

**AGENDA
JOINT PARK PLANNING BOARD
CITY OF WYOMING, MINNESOTA
APRIL 22, 2025
6:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota Joint Park Planning Board for May 24, 2022.

NEW BUSINESS:

2. Joint Park Board Reorganization.
 - a. Chair
 - b. Vice Chair
3. Sketch Plan D-25-001 – Carlos Avery Preserve Estates
Location: East Viking Boulevard, Greenwood Golf Course Site
Applicant: Wyoming MN Property LLC
Owner: Land Development Company of Wyoming LLC, Richard Morris
Property ID Numbers: 21.00302.32

OLD BUSINESS:

ADJOURN

**UNAPPROVED MINUTES
JOINT PARK PLANNING BOARD
CITY OF WYOMING, MINNESOTA
MAY 24, 2022
6:00PM**

CALL TO ORDER:

Joint Park Planning Board Chairman West called the Regular Meeting of the Wyoming Joint Park Planning Board for May 24, 2022 to order at 6:05 PM

CALL OF ROLL:

On a Call of the Roll the following members of the Wyoming Joint Park Planning Board were present: Jessica Bergan, Heather Vandenhuevel, Katie West, Roger Carr, and Claire Luger

ABSENT: None

Also Present: Fred Weck Zoning Administrator

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

APPROVAL OF MINUTES:

- 1. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota Joint Park Planning Board for March 22, 2022**

A MOTION WAS MADE BY MEMBER LUGER, SECONDED BY MEMBER VANDENHUEVEL, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA JOINT PARK PLANNING BOARD FOR MARCH 22, 2022 AS SUBMITTED.

*Voting Aye: Bergan, Carr, Luger, Vandenhuevel, and West
Voting Nay: None
Abstain: None
Absent: None*

NEW BUSINESS

- 2. Sketch Plan D-22-006 Comfort Lake Overlook**
Location: 260th Street between West Comfort Drive and Greatland Avenue
Applicant: High Pointe Land LLC, Kayla Gustafson
Owner: Norma Olson
Property ID Number: 21.10524.00

Zoning Administrator Weck gave an overview of the proposed sketch plan for Comfort Lake Overlook located at 260th Street between West Comfort Drive and Greatland Avenue. He stated that they are proposing 19 lots on well and septic. He noted that they had submitted Preliminary Plans earlier today and do not have any trails or sidewalks along any of the streets. He explained that the property qualifies for an 8% land or cash dedication which would equate to 2.69 acres and with the County value for the property at \$199,000 that would equate to \$15,920 in cash. He stated that park and trail per lot would be a total of \$34,200 and if they were to put sidewalks in,

they could reduce the cost by the trail fees which would leave \$28,500 in park dedication fees. He explained that the ordinance requires that if there is a cash dedication it is the higher of the two amounts, which would be the \$28,500 and not the \$15,920, plus the trail fee if they choose to not put in a sidewalk, which would bring it up to \$34,200. He noted that Candace at WSB was asked whether the City would want land dedication for this project and her response was no. He reviewed the location and proximity of parks that were already in the area.

Chair West asked if this was the development that did not want to put in sidewalks in order to keep it rural.

Zoning Administrator Weck stated that he did not remember specifically but knows that they were trying to do rural ditch sections rather than curb and gutter, which makes it tougher to do a sidewalk or trail.

Chair West stated that she believes that their reason was that they wanted to keep it with a more rural feel and believes some of the community's members supported that idea.

Zoning Administrator Weck noted that there are no other sidewalks in the area for them to tie into.

Member Luger stated that she had not heard the conversation that took place at the Planning Commission regarding sidewalks, one of the goals and priorities of the City is to work on improving walkability and make it more pedestrian friendly. She stated that generally, when there has been the opportunity, they have gone ahead with sidewalks. She stated that without hearing the conversation, her initial instinct is to advocate for sidewalks.

Member Vandenhuevel asked how the City determines if a development uses well or City water.

Zoning Administrator Weck explained that City water is about a mile away from this property so it would be too far away and not within the service area.

