

**AGENDA
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
JUNE 7, 2022
7:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

"An opportunity for members of the public to address the City Council on items on/or not on the current agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate. You will be limited to three (3) minutes and we ask that you conduct yourself in a professional, courteous manner, and refrain from the use of profanity. Failure to abide by this policy may result in the loss of your privilege to speak".

APPROVAL OF MINUTES:

1. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for May 17, 2022
2. Consider approving the minutes of the "Budget Work Session Meeting" of the Wyoming, Minnesota City Council for May 17, 2022

SCHEDULED BID LETTINGS:

SCHEDULED PUBLIC HEARINGS:

CONSENT AGENDA:

Items under the "Consent Agenda" will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.

3. Consider authorizing the payment of recommended bills, payroll and journal entries for the period of May 18, 2022 to June 7, 2022
4. To consider the resignation of Lindsay Hobson from the Wyoming Park Advisory Commission

5. To consider the resignation of Bryan Murdock from the Wyoming Planning Commission
6. To consider approving a solicitation permit for Anthony Armstrong of Custom Remodelers, Inc. located at 474 Apollo Drive, Lino Lakes, MN 55014 for the hours of 10:00 a.m. to 7:00 p.m.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS, COMMISSIONS AND DEPARTMENT HEADS:

7. Report of the Public Safety Director, Neil Bauer, for June 1, 2022
8. Report of City Building Official, Fred Weck, IV for June 2, 2022
9. Report of the City Attorney, Tom Loonan, for June 2, 2022
10. Report of City Engineer Mark Erichson, WSB for June 3, 2022
11. Report of the Public Works Superintendent Chuck Almhjeld for May 31, 2022

COMMUNICATIONS:

12. Railroad Park community engagement update

OLD BUSINESS:

NEW BUSINESS:

13. To consider **Resolution 22-06-52** a resolution approving the rezoning from Rural Residential I District (R1) to Mixed Use District (MXD) (Z-22-002) at Property ID Numbers: All or part of 21.10302.00, 21.10302.20, & 21.10302.30.
14. To consider **Resolution 22-06-53** a resolution approving a Conditional Use Permit (C-22-01) for a Planned Unit Development Master Plan for Land Development Company of Wyoming, LLC; Richard Morris Property ID Numbers: All or part of 21.10302.00, 21.10302.20, & 21.10302.30.
15. To consider **Resolution 22-06-54** a resolution approving Preliminary Plat: D-22-007 Approval of the Preliminary Plat "Avery Place" Location: East Viking Boulevard, "Sunrise Riverbank" Applicant: Land Development Company of Wyoming, LLC; Richard Morris Property ID Numbers: All or part of 21.10302.00, 21.10302.20, & 21.10302.30.
16. To consider rescheduling the June 8th, 2022 Budget Work Session to June 21st, 2022 at 5:30PM

COUNCIL REPORTS:

ADJOURN

**DRAFT MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
MAY 17, 2022
7:00PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for May 17, 2022 to order at 7:00 PM

CALL OF ROLL:

On a Call of the Roll the following members of the Wyoming City Council were present: Councilmembers Lisa Iverson, Linda Nanko Yeager, Brett Ohnstad, Dennis Schilling, and Claire Luger

ABSENT: None

Also Present: Tom Loonan, Eckberg Lammers, Robb Linwood, City Administrator, Alex Saxe, Assistant City Administrator, Mark Erichson-WSB, Neil Bauer - Public Safety Director and Chuck Almhjeld, Public Works Superintendent

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM: NONE

APPROVAL OF MINUTES:

- 1. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for May 3, 2022**

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER SCHILLING TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR MAY 3, 2022 AS SUBMITTED.

Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: None

- 2. Consider approving the minutes of the “Work Session Meeting” of the Wyoming, Minnesota City Council for May 3, 2022**

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE THE MINUTES OF THE “WORK SESSION MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR MAY 3, 2022 AS SUBMITTED.

Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: None

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS: NONE

CONSENT AGENDA:

Items under the "Consent Agenda" will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.

3. To consider authorizing payment of recommended bills, payroll, and journal entries for the period of May 4, 2022 to May 17, 2022
4. To consider **Resolution 22-05-46** a resolution authorizing the repair of the sidewalk and curb on Forest Boulevard that was damaged due to a watermain break in the amount of \$14,745.00 from Lorenz Concrete
5. To consider **Resolution 22-05-47** a resolution authorizing a transfer from the street replacement fund to the 2020 G.O. bond debt service fund in the amount of \$143,957.90
6. To consider the appointment of Mike Naumann to fill the vacant position on the Wyoming Planning Commission.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE #3, #4, #5, and #6 OF THE WYOMING CITY COUNCIL CONSENT AGENDA

Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: None

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS, COMMISSIONS AND DEPARTMENT HEADS:

7. Report of the Public Safety Director, Neil Bauer for May 12, 2022
8. Report of City Building Official, Fred Weck, IV for May 12, 2022
9. Report of City Attorney Tom Loonan for May 13, 2022
10. Report of City Engineer Mark Erichson, WSB for May 11, 2022
11. Report of Public Works Superintendent Chuck Almhjeld for May 17, 2022

COMMUNICATIONS:

12. Wyoming Touch-a-Truck Event 2022

Assistant City Administrator Saxe – Gave an overview of the plans for the annual Touch-a-Truck event on June 4, 2022 from 10:00 a.m. to 12:00 noon at the Police Department.

OLD BUSINESS: NONE

NEW BUSINESS

13. To consider and approve the 2021 City of Wyoming Audit – Presentation Bergan KDV

City Administrator Linwood – Introduced Aaron Dahl from Bergan KDV and explained that he would be giving the overview of the 2021 audit.

Aaron Dahl, Bergan KDV – Gave a presentation that outlined details from the City's financial analysis/reports and audit results for 2021. He noted that they gave an unmodified opinion to the City, which is the best that can be given.

Council Member Nanko Yeager – Asked about the reference in the Management Letter that identified risks.

Mr. Dahl – Explained that this was a new requirement for auditing standards and noted that it wasn't actually anything new this year as far as what they tested, but they now need to disclose them. He stated that the ones noted in the letter are risks that are pretty standard across all cities and gave the example of many cities not being able to have complete segregation of accounting duties just based on size. He stated that they had not found anything of concern otherwise it would have been noted in the Communications Letter or a Finding.

Mayor Iverson – Expressed her appreciation to City staff because she knows that this took a lot of hard work from them for the City to be able to get such a clean report.

14. Public Safety Facility Design Update – Wold Architects

Jonathan Loose, Wold Architects – Gave an overview of the process and design details surrounding the current building plans for the Public Safety Facility.

Mayor Iverson – Asked if the City would still be able to allow County Sheriff's and other law enforcement vehicles to park in this garage.

Wold Architects Representative – Stated that they would not be able to park in the garage nor would it be their intent.

Mayor Iverson – Asked Public Safety Director Bauer to explain what has been included in these plans that the City does not currently have.

Public Safety Director Bauer – Gave an overview of the things the City does not currently have such as the ability to secure a vehicle for evidence; room for separate office space; a conference room to conduct interviews; soft and hard interview rooms; access to armory/gun storage; locker rooms; break rooms; and evidence storage that is not just a closet with a humidifier running in order to prevent mold. He gave a general overview of the advantages of also having informal space that can be occupied by both the Police Department and the Fire Department.

Council Member Nanko Yeager – Expressed concerns about the ability for anyone to access the soft interview room at any time of day or night.

Mr. Loose, Wold Architects – Stated that there is still a security aspect that will need to be worked out, but noted that he expects that there would be security cameras and notification. He stated that the intent is not for people to be able to go in there and hide and nobody would know about it. He reviewed the design elements for the Fire Department including the apparatus bay and ease of access and parking; separation for decontamination and gear wash areas.

Mayor Iverson – Noted that the department has both men and women and asked if there would be divided separate areas for them.

Mr. Loose, Wold Architects – Stated that the locker area is combined and has unisex toilets with separate changing rooms which gives them the ability to have a private space if they are changing clothes or getting into their gear.

Council Member Ohnstad – Asked if this design allowed for any expandability if the City decides it needs more equipment in the apparatus bay.

Mr. Loose, Wold Architects – Stated that they have discussed this at length and think extending to the south will be a bit of a challenge because of the wetland. He stated that the intent is that this size allows, if needed, some double parking in the future depending on the apparatus.

Paige, Wold Architects – Stated that they are not sure they are able to accommodate more apparatus bay space, but the plan does offer space for dorm rooms in the future if the City ever moves to a full-time duty crew model.

Mr. Loose, Wold Architects – Reviewed more details of the building design and training spaces.

Janine Sachs - - Asked for an explanation of the location of the storm shelters.

Mr. Loose, Wold Architects – Explained the location of the Emergency Operations Center (EOC) and storm shelter.

Mayor Iverson – Stated that she believes those kinds of things have been planned for.

Council Member Schilling – Noted that if it is designated as a ‘storm shelter’, then it has met the building code requirements for that strength. He asked where the current EOC was located in the City.

Mayor Iverson – Noted that it was right here where they were holding the meeting. She reminded the Council that the plans are still being tweaked and may still change.

Mr. Loose, Wold Architects – Noted that in talking to staff, the feeling was that it made sense to hold off on the next step until they see what happens with the potential for additional State and Federal funds. He explained that optimistically they are thinking things will start up again in mid-summer and be ready to issue the project in the fall. He stated that there is currently a lag time in procuring materials so they would anticipate completion in the spring of 2024.

Mayor Iverson – Expressed some concern about the potential difficulty in maintaining all the glass that is included in the plans.

Council Member Ohnstad – Stated that he also likes the idea of the railroad theme and noted that he likes the idea of having some things that bring to mind an old railroad station with the arched type roof. He stated that he thinks the building will be visible from the freeway and expressed his hope that they make the backside look as good as the front.

Mr. Loose, Wold Architect – Stated that he lives in Forest Lake and has driven that way many times and has also tried to figure out what the view will be from 35. He stated that there is a line of birch trees that seem to hug the location and thinks there could also be some synergy there and noted that he thinks the training tower will be the most visible.

15. To consider Ordinance 2022-09 an ordinance amending the City of Wyoming Code of Ordinances, Chapter 16, Environment; Article II, Nuisances; Division 6, Sexual Offenders and Sexual Predators

Assistant City Administrator Saxe – Noted that staff had presented some changes to this Ordinance at the May 3, 2022 Work Session. He explained that several cities have been updating their ordinances because they have been getting challenged in court. He reviewed the proposed changes to the Ordinance.

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE ORDINANCE 2022-09 AN ORDINANCE AMENDING THE CITY OF WYOMING CODE OF ORDINANCES, CHAPTER 16, ENVIRONMENT; ARTICLE II, NUISANCES; DIVISION 6, SEXUAL OFFENDERS AND SEXUAL PREDATORS.

Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: None

16. To consider **Resolution 22-05-48** a resolution adopting and approving a summary publication for **Ordinance 2022-09**; an ordinance amending the City of Wyoming Code of Ordinances, Chapter 16, Environment; Article II, Nuisances; Division 6, Sexual Offenders and Sexual Predators

Assistant City Administrator Saxe – Indicated that this item is simply a Resolution to approve a summary publication of the updated **Ordinance 2022-09**.

Council Member Ohnstad – Stated that he thought Assistant City Administrator Saxe had said that the terms ‘sexual offenders and sexual predators’ were to be changed to ‘predatory offenders’, but the old terminology still seems to be present.

Assistant City Administrator Saxe – Explained that he had included it on the agenda how it was written because the updated Ordinance had not yet been adopted by the Council.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 22-05-48 A RESOLUTION ADOPTING AND APPROVING A SUMMARY PUBLICATION OF ORDINANCE 2022-09 AN ORDINANCE AMENDING THE CITY OF WYOMING CODE OF ORDINANCES, CHAPTER 16, ENVIRONMENT; ARTICLE II, NUISANCES; DIVISION 6, SEXUAL OFFENDERS AND SEXUAL PREDATORS

Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: None

17. To consider **Resolution 22-05-49** a resolution approving the Memorandum of Understanding between the City of Wyoming and the International Union of Operating Engineers, Local No. 49 Regarding the Central Pension Fund

City Administrator Linwood – Explained this is an item that was adopted in the contract that the City has with Local No. 49 from 2021-2023. He read aloud some of the language from the agreement regarding the Central Pension Fund in a Memorandum of Understanding.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 22-05-49 A RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF WYOMING AND THE INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL NO. 49 REGARDING THE CENTRAL PENSION FUND.

Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: None

18. To consider **Resolution 22-05-50** a resolution authorizing the purchase of accessories and outfitting for a new plow truck from Towmaster Truck Equipment in the amount of \$182,546.00

Public Works Superintendent Almhjeld – Gave an overview of the request for accessories for a new plow truck and noted the increase in pricing, which brings the total cost for the truck to \$298,131. He noted that the City had budgeted \$250,000 in the CIP and explained that although the City is planning to sell the 1998 Ford plow truck at auction, he does not believe its sales price will be able to make up the difference.

Mayor Iverson – Asked for an explanation of how the City knows they are getting the best deal from the State versus going through a private entity.

Public Works Superintendent Almhjeld – Gave an overview of the State bid process and explained how pricing is determined. He gave the example of buying a \$60,000 truck from a private company and noted that he would estimate that the same truck would be able to be purchased for \$40,000 through the State bid process.

Mayor Iverson – Asked where they would get the additional funds necessary.

City Administrator Linwood – Stated that for this year, the City can utilize the 2022 budget and noted that there is also a fund balance in the Capital Revolving Fund that could also be used to cover the shortage.

Public Works Superintendent Almhjeld – Stated that he is hopeful that the City will have the truck by January of 2024.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 22-05-50 A RESOLUTION AUTHORIZING THE PURCHASE OF ACCESSORIES AND OUTFITTING FOR A NEW PLOW TRUCK FROM TOWMASTER TRUCK EQUIPMENT IN THE AMOUNT OF \$182,546.00

Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: None

19. To consider Resolution 22-05-51 a resolution approving the 2022 Street Maintenance Project from Bergen Incorporated in the amount of \$184,184.00

Public Works Superintendent – Gave an overview of the 2022 Street Maintenance Project plans for Goodview, 250th, a portion of West Comfort, Hillside Court, Fawn Trail, Green Way Lane, and Liberty Ponds, as well as the Goodview parking lot.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE RESOLUTION 22-05-51 A RESOLUTION APPROVING THE 2022 STREET MAINTENANCE PROJECT FROM BARGEN INCORPORATED IN THE AMOUNT OF \$184,184.00

Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: None

COMMUNICATIONS:

COUNCIL REPORTS:

Council Member Ohnstad – Attended the Council Work Session

Council Member Nanko Yeager – Attended the Council Work Session and the Sewer Commission meeting.

Council Member Luger – No report.

Council Member Schilling – Expressed his appreciation to City staff for once again providing a wonderful audit year.

Mayor Iverson – Attended the Joint Sewer Commission meeting, the Planning Commission, the Council Work Session, and the Taste of the Lakes. She noted that the Bike Rodeo will be May 21, 2022 at Wyoming Elementary and reminded residents about the Touch-a-Truck event on June 4, 2022. She stated that on June 12, 2022 the MS150 will be coming through on the trail and on June 24, 2022 the Special Olympics Torch will also be coming through the City.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER SCHILLING, TO ADJOURN THE MAY 17, 2022 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 8:21PM

Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: None

A portion of this public meeting may be closed to discuss “Labor Negotiation Strategies”; “Misconduct allegations or charges”; “Attorney-client privilege”; or “Performance evaluations” as per MN State Statute 13D.01-.05.

NEXT REGULAR MEETING:
JUNE 7, 2022
7:00PM

**DRAFT MINUTES
CITY COUNCIL
BUDGET WORK SESSION MEETING
CITY OF WYOMING, MINNESOTA
MAY 17, 2022
5:30 PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Budget Work Session Meeting of the Wyoming City Council for May 17, 2022 to order at 5:30 P.M.

CALL OF ROLL:

On a Call of the Roll the following members of the Wyoming City Council were present: Councilmembers Lisa Iverson, Linda Nanko Yeager, Brett Ohnstad and Claire Luger.

