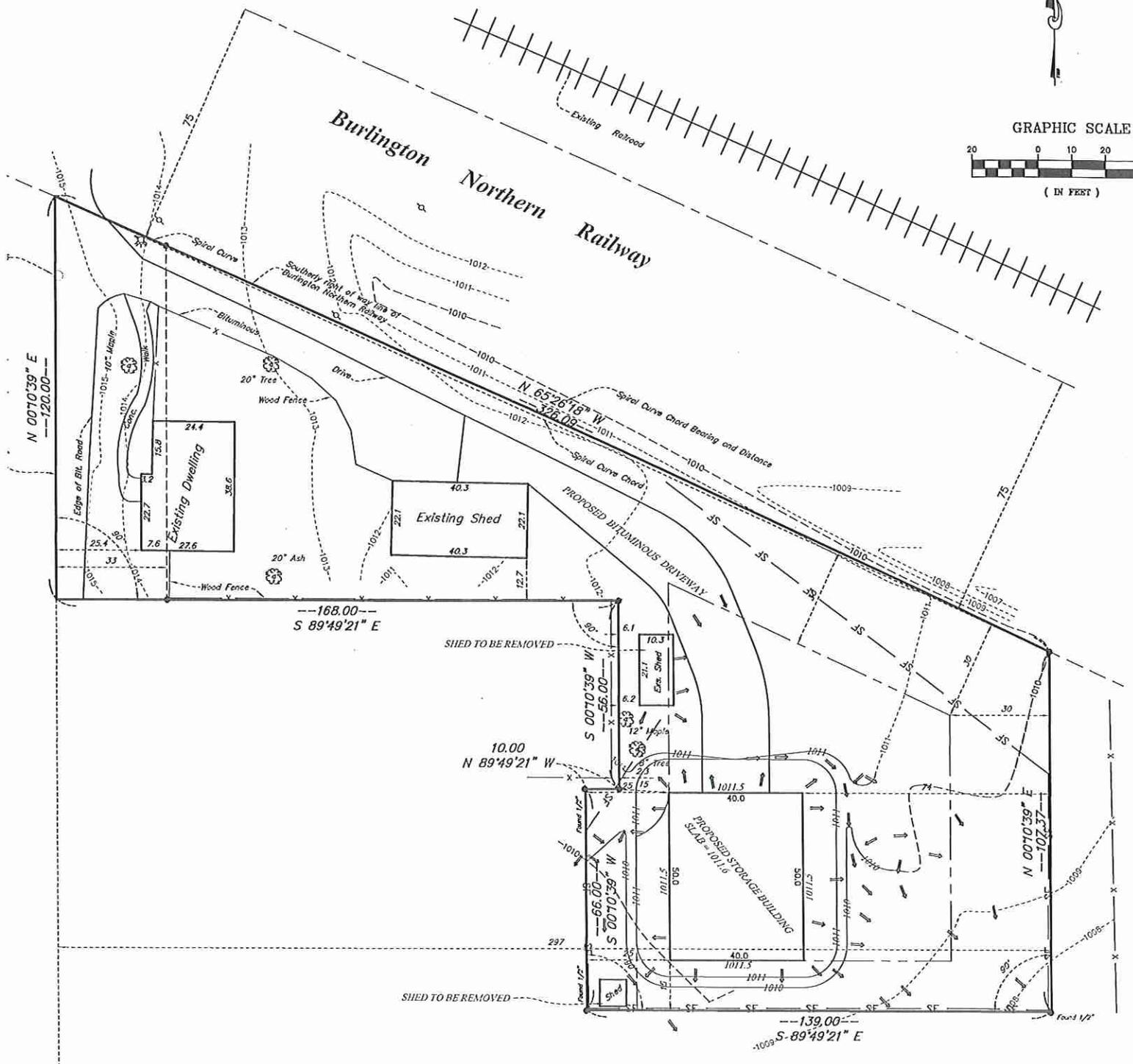
<p>Parcel ID: 25-118-24-12-0063</p> <p>Owner Name: Martin T Sarenpa</p> <p>Parcel Address: 1510 Budd Ave Maple Plain, MN 55359</p> <p>Property Type: Residential</p> <p>Home-stead: Homestead</p> <p>Parcel Area: 0.64 acres 27,845 sq ft</p>	<p>A-T-B: Abstract</p> <p>Market Total: \$123,000</p> <p>Tax Total: \$3,857.70 (Payable: 2013)</p> <p>Sale Price: \$75,000</p> <p>Sale Date: 06/2013</p> <p>Sale Code:</p>	<p>Map Scale: 1" ≈ 100 ft.</p> <p>Print Date: 8/29/2013</p> <div style="text-align: center;">  </div> <p>This map is a compilation of data from various sources and is furnished "AS IS" with no representation or warranty expressed or implied, including fitness of any particular purpose, merchantability, or the accuracy and completeness of the information shown.</p> <p>COPYRIGHT © HENNEPIN COUNTY 2013</p> <p style="text-align: right;"> Think Green!</p>
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GRAPHIC SCALE



(IN FEET)



LEGEND

- 900.0 DENOTES PROPOSED SPOT ELEVATION
- - -942- - - DENOTES EXISTING CONTOUR LINE
- - -946- - - DENOTES PROPOSED CONTOUR LINE
- - - DENOTES PROPOSED STORM FLOW
- - - SF - - - DENOTES PROPOSED SILT FENCE

Brief project narrative

I am building this garage for personal use,I have cars,trucks ,bobcat with trailer,2 boats ,and an rv and assorted things that would be more appropriate indoors vs outdoors. .and I need the height of the garage door for the boat and rv height.

153.061 f 1. Meeting set back requirements

153.061 A.. personal use only

my lot is next to the railroad tracks and in the back of property is industrial use

Memo



Stantec

To: Jason Ziemer and Tom Goodrum
City of Maple Plain

From: Dan D. Boyum
City Engineer

File: 193801803

Date: August 27, 2013

Reference: Marty Sarenpa Zoning and Land Use Application

We have reviewed the information received on 8/26/13 and have the following comments:

1. It appears some grading is proposed around the new building and silt fence is shown on the submittal. I will defer to Jason and Tom as to whether the property owner will be filling out a grading/excavation permit.
2. Silt fence should be placed to protect downstream areas from construction activities. Some additional silt fence may be needed along the west side of the property, north of the main storage building area based on submitted drainage arrows.
3. The applicant should contact the Minnehaha Creek Watershed District to confirm if the proposed work triggers a permit from their agency.
4. The City's Local Surface Water Management Plan requires development or redevelopment projects to review infiltration of 1/2" of infiltration volume per new impervious surfaces.
5. A driveway and storage shed is proposed at this time for this property. However, other sheds are being taken down, so confirmation on whether these proposed improvements trigger the watershed permit should be done by the applicant.
6. Work is proposed to stay within the property limits. If work is anticipated to proceed outside of the property limits, then right of entry or other appropriate agreement should be obtained by the applicant from adjacent property owners.

STANTEC CONSULTING SERVICES INC.

Dan Boyum
Associate
Dan.Boyum@stantec.com

Attachment: N/A

c. Jeff Carson, Kellie Schlegel

One Team. Infinite Solutions.

Thomas Goodrum

From: MtroWst76@aol.com
Sent: Wednesday, August 28, 2013 8:18 AM
To: jziemer@mapleplain.com; Thomas Goodrum; dan.boyum@stantec.com; jac@carsoncs.net; dave.eisinger@bergersoncaswell.com; rmccoy@westhennepin.com; publicworks@mapleplain.com; mmccallum@mapleplain.com
Subject: Re: Sarenpa Variance

No review required from me but construction will need to meet all requirements of the building code.

METRO WEST INSPECTION SERVICES INC

Roger Peitso
Building Inspector

763-479-1720

Thomas Goodrum

From: Dave Eisinger <dave.eisinger@bergesoncaswell.com>
Sent: Tuesday, August 27, 2013 12:45 PM
To: Thomas Goodrum; Boyum, Dan; Jason Ziemer; Jeff Carson (jac@carsoncs.net); Ray McCoy (rmccoy@westhennepin.com); Publicworks; Maggie McCallum; Roger Peitso (mtrowst76@aol.com)
Subject: RE: Sarenpa Variance

I see no problems for the fire end. It is a little tight getting in, but with a fire hydrant at the end of the driveway we should be fine.

Dave

Thomas Goodrum

From: Ray McCoy <rmccoy@westhennepin.com>
Sent: Tuesday, August 27, 2013 1:55 PM
To: Thomas Goodrum; Boyum, Dan; Jason Ziemer; Jeff Carson (jac@carsoncs.net); Dave Eisinger (dave.eisinger@bergersoncaswell.com); Publicworks; MaggieMcCallum; Roger Peitso (mtrowst76@aol.com)
Subject: RE: Sarenpa Variance

Follow Up Flag: FollowUp
Flag Status: Flagged

From police perspective no issues with the proposed variances



Director Ray McCoy
West Hennepin Public Safety
1918 County Road 90
Maple Plain, MN 55359
Phone: 763-479-0500
Fax: 763-479-0504
westhennepin.com
rmccoy@westhennepin.com

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Agenda Information Memorandum
September 5, 2013 Maple Plain Planning Commission

VII. OLD BUSINESS

A. 5330 Highway 12 Conditional Use Permit (CUP) Amendment

ACTION TO BE CONSIDERED

To amend the current condition for AC Motors, located at 5330 Highway 12, which currently allows a maximum 12 vehicles on site and would increase the number to 34 vehicles, with a revised parking plan.