Chair West asked if the City makes the developer pay for some sort of rural type sidewalk, even if it is not full curb and gutter, how they would determine the reduction in cash.

Zoning Administrator Weck explained that it would be the value of the work being done and noted that they would only get a credit for the \$300 x 19 parcels, so even the cost was more than that they would credit for part of it, but not for all the cost.

Member Carr stated that his recollection was that they were not planning on curb and gutter.

Zoning Administrator Weck stated that was correct and noted that a member of the watershed that was present at the meeting was happy that they were not including curb and gutter.

Chair West asked if they could ask for a section of the road to be preserved for pedestrian traffic, such as widening it a bit.

Zoning Administrator Weck stated that is something that could be looked into.

Member Vandenhuevel asked if there was anything in the Comprehensive Plan that would indicate that there would be more trails going into this area.

Zoning Administrator Weck stated that the only trails that are shown are the major trails.

Member Bergan stated that she would like to move forward with the idea of asking them for the wider shoulder so there is walkability, but not specifically doing a sidewalk.

Chair West stated that the cash donation would then be reduced to \$28,500.

MOTION BY MEMBER WEST, SECONDED BY MEMBER LUGER, TO RECOMMEND COUNCIL APPROVAL OF THE COMFORT LAKE OVERLOOK PARKLAND DEDICATION

**AS PROPOSED FOR A CASH CONTRIBUTION OF \$28,500 WITH AN ASPHALT TRAIL
ALONG THE PROPOSED STREETS FROM 260TH STREET AND 258TH STREET FOR
HIGH POINTE LAND, LLC FOR PROPERTY ID NUMBER: 21.10524.00**

Voting Aye: Bergan, Carr, Luger, Vandenhuevel, and West
Voting Nay: None
Abstain: None
Absent: None

OLD BUSINESS:

ADJOURN:

**A MOTION WAS MADE BY MEMBER LUGER, SECONDED BY MEMBER
VANDENHUEVAL, TO ADJOURN THE MAY 24, 2022 “REGULAR MEETING” OF THE
WYOMING, MINNESOTA JOINT PARK PLANNING BOARD AT 6:15 PM.**

Voting Aye: Bergan, Carr, Luger, Vandenhuevel, and West
Voting Nay: None
Abstain: None
Absent: None

CITY OF WYOMING PLANNING AND ZONING

TO: Joint Park Planning Board
DATE: April 16, 2025
FROM: Kim Lindquist, City Planner
Fred Weck
RE: Sketch Plan
APPLICANT: Wyoming MN Property LLC
OWNER: Land Development Company of Wyoming LLC
PROPERTY: Lot 2, Block 1 of Sunrise Riverbank
FILE NO.: D-25-001

OVERVIEW

Wyoming MN Property, LLC (“Applicant”), on behalf of Land Development Company of Wyoming, LLC (“Owner”), has submitted a sketch plan for review which proposes a residential subdivision within the area identified as Lot 2 Block 1, Sunrise Riverbank (21.10302.32). The lot was created with the final plat approval and recorded in 2023.

This site and the surrounding area has a long history which involves various planning reviews. Most recently there was an application before the City in 2022 which included a Preliminary Plat, PUD Master Plan and Conditional Use Permit and Rezoning to Mixed Use for the site which included 129 residential units comprised of single-family homes, row homes, and twin-homes. Prior to that, the applicant had submitted a sketch plan for the residential subdivision which included the entire Sunrise Riverbank development and included adjacent commercial uses, approved in 2021. An EAW was also conducted for the entire Sunrise Riverbank development, including both residential and commercial developments.

The Subdivision, located along Viking Boulevard west of its intersection with Interstate 35W, is approximately 43.34 acres. Current uses are agriculture and woodland. There is also a vacant home on west side of the project area. It is assumed the structure will be removed to facilitate development of the plat.