Absent: Dennis Schilling

Also Present: Robb Linwood- City Administrator and Alex Saxe- Assistant City Administrator

DETERMINATION OF A QUORUM:

Mayor Iverson determined a Quorum was present.

PLEDEGE OF ALLEGIANCE:

NEW BUSINESS:

1. Preliminary factors influencing the 2023 budget and Council priorities

City Administrator Linwood- Gave an overview of the budget calendar for 2022 and the factors for the Council to consider that may influence the 2023 budget and Council priorities. Mr. Linwood discussed that last year the Council approved the long term strategic plan which is the guiding document for inflation rates, population, housing needs, and financial planning. There may be some requests for adding part-time and seasonal staff in 2023. Mr. Linwood asked the Council if they could provide any feedback in regards to objectives or goals for the 2023 budget at this time.

Council Member Nanko Yeager- Stated that she has been hearing from residents that they would like to keep taxes down, valuations are too high and they want roads fixed, so those should be priorities.

City Administrator Linwood- Stated that the city saw a 21% increase in valuations this year which is very high. Mr. Linwood ran through the other priorities for the 2023 budget.

Council Member Iverson- Asked if Franchise Fees have taken affect. Mr. Linwood stated that those started on May 1st and that has been communicated to residents.

Council Member Nanko Yeager- Asked if the \$224,000 increase in the fund balance that the audit showed was going to stay in reserves or be used for a project in 2023? Mr. Linwood stated

that at a future Council meeting that will be a resolution to transfer that money to the Capital Revolving Fund which has been done in the past, but if Council wants to do something different with those funds they can have that discussion.

2. American Rescue Plan discussion

Assistant City Administrator Saxe- Gave a presentation on the American Rescue Plan Act (ARPA). The City of Wyoming was allocated \$881,470.52 from the federal government and received the first half of that in July 2021 and expect to receive the second half this July. Mr. Saxe explained that when the final rule was adopted by the treasury it gave local governments a lot more flexibility on how to use the funds. Mr. Saxe ran through some potential uses and stated that the City Council already allocated some ARPA money for the Trunk Water Main Project under I-35. He asked Council for discussion and other ideas on where they would want to see the money spent.

Council Member Iverson- Stated that currently the County and State have money set aside for ARMER radios and the State potentially has some money set aside for broadband as well and suggested the city wait to hear how the State and County plan to spend that money.

Council Member Nanko Yeager- Asked how much the Trunk Water Main Project was going to cost?

City Administrator Linwood- Stated that it will be between \$400,000-\$500,000. That leaves the city with around \$400,000 left to spend. He stated that the city has until 2024 to allocate the funds which gives the city time to decide how to best spend the funds.

Council Member Iverson- Stated the city should reach out to the County Commissioners to see if they would give grants to local cities with their ARPA money because that would create great return on investments. She asked staff to add the Veteran's Memorial onto the list of potential funding opportunities.

Council Member Luger- Asked about the 21% increase in valuations and what impact will it have in the future for the budget? Mr. Linwood said it could possibly effect the budget with the valuation increase that helps the tax base and the valuations could go back down depending on the market.

MAYOR IVERSON ADJOURNED THE MAY 17, 2022 BUDGET WORK SESSION MEETING AT 6:05 PM.

Check List
For Check Dates 05/24/2022 to 05/24/2022

Check Number Name		Check Date
53404 PACIFIC LIFE INSURANCE		05/24/2022
Item Code	GL Number	Amount
ROTH	101-0000-21712	230.77
		<u>230.77</u>
53405 WI SCTF,		05/24/2022
Item Code	GL Number	Amount
WI CHILD SUPPOR	101-0000-21710	215.42
		<u>215.42</u>
EFT886 SELECTACCOUNT,		05/24/2022
Item Code	GL Number	Amount
DEP CARE	101-0000-21711	0.00
FSA CONT	101-0000-21711	0.00
HSA CITY CONT	101-0000-21707	0.00
HSA CONT	101-0000-21707	2,164.62
		<u>2,164.62</u>
EFT887 P.E.R.A.,		05/24/2022
Item Code	GL Number	Amount
CORD PERA	101-0000-21704	2,796.84
DCP PERA	101-0000-21704	16.67
DCP PERA MATCH	101-0000-21704	16.67
PERA CITY MATCH	101-0000-21704	3,227.13
PF PERA	101-0000-21704	4,111.00
PF PERA CITY	101-0000-21704	6,166.46
		<u>16,334.77</u>
EFT888 INTERNAL REVENUE SERVICE,		05/24/2022
Item Code	GL Number	Amount
FITW	101-0000-21701	7,383.78
MEDICARE_EE	101-0000-21703	1,224.04
MEDICARE_ER	101-0000-21703	1,224.04
SOCSEC_EE	101-0000-21703	3,194.87
SOCSEC_ER	101-0000-21703	3,194.87
		<u>16,221.60</u>
EFT889 STATE OF MINNESOTA,		05/24/2022

For Check Dates 05/24/2022 to 05/24/2022

Check Number Name		Check Date
Item Code	GL Number	Amount
SITW	101-0000-21702	3,389.81
		3,389.81

General Checking Account 10100
Total Amount Being Paid: \$38,556.99
Total Number of Checks: 6

Mayor Iverson

Councilmember Luger

Councilmember Nanko/Yeager

Councilmember Schilling

Councilmember Ohnstad

City of Wyoming Check Detail Register

1/12
June 03, 2022 11:35 AM
User: ssaxe
DR: Wyoming

06-07-2022

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
12497	06/07/2022	90 DEGREE BENEFITS			
9011-077062-1000					
		101-0000-21706 HOSPITALIZATION		\$24,575.20	HOSPITALIZATION/MEDICAL INS
Total for 90 DEGREE BENEFITS				<u>\$24,575.20</u>	
53407	06/07/2022	ABDO FINANCIAL SOLUTIONS, LLC			
458552					
		101-1500-43000 PROFESSIONAL SE		\$3,950.00	PROFESSIONAL SERVICE (GENERAL)
Total for ABDO FINANCIAL SOLUTIONS, LLC				<u>\$3,950.00</u>	
53408	06/07/2022	ADVANCE AUTO PARTS			
449669					
		101-2110-43900 VEHICLE MAINTEN		\$14.81	VEHICLE MAINTENANCE
Total for ADVANCE AUTO PARTS				<u>\$14.81</u>	
53409	06/07/2022	AIRFRESH INDUSTRIES, INC			
51455					
		101-5200-44050 SATALLITE RENTAL		\$100.00	SATALLITE RENTAL
51425					
		101-5200-44050 SATALLITE RENTAL		\$840.00	SATALLITE RENTAL
Total for AIRFRESH INDUSTRIES, INC				<u>\$940.00</u>	
53410	06/07/2022	ASPEN MILLS			
293606					
		101-2110-44080 UNIFORMS		\$213.80	UNIFORMS
294314					
		101-2110-42350 RESERVES		\$384.85	RESERVES
Total for ASPEN MILLS				<u>\$598.65</u>	
53411	06/07/2022	AVID ENTERPRISES LLC			
09/02/2021					
		601-0000-11500 ACCOUNTS RECEIV		\$300.00	Late Fee
Total for AVID ENTERPRISES LLC				<u>\$300.00</u>	
53412	06/07/2022	BITUMINOUS ROADWAYS, INC			
31258					
		101-3100-44410 STREET MAINT MA		\$849.32	STREET MAINT MATERIALS
Total for BITUMINOUS ROADWAYS, INC				<u>\$849.32</u>	
53413	06/07/2022	BOUND TREE MEDICAL			
84505794					
		101-2110-42100 OPERATING SUPPL		\$173.80	OPERATING SUPPLIES
CR-188					
		101-2110-42100 OPERATING SUPPL		\$(109.00)	OPERATING SUPPLIES
Total for BOUND TREE MEDICAL				<u>\$64.80</u>	

City of Wyoming Check Detail Register

2/12
June 03, 2022 11:35 AM
User: ssaxe
DR: Wyoming

06-07-2022

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
53414 10/20/2021	06/07/2022	BRETT & EMILY SCHIMKE			
		601-0000-11500	ACCOUNTS RECEIV	\$6.48	Water - Meter Charge
		602-0000-11500	ACCOUNTS RECEIV	\$5.21	Sewer - Base Charge
		651-0000-11500	ACCOUNTS RECEIV	\$0.71	Surface Water Mgmt
		601-0000-11500	ACCOUNTS RECEIV	\$0.40	State Surcharge
		Total for BRETT & EMILY SCHIMKE		\$12.80	
53415 20220523	06/07/2022	BRUCES FOODS			
		101-2110-42100	OPERATING SUPPL	\$37.91	OPERATING SUPPLIES
		Total for BRUCES FOODS		\$37.91	
53416 139621	06/07/2022	BS& A SOFTWARE			
		101-2400-42080	TRAINING AND IN	\$500.00	TRAINING AND INSTRUCTION
		Total for BS& A SOFTWARE		\$500.00	
53417 04302022	06/07/2022	CAMPBELL KNUTSON			
		101-1400-43040	ATTORNEY FEES	\$305.00	ATTORNEY FEES
		Total for CAMPBELL KNUTSON		\$305.00	
53418 54895	06/07/2022	CHISAGO TRUE VALUE			
		602-9425-44100	RENTALS (EQUIPM	\$77.00	RENTALS (EQUIPMENT)
		Total for CHISAGO TRUE VALUE		\$77.00	
53419 4119279995 4119279983 4119279959 4119934161 4120646933 4120646930 4120646778	06/07/2022	CINTAS			
		101-1400-43600	CLEANING SERVIC	\$29.70	CLEANING SERVICE-CITY HALL
		101-3100-44180	UNIFORMS	\$113.42	STREETS
		101-3100-42100	OPERATING SUPPL	\$17.53	SHOP SUPPLIES
		101-2110-43600	CLEANING SERVIC	\$25.00	CLEANING SERVICE-PUBLIC SAFETY
		101-3100-44180	UNIFORMS	\$112.88	STREETS
		101-3100-42100	OPERATING SUPPL	\$7.60	SHOP SUPPLIES
		101-2110-43600	CLEANING SERVIC	\$25.00	CLEANING SERVICE-PUBLIC SAFETY
		101-1400-43600	CLEANING SERVIC	\$28.22	CLEANING SERVICE-CITY HALL
		101-3100-44180	UNIFORMS	\$112.88	STREETS
		101-3100-42100	OPERATING SUPPL	\$21.14	SHOP SUPPLIES
		Total for CINTAS		\$493.37	

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53420	06/07/2022	COLUMBUS, RACHEL			
05182022					
		101-2110-42080 TRAINING AND IN	\$367.04	TRAINING AND INSTRUCTION	
Total for COLUMBUS, RACHEL				\$367.04	
53421	06/07/2022	CULLIGAN WATER CONDITIONING			
564094					
		101-2110-42100 OPERATING SUPPL	\$82.35	OPERATING SUPPLIES	
Total for CULLIGAN WATER CONDITIO				\$82.35	
53422	06/07/2022	Custom Remodelers Inc.			
00013956					
		101-0000-32210 BUILDING PERMIT	\$64.00	Window & Door Replacement	
Total for Custom Remodelers Inc.				\$64.00	
53423	06/07/2022	CW TECHNOLOGY			
00073791					
		101-2110-45800 OTHER EQUIPMEN	\$287.85	OTHER EQUIPMENT	
CW74891					
		101-1400-42090 NETWORK MUNICI	\$3,083.00	MONTHLY SERVICES	
Total for CW TECHNOLOGY				\$3,370.85	
53424	06/07/2022	DAN'S TOWING			
04302022					
		202-2110-42310 CONTRACTED SER	\$161.06	86513	
		202-2110-42310 CONTRACTED SER	\$160.70	86532	
		202-2110-42310 CONTRACTED SER	\$161.06	86056	
		202-2110-42310 CONTRACTED SER	\$161.06	86961	
		202-2110-42310 CONTRACTED SER	\$161.06	86962	
		202-2110-42310 CONTRACTED SER	\$161.06	86967	
Total for DAN'S TOWING				\$966.00	
53425	06/07/2022	DEBRA LOWE			
05/31/2022					
		602-0000-11500 ACCOUNTS RECEI	\$83.72	Sewer Usage	
		601-0000-11500 ACCOUNTS RECEI	\$32.88	Water - Meter Charge	
		601-0000-11500 ACCOUNTS RECEI	\$20.85	Water Usage	
		651-0000-11500 ACCOUNTS RECEI	\$5.95	Surface Water Mgmt	
		601-0000-11500 ACCOUNTS RECEI	\$2.01	State Surcharge	
Total for DEBRA LOWE				\$145.41	
53426	06/07/2022	DUNAWAY CUSTOM ARMS			
53					
		101-2110-42080 TRAINING AND IN	\$359.80	TRAINING AND INSTRUCTION	
Total for DUNAWAY CUSTOM ARMS				\$359.80	
53427	06/07/2022	ECM PUBLISHERS INC.			
893192					
		800-0000-20593 AVERY PLACE PREI	\$25.20	ECM-AVERY PLACE PRELIM PLAT ESCROW	
Total for ECM PUBLISHERS INC.				\$25.20	

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53428	06/07/2022	ERIC KNIES			
KNIES			101-0000-34780	PARK FEES	
				\$150.00	PARK FEES
Total for ERIC KNIES				\$150.00	
53429	06/07/2022	ESS BROTHERS & SONS INC			
CC2667			651-9425-44030	REP & MAIN. - OTF	
				\$9,620.00	REP & MAIN. - OTHER THAN BLDGS
Total for ESS BROTHERS & SONS INC				\$9,620.00	
53430	06/07/2022	EVERWOOD INDUSTRIES, INC			
696			101-1330-42080	TRAINING AND IN	
				\$67.24	TRAINING AND INSTRUCTION
Total for EVERWOOD INDUSTRIES, INC				\$67.24	
53431	06/07/2022	FACILICARE INC			
16971			101-2110-43600	CLEANING SERVIC	
				\$299.00	POLICE
16969			101-1400-43600	CLEANING SERVIC	
				\$299.00	CITY HALL/FIRE
16970			101-5500-43600	CLEANING SERVIC	
				\$1,263.40	LIBRARY
Total for FACILICARE INC				\$1,861.40	
53432	06/07/2022	FERGUSON ENTERPRISES LLC			
0214555			602-9425-42300	SAFETY EQUIPMEN	
				\$47.00	SAFETY EQUIPMENT
Total for FERGUSON ENTERPRISES LLC				\$47.00	
53433	06/07/2022	FERGUSON WATERWORKS			
0493509			601-9425-42290	METERS	
				\$14.91	METERS
Total for FERGUSON WATERWORKS				\$14.91	
53434	06/07/2022	FOREST LAKE CYCLE & SKATE			
365823			101-2110-42230	CRIME PREVENTIC	
				\$94.42	CRIME PREVENTION
Total for FOREST LAKE CYCLE & SKATE				\$94.42	
53435	06/07/2022	HALLBERG FAMILY LTD			
20220516			101-2110-42100	OPERATING SUPPL	
				\$52.50	OPERATING SUPPLIES
Total for HALLBERG FAMILY LTD				\$52.50	
53436	06/07/2022	HAWKINS INC			
6186892			601-9425-42160	CHEMICALS/CHEM	
				\$527.43	CHEMICALS/CHEMICAL PRODUCTS
Total for HAWKINS INC				\$527.43	