FACTS

- In 1995, Gary Keller, obtained a Conditional Use Permit (CUP) for the purpose of operating an auto sales business located at 5330 Highway 12.
- The CUP was approved with six conditions, one being that the maximum number of vehicles allowed on site being 12.
- Keller is not requesting changes to the five other conditions.
- The site is currently being leased by AC Motors of New Hope and has occupied the site since 2012.
- The site is designated Mixed-Use Budd District (MU-B) where auto sales are allowed under a Conditional-Use Permit (CUP).
- The request has been made to support the current business on site, which has been successful.
- The business would like to be allowed 28 stalls for for-sale vehicles, 2 customer stalls and 2 employee stalls; a total of 32.
- At the August 1, Planning Commission meeting, Commissioners tabled the amendment in order for staff to gather additional information pertaining to:
 1. The accuracy of the site plan;
 2. Closing of the west access;
 3. Adequate maneuvering space for customer vehicles;
 4. Impact to neighboring properties; and
 5. The overall number of cars on the site.
- Staff is recommending approval of the Conditional-Use Permit amendment with conditions.

ATTACHMENTS

Attached on page(s) ____ through ____ is a memorandum from City Planner, Tom Goodrum, and other information related to the application.

MEMORANDUM

TO: Chair Bliss and Planning Commission
FROM: Tom Goodrum, Planning Consultant
DATE OF REPORT: August 28, 2013
DATE OF MEETING: September 5, 2013
RE: Conditional Use Permit Amendment for AC Motors

ACTION TO BE CONSIDERED

- **Amendment to Conditional Use Permit:** to amend the current condition of a maximum of vehicles from 12 to 34 with a revised parking plan.

STAFF REVIEW

On August 1st the Planning Commission tabled the conditional use permit amendment in order for staff to address items raised at the public hearing regarding the accuracy of the site plan, closing of the west access, adequate maneuvering space of customer vehicles, impacts to neighboring properties, and the overall number of cars on the site. Staff has met with the applicant on these items and updated our report. A summary of our findings are as follows;

- The site plan was updated to be at a scaled drawing.
- The Fire Chief and Public Safety can support the closing of the west access.
- A maneuvering plan has been provided by staff that identifies potential customer and employee parking and adequate maneuvering space that would avoid using the neighboring property.
- The number of “for sale” cars on the site will be dependent on providing and maintaining safe and adequate parking and maneuvering space within the site.
- There are no changes to staff’s recommendations.

Gary Keller obtained a Conditional Use Permit (CUP) in 1995 for the purpose of operating an auto sales business. The CUP was approved with seven conditions. Mr. Keller is requesting amendments to two of the conditions.

- One condition was a maximum number of 12 vehicles allowed on the property, including employee vehicles.
- A second condition was keeping both accesses from Hwy 12 open.

Mr. Keller is not requesting changes to the other five conditions:

- Closing of the pre-existing gas station;
- No repair work, including painting and auto body;
- All vehicles for sale be in good repair;
- All parking areas be paved;
- No additional lights;

Mr. Keller has since leased the property to AC Motors of New Hope in 2012.

Permitted Use, Building Size and Visibility

The site is in the Mixed-Use Budd District (MU-B) where auto sales are allowed as a conditional use permit per the following standards.

- (a) Only within the MU-B District
- (b) Parking area and buildings must be setback 40 feet and adequately screened/buffered from adjacent residential land shown in the Comprehensive Plan;
- (c) Public Address systems shall not be audible from residential parcels;
- (d) Access is prohibited from a local street unless approved by the City.

The business is in conformance to the standards except for the parking area setback of 40 feet and the un-paved area in the northwest corner of the site. As a pre-existing business with an approved CUP the parking setback is a legal use. However, the paving of the NW corner should be provided.

Proposed Request

The purpose of the request is to meet sales needs to continue the operation of a successful business. It is their business plan that the turn-over ratio for the site is 25 cars per month. They are currently averaging 16 sales per month. The added vehicles will improve the sales ratio, thus their request of 28 for-sale vehicles. (See the attached narrative and parking plan)

They are also requesting 2 stalls for customer parking, along the east side of the site (stall # 33 & 34) and they don't expect more than two employees at the site at any time.

There is a conflict between the proposed request of 34 stalls as shown on the site plan and the descriptive needs of 32 stalls (28 for-sale vehicles, 2 customer stalls and 2 employees).

To incorporate the requested cars the applicant is proposing to block the west access into the site. This would give the site a single access on the eastern side. The site is approximately 0.20 acres with a road frontage of 102 feet. The need for two accesses is typically not necessary in this situation except if recommended for safety purposes.

The City Fire Chief and Hennepin County Public Safety have reviewed the application and the proposed closing of the west access. Both departments can support the closing of the west access. Their comments are attached to this report.

The parking plan does not show the drive aisle width for customer and employee parking and maneuvering standards. City code requires that drive aisles should be a minimum of 22 feet and that there is sufficient maneuvering area within the site for customers and employees.

A plan was created by staff that shows the required maneuvering space required by city codes. With the necessary parking and maneuvering space the applicant will be restricted to parking "for sale" cars in the designated area. By using the "Auto Turn" transportation program we were able to identify turning maneuvers for two customer parking stall along the east side of the building. With this program it shows that proposed stalls 15-20 will be impacted to provide adequate maneuvering space within his site. (See the attached drawings.)

It is staff's opinion that if customers continue to use the neighbors site after the city approves a parking plan that provides on-site maneuvering the applicant would be considered in violation of his operational plan and CUP. In this case to avoid having his customers using the neighbor's site painted stripes, bollards, signage or a fence may be necessary.

The survey identifies two right-of-way lines, one being 11 feet further south than the other. The surveyor has shown both as there is conflicting information on the right-of-way. The business has historically used the southern line as their site boundary where they have parked cars and placed a sign. MnDOT has received this application and have not responded. Staff will recognize the south lot line for site plan purposes, but the applicant is aware of the potential conflict.

The applicant has made their request per direction of the city staff. It has been documented that the number of cars on site has been exceeding the allowed 12 on a continual basis. An April inspection noted 22 vehicles on the site and subsequent inspections has noted similar number of cars at the site.

To ensure compliance staff recommended that the CUP be amended. Staff's review of the site, even though the cars exceeded the allotted amount, was that the site was kept in an orderly fashion and created no known negative impact to the surrounding area. Staff did not receive any complaints regarding the business prior the August Planning Commission. However, testimony was given at the August Planning Commission from the neighboring property owner about his concern of patrons of AC Motors using his property for access into and out of the site.

FINDINGS

After reviewing the application, it is staff's opinion that the proposed use is appropriate for the site, but a number of items will need to be addressed as conditions of an approval:

- The parking plan should be reduced from 34 stalls up to 32 stalls to be consistent with the narrative.
- Customer and employee parking shall be designated to ensure they have adequate area to maneuver in and out of the site. It is recommended that the 4 stalls be located on the east side of the building and defined by striping or signage as designated stalls. The employee and customer parking should be separated from the for-sale vehicles.
- The parking plan shall be approved by the City fire and public safety staff.
- The northwest corner should be paved so all cars are parked on a surfaced area. The applicant should be aware of the pavement extending into the property to the north.
- The applicant needs to identify if the fuel tanks were removed.
- Submit an application for a minor subdivision for the combination of the two parcels. Minor subdivision applications are heard by the City Council.

Recommendation

Staff is recommending approval for the conditional use permit amendment to increase the number of vehicles on the site, including customer and employees, from 12 up to 32 for the property at 5330 Highway 12 with the following conditions:

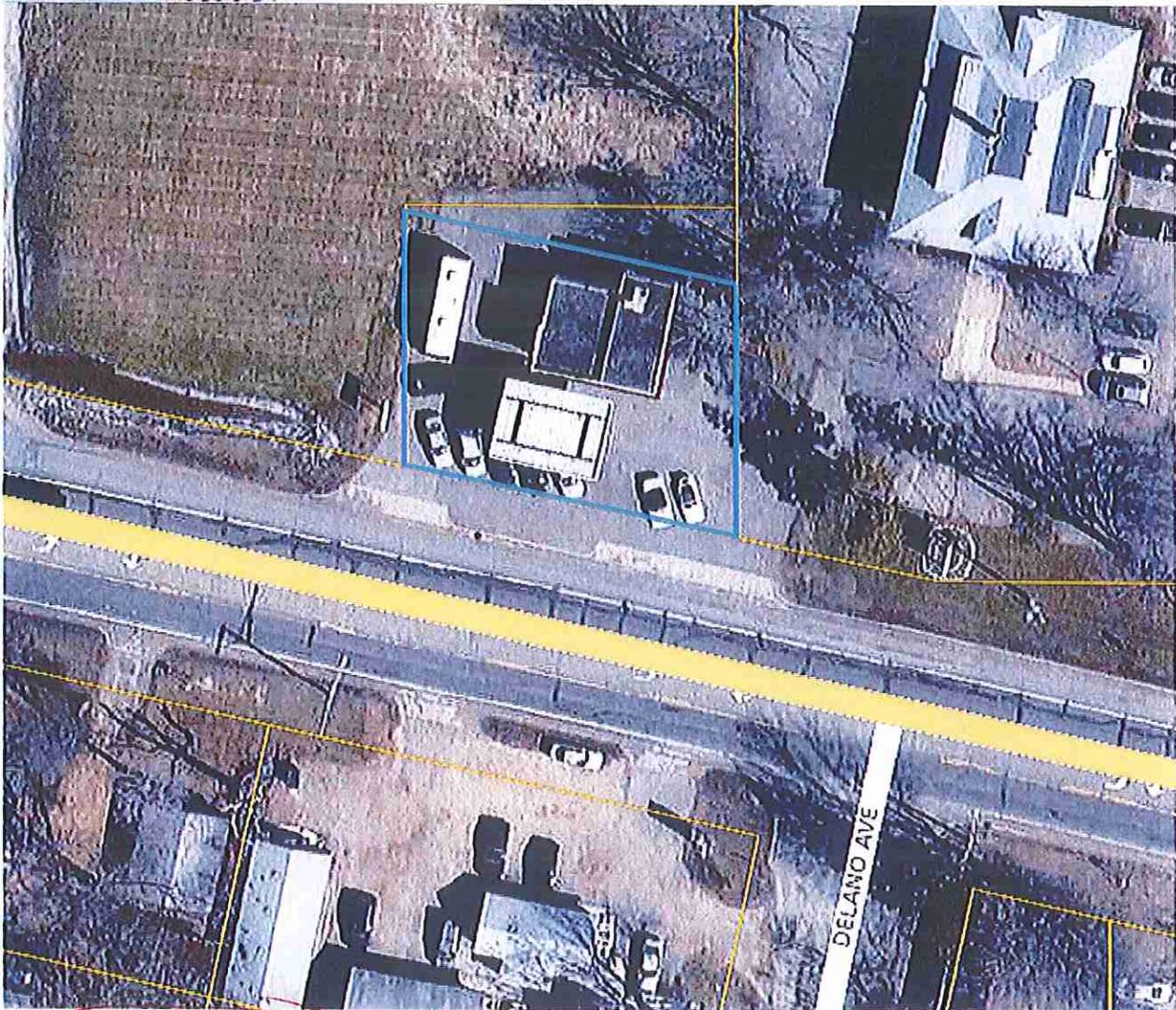
1. The submittal of a parking plan to city staff that designates the parking area of the for-sale vehicles, employee vehicles and customer vehicles plus the appropriate maneuvering area in compliance to city standards;
2. The plan is subject to the fire suppression and access needs per the direction of the Fire Chief and Public Safety;
3. All areas to be used for vehicle parking shall be paved;
4. If the two parcels used for the business are to be combined a minor subdivision will be required.

Sincerely,

Tom Goodrum, City Planner, MFRA



Property Map



Parcel ID: 24-118-24-34-0020

Owner Name: Gary Neil Keller

Parcel Address: 5330 U S Hwy No 12
Maple Plain, MN 55359

Property Type: Commercial-Preferred

Home-stead: Non-Homestead

Parcel Area: 0.17 acres
7,480 sq ft

A-T-B: Abstract

Market Total: \$141,000

Tax Total: \$4,661.90
(Payable: 2013)

Sale Price: \$71,500

Sale Date: 04/1997

Sale Code:

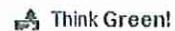
Map Scale: 1" ≈ 50 ft.

Print Date: 4/11/2013

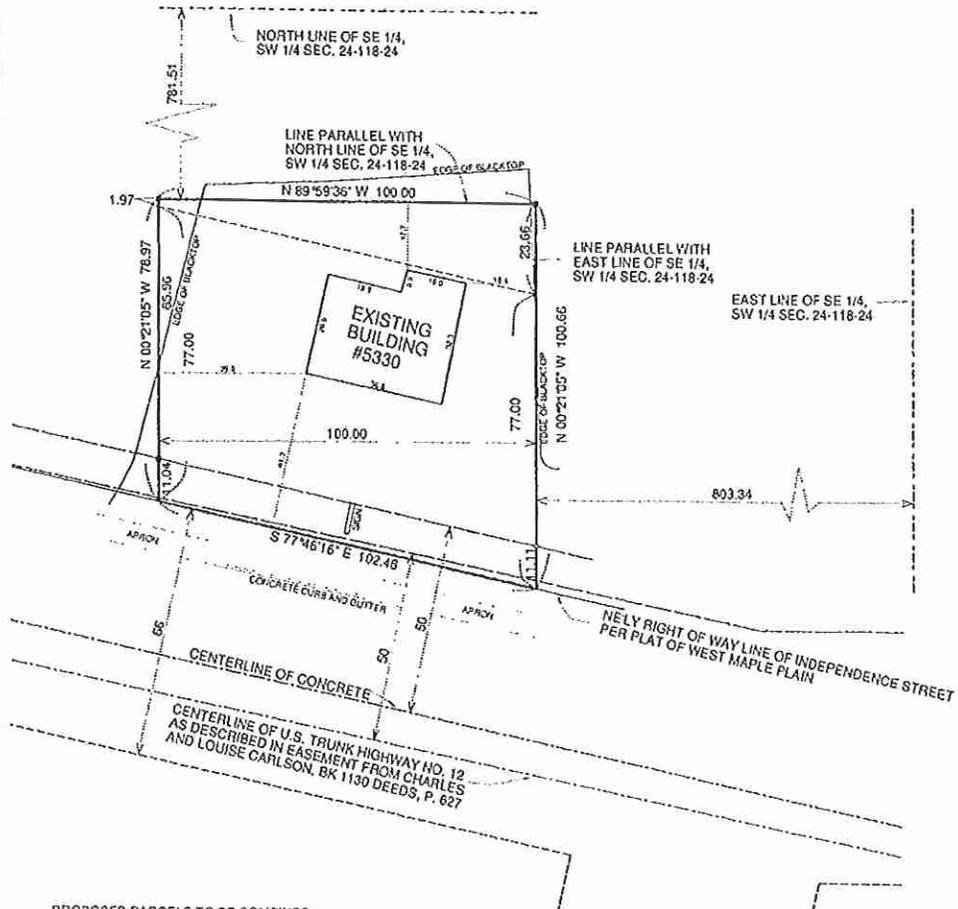


This map is a compilation of data from various sources and is furnished "AS IS" with no representation or warranty expressed or implied, including fitness of any particular purpose, merchantability, or the accuracy and completeness of the information shown.

COPYRIGHT © HENNEPIN COUNTY 2013

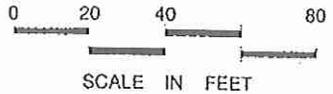


**CERTIFICATE OF SURVEY FOR
GARY KELLER
IN THE SW 1/4 OF SECTION 24-118-24
HENNEPIN COUNTY, MINNESOTA**



PROPOSED PARCELS TO BE COMBINED:
That part of the Southeast Quarter of the Southwest Quarter of Section 24, Township 118 North, Range 24 West of the 5th Principal Meridian described as follows: Beginning at a point in the North line of Independence Street in West Maple Plain, 803.34 feet west of the East line of said Southeast Quarter of the Southwest Quarter; thence north parallel with said East line a distance of 77.00 feet; thence northwesterly parallel with the North line of said Independence Street to a point 803.34 feet west of said East line of the Southeast Quarter of the Southwest Quarter; thence south parallel with said East line to the north line of said Independence Street; thence southeasterly along said north line to the point of beginning.

ALSO
That part of the west 100 feet of the East 803.34 feet of the Southeast Quarter of the Southwest Quarter of Section 24, Township 118 North, Range 24 West of the 5th Principal Meridian, lying south of the North 781.51 feet of said Southeast Quarter of the Southwest Quarter and lying north of a line running parallel with and distant 77 feet north of the northerly line of Independence Street, according to the recorded plat thereof. (For purposes of this description, the 77 foot distance is to be measured parallel with the East line of said Southeast Quarter of the Southwest Quarter).