The current sketch plan shows a total of 140 residential lots, featuring a mix of detached and attached housing styles, the latter of which includes attached row townhomes and 12-unit buildings. The breakdown of units by housing type is as follows:

- 74 detached, single-family homes
- 1 6-plex row townhouse building (6 units)
- 6 4-plex row townhouse buildings (24 units)
- 3 12-plex buildings (36 units)

Several public roads are proposed within the Subdivision, each with 60 feet of right-of-way. Two proposed roads have access proposed from Viking Blvd. The southeasterly

access will extend to the portion of the site previously planned for high density residential and commercial uses.

GENERAL STAFF REVIEW

Comprehensive Plan and Zoning Ordinance Review

Article III of the City of Wyoming Subdivision Ordinance sets forth the platting procedure with the first requirement being sketch plan review. The purpose of the sketch plan is to ensure that the applicants for subdivision are informed of the procedures and requirements of all adopted ordinances. The plan does not need to be to scale but does need to show the proposed subdivision of the property, significant topographical and physical features, and adjacent land uses.

The Comprehensive Plan guides the site for Mixed Use, a land use category that must feature a mix of two or more types of land use, and may include retail, businesses, office buildings, single-family housing and multiple-family housing. Areas guided for Mixed Use are also expected to be served by municipal water and sewer, which the Comprehensive Plan shows for the project area. The proposed Subdivision and its housing mix would meet the definition of the Mixed Use category.

Surrounding land uses are shown in the table below.

Direction	Planned Land Use
North	Wetlands and Agriculture
West	Rural Residential / Open Space (Linwood Township)
South	Wetlands/Single Family Residential / Commercial
East	Wetlands/Mixed Use /Light Industrial and General Business

The property is currently zoned R-1 Rural Residential I. The City's Zoning Code describes the purpose of the R-1 Zoning District thusly:

“The Rural Residential I District is intended to provide an area for very low density housing with on-site wastewater systems in locations that are already predominately developed in a pattern similar to that described in this zoning district.”

The Subdivision conflicts with this district as it will establish a medium density development with municipally delivered water and sewer in line with the Comprehensive Plan. Given the prior proposals, it is assumed that the property will be rezoned to Mixed Use in conformity with the Comprehensive Plan designation.

Zoning as Mixed Use would allow the subdivision to proceed as a Planned Unit Development (PUD) to creatively manage unique challenges posed by the property and its land use guidance. PUDs are processed as a conditional use, which can occur concurrently with the rezoning to Mixed Use and preliminary plat review. This was reflected in the application in 2022.

Per Section 32-84 of the Subdivision Ordinance, the frontage for lots located along cul-de-sacs shall not be less than 60 feet. Several lots proposed along the three cul-de-sacs have less than 60' of frontage and should be modified with the future plat

Section 32-95 of the Subdivision Ordinance indicates that a five (5) foot wide side, or rear yard utility easement will be required, and on residential streets a fifteen (15) foot wide front yard utility easement is required. Drainage easements shall be provided for drainage where necessary as determined by the City Engineer. Structures are not permitted to be located within easements.

Building Style

As noted, the current proposal includes a combination of 12-unit, 6-unit, and 4-unit buildings along with individual single family structures. The applicant has not provided information about the 12-plex units in terms of layout, style and whether they are rental or ownership units. The other attached housing products are known as row townhomes and since there are individually platted lots around each unit, the assumption is they are an ownership product. The remaining units are 3-stall garage single family units.

At this time the applicant has not provided details regarding any of the proposed residential structures. The City is looking for high quality development that has some architectural elements that can tie the project together while providing some variety and visual interest within the neighborhood. The ability to have a high quality project includes the aesthetics of the structures along with site amenities to make the neighborhood more cohesive in consideration that the area is somewhat isolated.

This site has been reviewed on several occasions for various residential uses. This is the first time that the larger 12-plex structure has been added to the mix. The May 2022 project included 129 units which included single family units, duplexes and some rowhomes. In the March sketch plan, there were the same type of buildings proposed and 133 units.