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53437	06/07/2022	HOLIDAY COMPANIES			
060101062200					
	101-2110-43900	VEHICLE MAINTEN		\$139.50	VEHICLE MAINTENANCE
Total for HOLIDAY COMPANIES				\$139.50	
53438	06/07/2022	HUGO'S TREE CARE, INC.			
13569-SO					
	101-3100-42310	CONTRACTED SER		\$2,500.00	CONTRACTED SERVICES
	101-5200-44760	TREE PLANTING		\$3,800.00	TREE PLANTING
Total for HUGO'S TREE CARE, INC.				\$6,300.00	
53439	06/07/2022	Ideal Homes			
BSF21-0004					
	800-0000-20401	SILT FENCE		\$810.00	BSF21-0004
Total for Ideal Homes				\$810.00	
53440	06/07/2022	INNOVATIVE OFFICE SOLUTIONS			
IN3794973					
	101-2110-42000	SUPPLIES - OFFICE		\$31.04	SUPPLIES - OFFICE/COPY/COMPUTR
IN3791080					
	101-2110-42000	SUPPLIES - OFFICE		\$51.01	SUPPLIES - OFFICE/COPY/COMPUTR
IN3799819					
	101-1400-42000	SUPPLIES - OFFICE		\$72.57	SUPPLIES - OFFICE/COPY/COMPUTR
IN3799954					
	101-1400-42000	SUPPLIES - OFFICE		\$71.21	SUPPLIES - OFFICE/COPY/COMPUTR
IN3806953					
	101-1400-42000	SUPPLIES - OFFICE		\$9.64	SUPPLIES - OFFICE/COPY/COMPUTR
IN3806884					
	101-3100-42000	SUPPLIES - OFFICE		\$34.95	SUPPLIES - OFFICE/COPY/COMPUTR
IN3803220					
	101-2110-42000	SUPPLIES - OFFICE		\$45.03	SUPPLIES - OFFICE/COPY/COMPUTR
IN3808266					
	101-1400-42000	SUPPLIES - OFFICE		\$22.57	SUPPLIES - OFFICE/COPY/COMPUTR
IN3808330					
	101-2110-42000	SUPPLIES - OFFICE		\$3.64	SUPPLIES - OFFICE/COPY/COMPUTR
IN3811546					
	101-2110-42000	SUPPLIES - OFFICE		\$70.12	SUPPLIES - OFFICE/COPY/COMPUTR
IN3811823					
	101-1400-42000	SUPPLIES - OFFICE		\$19.35	SUPPLIES - OFFICE/COPY/COMPUTR
Total for INNOVATIVE OFFICE SOLUTI				\$431.13	
53441	06/07/2022	INTOXIMETERS			
0219090					
	101-2110-42100	OPERATING SUPPL		\$59.75	OPERATING SUPPLIES
Total for INTOXIMETERS				\$59.75	
53442	06/07/2022	J. Brown Homes			
BSF21-0012					
	800-0000-20401	SILT FENCE		\$810.00	BSF21-0012
BSF21-0015					
	800-0000-20401	SILT FENCE		\$810.00	BSF21-0015
Total for J. Brown Homes				\$1,620.00	

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53443	06/07/2022	JONAS & THERESA CROYLE-JOHNSON			
05/31/2022					
		602-0000-11500	ACCOUNTS RECEIV	\$51.67	Sewer Usage
		601-0000-11500	ACCOUNTS RECEIV	\$18.54	Water - Meter Charge
		601-0000-11500	ACCOUNTS RECEIV	\$12.86	Water Usage
		651-0000-11500	ACCOUNTS RECEIV	\$3.35	Surface Water Mgmt
		601-0000-11500	ACCOUNTS RECEIV	\$1.14	State Surcharge
		Total for JONAS & THERESA CROYLE-J		\$87.56	
53444	06/07/2022	MCMA			
2022					
		101-1400-44330	DUES & SUBSCRIP	\$175.00	DUES & SUBSCRIPTIONS
2022-23					
		101-1400-44330	DUES & SUBSCRIP	\$166.80	DUES & SUBSCRIPTIONS
		Total for MCMA		\$341.80	
53445	06/07/2022	MENARDS- FOREST LAKE			
85357					
		101-5200-42100	OPERATING SUPPL	\$201.40	OPERATING SUPPLIES
85298					
		602-9425-42100	OPERATING SUPPL	\$79.90	OPERATING SUPPLIES
85177					
		602-9425-44040	REPAIRS & MAINT.	\$29.12	REPAIRS & MAINT. - EQUIPMENT
84955					
		602-9425-44040	REPAIRS & MAINT.	\$24.99	REPAIRS & MAINT. - EQUIPMENT
84793					
		602-9425-42400	SMALL TOOLS/MIN	\$40.39	SMALL TOOLS/MINOR EQUIPMENT
84574					
		602-9425-42100	OPERATING SUPPL	\$113.54	OPERATING SUPPLIES
		Total for MENARDS- FOREST LAKE		\$489.34	
53446	06/07/2022	MICHAEL SEIBER			
05/31/2022					
		602-0000-11500	ACCOUNTS RECEIV	\$77.15	Sewer Usage
		601-0000-11500	ACCOUNTS RECEIV	\$28.39	Water - Meter Charge
		601-0000-11500	ACCOUNTS RECEIV	\$19.21	Water Usage
		651-0000-11500	ACCOUNTS RECEIV	\$5.14	Surface Water Mgmt
		601-0000-11500	ACCOUNTS RECEIV	\$1.74	State Surcharge
		Total for MICHAEL SEIBER		\$131.63	
53447	06/07/2022	MIKE SCHULTZ			
05/31/2022					
		602-0000-11500	ACCOUNTS RECEIV	\$180.75	Sewer - Base Charge
		101-0000-36200	MISCELLANEOUS F	\$(15.00)	INVOICECLOUD REJECT FEE ACCOUNT 3101
		Total for MIKE SCHULTZ		\$165.75	

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53448	06/07/2022	MINNESOTA VALLEY TESTING LABS			
1141911					
	601-9425-43110	LAB COSTS		\$102.50	LAB TESTS
1142759					
	601-9425-43110	LAB COSTS		\$80.00	LAB TESTS
Total for MINNESOTA VALLEY TESTING LABS				\$182.50	
53449	06/07/2022	MN DEPARTMENT OF ADMINISTRATION			
702907					
	101-2110-42080	TRAINING AND INSTRUCTION		\$250.00	TRAINING AND INSTRUCTION
Total for MN DEPARTMENT OF ADMINISTRATION				\$250.00	
53450	06/07/2022	MN DEPARTMENT OF HEALTH			
4/1/2022-6/30/2022					
	601-0000-22810	SURCHARGE PAYABLE		\$3,215.00	WATER SUPPLY
Total for MN DEPARTMENT OF HEALTH				\$3,215.00	
53451	06/07/2022	NAPA AUTO PARTS			
095610					
	101-2110-43900	VEHICLE MAINTENANCE		\$15.29	VEHICLE MAINTENANCE
096179					
	101-3100-44040	REPAIRS & MAINTENANCE		\$37.48	REPAIRS & MAINT. - EQUIPMENT
094924					
	101-3100-44040	REPAIRS & MAINTENANCE		\$161.49	REPAIRS & MAINT. - EQUIPMENT
093810					
	101-3100-44040	REPAIRS & MAINTENANCE		\$13.29	REPAIRS & MAINT. - EQUIPMENT
094047					
	101-3100-44040	REPAIRS & MAINTENANCE		\$31.33	REPAIRS & MAINT. - EQUIPMENT
093887					
	101-3100-44040	REPAIRS & MAINTENANCE		\$50.13	REPAIRS & MAINT. - EQUIPMENT
Total for NAPA AUTO PARTS				\$309.01	
53452	06/07/2022	NORTHERN TOOL & EQUIPMENT			
0361091382					
	602-9425-42400	SMALL TOOLS/MINOR EQUIPMENT		\$150.98	SMALL TOOLS/MINOR EQUIPMENT
0363222302					
	101-3100-42400	SMALL TOOLS/MINOR EQUIPMENT		\$49.39	SMALL TOOLS/MINOR EQUIPMENT
Total for NORTHERN TOOL & EQUIPMENT				\$200.37	
53453	06/07/2022	PAT FRALEY			
05/31/2022					
	602-0000-11500	ACCOUNTS RECEIVABLE		\$73.20	Sewer - Base Charge
Total for PAT FRALEY				\$73.20	
53454	06/07/2022	PELTIER, JEREMY			
05172022					
	101-2110-42080	TRAINING AND INSTRUCTION		\$212.60	TRAINING AND INSTRUCTION
Total for PELTIER, JEREMY				\$212.60	

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53455 3105494029	06/07/2022	PITNEY BOWES			
		601-9425-43000	PROFESSIONAL SE	\$456.26	LETTER ENVELOPE FOLDER
		602-9425-43000	PROFESSIONAL SE	\$456.25	LETTER ENVELOPE FOLDER
		Total for PITNEY BOWES		\$912.51	
53456 06/01/2022	06/07/2022	ROBERT IMMERFALL			
		602-0000-11500	ACCOUNTS RECEIV	\$204.30	Sewer Usage
		601-0000-11500	ACCOUNTS RECEIV	\$26.31	Water Usage
		601-0000-11500	ACCOUNTS RECEIV	\$14.78	Water - Meter Charge
		602-0000-11500	ACCOUNTS RECEIV	\$11.70	Sewer - Base Charge
		651-0000-11500	ACCOUNTS RECEIV	\$2.10	Surface Water Mgmt
		601-0000-11500	ACCOUNTS RECEIV	\$0.92	State Surcharge
		Total for ROBERT IMMERFALL		\$260.11	
53457 INV261322	06/07/2022	SAFE-FAST INC			
		101-3100-42300	SAFETY EQUIPME	\$1,075.00	SAFETY EQUIPMENT
		Total for SAFE-FAST INC		\$1,075.00	
53458 BSF21-0005	06/07/2022	Southwind Builders			
		800-0000-20401	SILT FENCE	\$810.00	BSF21-0005
		Total for Southwind Builders		\$810.00	
53459 1979	06/07/2022	SWENSONS LAWN CARE			
		101-5200-42310	CONTRACTED SER	\$7,507.50	LAWN CARE
		Total for SWENSONS LAWN CARE		\$7,507.50	
53460 05/31/2022	06/07/2022	THERESE HINRICHS			
		601-0000-11500	ACCOUNTS RECEIV	\$2.62	Water - Meter Charge
		602-0000-11500	ACCOUNTS RECEIV	\$2.05	Sewer - Base Charge
		602-0000-11500	ACCOUNTS RECEIV	\$0.98	Sewer Usage
		651-0000-11500	ACCOUNTS RECEIV	\$0.47	Surface Water Mgmt
		601-0000-11500	ACCOUNTS RECEIV	\$0.24	Water Usage
		601-0000-11500	ACCOUNTS RECEIV	\$0.16	State Surcharge
		Total for THERESE HINRICHS		\$6.52	
53461 M27341	06/07/2022	TIMESAVER OFF SITE SECRETARIAL			
		101-1400-42310	CONTRACTED SER	\$154.00	PARK BOARD MEETING
		101-1400-42310	CONTRACTED SER	\$154.00	CITY COUNCIL MEETING
		Total for TIMESAVER OFF SITE SECRETARIAL		\$308.00	
53462 15782	06/07/2022	TLG OUTDOOR SERVICES, LLC			
		101-3100-42310	CONTRACTED SER	\$500.00	CONTRACTED SERVICES
		Total for TLG OUTDOOR SERVICES, LLC		\$500.00	

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53463	06/07/2022	UNUM LIFE INSURANCE			
06012022					
	101-0000-21715	VOLUNTARY TERM		\$340.84	VOLUNTARY TERM LIFE
060122					
	101-1400-41310	LIFE INSURANCE		\$182.12	ADMIN
	101-2110-41310	LIFE INSURANCE		\$747.40	POLICE
	101-1910-41310	LIFE INSURANCE		\$65.26	PLAN & ZONE
	101-2400-41310	LIFE INSURANCE		\$136.76	BLDG
	101-3100-41310	LIFE INSURANCE		\$243.82	STREETS
	601-9425-41310	LIFE INSURANCE		\$123.31	WATER
	602-9425-41310	LIFE INSURANCE		\$123.31	SEWER
Total for UNUM LIFE INSURANCE				\$1,962.82	
53464	06/07/2022	VERIZON			
9906627655					
	602-9425-43210	TELEPHONE		\$80.10	MACHINE-TO-MACHINE
Total for VERIZON				\$80.10	
53465	06/07/2022	VERN BRELJE			
05/31/2022					
	601-0000-11500	ACCOUNTS RECEIV		\$16.23	After Hours Fee
	601-0000-11500	ACCOUNTS RECEIV		\$16.23	Water Turn On/Off
	601-0000-11500	ACCOUNTS RECEIV		\$7.81	Water - Meter Charge
	602-0000-11500	ACCOUNTS RECEIV		\$1.82	Sewer Usage
	651-0000-11500	ACCOUNTS RECEIV		\$1.41	Surface Water Mgmt
	601-0000-11500	ACCOUNTS RECEIV		\$0.48	State Surcharge
	601-0000-11500	ACCOUNTS RECEIV		\$0.45	Water Usage
Total for VERN BRELJE				\$44.43	
53466	06/07/2022	VICTORY AUTOMOTIVE SERVICE			
803908					
	101-3100-44040	REPAIRS & MAINT.		\$64.40	REPAIRS & MAINT. - EQUIPMENT
Total for VICTORY AUTOMOTIVE SERV				\$64.40	
53467	06/07/2022	WEX BANK			
80848709					
	101-2400-42120	MOTOR FUELS		\$200.69	MOTOR FUELS
	101-2110-42120	MOTOR FUELS		\$1,208.64	MOTOR FUELS
	101-2110-42120	MOTOR FUELS		\$4,745.37	MOTOR FUELS
	101-3100-42120	MOTOR FUELS		\$1,553.27	MOTOR FUELS
	101-5200-42120	MOTOR FUELS		\$23.86	MOTOR FUELS
	601-9425-42120	MOTOR FUELS		\$788.57	MOTOR FUELS
	602-9425-42120	MOTOR FUELS		\$788.56	MOTOR FUELS
Total for WEX BANK				\$9,308.96	

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53468	06/07/2022	WILLIAMS SCOTSMAN, INC.		
9013970277				
	101-3100-44100	RENTALS (EQUIPM	\$524.25	RENTALS (EQUIPMENT)
9014064184				
	101-3100-44100	RENTALS (EQUIPM	\$(42.25)	RENTALS (EQUIPMENT)
9014064186				
	101-3100-44100	RENTALS (EQUIPM	\$(42.25)	RENTALS (EQUIPMENT)
Total for WILLIAMS SCOTSMAN, INC.			\$439.75	
53469	06/07/2022	WINNICK SUPPLY INC.		
45444				
	601-9425-42400	SMALL TOOLS/MIN	\$21.91	SMALL TOOLS/MINOR EQUIPMENT
453742				
	602-9425-44040	REPAIRS & MAINT.	\$153.18	REPAIRS & MAINT. - EQUIPMENT
Total for WINNICK SUPPLY INC.			\$175.09	
53470	06/07/2022	XCEL ENERGY		
779680628				
	601-9425-43800	UTILITIES-GAS/ELI	\$245.57	WELLHOUSE
780224022				
	101-3100-43860	STREET LIGHTS	\$288.49	STOP LIGHTS
	601-9425-43800	UTILITIES-GAS/ELI	\$2,807.76	WELLHOUSE
	101-2110-43800	UTILITIES-GAS/ELI	\$816.14	POLICE/PUBLIC WORKS
	101-3100-43800	UTILITIES-GAS/ELI	\$1,504.99	POLE BLDG
	101-1400-43800	UTILITIES-GAS/ELI	\$606.45	CITY HALL
	101-5500-43800	UTILITIES-GAS/ELI	\$1,317.22	LIBRARY
	101-5200-43800	UTILITIES-GAS/ELI	\$154.44	UTILITIES-GAS/ELEC/SEWER/WATER
780199492				
	602-9425-43800	UTILITIES-GAS/ELI	\$1,255.12	LIFT STATIONS
	601-9425-43800	UTILITIES-GAS/ELI	\$74.50	WELLHOUSE
779518612				
	101-3100-43800	UTILITIES-GAS/ELI	\$16.00	SPEED SIGN
779497599				
	101-3100-43800	UTILITIES-GAS/ELI	\$16.28	SPEED SIGN
779516408				
	101-3100-43800	UTILITIES-GAS/ELI	\$18.07	SPEED SIGN
779698078				
	101-3100-43800	UTILITIES-GAS/ELI	\$16.14	SPEED SIGN
779742391				
	101-3100-43800	UTILITIES-GAS/ELI	\$20.30	SPEED SIGN
779534499				
	101-3100-43860	STREET LIGHTS	\$13.36	STOP LIGHTS
779537796				
	101-3100-43860	STREET LIGHTS	\$54.15	STOP LIGHTS
779524927				
	101-3100-43800	UTILITIES-GAS/ELI	\$16.93	PARKS
Total for XCEL ENERGY			\$9,241.91	

City of Wyoming Check Detail Register

11/12
June 03, 2022 11:35 AM
User: ssaxe
DR: Wyoming

06-07-2022

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
53471 BSF21-0007	06/07/2022	YOUNGQUIST CHARLES R			
		800-0000-20401 SILT FENCE		\$810.00	BSF21-0007
		Total for YOUNGQUIST CHARLES R		\$810.00	
53472 SI000172159	06/07/2022	ZIEGLER INC.			
		101-3100-44040 REPAIRS & MAINT.		\$4,782.69	REPAIRS & MAINT. - EQUIPMENT
		Total for ZIEGLER INC.		\$4,782.69	
53473 06032022	06/07/2022	AT & T MOBILITY			
		101-2110-43200 COMMUNICATIONS		\$4,889.66	COMMUNICATIONS (GENERAL)
		Total for AT & T MOBILITY		\$4,889.66	

City of Wyoming Check Detail Register

12/12
June 03, 2022 11:35 AM
User: ssaxe
DR: Wyoming

06-07-2022

Check #	Check Date	Vendor Name
Invoice #	General Ledger #	mount
		Comment

General Checking Account 10100
Total Amount Being Paid: \$108,733.00
Total Number of Checks: 68

Mayor Iverson

Councilmember Luger

Councilmember Nanko/Yeager

Councilmember Schilling

Councilmember Ohnstad

May 16, 2022

Mr. Robb Linwood
City Administrator
City of Wyoming
26885 Forest Blvd
Wyoming, MN 55092

Dear Robb,

Please accept this letter as notice of my resignation from my position as commissioner on the Park Advisory Commission. I will not be attending further meetings.