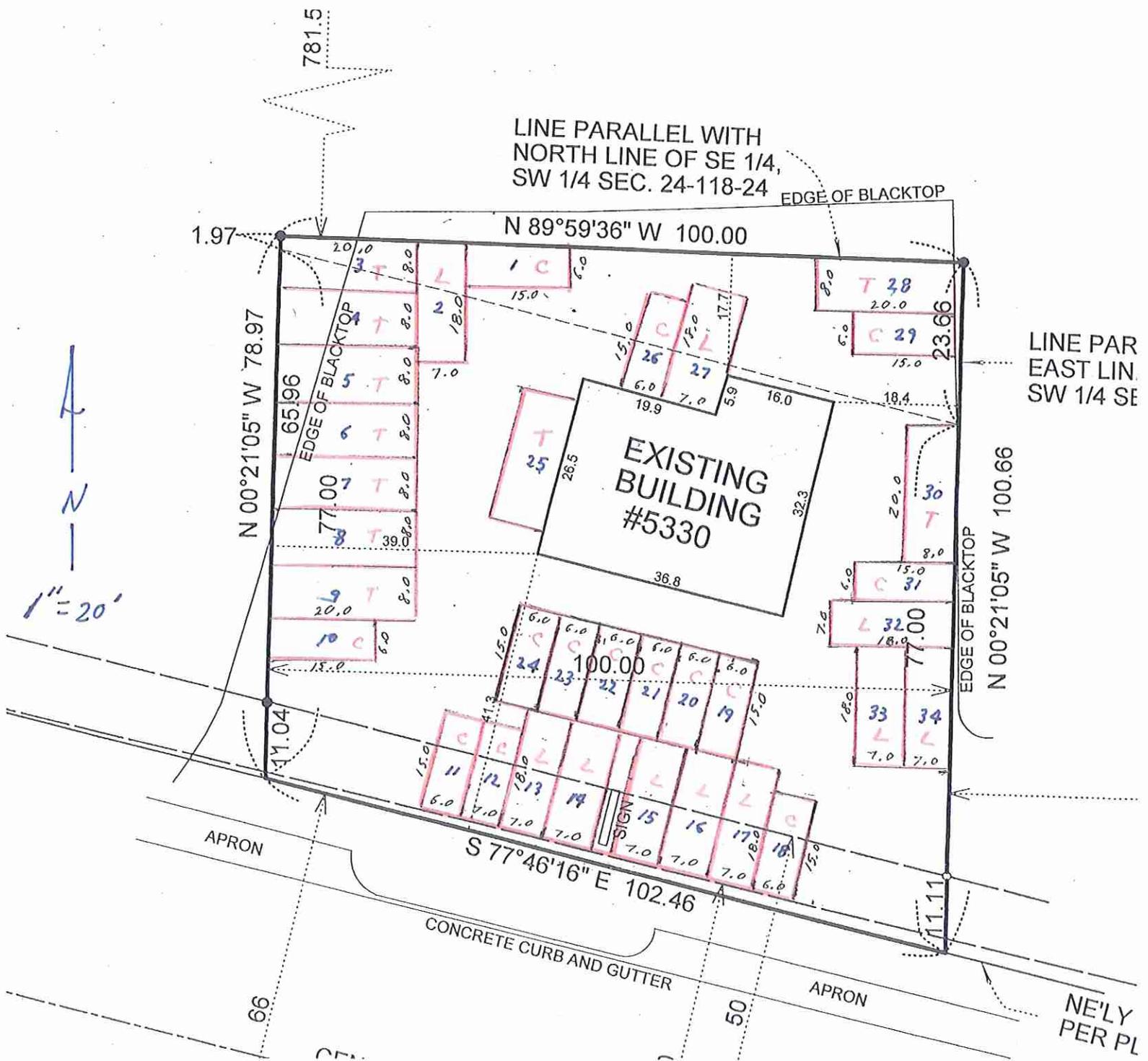


This survey intends to show the boundaries of the above described property, and the location of an existing building and blacktop areas thereon. It does not purport to show any other improvements or encroachments.

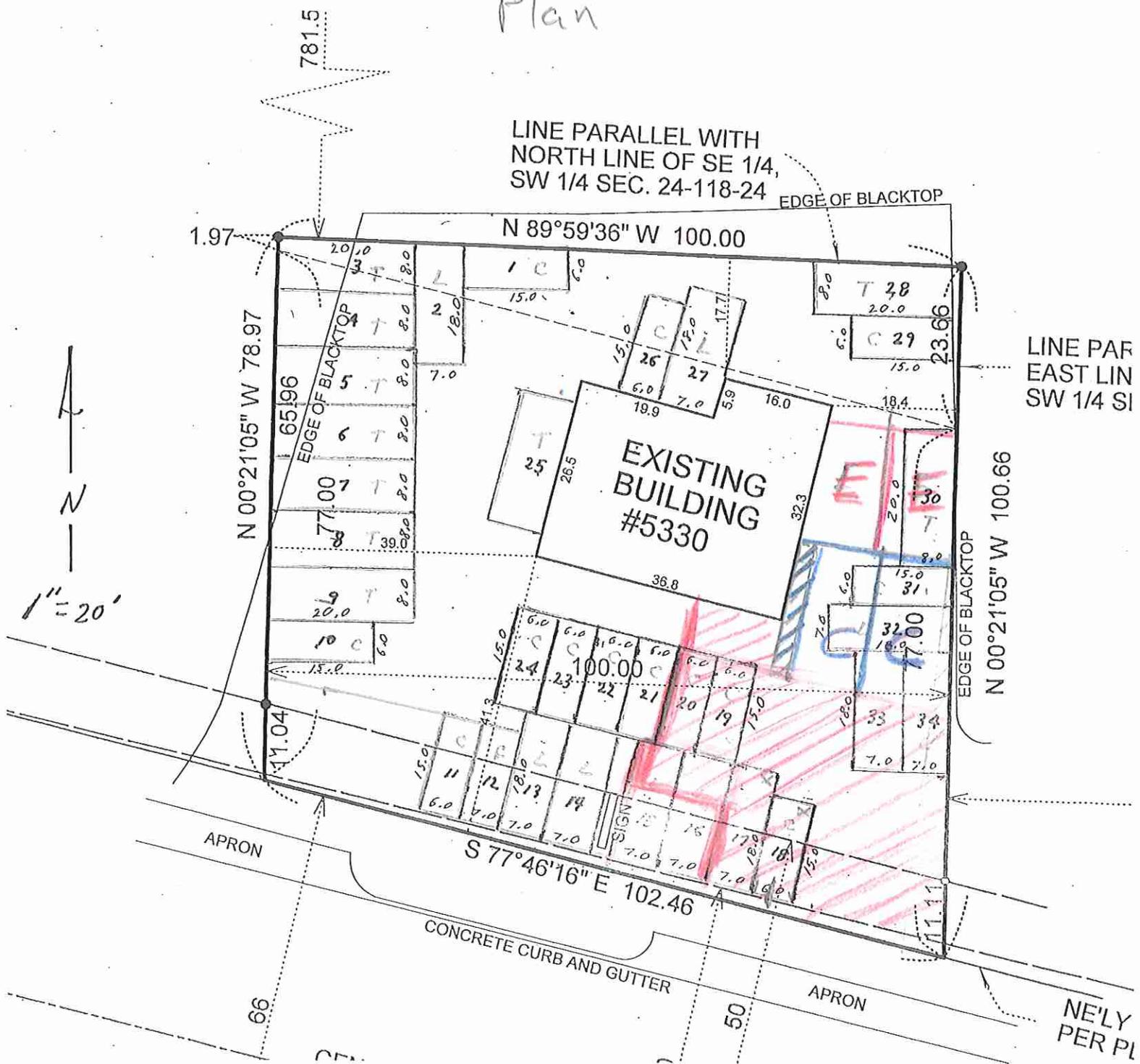
•: Iron marker found
o: Iron marker set
Bearings shown are based upon an assumed datum

DESIGNED	REVISION	DATE	DESCRIPTION	 GRONBERG & ASSOCIATES, INC. CONSULTING ENGINEERS, LAND SURVEYORS SITE PLANNERS 445 N WILLOW DR. LONG LAKE, MN. 55356 952-473-4141	I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.		SCALE
DRAWN					DATE _____ LICENSE NUMBER _____	13-145	
CHECKED						DATE 4-19-13	
						JOB NO. 13-145	

Parking Plan

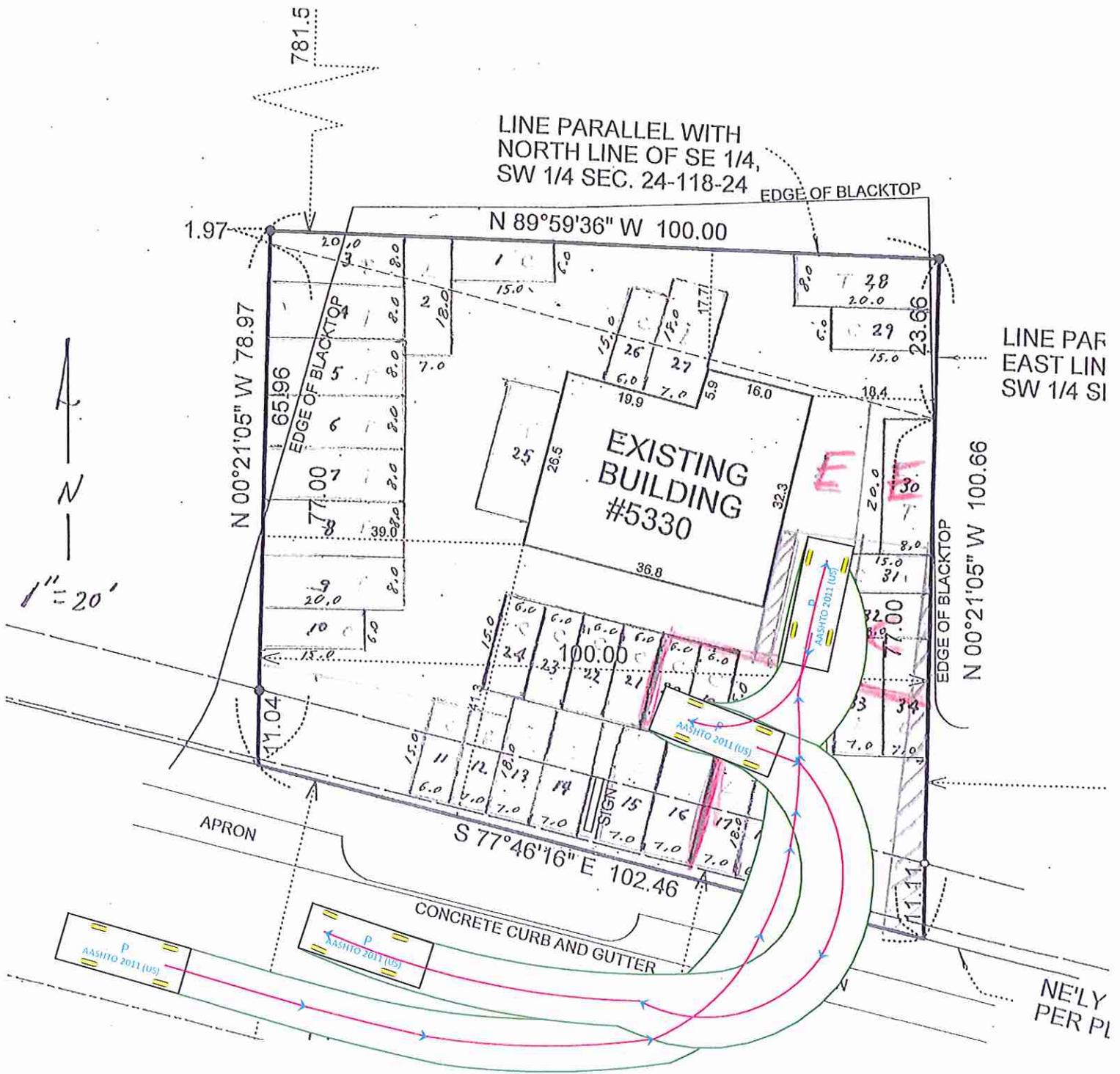


Staff Proposed Parking and Maneuvering Plan



Space needed to back out of western customer parking stall.