Dedication

Article IV of the Subdivision Ordinance sets forth the park dedication requirements. The Park Advisory Board met on April 7, 2025, to discuss the Carlos Avery parkland issue. The general consensus was to receive some of the land dedicated for a park within the subdivision in recognition of the project location, the lack of parks near the development, and the number of people anticipated in the new neighborhood.

The Advisory Board discussed whether to request land dedication of 3.5 acres, which is permitted or something less, approximately 2 acres in size. The drawing included in the packet illustrates approximately 1 acre of parkland dedication and additional review will be needed to obtain a reasonable park size to accommodate desired amenities.

Access

Several public roads are proposed within the Subdivision with two roads gaining access from Viking Blvd. All roads are shown to comply with minimum right-of-way width of 60 feet required for local streets, per the table in Section 32-85. Roadway horizontal alignment should accommodate 30mph design speeds; including the access coming from the commercial area. Chisago County is currently studying the Viking Boulevard Corridor and coordinating with MNDOT, to evaluate potential short-term improvements related to

access for this project, along with long-term improvements that will address traffic congestion and access management along the entire corridor. It is anticipated that the two proposed access locations as shown on this concept would require, at a minimum, left and right turn lanes. Chisago County and MNDOT will be providing review comments that will need to be addressed during the next project review process.

The sketch plan shows sidewalks within the development. Cul-de-sac roads should only have a sidewalk on one side of the road up to the cul-de-sac.

Access to the property to the west/northwest for future development should be analyzed to determine whether access to the property comes from this development or East Viking Boulevard.

Utilities

The sanitary sewer and watermain are currently located near the northwest intersection of CR 22 and Kettle River Boulevard. A 12" Trunk watermain was recently extended from the stub on 273rd Street near the water tower, under I35 and to the site, on the west side of I35 to Kettle River Boulevard. The watermain will need to be looped and come from both water sources for system reliability, water quality and fire protection purposes. Capacity in the gravity sanitary sewer pipe leading to the site can accommodate full buildout of the proposed improvements anticipated in both the commercial and residential concept plans, including the plan currently under consideration. Careful consideration should be given to the proposed alignment of both the sanitary sewer and watermain as the residential phase is planned to occur prior to other project phases. This means that utilities will be installed through the commercial area (Outlot A) to provide service to the residential neighborhood.

The Kettle River Blvd LS (#8) serving this area, is projected to have enough capacity for the proposed project. However, at a minimum the pumps in the Kettle River Boulevard Lift Station (LS # 8) need to be upsized once the commercial area develops. The existing 6' wet well can accommodate ultimate flows. The downstream sanitary sewer forcemain was upsized in 2024 to accommodate future flows expected from this project area.

Based on the traffic study that Chisago County is currently performing, it is anticipated Kettle River Boulevard will likely need to be realigned through the commercial site at some point in the future. Accommodations will be necessary for this to occur so as to not limit options to correct traffic concerns identified in the EAW within this general area.

Developable property to the west/northwest will require sewer and water stubs for any potential development.

Drainage

The following is a summary of drainage requirements:

- The site is outside of the Comfort Lake Forest Lake Watershed District however will be required to follow the City of Wyoming's stormwater management requirements which mimic CLFLWD requirements.
- A NPDES permit will be required and compliance with all NPDES permit requirements will need to be confirmed.
- Peak discharge rates from each point of site discharge may not increase from the pre-development condition for the 2-, 10-, and 100-year storm events.

- The discharge volume may not increase from the pre-development condition for the 2-year storm event.
 - The volume standard must be met with a volume reduction practice (infiltration/water reuse) if feasible onsite.
 - If volume reduction practices are not feasible onsite, the applicant may use a different stormwater BMP however the volume conversion factors listed in Table 2.3.2 of the CLFLWD Stormwater Management rules must be applied to calculate the total required volume.
 - In order to show compliance with CLFLWD's water quality requirements, the applicant must demonstrate the BMP is destined to capture the stormwater runoff volume of the 2-year storm event.
 - See CLFLWD's Stormwater Management rules for order of preference in BMP selection.
- The lowest building floor elevation must be 2 feet above the 100-year HWL.
 - Lowest building opening shall be 2 feet above the EOF of any BMP.
- Storm sewer should be designed for a 10-year rainfall event. Rational method storm sewer calculations should be provided for reference.
- It is unclear if the development is proposing work within the 100-year floodplain. If work is proposed within the 100-year floodplain, additional floodplain standards may be required.