I have been accepted to the Master of Business Administration program at Hamline University, and while I am excited to further my education, it means I will need to make myself more available for my coursework.

It saddens me that my time on the Park Advisory Commission has been so short, but I am grateful for the opportunity to have been more involved in the community and to have met the wonderful people that help operate our city.

Sincerely,

Lindsay Hobson

March 22, 2022

Mayor Iverson & City Council Members
City of Wyoming, Minnesota
26885 Forest Boulevard
P.O. Box 188
Wyoming, MN 55092

RE: Resignation from the City of Wyoming Planning Commission
Term Beginning 2021

Dear Mayor and City Council Members:

Please accept this letter of resignation from the City of Wyoming Planning Commission. I have enjoyed my time on the Planning Commission and may seek to rejoin at some point in the future. However, our environmental consulting business is growing and requires more of my attention. I am willing to stay on the Planning Commission through the May 2022 meetings. Also, I am happy to vacate the role early if a replacement is found before the end of May.

I look forward to future encounters and please know I am willing to help the City with more temporary efforts should they present themselves. It has been great getting to know everyone and I am impressed with everyone's work ethic.

Sincerely,

Bryan Murdock
bmurdock@conditionservices.com
651-303-1124



Request for Council Action

Date: June 3, 2022

Presented to: Mayor Iverson and City Council Members

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: Solicitation Permit

Method: Consent

Background Information:

On May 13, 2022 the city received a solicitor application from Anthony Armstrong of Custom Remodelers, Inc. There will be five individuals soliciting for the company. A background check was performed on all individuals and they have no disqualifying records. The individuals are as follows:

- Anthony Armstrong
- Nikolas Current
- Cole Solheid
- John Cooley
- Tristun Trudeau

Recommendation:

Staff recommends Council approval of the Solicitation Permit for Custom Remodelers, Inc.



CITY OF WYOMING

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092
Phone: 651-462-0575 Fax: 651-462-0576



CITY OF WYOMING
PO BOX 188 26885 FOREST BLVD
WYOMING, MN 55092

SOLICITATION PERMIT

This Solicitation Permit allows the bearer named below to solicit business or contributions for a limited period in the City of Wyoming.

Custom Remodelers Inc
Company Name (if applicable)

612-236-5092

Anthony Armstrong Jason
Full Name of Solicitor (First, Last, Middle)

10 to 7
Hours of Solicitation

05-13-1977
Date of Birth

474 Apollo Dr Lin Lakes MN 55074
Address of Company

year to date of approval
Date(s) of Solicitation

3940 71st E Inver Grove Heights
Address of Solicitor Mn 55076

\$150.00 Application Fee Paid? ☒ YES

5 total solicitors ☐ NO

(Each additional background check is \$50.00)

Holder agrees to comply with all terms and conditions specified by the City of Wyoming.

[Signature]
Solicitor Signature

Possession of this valid permit means that Wyoming City officials have verified the identity of the Solicitor and investigated his or her Criminal background.

The permit is valid only if it contains the original signature of the Wyoming Chief of Police and City Administrator, and the raised-letter City Seal. Wyoming resident are encouraged to report non-complying solicitors and/or those employing offensive solicitation tactics.

(Seal)

Chief of Police

City Administrator



June 1, 2022

Mayor Iverson and City Council Members

Re: Public Safety Activity Report, June 7, 2022, City Council Meeting

Police Training

The police training group met with me last week to outline a training plan for the remainder of 2022 and 2023. We outlined the mandatory training required by Minnesota statute for Use of Force, Verbal and Non-Verbal Communication Strategies, and Firearms. We are also moving towards incorporating Reality Based Training into our training plan, requiring all sworn staff to integrate their training and experience into realistic scenarios in a structured, winnable, training environment. The objective is to create opportunities to use real life situations as the framework for the scenario and give the officer the opportunity to run the scenario from beginning to end, building their ability to apply their training in a controlled environment. Scenario-based learning experiences is one of the risk management recommendations made by the Office of Community Oriented Policing Servicesⁱ to mitigate risk for officers and the community.

High quality training is critical to ensure that our officers are well prepared for the current environment. This includes not only training on the hands-on aspects of policing but addressing a wide variety of topics. We recently invited in Chisago County Child Protection to meet with our officers to talk about best practices with these types of cases. The training was a great opportunity to develop that partnership and better understand what they need from our officers. In August, we'll be looking at overall wellness strategies, including mental health wellness for officers and financial wellness.

It is more important than ever to implement strategies to retain and recruit high quality officers and an effective robust training plan is one of those tactics. Well-trained officers feel better prepared to work through the complexities of the job and feel better supported in their organization. Personnel is a significant component of the police department budget and investing in their development ensures that we're able to retain the high-quality staff that the Wyoming community deserves. While we will continue to expand our internal training for all staff, we will also look outside training opportunities to develop future leaders within the organization and ensure that we are bringing contemporary policing strategies to our department. Moving into 2023, we will also integrate the principles of procedural justice into our training plan.

Police Fleet Update

We are still waiting for the 2022 replacement police squads with an updated build date of early July. Once delivered, we anticipate getting started with the build ASAP and most of the equipment has already arrived, with the exception of



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P.O. Box 188, 7665 Wyoming Trl., Wyoming, MN 55092
Phone: 651-462-0577 Fax: 651-462-0506

replacement back seats. There will be a delay on those but is an important addition for the new builds for sanitary reasons as well as safety concerns with the OEM seating.

Fire Department Community Engagement

Last Friday, 2nd graders from Wyoming Elementary came by the Fire Department for a tour and a chance to meet a few Wyoming firefighters. The tour was just as much fun for us as it was for the students.

Upcoming Community Outreach Events

- June 4, 2022 – “Touch a Truck” event, times 10:00 AM to 12:00 PM
- June 12, 2022 – MS150 will be travelling through Wyoming ([MS150](#))
- June 24, 2022 – Special Olympics LE Torch Run will be coming through Wyoming. We will be participating as runners and will provide traffic control as needed.
- July 4, 2022 – 4th of July Celebration Parade in Forest Lake
- August 2, 2022 – Night to Unite event
- August 20, 2022 – Stomp Out Suicide walk
- August 27, 2022 – Hunter Firearm Safety course
- September 17th, 2022 – Stagecoach Day



Neil D. Bauer, Ed.D.
Public Safety Director

ⁱ <https://cops.usdoj.gov/ric/Publications/cops-w0865-pub.pdf>



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Phone: 651-462-0577 Fax: 651-462-0506



June 2, 2022
Honorable Mayor and City Council
City of Wyoming
26885 Forest Boulevard
Wyoming, MN 55092

RE: JUNE 7, 2022 CITY COUNCIL MEETING

Dear Mayor and Council Members:

This letter is intended to summarize on-going commercial building projects and zoning issues within the City. Some of these items may be separate agenda matters, while others are for informational purposes only.

Hallberg RV Storage Site

The steel frames for all four structures have been erected. Siding is near completion on all of the structures. The floor slabs all the buildings have been placed. All footings and the foundations for the buildings are in, site grading is near completion.

Hallberg Bingham Site

Structural steel has been erected. Footings and foundation have been installed. Site work continues. The building and grading permits have been issued.

Fairview Hospital

The permit to remodel a laboratory area has been issued framing, plumbing and HVAC rough-in inspections have been approved.

Maranatha Radio Tower

The fence surrounding the tower site is partially installed and will be completed by spring.

Planning Commission

The Planning Commission held a public hearing to consider rezoning, a conditional use permit for a planned unit development master plan and the preliminary plat of "Avery Place". This is a separate agenda item.

New Homes

31 new home permits were issued in 2021. In 2022, as of the writing of this report, 27 new home permits have been issued, 4 have been approved and are ready to be issued, and 2 more are awaiting review.

Sincerely,

Frederick E. Weck, IV
Zoning Administrator
Building Official #1825
Advanced Septic Inspector, MPCA #C5199



DEPARTMENT OF BUILDING SAFETY

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092

Phone: 651-462-4947 Fax: 651-462-3938

City of Wyoming



DEPARTMENT OF BUILDING SAFETY

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092

Phone: 651-462-4947 Fax: 651-462-3938



**ECKBERG
LAMMERS**
ATTORNEYS AT LAW

www.eckberglammers.com

Writer's Direct Dial:
(715) 808-8842

Writer's Email:
tloonan@eckberglammers.com

June 2, 2022

Robb Linwood
City of Wyoming
26885 Forest Boulevard
Wyoming, MN 55092

Delivered via Email

Re: City of Wyoming
Status Update for the Period of – May 14, 2022 – June 2, 2022

Dear Robb:

Our office is assisting the City in responding to legal concerns relating to general real estate matters and upcoming development projects in the City. We field general questions relating to contract and employment matters and continue our general counsel role of addressing all general legal concerns raised by City staff relating to any other legal matters relevant to the City.

Please contact me directly if you have any questions regarding this correspondence. Thank you for allowing us to serve the City of Wyoming.

Very Truly Yours,

s/ Thomas R. Loonan

Thomas R. Loonan
City Attorney

Stillwater Office
1809 Northwestern Avenue
Stillwater, MN 55082
Phone: 651-439-2878
Fax: 651-439-2923

Hudson Office
430 Second Street
Hudson, WI 54016
Phone: 715-386-3733
Fax: 715-386-6456



Engineer's Report

June 3, 2022

Honorable Mayor and City Council
City of Wyoming, MN
26885 Forest Boulevard
Wyoming, MN 55092

Re: May 17, 2022, City Council Meeting
WSB Project No. 018813-000

Dear Mayor and Council Members:

This engineers report is intended to update you on engineering activities within the City since the last council meeting. Some of the items below may be on the agenda with more detailed information provided, while the other items below are for informational purposes only.

Diamond Ridge Development

Plans have been approved and staff is awaiting completion of the development agreement and securities, permits, and construction schedule. The developer has not scheduled a pre-construction meeting. Once staff receives the necessary securities, a preconstruction meeting will be held and the construction of utilities and streets will begin shortly thereafter. Staff will be sure to convey neighbor concerns related to construction that have come up as part of the public hearing and other comments received.

East Viking Boulevard (Fenwick to Polaris)

The project is designed and we are awaiting to hear from the Federal EDA if we are successful with our grant application. There is limited permanent ROW/easement needs with the project and staff is working through that process. Once we hear news back regarding the grant, staff will request authorization to advertise for bidding. It should be noted that we are fast approaching a timeline that will not allow for the completion of the project as a whole this construction season. Once we determine if we are successful with the grant application or not, we will assess timelines and current bidding climate. Based on current backlog and limited current production for box culverts (bridge portion of project), that portion of the project will not be able to be completed until 2023.

Street Rating Results/Annual Road Tour

The annual road tour was completed and staff will update the CIP based on the current industry pricing so we can be prepared to further evaluate our long range plan and future roadway improvement project timing.

Helium Court Storm Sewer Repair

New project - Public Works and Engineering staff are working on a repair of a storm sewer crossing Helium Court in the Liberty Ponds development. The goal of the repair is to reduce pipe heaving from frost action, repair curb washout and drainage structure repairs. The project will be completed under the City Stormwater Fund. Requests for quotes have been issued.

Bingham Property – Hallberg Project (Multi-Tennent)

Construction is underway.

Sunrise Riverbank Development (residential and commercial)

Concept review and comments have been discussed at the Planning Commission and City Council meetings. Staff is worked closely with the development team and meeting regularly as they prepared the preliminary plat on the residential and commercial portions of the development. At the last planning commission meeting, the Planning Commission recommended to approved the preliminary plat with conditions. This is an agenda item for your consideration.

Upcoming Developments

Katies Glenn, which is located along Goodview Avenue, has submitted an updated concept plan that the planning commission recently reviewed.

Comfort Lake Overlook (Sketch/Concept Plan)

The sketch/concept plan for Comfort Lake Overlook, a proposed development located off of 260th Street, just west of Comfort Lake has been submitted and has been reviewed by staff. After receiving preliminary feedback, the applicant recently submitted the preliminary plat, however they just pulled the application for the development.

2021 Street Improvement Project

Punch list items, additional storm sewer construction, and yard restoration is currently underway. Once the project is accepted, the two-year warranty period will begin.

TH 61 and East Viking Sanitary Sewer Upsizing Project

Punch list items are currently underway. Once the project is accepted, the two-year warranty period will begin.

Summer Fields Development

NO new update.

Due to long lead times for list station components, the development team has asked for the City to begin designing the lift station. The escrow has been submitted to the City and WSB geotechnical Group has performed soil borings. Staff will proceed with design when the developer site plans is updated and soil lab work is completed.

First Addition (19 lots): Improvements are substantially complete through the first layer of asphalt. Staff has developed a punch list that the contractor will be addressing in 2022 prior to the placement of the final layer of asphalt. Once the project is accepted, the two-year warranty period will begin.

Second Addition (15 lots): A utility and street preconstruction meeting was held May 4th. Construction is scheduled to begin the week of June 27 starting with jacking utilities across Kettle River Blvd. Grading has resumed and hauling of excess material from the east side of Kettle River Boulevard to the west side of Kettle River Boulevard, forming an additional 18 lots that have not yet been platted, but are anticipated to form the 3rd Addition. It will be helpful to have the excess material in the second addition placed in the third addition to allow an early start there as well. The turn lane on Kettle River Boulevard has been constructed up to the gravel base.

Third Addition

The developer has indicated that they are currently working on the third addition final plat and construction plans. The development team is evaluating if this is the final phase of the development or if they will break it up into multiple phases. The 3rd Addition will involve the design of a city lift station within the site and will require design and ordering of lift station components. An on-site generator will also be required to be installed at the downstream lift station. The lead time on this is significant and that information has been provided to the developer to make sure these do not impede the timing of their next phase. Lift station design is currently underway as requested by the developer.

Preserve at Comfort Lake

No new update.

Minor punch list items remain. Once these have been addressed, staff will be ready to recommend acceptance of the improvements and start the two-year warranty period.

Heims Lake Villas North

No new update.

All sanitary sewer, watermain, and storm sewer have been completed. Aggregate base and curb and gutter and first layer of asphalt has recently been completed, allowing building permits to be issued. It is expected the concrete sidewalk will be completed in May.

Comprehensive Plan

Staff has continued to make mapping updates for the comprehensive plan per the planning commission requests.