- Conflict with east stall and stalls 15-20



Narrative

Gary Neil Keller
132 Creekview Lane
Loretto, MN 55357
June 5, 2013

Jason Ziemer, City Administrator
City of Maple Plain
1620 Maple Avenue
P.O. Box 97
Maple Plain, MN 55359

Dear Mr. Ziemer:

This is in reference to the property at 5330 US Highway 12, Maple Plain, MN 55359 and regarding: (A) City Ordinance #153.029DZ and Permit # 153.140 and (B) Lot combination and attaining an amended Conditional Use Permit which will maximize the number of vehicles the city will approve.

(A) April 15, 2012, AC Motors and myself initiated a lease. At that time AC Motors completed improvements which I believe have enhanced both the property and the city landscape. It is my desire to apply for an amended Conditional Use Permit, combine my two lots, and increase the number of parking and display spaces.

Conditional Use Permit Checklist:

(1) This project ensures continued use and enjoyment of other property in the immediate vicinity. AC Motor's mission for this location is to operate a viable business that benefits the community and its employees. Their community goal is to be an exemplary citizen and add to the success of the city's value. (2) There is no impedance of the normal and orderly development and improvement of surrounding vacant properties. (3) Adequate utilities, road accesses, drainage and other facilities are provided and are the same as they were since 1995. (4) AC Motors plans to designate two spaces (numbers 33 and 34 per plan) for customer parking. There is no loading or unloading of product, etc. (5) AC motors has already installed

security cameras and additional lighting to help prevent crime. Prevention of offensive odors, dust and noises are not applicable. (6) The east side of the property is the only one used for ingress and egress. The west entrance has not, and will not be used in the future. A maximum of two employees will be at the location at the same time. Currently the location has an average of less than three visits by prospective buyers per business day resulting in an average of 16 sales per month. (7) The proposed use is in compliance with Zoning Ordinances and the Comprehensive Plan. The lot has been operating with the current Conditional Use Permit since 1995, by A+ Auto Brokers, Inc., and a major improvement was done to the property at that time which was well received by the Maple Plain Community. Since that time AC Motors has also made considerable improvements to the property.

B. Reasons for amended Conditional Use Permit and lot combination with additional parking and display spaces:

(1) Based on years of experience, AC Motors estimates that this location needs to generate an average sale of 15 vehicles per month to cover the cost of operation. The optimistic and somewhat realistic goal is 25 cars per month. In order to accomplish this pace, AC Motors estimates that a very efficient operation could turn over the inventory seven to eight times per year. Using this turn over ratio, the inventory needed would be approximately 28 vehicles on the property.

(2) The use of the location by A+ Auto Brokers, Inc. from 1995 through 2011, has been exclusively that of sales of used vehicles. The use by AC Motors will be the same. There will be no repair or installation on site, and there are no plans to change any of the existing components of the lot or building.

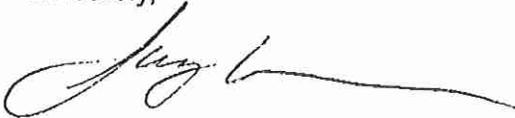
(3) I am requesting an amended Conditional Use Permit that approves the additional spaces for parking and display.

(4) I am also applying to combine the two lots at the existing site. Combining the lots should facilitate the availability of more spaces.

(5) I have recently retained Gromberg & Associates, Inc., 445 N. Willow Drive, Long Lake, MN 55356, (952-473-4141) to update a survey providing the necessary information to combine the two lots, including a drawing of a vehicle placement plan.

I have personally known and done business with the owner/operator of AC motors, John Prosser, for more than 25 years. He is one of the most successful and principled business men with whom I have associated. AC Motors operates three other locations. All are considered assets to their community, and they maintain a profile and appearance that reflects their professionalism.

Sincerely,

A handwritten signature in black ink, appearing to read "Gary Keller", with a long horizontal flourish extending to the right.

Gary Keller

Past Approval

Policy
Citizen

Rae Kurth
Ralph Gnitka
Mardelle DeCamp
Tammy Wenz

West Hennepin Recycling Commission

Marjorie Vigoren

SOS Municipal Commission

Jeff Walton
Marion Alger
Rae Kurth (alt)

The foregoing motion was seconded by member Lemmerman. Voting in favor were: Mayor Walton and Councilmembers Alger and Lemmerman. Voting against: Kurth. Abstaining: none. Motion passed.



Conditional Use Permit
5230 Highway #12 - Gary Keller

The Council reviewed the application of Gary Keller for a conditional use permit to operate an auto sales lot at 5230 Highway #12. The Planning Commission has recommended that this request be approved subject to five (5) conditions. The Council felt that the suggested 20 car maximum is too high for the lot size and reduced the number to 12. A motion was made by member Kurth that we approve the request of Gary Keller for a conditional use permit to operate an auto sales lot at 5230 Highway #12 subject to the following conditions:

1. The present gas station would close operation and the underground fuel storage tanks be removed. This must be completed before the property could be used as an auto sales lot.
2. A limit of 12 vehicle maximum, including employee vehicles, be allowed on this site.
3. No repair shop work be permitted, including painting or auto body repairs, on this site.
4. All vehicles being offered for sale be in good repair.
5. All parking areas be paved.
6. No additional lights be installed except a motion detector security light on the back lot for security purposes.

The foregoing motion was seconded by member Lemmerman. All members voted in favor of such motion.

The Council further discussed the driveway entrance to the property. A motion was made by Kurth that the previous motion be amended by adding condition seven (7) requiring that the drive through be maintained and that backing out on to Highway #12 be prohibited. The motion was seconded by member Lemmerman. All members voted in favor of such motion.

FEB 14, 1995 City Council Minutes

Thomas Goodrum

From: Ray McCoy <rmccoy@westhennepin.com>
Sent: Wednesday, August 21, 2013 4:35 PM
To: Thomas Goodrum; 'DaveEisinger' (dave.eisinger@bergersoncaswell.com)
Cc: mmccallum@mapleplain.com; Jason Ziemer(jziemer@mapleplain.com)
Subject: RE: Gary Keller AC Motors CUP application

Tom,

I have no concerns with the request to close the west drive way for AC Motors. There is plenty of access to property in case of an emergency. Thanks for requesting our input. If you have any other concerns please let me know. Thanks



Director Ray McCoy
West Hennepin Public Safety
1918 County Road 90
Maple Plain, MN 55359
Phone: 763-479-0500
Fax: 763-479-0504
westhennepin.com
rmccoy@westhennepin.com

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Thomas Goodrum

From: Dave Eisinger <dave.eisinger@bergersoncaswell.com>
Sent: Thursday, August 22, 2013 9:00 AM
To: Thomas Goodrum; Ray McCoy (rmccoy@westhennepin.com)
Cc: mmccallum@mapleplain.com; Jason Ziemer (jziemer@mapleplain.com)
Subject: RE: Gary Keller AC Motors CUP application

With the current structure and the proposed parking I believe that the fire department will be able to fight a structure fire as well as vehicle fires at this location. Any car lot facility does inherently pose exposure issues for any type of fire and the fire load of the vehicle will spread from one to another. These vehicles will have access for the fire department to do fire suppression from a safe distance. Please let me know if you have any further questions.

Thank you.

Dave Eisinger
Maple Plain Fire Chief



Agenda Information Memorandum
September 5, 2013 Maple Plain Planning Commission

VIII. NEW BUSINESS

A. 5540 Pioneer Creek Drive Excavation and Grading Permit

ACTION TO BE CONSIDERED

To review and discuss plans for a parking lot expansion located at the commercial property, 5540 Pioneer Creek Drive.

FACTS

- A commercial property, owned by Protolabs, is proposing to expand a parking lot along the northeast corner of the site.
- City code requires projects that excavate greater than 25 cubic yards or an elevation of more than 2 feet be reviewed by the Planning Commission.
- The City Engineer is reviewing the permit application and will have comments available prior to the Commission meeting.
- A copy of the permit has also been sent to the Watershed District for their review.
- The applicant is hoping to begin construction as soon as possible.

ATTACHMENTS

Attached on page(s) ____ through ____ is a memo from City Planner, Tom Goodrum (MFRA), site plans and other information related to the application.