Next Steps

In the preparation of the preliminary and final plats, the applicant and their consultants are required to pay careful attention to the Subdivision Ordinance requirements. Prior to formal acceptance of an application for preliminary plat consideration, all requirements contained in Article III, Division 2, and Articles V and VI of the Subdivision Ordinance, as well as applicable zoning regulations, must be complied with, included on the plans, and addressed.

In preparation of the preliminary plat, a final park dedication will need to be determined.

The project area should be rezoned to Mixed Use for the Subdivision to comply with the zoning ordinance and the City should process the PUD as a conditional use, which can be done concurrently with review of the preliminary plat and rezoning request.

SKETCH PLAN

~for~ WYOMING MN PROPERTY, LLC
~of~ CARLOS AVERY PRESERVE ESTATES

SETBACKS / LOT STANDARDS

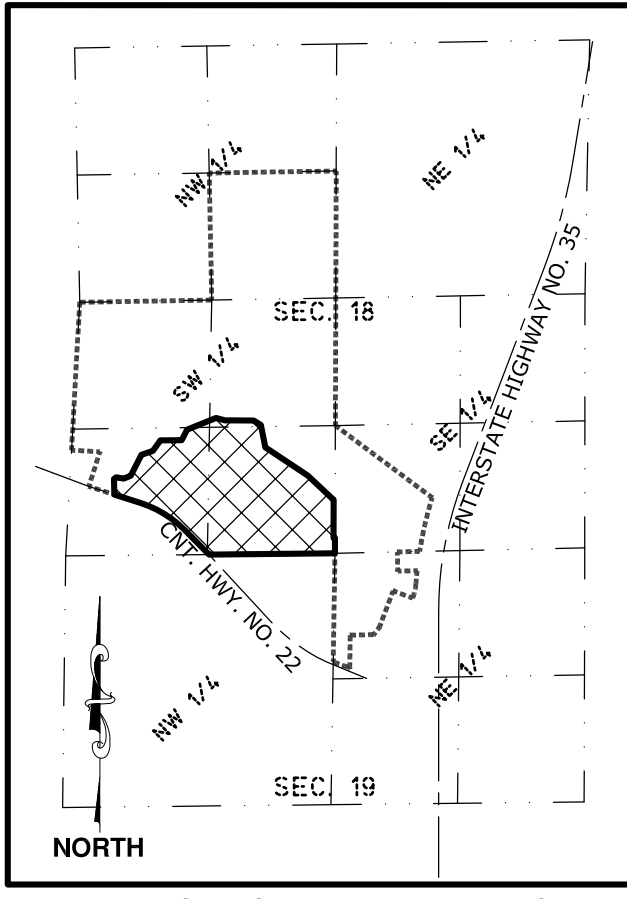
FRONT SETBACKS = 25 FEET
SIDE SINGLE-FAMILY = 7.5 FEET
ROW HOMES / TWIN HOMES = 15 FEET BETWEEN BUILDINGS
COUNTY ROAD = 135 FEET FROM CENTERLINE
REAR = 35 FEET

LEGAL DESCRIPTION

Lot 2, Block 1, SUNRISE RIVERBANK, Chisago County, Minnesota.