Past update:

Staff has completed the utility sections updates as well as the transportation section for the Planning Commission review. Staff discussed with the planning commission the parks/trails section of the plan and discussed the plan is lacking a clear vision. The planning commission wanted to have the Parks Commission take this up and review. Staff had met to discuss this further on 6/10 and staff will be providing some recommended action items for consideration in the near future.

Aadland Development (Hunter Hill)

Punch list items are currently underway.

Hallberg Storage

No new update.

Staff has approved the construction plans and a preconstruction meeting has occurred.

Excavation of footings and slab for the building have been completed. Site grading is underway.

East Viking Bridge over the Sunrise River

No new update:

Staff met with both Chisago County and Polaris (separately) to discuss the bridge replacement and access while the western access to Polaris is closed. Those meetings went well however Chisago County has asked for a follow up meeting, and we will work to address any potential concerns that come from this meeting. We have indicated that all construction traffic will come from the west and that Polaris is willing to minimize traffic generated from their facility (those that can work from home, will) during that timeframe where access closed from the west.

Past update:

Staff is pleased to share that we have been notified that this project has now been funded for the bridge components. As previously stated, the bridge bonding only covers the actual bridge structure, not the roadway leading to it, or guard rails etc. It is estimated the bonding we have received will offset the City responsibility for this bridge replacement by \$268,000. In order to utilize these funds staff is recommending replacement in 2022.

Park System Plan

No new update. Staff has been working on the Wyoming Park System Plan. The open house was lightly attended, however we received great feedback during the tree lighting ceremony as well as online feedback.

Thank you for the opportunity to update the council on current matters in the City.

Sincerely,

WSB and Associates, Inc.

Mark Erichson, PE

City Engineer



Public Works Report

Date: 6/7/2022

Mayor Iverson and City Council Members

Public Works Report for June 7th, 2022 Council Meeting

Public Works had a few more trees to cut up after recent storms. We also have repaired the potholes on the East side of the gate at Polaris. A total of 35 tons of asphalt was used. The cement work for sidewalk repairs and the pad at the lift station have been sent in but no schedule yet for completion. Crack filling has started on May 31st, 2022 and will be finishing up later in June for the Replay application. The residents were sent letters of information.

Sewer Jetting will start soon as we need to inform the Public about the process.

I received one quote for the riser pipe at the South Water Tower. We are waiting on one more quote from McGuire Iron. We are cleaning and painting parking lot stripes for the Touch a Truck Event scheduled for Saturday, June 4th, at the Police Department.

We had 22 storm water catch basins flex-sealed in the 2020 Street Project area. This is an annual preventative program. Last year we did the catch basins in the Fairview area for the 2019 Street Project.

Parks:

Tree pruning

Lawn Mowing

Fields dragged

Playground equipment phase two quote pending

Sanitary Sewer:

Daily Rounds have been completed

Sewer Jetting is being scheduled

Water:

Daily and monthly water tests have been completed

Hydrant Flushing has been completed

South Water Tower estimate still pending

Streets:

Tree trimming

Pothole repairs continue

Grading gravels have been completed twice

Trees cut up from recent storms

Sidewalk repairs and LS pad proceeding.

Replay and crack filling has started for 2022. Residents have been notified.

Surface Water:

MS 4 training coming for 2022

Street sweeping continues

Culvert in Liberty Ponds sent to WSB.

Storm Drain by Vergas scheduled for repair

22 catch basins were flex-sealed as part of our 2020 street project.



CITY OF WYOMING

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092
Phone: 651-462-0575 Fax: 651-462-0576



Council Communication

Date: June 3, 2022

Presented to: Mayor Iverson and City Council Members

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: Railroad Park Community Engagement Update

Method: Communications

Background Information:

At the last City Council Meeting, the Council approved to have WSB work on getting updated construction costs, explore a phased construction approach and perform more community engagement for the Railroad Park Project. WSB has finished the social pinpoint page specifically for the Railroad Park project and can be found at this link:

<https://wsb.mysocialpinpoint.com/wyoming#/>

WSB will be doing some community engagement at the annual Touch-A-Truck event on June 4th.



CITY OF WYOMING

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092
Phone: 651-462-0575 Fax: 651-462-0576

CITY OF WYOMING PLANNING AND ZONING

TO: Planning Commission
DATE: June 7, 2022
FROM: Kim Lindquist, City Planner
Fred Weck
RE: Rezoning to MXD from R-1, Preliminary
Plat, Master Plan, Conditional Use
Permit
APPLICANT/OWNER: Land Development Company of
Wyoming LLC / Northern Tier
Development, LLC; Richard Morris
PROPERTY: Lot 2, Block 1 of Sunrise Riverbank
FILE NO.: Z-22-002, C-22-001, & D-22-007

OVERVIEW

Richard Morris of Land Development Company of Wyoming LLC (“Applicant”), on behalf of Northern Tier Development LLC (“Owner”) is requesting a Preliminary Plat, PUD Master Plan and Conditional Use Permit (CUP) and Rezoning to Mixed Use approval for a section of the property located northwest of the intersection of Interstate 35 and East Viking Boulevard as part of the Sunrise Riverbank development (the “subject property”). The proposal would subdivide Lot 2, Block 1 of the Sunrise Riverbank plat into a residential development that, if approved, would include a combined 129 units of single-family homes, row homes, and twin-homes.

Current uses of the subject property are agriculture and woodland. The following table shows planned land uses surrounding the project area:

Direction	Planned Land Use
North	Light Industrial and General Business
West	Rural Residential / Open Space (Linwood Township)
South	Low Density Suburban Neighborhoods / Commercial
East	City Center / Light Industrial and General Business

Previously, the Applicant submitted a sketch plan for review of the residential subdivision of the final plat for the Sunrise Riverbank development. The preliminary plat for the larger Sunrise Riverbank development including the adjacent commercial use was approved in May 2021. The applicant’s representative indicates that the Sunrise Plat should be delivered to the County for recording this week which will create the parent parcel for the current proposal.

Staff Recommendation

Based on Staff's review of the requests and the applications submitted by the applicant staff is recommending the following:

- 1) Staff recommends approval of the rezoning of the property from R1 - Rural Residential to MXD- Mixed Use District based upon the findings of fact.
- 2) Staff is recommending approval of a Conditional Use Permit to allow establishment of a Planned Unit Development based upon the findings of fact related to use of the PUD Overlay and conditions for granting of a Conditional Use Permit.
- 3) Staff is recommending approval of a PUD master plan based upon a finding of conformance with standards for granting of approval subject to the following conditions:
 - i) The applicant submit a landscape plan for staff review and approval.
 - ii) The development will comply with the following setback standards for each of the three types of units within the project:

Single Family

Ordinance Standards	Development Standards
Front Yard Setback	25 feet
Side (Interior) Yard Setback	7.5 feet
Rear Yard Setback	35 feet
Minimum Lot Size	9,500 sq ft
Minimum Lot Width	70 feet
Minimum Lot Depth	65 feet
Bldg Height	Up to 35 feet

Twin Homes

Ordinance Standards	Development Standards
Front Yard Setback	25 feet
Side (Interior) Yard Setback	0 feet
Side Yard (building edge)	7.5 feet
Rear Yard Setback	35 feet
Minimum Lot Size (duplex)	5965 sq ft

Minimum Lot Width	43 feet
Minimum Lot Depth	108 feet
Maximum Bldg Height	Up to 35 feet

Row Homes

Ordinance Standards	Proposed
Front Yard Setback	7.5 feet
Side (Interior) Yard Setback	0 feet
Side Yard (Exterior) Setback	7.5
Rear Yard Setback	7.5 feet
Minimum Lot Size	1,980 sq ft
Minimum Lot Width	30 interior lots/3.5 exterior lots
Minimum Lot Depth	66 feet
Maximum Bldg Height	Up to 45 feet

- 4) Requirements of Article III, Division 2, “The Preliminary Plat,” as contained in the City of Wyoming Subdivision Ordinance have largely been complied with and, accordingly, staff recommends approval of the preliminary plat. Recommended conditions for the Preliminary Plat approval are as follows:
- i) Submit revised utility, grading and stormwater plans compliant with City requirements and the comments provided.
 - ii) Submit the storm water management plan for engineering review (*this has been done and is being reviewed*). ~~At the time of preparation of this report, the storm water management plan has not been submitted.~~ The storm water management plan is reviewed for determination of the size of storm water ponds, infiltration, and storm sewer sizing and can potentially impact the plat as currently shown. The storm water plan will need staff review and approval.
 - iii) A NPDES permit will be required and compliance with all NPDES permit requirements will need to be confirmed.
 - iv) MPCA Sanitary Sewer and Minnesota Department of Health Watermain Extension Permits will be required.

- v) An Access permit must be acquired from Chisago County and be constructed consistent with their requirements.
- vi) Staff has received a preliminary utility layout in addition to the concept plan and we have provided preliminary comments.
- vii) Extend the watermain along CSAH 22 between the proposed future commercial site and the Avery Estates east access for consistency/reliability in water supply.
- viii) All required local, state and/or federal permitting must be obtained.
- ix) The preliminary plat is revised to provide 44' along the curb line for all cul-de-sac lots to ensure there is adequate room for driveways, mailboxes and snow removal.
- x) The applicant revise Lot 7, Block 4 to increase the lot width to 37.5'.
- xi) All by-laws, Property Owner's Association Articles of Incorporation, and Protective Covenants must be approved by the City Attorney and filed with the record plat. These covenants must be adhered to and cannot be changed without the approval of the City Council.
- xii) After the City Engineer has approved the construction plans and specifications; new construction plans that reflect the approved revisions are submitted to the City (three full size and two reduced sets)
- xiii) The developer enter into a Development Agreement, the terms and provision of which must be approved by the City Attorney, between the property owner, the developer, and the city, and must be executed prior to construction beginning on the improvements in the development.
- xiv) The developer shall submit a surety in the form of a cash deposit or letter of credit guaranteeing to complete the work in substantial compliance with the approved street, utility, grading, and drainage plans. The surety must remain in place until the site work is completed and approved by the city. The City Engineer must approve the surety amount and the City Attorney must approve the terms if a letter of credit is used.
- xv) The applicant meet the park dedication requirements by providing 50% land dedication and 50% cash payment. The land dedication for this subdivision will be 1.505 acres.
- xvi) The applicant provides financial assurance for the wetland impacts in the form of an irrevocable letter of credit to fulfill the financial security in the amount 150% of the cost of local replacement credits, in the development agreement.
- xvii) That the wetland replacement plan be approved in accordance with the Wetland Conservation Act.
- xviii) Utility Easements are required for the sanitary sewer and watermain extension from the proposed plat to Kettle River Boulevard along CSAH 22.

STAFF REVIEW

Comprehensive Plan and Zoning Ordinance Review

The subject property is currently composed of a singular parcel, described below:

Zoning Designation	Area	Planned Land Use (2009 Comprehensive Plan)

R1 – Rural Residential I	43.37 acres	Mixed Use
--------------------------	-------------	-----------

The subject property is currently zoned R1 – Rural Residential I district. Per the City’s Zoning Code, the R1 district is intended for single family homes. The Applicant is proposing a mix of housing types including single family lots, row homes, and twin homes, which would not align with the intention of the R-1. Each type of housing has different density requirements in the Comprehensive Plan and would have differing zoning ordinance and dimensional requirements based on the type of neighborhood housing.

The City’s Comprehensive Plan guides the area as a Mixed-Use designation in the land use plan. Development in a location guided for Mixed Use must include two or more types of land use, which may include retail businesses or service businesses, office buildings, single-family housing, and multiple-family housing. The density of development in the Mixed-Use designation will not be the same as the other districts, either Lower-Density Suburban Neighborhoods or Medium and Higher Density suburban Neighborhoods as the lower is approximately 2 units/acre and the Medium to Higher Density Suburban is generally in the 6 units/acre range. Overall, the site addresses the land use objectives outlined in the Land Use Plan. The proposal:

- Allows for a transition from agriculture and large-lot housing to a mixture of large and small lots for housing.
- Increases the use of public or shared private wastewater disposal systems.
- Increases the range of housing options for people in all stages of life to retain and attract residents.

The applicant is proposing a mix of three different housing types within the development; single family lots, row homes, and twin homes, summarized by the table below:

Type	Number
Single Family Lots	49 units
Twin Homes	26 units
Row Homes	54 units

A 2018 Comprehensive Housing Needs Analysis for Chisago County noted that owner-occupied, single-family detached units account for the largest share of housing in Chisago County. Up to 91% of owner-occupied units are single-family detached units and some of the housing products proposed in this development, the attached row house units and duplexes, would provide a type of dwelling that is under-represented in the community. The projected housing demand from 2019-2030 in Wyoming for “for-sale” products is 801 units; 641 single family detached and 160 multifamily. Introduction of this project will provide half of the project multifamily demand and seven percent of the single-family. According to the Comprehensive Plan approximately 25% of the existing units are located within the Medium and Higher-Density Suburban Neighborhoods, which would typically be attached housing products.

Section 40-276 details criteria for rezoning to Mixed-Use:

- (1) Developments in the Mixed-Use District should result in combination of two or more land uses that are compatibly related either horizontally and/or vertically to one another and

- (2) The site design must result in a higher quality of development, increased density, and greater benefit to the community than might be possible if the site were developed under individual applications for the various land uses.
- (3) The development application must include overall unified plans for external architecture, access, internal circulation, grading, surface water management, signs, landscaping, lighting, and parking. Photos and sketches must be submitted to illustrate the proposed appearance of the completed project. The Planning Commission and City Council will decide whether individual site plans are consistent with the master plan.
- (4) Space devoted to surface parking should be minimized through shared use of parking.
- (5) If a proposed development in a location planned Mixed Use abuts an area either planned or developed as housing, the design for the Mixed-Use site must be compatible with the nearby residential site.
- (6) The site design must indicate how the project can be built in stages and how each stage can be sustainable if subsequent stages are not built in a timely fashion or abandoned.

Criteria generally met.

Master Development Plan Review

Any development in a Mixed-Use District is required to submit and receive approval of a master development plan. The master plan illustrates the general plan for subdivision, streets, building placement, surface water management, exterior architectural character, and major landscaping as the basis for future reviews of plats and site plans on the site.

In this case, the applicant is proposing a mix of single family and multi-family dwellings. When undertaking a Master Plan project, developers are required to negotiate with the city to create a unified and comprehensively designed plan of high quality that meets the intent of the Comprehensive Plan. Because the proposed mixed-use development abuts a residential area, the design for the mixed-use site should be compatible with the nearby residential site.

The subject property will feature a range of housing types that will subdivide the approximately 43-acre site into 129 parcels that range in size from 31,358 square feet to 5,965 square feet, including two large common parcels that will be owned by the 54-unit homeowners association for the row home product.

Plans submitted by the applicant show that some of the single-family and twin homes proposed will be completed with a basement while other single-family and twin homes will be built with a slab-on-grade design. The row home style dwellings will also be a slab on grade. The mix of housing choices will provide a wider range of options and price points for prospective homebuyers, and may attract different types of buyers, than a subdivision zoned to meet the R-1 (current zoning) district requirements.