MEMORANDUM

TO: Chair Bliss and Planning Commission
FROM: Tom Goodrum, Planning Consultant
DATE OF REPORT: August 28, 2013
DATE OF MEETING: September 5, 2013
RE: Parking lot expansion at Proto Labs

Chair Bliss and Planning Commissioners,

ACTION TO BE CONSIDERED

Excavation of over 25 cubic yards of material and grading of more than two-feet for a parking lot expansion at 5540 Pioneer Creek Drive.

STAFF REVIEW

The City received an excavation and grading permit for the expansion of a parking lot along the northeast corner of the Proto Lab office. City code 150.60 requires Planning Commission review of any excavation of greater than 25 cubic yards or an elevation of more than two feet. The applicant had applied for a permit for the removal of between 100 and 999 cubic yards. The site plan shows a cut of over two feet into the hill along the northeast wall of the building.

The City Engineer is reviewing the permit application and will have his comments available to the Commission prior the meeting. A copy of the permit has been sent to the Watershed District for their review.

Since staff did not receive the permit request until August 28th we were not able to provide our comments at the time the packet was sent out. We are bringing the request to the Planning Commission at the September meeting in order to assist Proto Lab in constructing the parking lot this year. If staff moved it to the October meeting a 2013 construction may not be possible. It is staff's position to assist business owners within the community, however if the plans do not meet city requirements or are deemed inadequate for approval by staff or the Planning Commission we will support conditions for additional information or time for further review.

Sincerely,

Tom Goodrum, City Planner, MFRA



City of Maple Plain
 1620 Maple Avenue
 P.O. Box 97
 Maple Plain, MN 55359
 Office: (763) 479-0515
 Fax: (763) 479-0519

EXCAVATION & GRADING PERMIT

APPLICANT INFORMATION

Applicant Name Joe McPherson	Company, if applicable Gordon James Construction
Address 5159 Main Street - #200 PO Box 306	Phone Number (763) 479-3117
City, State, Zip Maple Plain, MN 55359	Email joe@gordon-james.com
Are you the owner of the property? <input type="checkbox"/> Yes. <input checked="" type="checkbox"/> No. <i>(If not, property owner information is required.)</i>	

Owner Name Proto Labs - James Dreher	Company, if applicable
Address 5540 Pioneer Creek Drive	Phone Number (763) 479-7530
City, State, Zip Maple Plain, MN 55359	Email james.dreher@protolabs.com

24-Hour Contact	
Name Derek Nikko	Cell Phone (612) 919-0670

PROJECT INFORMATION

Site Address or Property Identification Number
(Street, property address or legal description. Include distance and direction from nearest street intersection.)
 5540 Pioneer Creek Drive - Proto Labs Main Office Building

Project Description <i>(Check all that apply.)</i>				
Wetland or water course impacts <input type="checkbox"/> Yes. <input checked="" type="checkbox"/> No. <i>If yes, applicant must contact appropriate watershed districts.</i> Minnehaha Creek: (612) 471-0590. Pioneer Sarah Creek: (612) 348-7338.	Public Right of Way impacts <input type="checkbox"/> Yes. <input checked="" type="checkbox"/> No. <i>If yes, right of way permit is required from City, County or MnDOT.</i>	Type of material <input type="checkbox"/> Removed <input type="checkbox"/> Deposited <input type="checkbox"/> Disturbed <i>(Grading only)</i>	Disturbance Amount <input type="checkbox"/> Removed <input type="checkbox"/> Deposited <input type="checkbox"/> Disturbed <i>(Grading only)</i>	Total Area <input type="checkbox"/> Dimensions <input type="checkbox"/> Cubic Yard <i>More than one acre requires a permit from the MN Pollution Control Agency.</i>

Expected start date SEPTEMBER 3, 2013	Expected completion date SEPTEMBER 27, 2013
--	--

Traffic Impacts

Will work obstruct City street(s)? Yes. No.
 Will work require detour of traffic? Yes. No.

Streets to be affected:
Proposed hauling route(s):
Contact West Hennepin Public Safety for approval route(s) if detour required – (763) 479-0500.

FEES

Excavation & Grading Permit Fees (0 to 999 cu. Yds.)	Excavation & Grading Permit Fees (1,000+ cu. Yds.)
<input type="checkbox"/> \$125 <50 cubic yards	<input type="checkbox"/> \$1,000 >1,000 cubic yards
<input type="checkbox"/> \$200 51-100 cubic yards	<input type="checkbox"/> City Council Approval Date: _____
<input checked="" type="checkbox"/> \$350 101-999 cubic yards	<input type="checkbox"/> Letter of Credit Amount: _____

MAPS, PLANS & DOCUMENTATION

Required documentation	
<input checked="" type="checkbox"/> City-wide map identifying area.	<input checked="" type="checkbox"/> Impacted areas.
<input checked="" type="checkbox"/> Map of area depicting specific/detailed location.	<input checked="" type="checkbox"/> Erosion control.
	<input checked="" type="checkbox"/> Stock pile locations.
	<input checked="" type="checkbox"/> Other information as requested by the City.

AGREEMENT

The work done under this permit shall be in strict conformity with the ordinances and standards of the City of Maple Plain, City Engineer, Watershed Districts and State of Minnesota. The applicant shall hold harmless and defend the City of Maple Plain for any claim of loss or damage made against the City, its employees or representatives arising out of the activities of the applicant.

The applicant shall be responsible for demonstrating the project meets City, State and Watershed requirements for excavation and grading. Said burden shall include the furnishing of necessary reports, site plans and other supporting calculations to the City. The City may require said documents be provided by a registered professional engineer or land surveyor.

By signing this agreement the applicant agrees to pay all applicable fees, provide any required documentation and insurance, and abide by all other the terms and conditions contained herein.

Applicant Signature *[Signature]* **Owner Signature** *[Signature]*
Date 8-28-13 **Date** 8/28/13

AUTHORIZATION

Upon payment of, or agreement to pay, the permit fee and in consideration of the agreement to comply with all City Ordinances, Watershed District standards and State Statutes pertaining to said project, permission is hereby granted for the work to be done as described above. The applicant shall notify the City of any changes to the project, and pay any applicable fees as a result. If applicable, have the following approvals been obtained:

<input type="checkbox"/> Minnehaha Creek Watershed District	Date: _____
<input type="checkbox"/> Pioneer Sarah Creek Watershed District	Date: _____
<input type="checkbox"/> MN Pollution Control Agency	Date: _____

If not, expected approval date: _____

Financial Guarantee amount: \$ _____

In consideration of agreement to comply in all respects with the regulations of the City of Maple Plain, permission is hereby granted for the work to be done as prescribed in the application and submitted drawings.

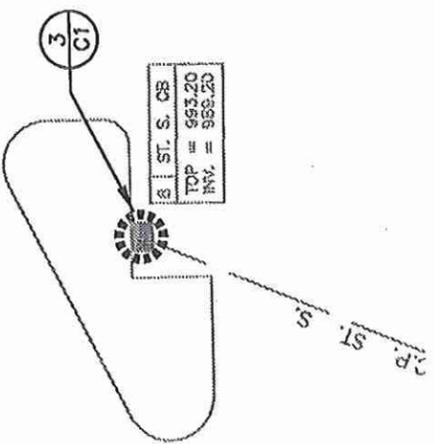
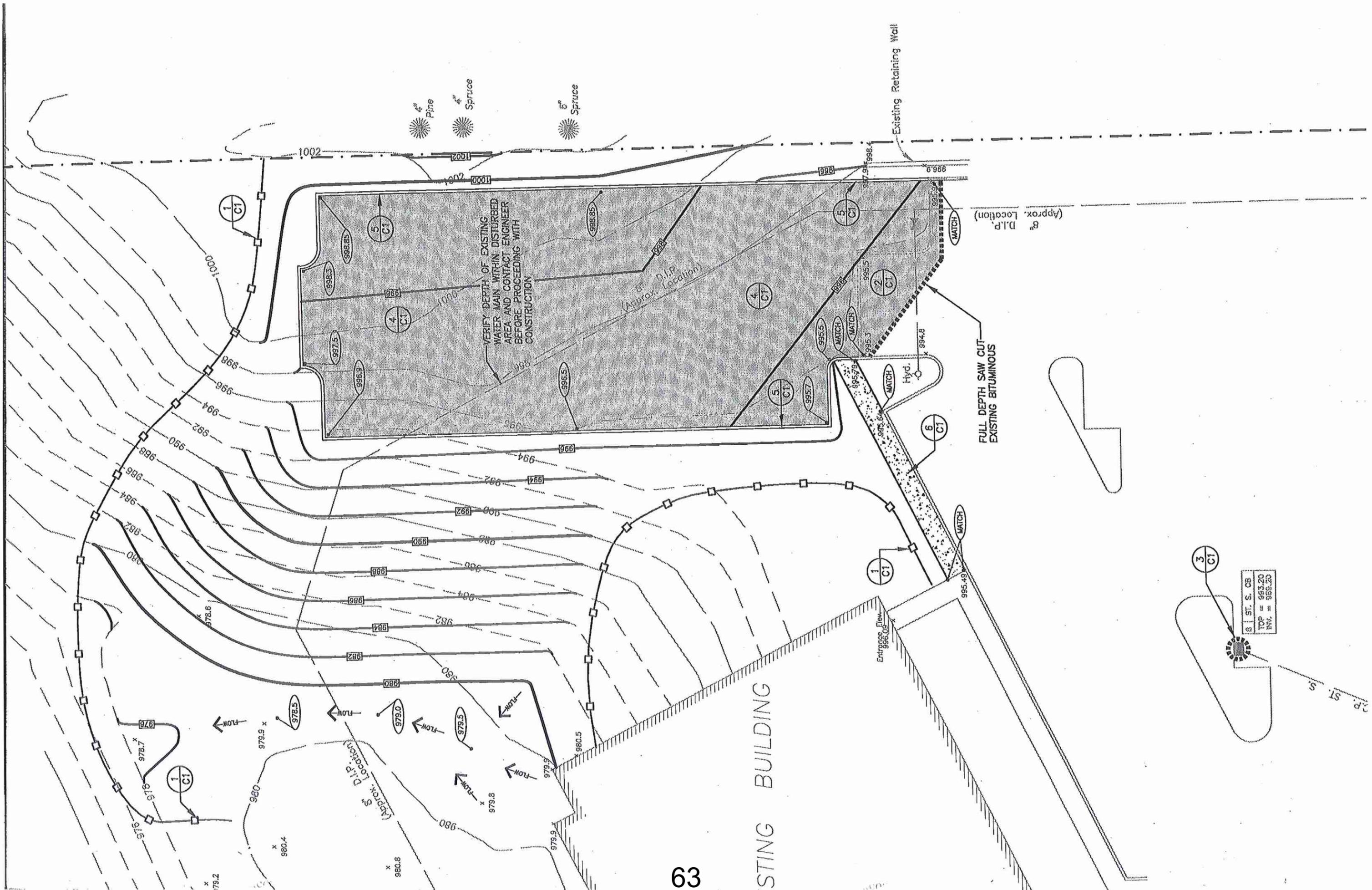
Approved By	Signature
_____	_____
	Date