VICINITY MAP

PART OF SEC. 18 & 19, TWP. 33, RNS. 21

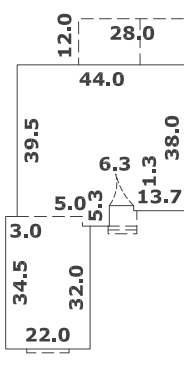


CHISAGO COUNTY, MINNESOTA
(NO SCALE)

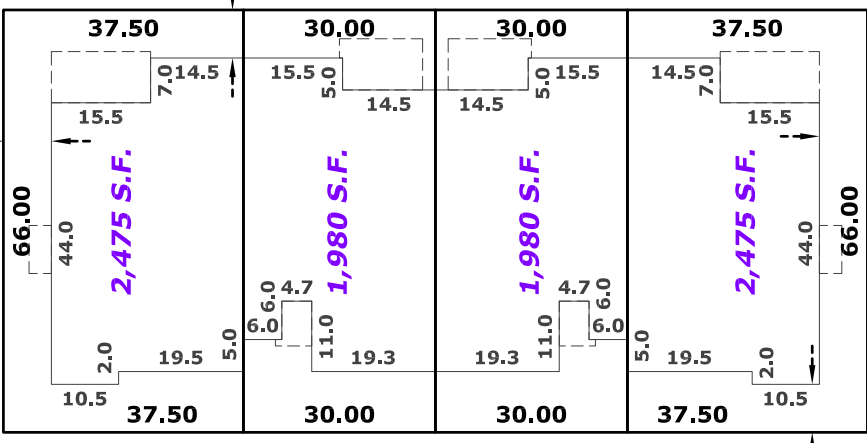
NOTES

- Bearings shown are on Chisago County datum.
- Utilities, ponding, and streets shown per civil plans by AEC.
- 74 proposed single-family homes.
- 1 proposed 6-plex building (6 units).
- 6 proposed 4-plex buildings (24 units).
- 3 proposed 12-plex buildings (36 units).
- Total unit count = 140 units.