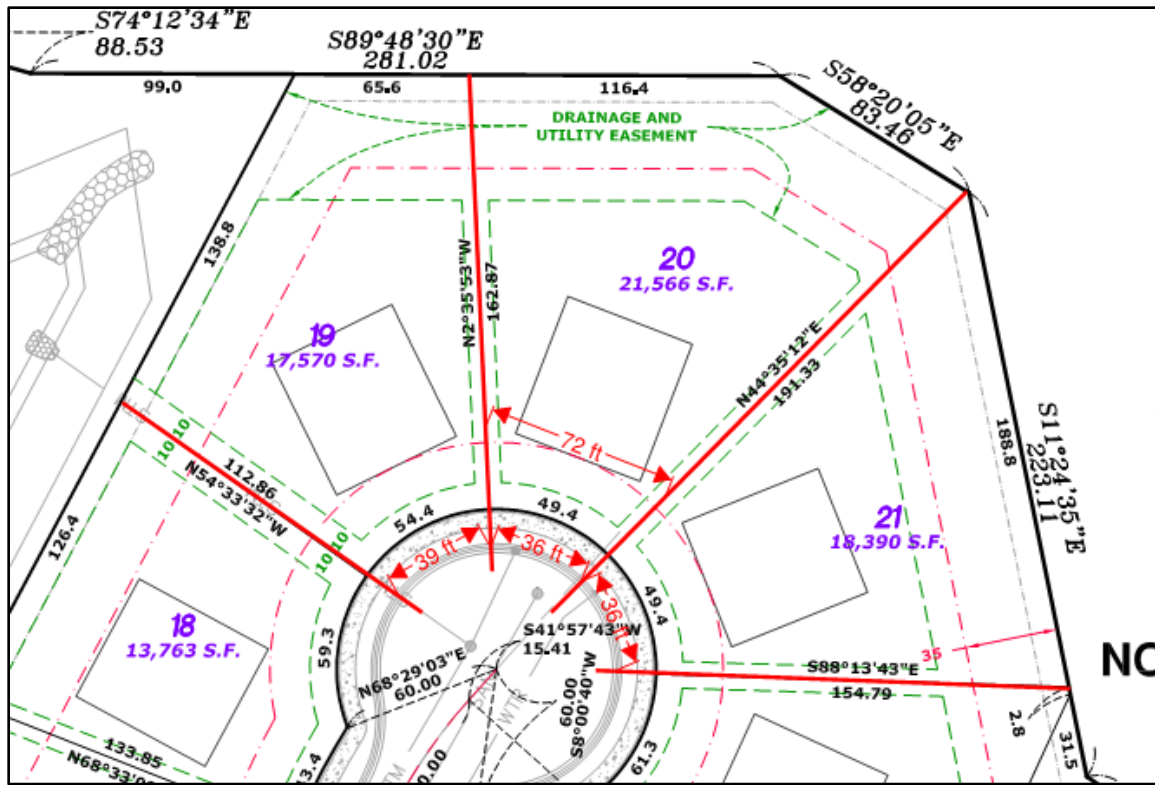
Single Family

The lot sizes proposed for single-family homes ranges from 9,561 square feet to 31,358 square feet. The lower end of the range is smaller than the standard required in the R-3 district. Thirty-two lots are less than the 15,000 square foot minimum, however only four total lots are below the 10,000 square foot lot size of the R-4 zoning district. The developer is also proposing lot setbacks that are reduced as compared to the R-3 standards. R-3 was chosen as the zoning designation most akin to the neighborhood. The table below lays out the zoning standards for the R-3 District and what is proposed by the developer.

Single Family

Ordinance Standards	R-3 Standards	Proposed
Front Yard Setback	40 feet	25 feet
Side Yard Setback	10 feet	7.5 feet
Rear Yard Setback	35 feet	35 feet
Lot Size	15,000 sq ft	9,561-31,358 sq ft
Lot Width	100 feet	70-174 feet
Lot Depth	150 feet	65.7-204 feet
Bldg Height	35 feet	Up to 35 feet

It is recommended that the approved master plan for the subdivision recognize the proposed setback standards to maintain an orderly development of the site. One issue noted in the review is the reduced lot width of certain lots significantly reduces the curbline of individual lots on a cul-de-sac, in some cases to less than 40 feet of curbline. With a 24-foot-wide driveway and fire hydrants, this does not leave an appropriate width for snow storage. A condition of approval for the final plat is ensuring all cul-de-sac lots have a 44' wide frontage along the curb line. That dimension will allow a typical driveway and space for snow storage.



Twin Homes

The lots proposed for the Twin Homes are generally consistent with the standards of the R-4 zoning which is the One-and Two-Family Residential District. Because the lots are an owner-occupied product, the individual lots are smaller than the ordinance standards which are reflective of a 2-unit/one lot type of development. In other words, the R-4 district standards are designed that twin homes, two units, would be placed on one lot. Proposed setbacks are generally consistent with the R-4 zoning district for Twin Homes and are consistent with the single-family portion of this development, in terms of front yard setback and separation between units which will create uniformity within the neighborhood.

Twin Homes

Ordinance Standards	R-4 Standards	Proposed
Front Yard Setback	30 feet	25 feet
Side Yard Setback	10 feet	0 feet (internal units)
		7.5 feet exterior building edge
Rear Yard Setback	35 feet	35 feet

Lot Size (duplex)	12,000 sq ft	11,997-19,459 (2 units)
Lot Width	75 feet	43-126 feet
Lot Depth	135 feet	108-166.59 feet
Bldg Height	35 feet	Up to 35 feet

Row Homes

The row homes are either 4-unit or 6-unit buildings with each unit having a platted lot for home ownership, but these buildings do not extend to the edge of the individual property line. There are five 6-unit buildings proposed and six 4-unit buildings. Surrounding the eleven buildings is open space that will be owned and maintained by the homeowner's association. Regional ponding for the project is also included within these areas. Although the row house units each have a setback from the individually platted lots, each building and therefore each unit, will maintain a 25' setback from the right-of-way line, consistent with the other housing types in the project. The one exception is along Viking Boulevard which will maintain a 135' setback from the road centerline. They will maintain a minimum separation between buildings of 15' although many of the buildings have larger separation.

As shown in the table below and on the plat, interior lots have a lot width of 30' and the exterior row homes have a lot width of 37.5'. The one exception is Lot 7 and Lot 12 Block 3. The lot width of Lot 7 is only 32.5' and is an exterior property while Lot 12 is 42.5'. It is recommended that exterior lot widths be 27.5 feet so Lot 7 should be increased in width. Lot 12 can remain larger, although it is unclear why this one property size is greater than all other exterior row house unit lots.

Row Homes

Ordinance Standards	R-6 Standards	Proposed
Front Yard Setback	25 feet	7.5 feet
Side Yard Setback	2/3 height of bldg	0 feet
		7.5 feet exterior building edge
Rear Yard Setback	35 feet	7.5 feet
Lot Size	4,000 sq ft/unit	1,980-2,475 sq ft
Lot Width	25 feet	30-42.5 feet
Lot Depth	135 feet	66 feet

Bldg Height	45 feet	Up to 45 feet
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Building Style-Single Family Homes

Single family homes are proposed with three different configurations. One style of housing offered by the applicant will be built at grade. Another configuration will feature a walkout with a 9-foot differential between the height of the garage floor elevation and walkout elevation and the third configuration will feature a lookout. Five homes will feature a walkout while 21 homes will feature a lookout with the remaining 23 homes being built at grade. These elevational differences will provide variety aesthetically within the project and provide price point options due to differences in building design.

In addition, some single-family homes will be built with a two-story frame and no basement while others depict a single-story frame with a finished basement. Both types would provide at least two floors of living space for potential buyers.

Twin Homes-Building Style

All the designs for the proposed twin homes depict a two-story dwelling. However, some of the twin homes proposed by the applicant would feature a finished basement along with a two-story home while other designs show an unexcavated basement. The twin homes would provide either two or three floors of livable area depending on their design.

Row Homes-Building Style

The row homes have individually platted lots surrounded by a single parcel with a common drainage and utility easement over the common ownership lot. These homes are a multifamily development arranged with four or six units in each proposed building where end units will have three exterior sides and the interior units will only have exterior walls on the front and rear of the units. The designs proposed by the applicant show that these units would be built slab-on-grade with no basements.

Section 40-86 Site Plan Criteria are to be used when evaluating a master development plan request. Staff finds the current proposal is consistent with the general criteria.

- (1) Consistency with the various elements and objectives of the City's long-range plans, including, but not limited to, the Comprehensive Plan;
- (2) Consistency with the purposes of this Code;
- (3) Preservation of the site in its natural state, insofar as practicable, by minimizing tree and soil removal, and designing any grade changes so as to be in keeping with the general appearance of neighboring developed or developing areas;
- (4) Creation of a harmonious relationship of buildings and open spaces with the terrain and with existing and future buildings having a visual relationship to the proposed development;
- (5) Creation of a functional and harmonious design for structures and site features including;
 - Creation of an internal sense of order for the various functions and buildings on the site and provision of a desirable environment for occupants, visitors and the general community;

- Appropriateness of the amount and arrangement of open space and landscaping to the design and function of the development;
- Appropriateness of the materials, textures, colors and details of construction as an expression the design concept of the project and the compatibility of the same with the adjacent and neighboring structures and functions; and
- Adequacy of vehicular, cycling and pedestrian circulation, including walkways, interior drives and parking, in terms of location and number of access points to the public streets, width of interior drives and access points, general interior circulation, separation of pedestrian, cycling and vehicular traffic and arrangement and amount of parking so as to be safe, convenient and, insofar as practicable, compatible with the design of proposed buildings, structures and neighboring properties.

(6) Creation of an energy-conserving design through design, location, orientation and elevation of structures, the use and location of glass in structures, and the use of landscape materials and site grading; and

(7) Protection of adjacent and neighboring properties through reasonable provisions for such matters as surface water drainage, sound and sight buffers, preservation of views, light and air, and those aspects of design, not adequately covered by other regulations, which may have substantial effects on neighboring land uses

Preliminary Plat Review

The preliminary plat creates 129 new lots for residential development along with two common area lots and dedication of various easements.

Chapter 32 of the City of Wyoming Subdivision Ordinance sets forth the platting procedure with the second requirement being the approval of a preliminary plat. The preliminary plat is a plan drawn to scale showing the proposed lot sizes and dimensions of each parcel within the arrangement of the subdivision, including easements, roadways, significant topographical and physical features, and adjacent land uses.

In considering the Preliminary Plat, the Planning Commission shall consider the following factors:

- a) Consistency with the design standards and other requirement of this ordinance.
- b) Consistency with the City's Comprehensive Plan, Stormwater Management Plan, and any other development plans officially adopted by the City.
- c) The physical characteristics of the site, including but not limited to topography, erosion, flooding potential, development, and major vegetation.
- d) The proposed development's fiscal impact and environmental impact.
- e) Whether the proposed subdivision conflicts with applicable general and specific plans (e.g., growth management system goals and policies, capital improvement programs, ordinances).
- f) Whether the design or improvement of the proposed subdivision conflicts with applicable development plans.
- g) That the site is physically suitable for the proposed density of the development.
- h) Whether the design of the subdivision or the proposed improvements are likely to cause substantial environmental damage.
- i) Whether the design of the subdivision or the type of improvements are likely to cause serious public health problems.

- j) Whether the design of the subdivision or the type of improvements will conflict with easements of record or of easements established by judgment of a court.

Park Dedication

Whenever land is being developed in Wyoming under the provisions of this Subdivision Ordinance, the developer shall be required to dedicate a portion of the land in the proposed subdivision for park, playground, trail, public open space, or cash in lieu of land. The percentage of the land agreed to by the developer and the City Council may be dedicated to the city as a public space or a park.

Article IV of the Subdivision Ordinance sets forth the park dedication requirements. Staff would recommend a mix of land and cash contribution to fulfill the park dedication requirements for this subdivision. The Joint Park Planning Board recommended 50% land and 50% cash contribution.

City Code requires the minimum amount of cash contribution in lieu of land dedication to be accepted by the City shall be the park fee per dwelling unit or building lot. The maximum amount of the cash contribution shall be greater of these two amounts:

- a) Eight percent (8%) to twelve (12%) of the fair market value of the undeveloped land before Final Plat as determined by the Density/Rate Schedule. As presented, the proposed development of 129 units over the 34.07 acres above the OHWL would qualify at the 9 percent threshold as the density is 3.78 lots per acre. If purely a land dedication, a 9 percent dedication equals 3.07 acres. The plans submitted by the applicant shows that 2.1 acres of parkland is proposed on the southeast side of the development. The subdivision would also require a cash contribution based on the fair market value. The fair market value may be determined by obtaining the most recent property tax statement(s) for the property. However, this method of determining the fair market value is complicated by the condition that parts of the Subdivision are within three different parcels. The value of each portion could be prorated from the value of its parent parcel, but this assumes that all regions of the parcel are equal in value, which may not be the case. Section 32-63(2) offers three alternate means of determining market value.
 - a. The Joint Park Planning Board and the Subdivider may agree upon a recommendation to the City Council as to the fair market value.
 - b. The subdivider may present to the Joint Park Planning Board acceptable purchase agreements, transaction records, or other pertinent documents to assist in establishing the Fair Market Value.
 - c. A land appraisal may be undertaken by a firm acceptable to both the developer and the City Council, with said appraisal of the property may be accepted by the City Council at their discretion.
- b) A cash contribution determined by multiplying the park fee by the number of proposed building lots or dwelling units. The established flat rate for park and trail dedication is a total of \$1,800.00 (\$1,500.00 for park and \$300.00 for trail) per lot. The sketch plan shows a total of 129 lots, which would amount to a park/trail dedication of \$232,200.00.

At the March 22 Joint Park Planning Board meeting there was quite a bit of discussion about the developer fulfilling the park dedication fee requirements for the Sunrise Riverbank project. The developer had requested that the Board consider dedication of the 17-acre wetland bank. Staff noted that the wetland dedication would not meet the intent of the ordinance. After discussions about the lack of parkland in this area of the community, the Board recommended taking 50% land

and 50% cash dedication to meet the project's park dedication requirements. For the residential development (the current plat) that would equate to 1.505 acres, with 0.395 acres anticipated for dedication associated with the commercial portion of the Sunrise Riverbank project, for a total park of 1.895 acres. The remainder of the dedication will be taken in cash dedication.

Development Access

Access to the subdivision from Viking Boulevard will need to be coordinated with Chisago County to ensure spacing and safety requirements are met. Preliminary discussion indicate that turn lanes on Viking Boulevard will be required to be constructed to access the property.

Street Design will have to be planned to meet the minimum standards in Sec. 32 - 85.

Chisago County is currently studying this corridor and evaluating short term improvements related to access for this development, along with long term improvements that will address traffic congestion and access management along this corridor.

Utilities

The proposed property is located within municipal urban services area. The proposed development must connect to the City of Wyoming's existing sanitary sewer system. The existing system is extended to the northwest corner of the intersection of I-35 and East Viking Boulevard, and this extension is served by the Lift Station #8. Capacity in the gravity sanitary sewer pipe leading from the lift station to the site can accommodate full buildout of the proposed improvements in both the commercial and residential concepts plans that have been submitted.

Based on the traffic study that Chisago County is currently performing, it is anticipated Kettle River Boulevard may need to be realigned through the commercial at some point in the future or as part of the development of the commercial property. Accommodations will be necessary for this to occur as to not limit options to correct traffic concerns identified in the EAW in this general area. This may or may not affect the utility layout for the site. The Kettle River Blvd LS (#8) is projected to have enough capacity for the Sunrise Riverbank single family, twin homes, and townhomes. However, at a minimum the pumps in the Kettle River Boulevard Lift Station (LS # 8) need to be upsized once they add in the hotel and apartments. The existing 6' wet well at Lift Station No. 8 will not be required to be upsized. The existing 4" forcemain along Kettle River Boulevard that extends south will be required to be upsized to 6". The 6" forcemain under I-35 does not require upsizing.

12" watermain will be required to be extended from the stub on 273rd Street near the water tower, under I35 and to the site. City Council has authorized staff to prepare the plans and specifications to for this watermain extension to the site. The residential and commercial areas will need to have the watermain looped and not served from a single watermain line.

The proposed development must connect to the city's existing water distribution system. The existing system is supplied by three (3) production wells. Groundwater pumped by the production wells is treated by chemical addition at each well house. The system has two (2) elevated storage tanks with a total storage capacity of 1.05 million gallons.

The following are two recommendations regarding the proposed utilities:

- Staff has received a preliminary utility layout in addition to the concept plan and we have provided detailed preliminary redline comments to the applicant's engineer.

- Extend the watermain along CSAH 22 between the proposed future commercial site and the Avery Estates east access for consistency/reliability in water supply. This has been placed as a condition of approval but should be discussed further.

Grading

Site grading will be conducted to provide appropriate building pads and infrastructure for the 129-unit project. There are several wetlands on site and the topography is rolling, although is lower along the exterior of the lot, particularly in the north and east where grades are in the 890' to 895' range. Closer to Viking Boulevard grades are around 900'. Care must be taken to provide appropriate drainage for individual lots and ensure easements and overflows are provided.