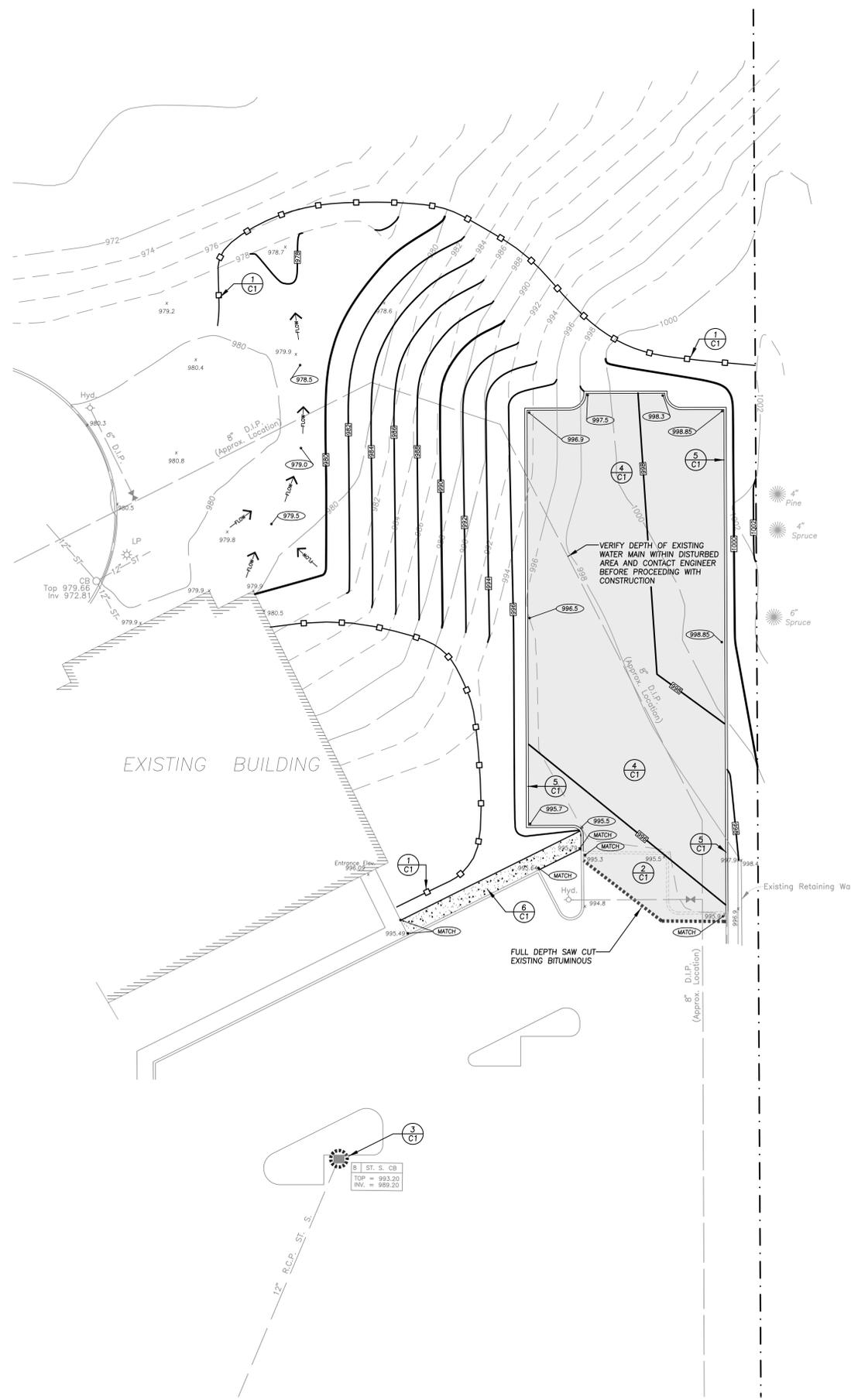
Final inspection by Public Works Department

Inspected By	Signature
_____	_____
	Date

OFFICE USE ONLY

Fees Collected	Received By
<input type="checkbox"/> \$125 <50 cubic yards	<input type="checkbox"/> Name: _____
<input type="checkbox"/> \$200 51-100 cubic yards	<input type="checkbox"/> Signature: _____
<input type="checkbox"/> \$350 101-999 cubic yards	<input type="checkbox"/> Date: _____
<input type="checkbox"/> \$1,000 >1,000 cubic yards	<input type="checkbox"/> Receipt: _____
<input type="checkbox"/> City Council Approval	
<input type="checkbox"/> Letter of Credit	





SPECIFICATIONS

GENERAL

- I. GENERAL
 - A. Before construction begins, the Contractor will contact all utility companies, both public and private and have them locate all utilities within the construction limits.
 - B. The Contractor shall be responsible for arranging all required inspections with the governing authority that has jurisdiction over the work that is to be performed.
 - C. The Contractor shall stay within the construction limits unless approved otherwise by the Owner and/or Engineer. Construction limits are defined by the property boundary unless shown different on the plan.
 - D. The Contractor shall be responsible for protecting all existing structures, utilities, trees, etc. from damage during construction.
 - E. The Contractor shall be responsible for correcting any damage (at Contractor's expense).
 - F. Any discrepancies found on the site that affect the proposed work shall be reported to the Owner and/or Engineer before the completion of any additional work.
 - G. No soils report provided. Subgrade soils assumed adequate for the proposed construction.
 - H. Existing Topography Survey provided by Rehder & Associates, Inc.

SITE CLEARING

- I. GENERAL
 - A. Remove trees, shrubs, grass, and other vegetation or obstructions, as required, to permit installation of improvements shown on the Plans.
- II. EXECUTION
 - A. Trees and stumps shall be hauled from the site. Burial on-site or burning of trees and stumps will not be allowed.
 - B. Where existing trees are indicated to remain, leave existing topsoil in place within drip lines to prevent damage to root system.
 - C. Topsoil shall be stripped from disturbed areas and stockpiled in piles not exceeding 8-feet in depth.
 - D. Remove all back dirt and unsuitable material from under drives and roadways within 3-feet of final pavement subgrade.
 - E. Remove all waste materials and unsuitable or excess topsoil from Owner's property.