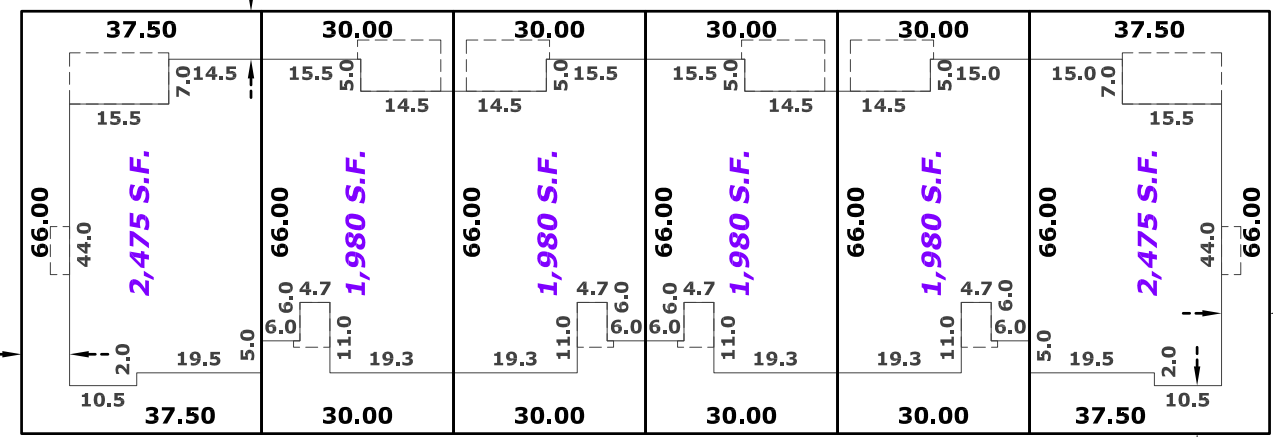
3 STALL VILLA DETAIL



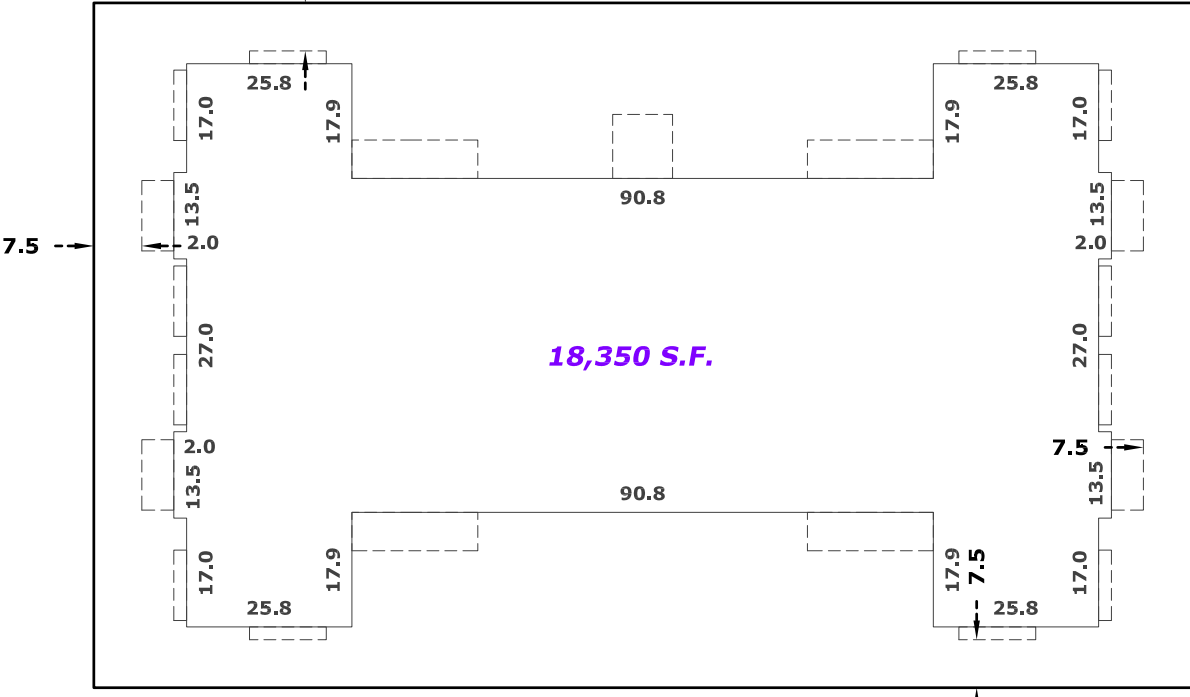
4-PLEX DETAIL



6-PLEX DETAIL

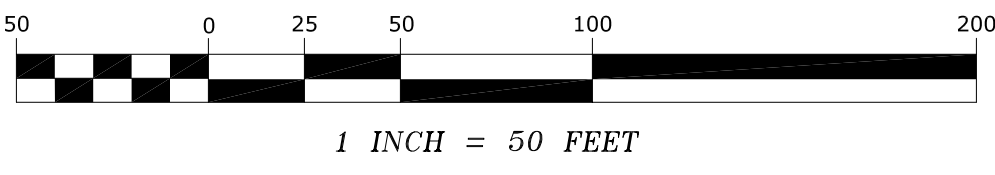


12-PLEX DETAIL



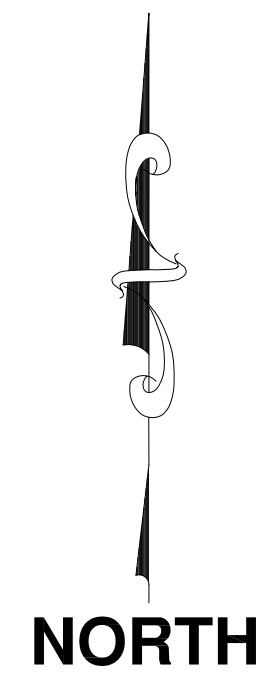
NORTH

GRAPHIC SCALE



~for~ WYOMING MN PROPERTY, LLC

~for~ **WYOMING MN PROPERTY, LLC**



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

DRAWN BY: CMB		JOB NO: 250171PP	DATE: 03/13/22
CHECK BY: JER		FIELD CREW: BH / CB / JR	
1			
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NO.	DATE	DESCRIPTION	BY

OUTLOT B
131,093 S.F.

AWKWARD SHAPED
ROUTE TO THE
PONDS TOUCHING
3 SEPARATE LOTS

PREVIOUS LAND CONSIDERATION FOR PARK SPACE