Drainage

Drainage for the development is directed to a series of ponding areas that will be created within the project. Ultimately the run-off will be directed off site. Although the site is outside of the Comfort Lake Forest Lake Watershed District, the developer is required to follow the City of Wyoming stormwater management standards which mimic the Watershed requirements. Detailed redline comments related to stormwater management have been provided to the applicant's engineer. A NPDES permit will be required and compliance with all NPDES permit requirements will need to be confirmed.

The applicant has not submitted final stormwater plans for the project, which prompts the recommendation to continue the item. However, the applicant has indicated they will submit the plans on Monday and staff intends to review the documents prior to the Planning Commission meeting on Tuesday evening. Depending upon the outcome of that review, and it's potential impact on the preliminary plat, the item may be recommended for tabling or approval.

Rezoning Request

Section 40 – 141 (4) (a) outlines the standards for rezoning. The City may adopt amendments to the zoning ordinance and zoning map in relation both to land uses within a particular district or to the location of the district lines. Such amendment shall not be issued indiscriminately but shall only be used as a means to reflect changes in the goals and policies of the community as reflected in the Comprehensive Plan or changes in conditions in the City. The following factors shall also be considered when evaluating the request to rezone the property from R-1 to Mixed-Use District:

- (1) Whether the amendment will create an excessive demand on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.

The rezoning will not create an excessive demand on existing parks, schools, streets, and public facilities. This standard has been met.

- (2) Whether the amendment is sufficiently compatible so that existing development will not be depreciated in value and there will be no deterrence to development of vacant land.

The area proposed to be rezoned to MX District is consistent with the mixed-use designation in the Comprehensive Plan. The site has been planned for a mix of uses and is complementary to the surrounding land uses. Therefore, there is no depreciation in value and no deterrence to development is expected. This standard has been met.

- (3) The amendment in the opinion of the City is reasonably related to the overall needs of the City.

The amendment complies with several land use objectives described in the City's Comprehensive Plan. This standard has been met.

- (4) The amendment is consistent with the intent and purposes of the zoning ordinance.

The intent of the MX District is to provide areas of varying densities and uses within one site. This standard has been met.

- (5) The amendment will not cause traffic hazard or congestion.

The rezoning will not cause traffic hazard or congestion. This standard has been met.

Applicable Zoning Ordinance Planned Unit Development Standards.

Section 40-364 defines the required standards and considerations the city will review when an application is requesting a PUD. The following criteria should be considered:

- (1) Location of the buildings, compatibility, parking areas and other features with respect to the topography of the area and existing natural features such as streams and large trees;
- (2) Efficiency, adequacy and safety of the proposed layout of internal streets and driveways;
- (3) Adequacy and location of green areas;
- (4) Adequacy, location and screening of parking areas; and
- (5) Such other matters as may be found to have a material bearing upon the stated standards and objectives of the comprehensive land use plan.

These standards have generally been met

Section 40-367 General Regulations.

- (1) All other development regulations of the appropriate Zoning District not specified in this Division or specified as a condition to the Conditional Use Permit shall apply to a Planned Unit Development.
- (2) The application for a Conditional Use Permit shall state precisely the reasons for requesting the consideration of the property for Planned Unit Development
- (3) Each living unit must have at least nine hundred sixty (960) square feet of floor area excluding the basement.
- (4) Each living unit must have a garage with minimum area of three hundred twenty (320) square feet.
- (5) The land which is to be set aside as open or common area shall be clearly indicated on the plan. Provisions for recreational area and for continual maintenance of that area not dedicated and accepted by the City shall be required.
- (6) No conveyance of property within the Planned Unit Development shall take place until the property is platted in conformance with the provisions of this Division and applicable to the City Subdivision Ordinance. *All by-laws, Property Owner's Association Articles of Incorporation, and Protective Covenants must be approved by the City Attorney and filed with the record plat. These covenants must be adhered to and cannot be changed without the approval of the City Council. This standard will be met.*

- (7) The uses in the PUD shall be those uses allowed for in the Zoning District in which the PUD is located.
- (8) There is to be provided within the tract, or immediately adjacent thereto, parking spaces in private garages or off-street parking areas in accordance with the requirement of Article VII, Division 23.

These standards have generally been met.

Section 40-368 Site Design

- (1) The number of principal use structures which may be constructed within the PUD shall be determined by dividing the net buildable acreage of the project area by the required lot area per unit which is required in the district in which the Planned Unit Development is located. The net buildable acreage shall be defined as the project area less the land area dedicated for public streets, and land which is not deemed as buildable by this Ordinance. The project area includes all the land within the Planned Unit Development which is allocated for residential and for common open space as required by this Division. Land to be dedicated for public streets is to be excluded from the project area.
- (2) The common open space, any other common properties, individual properties, and all other elements of the Planned Unit Development shall be so planned that they will achieve a unified scheme of integrated planning and a harmonious selection and efficient distribution of uses.
- (3) The proposed PUD shall be of such size, composition, and arrangement that its construction, marketing, and operation is feasible as a complete unit, without dependence on any subsequent unit or development. .
- (4) All PUD's shall be served by public sewer and water...
- (5) Planned unit development (PUD) dwelling units should have a character and scale that relate to the heritage of the city, similar to design standards for the residential districts.
- (6) Vegetated buffers of native trees, shrubs and understory shall be planted in buffer zones of sufficient area from edge of the PUD so as to provide residential privacy and minimize views of house lots from exterior road and abutting properties.

These standards are generally met with the exception of #6 as the applicant has not submitted a landscape plan. The conditions can all be met.

Conditional Use Permit Standards

Chapter 40, Article V, Division 6, Conditional Use Permits, Section 40 – 112, sets forth the general standards that shall be met in order to grant a CUP. Granting of a Conditional Use Permit is required with approval of the PUD. These standards are as follows:

1. The use is in conformity with the Comprehensive Plan and development policies of the City.

This standard has been met.

2. The use will not create an excessive demand on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.

This standard has been met.

3. The use will be sufficiently compatible or separated by distance or screening from adjacent development or land so that existing development will not be depreciated in value and there will be no deterrence to development of vacant land.

- This standard has been met.*
4. The structure and site will have an appearance that will not have an adverse effect upon adjacent properties.
- This standard has been met.*
5. The use in the opinion of the City is reasonably related to the overall needs of the City and to the existing land use.
- This standard has been met.*
6. The use will be consistent with the purpose of this and other City Ordinances.
- This standard has been met.*
7. The use will be located, designed, maintained, and operated to be compatible with the existing or intended character of the zoning district in which it is to be located.
- This standard has been met.*
8. The use will generate only minimal vehicular traffic on local streets and shall not create traffic hazards or unsafe access or parking needs.
- This standard has been met.*
9. Existing businesses nearby will not be adversely affected because of the curtailment of customer trade brought about by intrusion of noise, glare, or general unsightliness.
- This standard has been met.*
10. The establishment or maintenance of the use shall not be detrimental to the public, health, safety, or general welfare.
- This standard has been met.*
11. The use will not be hazardous, detrimental, or disturbing to present and potential surrounding land use due to water pollution, odor, fumes, general unsightliness, or other nuisances.
- This standard has been met.*
12. The use will preserve and incorporate the site's important natural and scenic features into the development design.
- This standard has been met.*
13. The use will cause minimal adverse environmental effects.

This standard has been met.

Next Steps

The applicant should make modifications to the plans addressing engineering comments relating to utilities and roadways and adjust cul-de-sac lots. The City Council will review the Planning Commission's recommendation for Rezoning from R-1 to MXD, Master Development Plan PUD approval with Conditional Use Permit, and Preliminary Plat approval at the next regularly scheduled meeting. Final platting will also be needed to allow creation of individual lots for building. It is expected based on discussions with the applicant that the project will be phased (streets and utilities), however the entire site is proposed to be graded with the initial phase.

Planning Commission Recommendations

Rezoning:

On May 24, 2022 the Planning Commission publicly heard the petitioner's request for the rezoning. After hearing testimony and discussion, the Planning Commission voted unanimously to recommend approval of the rezoning request based on the finding that the criteria contained in Article V, Division 9, Zoning Amendments have been met and concur with Staff's recommended findings of fact.

Conditional Use Permit for the Planned Unit Development Master Plan:

On May 24, 2022 the Planning Commission publicly heard the petitioner's request for a Conditional Use Permit for a Planned Unit Development Master Plan. After hearing testimony and discussion, the Planning Commission voted unanimously to recommend approval of the request based on the findings that the standards for the Conditional Use Permit have been met. The Planning Commission is recommending approval with the following conditions:

- 1) The applicant submit a landscape plan for staff review and approval.
- 2) The development will comply with the following setback standards for each of the three types of units within the project:

Single Family

Ordinance Standards	Development Standards
Front Yard Setback	25 feet
Side (Interior) Yard Setback	7.5 feet
Rear Yard Setback	35 feet
Minimum Lot Size	9,500 sq ft
Minimum Lot Width	70 feet
Minimum Lot Depth	65 feet
Building Height	Up to 35 feet

Twin Homes

Ordinance Standards	Development Standards
Front Yard Setback	25 feet
Side (Interior) Yard Setback	0 feet
Side Yard (building edge)	7.5 feet
Rear Yard Setback	35 feet
Minimum Lot Size (duplex)	5965 sq ft

Minimum Lot Width	43 feet
Minimum Lot Depth	108 feet
Maximum Building Height	Up to 35 feet

Row Homes

Ordinance Standards	Proposed
Front Yard Setback	7.5 feet
Side (Interior) Yard Setback	0 feet
Side Yard (Exterior) Setback	7.5
Rear Yard Setback	7.5 feet
Minimum Lot Size	1,980 sq ft
Minimum Lot Width	30 interior lots7/3.5 exterior lots
Minimum Lot Depth	66 feet
Maximum Building Height	Up to 45 feet

Preliminary Plat Approval of “Avery Place”:

On May 24, 2022 the Planning Commission publicly heard the petitioner’s request for preliminary plat approval of “Avery Place”. After hearing testimony and discussion, the Planning Commission voted unanimously to recommend the approval of the requested preliminary plat with the finding of fact; that the requirements of Article III, Division 2, “The Preliminary Plat”, as contained in the City of Wyoming Subdivision Ordinance have been complied with.

Conditions for approval:

The Planning Commission recommends approval of the Preliminary Plat of “Avery Place” with the following conditions:

- 1) Submit revised utility, grading and stormwater plans compliant with City requirements and the comments provided.
- 2) Staff review and approval of the storm water plan.
- 3) A NPDES permit will be required and compliance with all NPDES permit requirements will need to be confirmed.
- 4) MPCA Sanitary Sewer and Minnesota Department of Health Watermain Extension Permits will be required.
- 5) An Access permit must be acquired from Chisago County and be constructed consistent with their requirements.

- 6) Staff has received a preliminary utility layout in addition to the concept plan and we have provided preliminary comments.
- 7) Extend the watermain along CSAH 22 between the proposed future commercial site and the Avery Estates east access for consistency/reliability in water supply.
- 8) All required local, state and/or federal permitting must be obtained.
- 9) The preliminary plat is revised to provide 44' along the curb line for all cul-de-sac lots to ensure there is adequate room for driveways, mailboxes, and snow removal.
- 10) The applicant revise Lot 7, Block 4 to increase the lot width to 37.5'.
- 11) All by-laws, Property Owner's Association Articles of Incorporation, and Protective Covenants must be approved by the City Attorney and filed with the record plat. These covenants must be adhered to and cannot be changed without the approval of the City Council.
- 12) After the City Engineer has approved the construction plans and specifications; new construction plans that reflect the approved revisions are submitted to the City (three full size and two reduced sets)
- 13) The developer enter into a Development Agreement, the terms and provision of which must be approved by the City Attorney, between the property owner, the developer, and the city, and must be executed prior to construction beginning on the improvements in the development.
- 14) The developer shall submit a surety in the form of a cash deposit or letter of credit guaranteeing to complete the work in substantial compliance with the approved street, utility, grading, and drainage plans. The surety must remain in place until the site work is completed and approved by the city. The City Engineer must approve the surety amount and the City Attorney must approve the terms if a letter of credit is used.
- 15) The applicant meet the park dedication requirements by providing 50% land dedication and 50% cash payment. The land dedication for this subdivision will be 1.505 acres.
- 16) The applicant provides financial assurance for the wetland impacts in the form of an irrevocable letter of credit to fulfill the financial security in the amount 150% of the cost of local replacement credits, in the development agreement.
- 17) That the wetland replacement plan be approved in accordance with the Wetland Conservation Act.
- 18) Utility Easements are required for the sanitary sewer and watermain extension from the proposed plat to Kettle River Boulevard along CSAH 22.
- 19) Revise the plans to end the sidewalks at the beginning of the bulb of the cul-de-sacs.
- 20) That snow storage areas are provided; including easements where needed.



City Of Wyoming
26885 Forest Blvd., PO Box 188
Wyoming, MN 55092
Phone (651) 462-4947 Fax (651) 462-3938

ORDINANCE AMENDMENT
LAND USE APPLICATION

This application initiates a request to change the text of a city ordinance or to change the boundaries of a zoning district (rezoning). Any person owning real estate within the city may initiate a request to amend the district boundaries or text of a city ordinance.

Property Address: Proposed Lot 2 Block 1, Sunrise Riverbank

Applicant(s) Information:

Name(s) Land Dev Co of Wyoming, LLC - Richard L. Morris Home _____
Address 7380 France Ave S Suite 250 Work 952-832-2000
City Edina State Mn Zip 55435 Email r/m@morrislawmn.com

Owner(s) Information: (if other than Applicant(s))

Name(s) Northern Tier Developments, LLC - Richard L. Morris Home _____
Address 7380 France Ave S Suite 250 Work 952-832-2000
City Edina State Mn Zip 55435 Email r/m@morrislawmn.com

Owner(s) Signature(s)

[Signature] Date 4-19-22

Legal description of property (if a rezoning) OR proposed text amendment (attach additional pages if necessary):

Proposed Lot 2 Block 1 Sunrise Riverbank

Present use of property: Vacant

Property Identification Number(s): R.21

Present Zoning District: R-1

Proposed Zoning District: MXD

This application and the following attachments must be submitted to be considered a complete application:

Attach a letter addressing the following:

1. Stated reason for requested change.
2. Statement of compatibility to the City Comprehensive Plan.
3. Text of the portion of the existing ordinance to be amended. (If applicable)
4. Proposed amended text and statements outlining any other effects that the amendment may have on other areas of this ordinance.
5. Additional information as may be requested by the Planning Commission. (Rezoning requests will require a map of the area to be rezoned)
6. The application fee and escrow must be paid at the time of application.

A public hearing can be scheduled only after a complete application has been received.

Signature of applicant(s) [Signature] Date 4-19-22

As the Applicant for this request, I agree to reimburse the City for all expenses incurred by the City in employing planning, engineering, legal, and other professional consultants in reviewing this application. This may include the replenishment of any escrow funds as required as part of this application. Such costs shall be paid by me, the applicant, regardless of the outcome of the review and prior to commencing any work on the project. All of Article V, Division 9, Zoning Amendments, is attached to this application and by signing this application, the Applicant acknowledges that it has been read and understood.

Application # 2-22-001

OFFICE USE ONLY

Date Application Received 4/21/22

Date Complete Application Received 4/22/22 60 Days 6/21/22

By: [Signature]

Official

Fee \$220.00 + Escrow \$750.00

Date Paid 4/22/22

Check # _____



City Of Wyoming
26885 Forest Blvd., PO Box 188
Wyoming, MN 55092
Phone (651) 462-4947 Fax (651) 462-0576

**CONDITIONAL/INTERIM USE PERMIT
LAND USE APPLICATION**

A conditional use permit application requests a use permitted in a particular zoning district, but regulated and controlled through conditions placed upon it by the City Council after review by the Planning Commission.

Property Address: Proposed Lot 2 Block 1 Sunrise Riverbank

Applicant(s) Information:

Name(s) Land Dev Co of Wyoming, LLC - Richard L. Morris Home _____
Address 7380 France Ave S Suite 250 Work 952-832-2000
City Edina State Mn Zip 55435 Email rlm@morrislawmn.com

Owner(s) Information: (if other than Applicant(s))

Name(s) Northern Tier Development, LLC - Richard L. Morris Home _____
Address 7380 France Ave S Suite 250 Work 952-832-2000
City Edina State Mn Zip 55435 Email rlm@morrislawmn.com

Owner(s) Signature(s) [Signature] Date 4-19-22

Legal description of property: Lot 2 Block 1 proposed Sunrise Riverbank

Property Identification Number: R.21.