GRADING, EROSION CONTROL, AND TURF ESTABLISHMENT

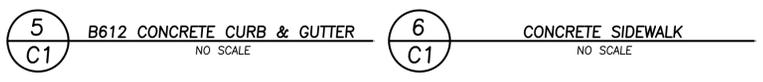
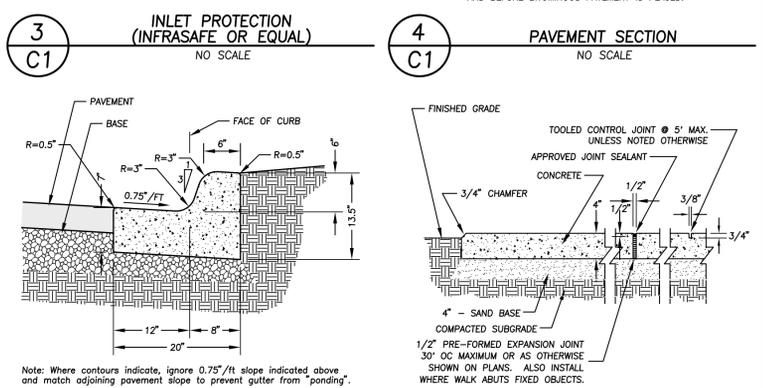
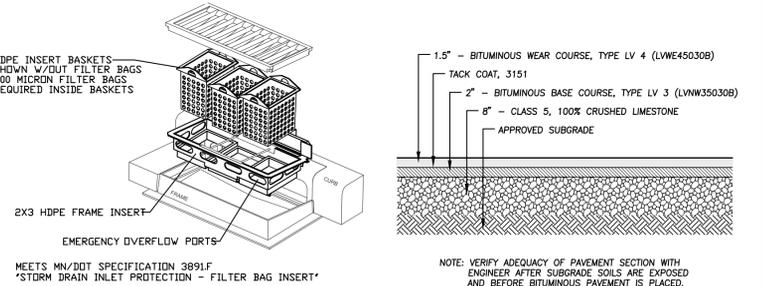
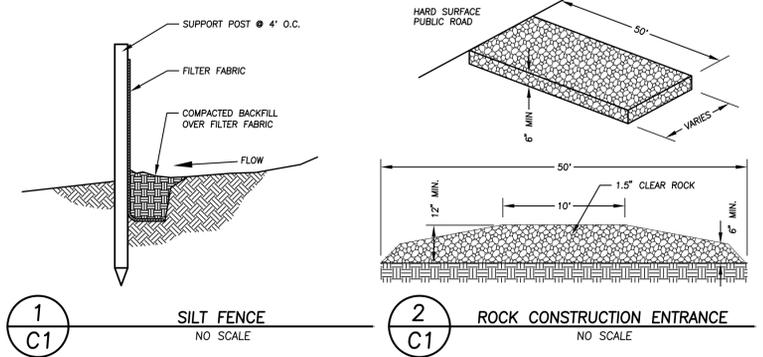
- I. GENERAL
 - A. All grading, erosion control and turf establishment shall be according to the materials, workmanship, and other applicable requirements of the Minnesota Department of Transportation "Standard Specifications for Construction", latest edition, unless otherwise specified.
 - B. All erosion control measures shown on the plans must be installed prior to commencement of grading operations and maintained until all areas altered on the site have been restored.
 - C. All areas disturbed by construction shall be restored with seed and disked mulch, sod, wood fiber blanket, or be hard surfaced within two weeks of substantial completion of construction.
 - D. Provide approved borrow soil materials from off-site when sufficient approved soil materials are not available from excavations. Remove all excess and unsatisfactory material from the site.
 - E. Protect structures, utilities, sidewalks, pavements, and other facilities from damage caused by settlement, lateral movement, undermining, washout, and other hazards created by earthwork operations.
 - F. Compaction shall not be less than the following percentages of maximum dry density according to ASTM D 698:
 - i. Under structures, building slabs, steps, and pavements, compact the top 12 inches below subgrade and each layer of backfill or fill material at 100 percent maximum dry density.
 - ii. Under walkways, compact the top 6 inches below subgrade and each layer of backfill or fill material at 100 percent maximum dry density.
 - iii. Under lawn or unpaved areas, compact the top 6 inches below subgrade and each layer of backfill or fill material at 95 percent maximum dry density.
 - G. Grades as shown on the plan are to finished grade.
- II. PRODUCTS
 - A. Satisfactory soils include ASTM D 2487 soil classification groups GP, GW, GM, SW, SP, and SM; free of rock or gravel larger than 2-inches in any dimension, debris waste, frozen materials, vegetation and other deleterious matter.
 - B. Unsatisfactory soils include ASTM D 2487 soil classification groups GC, SC, ML, MH, CL, CH, OL, OH, and PT.
 - C. All backfill and fill materials must be satisfactory soil materials.
 - D. Topsoil shall be per ASTM D 5288, free of stones 1" or larger.
 - E. Subbase and base material must be a naturally or artificially graded mixture of natural or crushed gravel, crushed stone, and natural or crushed sand meeting MNDOT Specifications for Class 5 gravel.
 - F. Spring/Summer temporary turf establishment: seed shall be MNDOT Mixture 110 @ 100 lbs/acre and mulch shall be MNDOT Type 1.
 - G. Winter temporary turf establishment: seed shall be MNDOT Mixture 100 @ 100 lbs/acre and mulch shall be MNDOT Type 1.
 - H. Provide fresh, clean, strongly rooted sod not less than 2 years old with a uniform thickness of not less than 2 inches and free of weeds.
- III. EXECUTION
 - A. Fill under buildings shall be compacted to meet Soil Engineer's recommendations.
 - B. Place 4-inches of topsoil over all areas to be re-established with turf.
 - C. Provide erosion control measures to prevent erosion or displacement of soils and discharge of soil-bearing water runoff or airborne dust to adjacent properties and walkways.
 - D. Whenever construction vehicle access routes intersect paved public roads, provisions must be made to minimize the transport of sediment (mud) by runoff or vehicles tracking onto the paved road surface. Where sediment is transported onto a public road surface, the roads shall be cleaned thoroughly at the end of each day. Sediment shall be removed by shoveling or sweeping and be transported to a sediment controlled disposal area. Street washing shall be allowed only after sediment is removed in this manner.

BITUMINOUS PAVEMENT

- I. GENERAL
 - A. Provide hot-mix asphalt pavement according to the materials, workmanship, and other applicable requirements of the Minnesota Department of Transportation "Standard Specifications for Construction", latest edition, unless otherwise specified.
 - B. Conform to applicable standards of authorities having jurisdiction for asphalt paving work on public property.
- II. PRODUCTS
 - A. Use coarse and fine aggregate materials and gradations that have performed satisfactorily in previous installations.
 - B. Provide a base and wear course as indicated on the plan unless otherwise specified.
 - C. Provide a tack coat as indicated on the plan unless otherwise specified.
- III. EXECUTION
 - A. Verify that the subgrade is dry and in suitable condition to support paving and imposed loads.
 - B. The Contractor shall furnish a tandem truck loaded with a minimum of 14-tons to check the completed subgrade and/or aggregate base for soft spots prior to placement.
 - C. Machine place hot-mix asphalt on prepared surface, spread uniformly, and strike off. Place asphalt mix by hand to areas inaccessible to equipment in a manner that prevents segregation of mix. Place each course to required grade, cross section, and thickness, when compacted.
 - D. Begin compaction as soon as placed hot-mix paving will bear roller weight without excessive displacement.
 - E. Provide an average density of 96 percent of reference laboratory density according to ASTM D 1559, but not less than 94 percent nor greater than 100 percent.
 - F. Tolerances: Base course thickness shall be plus or minus 0.5-inches and surface course shall be plus or minus 0.25-inches.

PORTLAND CEMENT CONCRETE PAVEMENT

- I. GENERAL
 - A. Provide Portland cement concrete pavement for roads, curbs, walks and exterior slabs according to the materials, workmanship, and other applicable requirements of the Minnesota Department of Transportation "Standard Specifications for Construction", latest edition, unless otherwise specified.
- II. PRODUCTS
 - A. Portland cement concrete for curb and gutter and sidewalk shall be 4000 psi, 28-day compressive strength, 5.0% air entrainment, and 3-inch slump.
 - B. Provide Grade-60 reinforcing bars and tie bars where indicated.
 - C. Curing compound shall be solvent-borne, liquid membrane-forming ASTM C309, Type I or approved equal.
- III. EXECUTION
 - A. The Contractor shall furnish a tandem truck loaded with a minimum of 14-tons to check the completed subgrade and/or aggregate base for soft spots prior to pavement placement.
 - B. Comply with requirements and with ACI 304R for measuring, mixing, transporting, and placing concrete.
 - C. Comply with the Concrete Reinforcing Steel Institute's recommended practice for "Placing Reinforcing Bars" for placing and supporting reinforcement.
 - D. Preformed expansion joints using 0.5-inch thickness shall be placed at each end of curb radius, at intersections, and approximately every 200-feet.
 - E. Contraction joints shall be placed at minimum 10-foot intervals in the curb and gutter and at 5-foot for walks.
 - F. Provide a medium to fine broom finish perpendicular to traffic flow.
 - G. Protect freshly placed concrete from premature drying and excessive cold or hot temperatures using moisture curing, moisture-retaining-cover curing, curing compound or a combination of these.



GRADING NOTES

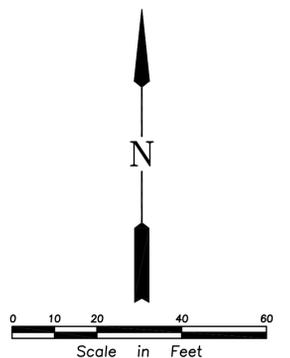
- 1 - All elevations shown are to final surfaces.

EROSION CONTROL NOTES

- 1 - All erosion control measures shown shall be installed prior to grading operations and maintained until all areas disturbed have been restored.
- 2 - Sweep paved public streets as necessary where construction sediment has been deposited.
- 3 - Each area disturbed by construction shall be restored per the specifications within 14 days after the construction activity in that portion of the site has temporarily or permanently ceased.
- 4 - Temporary soil stockpiles must have silt fence around them.
- 5 - Excess concrete/water from concrete trucks shall be disposed of in a portable washout concrete basin or disposed of in a contained area.

LEGEND

- PROPOSED STD. DUTY BITUMINOUS
- PROPOSED CONCRETE
- PROPOSED CONTOUR
- PROPOSED ELEVATION
- SILT FENCE
- INLET PROTECTION DEVICE
- EXISTING CONTOUR
- EXISTING ELEVATION



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I hereby certify that this plan 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.
 Date 6-27-13
 John A. Krausert Reg. No. 16525

Issued

GRADING, DRAINAGE & EROSION CONTROL PLAN
 PROTO LABS - EAST PARKING LOT ADD'N
 CITY OF MAPLE PLAN

SHEET NUMBER

C1