Present zoning: _____

Present use of property: Vacant

Proposed use of property: Residential Subdivision

Is this an application for an Interim Use Permit ☐ YES ☒ NO If yes, on what date, or upon what event, would the applicant desire the interim use to expire? Date: ____/____/____ OR Event: _____

This application and the following attachments must be submitted to be considered a complete application:

- A detailed site plan showing the information listed in Section 40 - 111, A-K as well as the following:
 - The grading and drainage plan must be designed in accordance with Article VII, Division 21 of the Zoning Ordinance and the City of Wyoming Surface Water Resource Guidance Document.
 - Elevation drawings of all sides of the proposed building to show compliance with the architectural standards of the zoning district the use will be located in.
 - Landscaping and Screening in accordance with Article VII, Divisions 14 & 26.
 - Lighting Plan in accordance with Article VII, Division 15.
- A letter explaining the proposed use and how it will be operated.
- A completed Conditional / Interim Use Permit Worksheet.
- Applications for uses described in Article VI, Divisions 7, 18, & 19 and Article VII, Divisions 2, 8, 10, 17-20, and 25 of the Zoning Ordinance must include the information necessary to show compliance with the applicable section of the ordinance.
- Applications for uses that are within the Highway 8 Overlay District or that utilize Highway 8 for access must include the information necessary to show compliance with Article VI, Division 14 of the Zoning Ordinance.
- The application fee and escrow must be paid at the time of application. The fee is not refundable. The unused portion of the escrow will be returned to the applicant.
- Any other information deemed necessary by the Zoning Administrator or Planning Commission.

Signature of applicant(s) [Signature] Date 4-19-22

As the applicant for this request, I agree to reimburse the City for all expenses incurred by the City in employing planning, engineering, legal, and other professional consultants in reviewing this application. This may include the replenishment of any escrow funds as required as part of this application. Such costs shall be paid by me, the applicant, regardless of the outcome of the review and prior to commencing any work on the project. All of Article V, Division 6, Conditional Use Permits is attached to this application and by signing this application, the applicant acknowledges that it has been read and understood.

A public hearing can be scheduled only after a complete application has been received.

Application # C-22-001 OFFICE USE ONLY Date Application Received 4/21/22
Date Complete Application Received 4/21/22 60 Days 6/20/22 By: [Signature]
Fee \$220.00 + Escrow (Commercial \$1,000.00; Residential \$750.00) Date Paid ____/____/____ Check # _____

Conditional / Interim Use Permit Worksheet

Applicant: LAND DEVCO OF WYOMING, LLC - RICHARD L. MORRIS

Address: 7380 FRANCE AVENUE SOUTH, SUITE 250

Type of Business: LLC

Business name: LAND DEVCO OF WYOMING, LLC

Answer the following questions based on the standards contained in Sec. 40 - 112 of the City of Wyoming Zoning Ordinance for Conditional and Interim Use Permits. If needed use a separate page. All questions must be answered.

- 1) Is your proposed use in conformity with the Comprehensive Plan and development policies of the City?
YES Explain: THE REQUEST CAME FROM THE CITY MORE HOUSING.
- 2) Will your proposed use create an excessive demand on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area?
NO Explain: WE ARE DEVELOPING OUR OWN STREETS AND PROVIDING
- 3) Will your proposed use be sufficiently compatible or separated by distance or screening from adjacent development or land so that existing development will not be depreciated in value and so there will be no deterrence to development of vacant land?
YES Explain: WE ARE PRIMARILY SURROUNDED BY STREET AND FUTURE
- 4) Will the structure and site have an appearance that will not have an adverse effect upon adjacent properties?
NO Explain: CONSTRUCTION WILL BE OF TASTEFUL DESIGN. WETLAND BANK.
- 5) Is the proposed use reasonably related to the overall needs of the City and to the existing land use?
YES Explain: THE CITY DESIRED THE ADDITIONAL HOUSING.
- 6) Will the proposed use be consistent with the purpose of the Zoning Ordinance and other City Ordinances?
YES Explain: LOT STANDARDS HAVE BEEN PROPOSED BASED UPON
- 7) Will the proposed use be located, designed, maintained, and operated to be compatible with the existing or intended character of the zoning district in which it is to be located?
YES Explain: LOT STANDARDS AND DESIGN ARE CONSISTENT WITH CITY'S INPUT. STAFF
- 8) Will the proposed use generate only minimal vehicular traffic on local streets?
NO Explain: WE ARE ADDING 129 HOMES/UNITS, ALTHOUGH WE ARE
- 9) Will the proposed use create traffic hazards or unsafe access or parking needs?
NO Explain: CHICAGO/WYOMING STANDARDS HAVE BEEN USED FOR INFILLS STRUCTURAL DESIGN. ADDING REQUIRED
- 10) Will existing businesses nearby be adversely affected by your proposed use because of the curtailment of customer trade brought about by intrusion of noise, glare, or general unsightliness?
NO Explain: THIS WILL NOT ADVERSELY AFFECT BUSINESSES.
- 11) Will the establishment or maintenance of the proposed use be detrimental to the public health, safety or general welfare?
NO Explain: THE USE IS CONSISTENT WITH CITY'S GOALS.
- 12) Will the proposed use be hazardous, detrimental, or disturbing to present and potential surrounding land uses due to water pollution, odor, fumes, general unsightliness or other nuisances?
NO Explain: WE ARE PRIMARILY SURROUNDED BY A WETLAND BANK.
- 13) How will the proposed use preserve and incorporate the site's important natural and scenic features into the development design?
Explain: MINIMAL WETLAND IMPACT ANTICIPATED.
- 14) Will the proposed use cause adverse environmental effects?
NO Explain: ENGINEERING / DRAINAGE STANDARDS HAVE BEEN FOLLOWED FOR THE DESIGN.



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PRELIMINARY PLAT
SUBDIVISION APPLICATION

A Preliminary Plat Application is filed after the Planning Commission has reviewed the Sketch Plan Application for the proposed subdivision. The application is reviewed by the Plat Review Committee and then forwarded on to the Planning Commission for a public hearing. After the public hearing the application is considered by the City Council.

Applicant(s): Name(s) Land Dev Co of Wyoming, LLC / Richard L. Morris
Address 7380 France Ave S. Suite 250
City Edina State Mn Zip 55435
Work and home phone numbers 952.832.2000 Email RLM@MorrisLawMN.com

Owner(s): (if other than Applicant(s))
Name(s) Northern Tier Development, LLC
Address 7380 France Ave S. Suite 250
City Edina State Mn Zip 55435
Work and home phone numbers 952.832.2000 Email RLM@MorrisLawMN.com

Signature of owner(s) Richard L. Morris - President - Northern Tier Dev LLC Date 4-18-22
Legal description of property: LOT 2, BLOCK 1, SUNRISE RIVERBANK, CHISTO COUNTY, MN (TO BE RECORDED) Property Identification Number R.21.

Present use of property: _____

Proposed use of property: RESIDENTIAL HOUSING

Present zoning of property: _____

Total acreage of property: 43.37 ACRES

Total acreage in wetlands or floodplain: 0.71 ACRES

Number of proposed lots: 129 UNITS

Acreage of proposed parkland dedication: 2.1 ACRES

☐ 11 full size copies of the proposed preliminary plat.

☐ 2 reduced copies (no larger than 11 X 17).

☐ A copy of proposed protective covenants, if applicable.

☐ Grading, drainage and erosion control plans.

☐ Septic site evaluation reports.

☐ Wetlands delineation report.

☐ Applications for any necessary variances, conditional use permits, or rezoning.

☐ Copies of permit application submittals to all agencies with jurisdiction over wetlands or water bodies and channels on the development site.

☐ List of any special assessments.

☐ Environmental Assessment Worksheet, if necessary.

Signature of Applicant(s) Richard L. Morris - President - Land Dev Co of Wyoming, LLC Date 4-18-22

As the applicant for this request, I agree to reimburse the City for all expenses incurred by the City in employing planning, engineering, legal, and other professional consultants in reviewing this application. This may include the replenishment of any escrow funds as required as part of this application. Such costs shall be paid by me, the applicant, regardless of the outcome of the review and prior to commencing any work on the project.

A public hearing can be scheduled only after a complete application has been received.

Application # D-22-007 OFFICE USE ONLY

Date Application Received 4/18/22

Date Complete Application Received 5/6/22

120 Days 9/3/22

By: [Signature]

Official

\$450.00 + \$70.00/Lot + Consultant Escrow = Total

Date Paid 4/18/22 Check # _____

Consultant Escrow \$1,000.00 without improvements; \$10,000.00 with improvements + \$500.00 per lot for 30 or more lots.

Z:\WEBSITE\2018 WEBSITE REBOOT\ZONING APPLICATIONS\SUBDIVISION APPLICATION\3 PRELIMINARY PLAT APP 18 DOCX

revised 12/06/18



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JOB INFORMATION
SUTHERLAND
2022 BASE PLAN
-- --

SQUARE FOOTAGE CALCS.					
MAIN LEVEL	1214 SQ FT				
UPPER LEVEL	1592 SQ FT				
FIN. BASEMENT	N/A SQ FT				
TOTAL FINISHED	2551 SQ FT				
GARAGE	712 SQ FT				
FRONT PORCH	172 SQ FT				

REVISION LOG:

ISSUED:
DRAWN BY: TJS

1) CONTRACT SET
INITIALS: X-X-XX

2) REVISION
INITIALS: X-X-XX

3) STRUCT. SIGN OFF
INITIALS: X-X-XX

4) SELECTIONS
INITIALS: X-X-XX

5) INTERNAL AUDIT
INITIALS: X-X-XX

6) INTERNAL PRECON
INITIALS: X-X-XX

7) HFBO
INITIALS: X-X-XX

8) REVISION
INITIALS: X-X-XX

9) REVISION
INITIALS: X-X-XX

10) REVISION
INITIALS: X-X-XX

11) REVISION
INITIALS: X-X-XX

12) REVISION
INITIALS: X-X-XX

13) REVISION
INITIALS: X-X-XX

13) REVISION
INITIALS: X-X-XX

14) REVISION
INITIALS: X-X-XX

PROJECT INFO:

PLAN NAME:

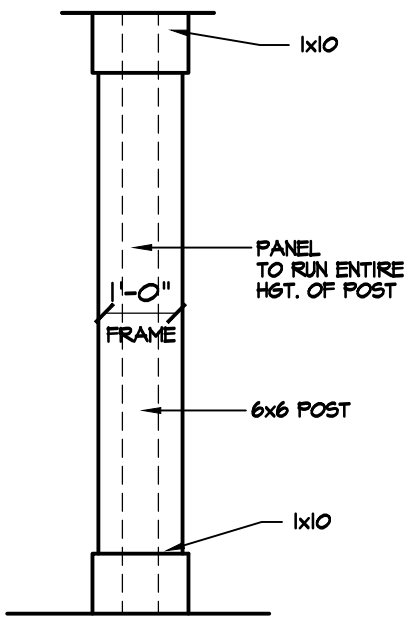
SUTHERLAND

PROJECT NUMBER:

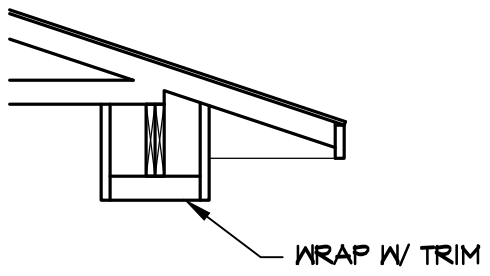
2022-XX

SHEET NUMBER:

1A OF 9



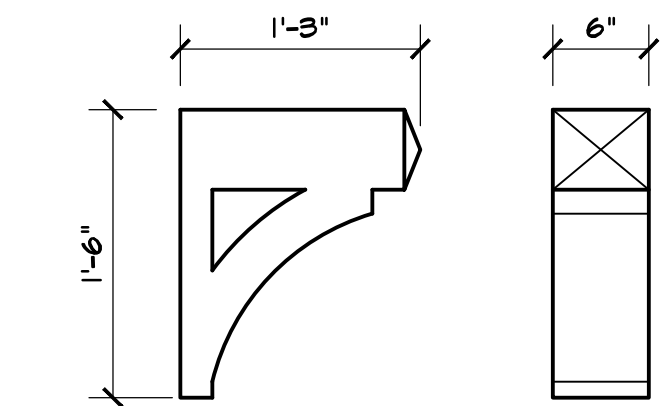
COLUMN DETAIL
3/8" = 1'-0"



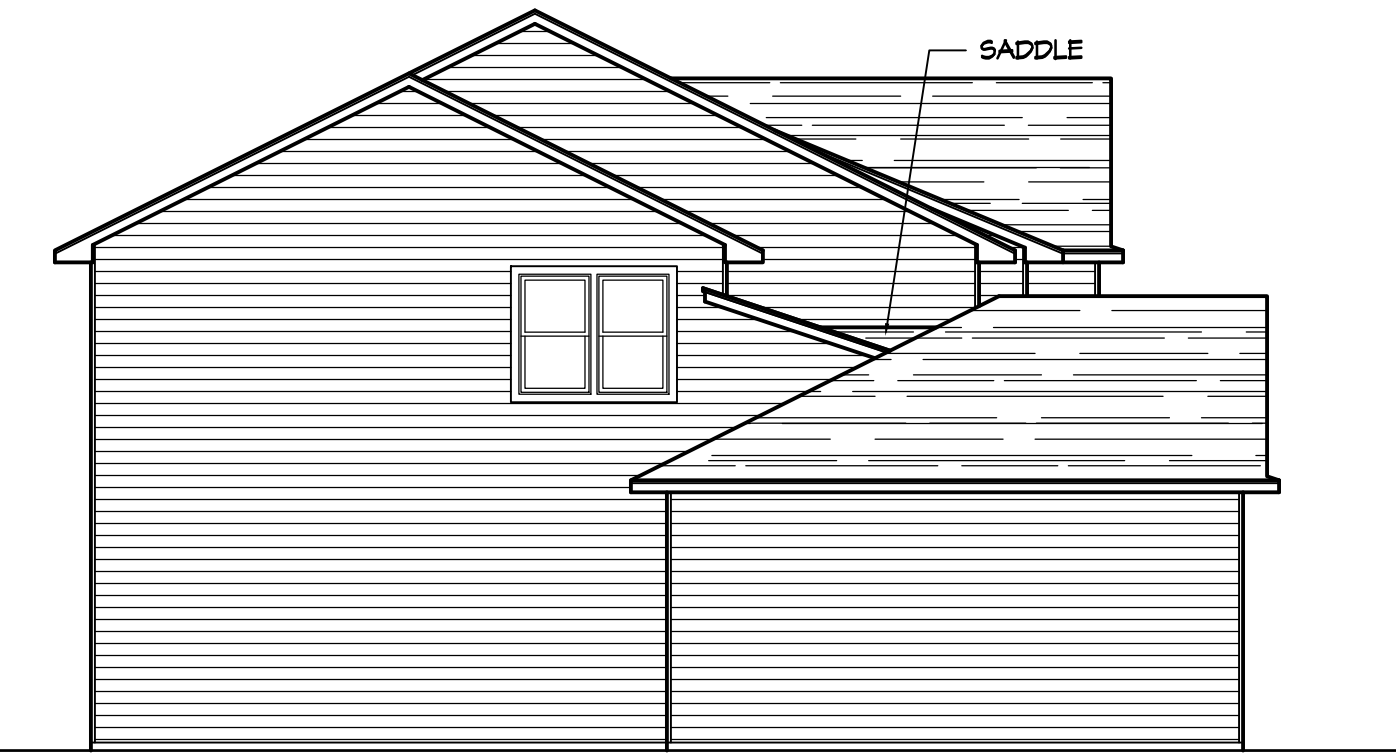
BOX DOWN DETAIL
2 1/8" = 1'-0"



FRONT ELEVATION - CLASSIC
1/4" = 1'-0"



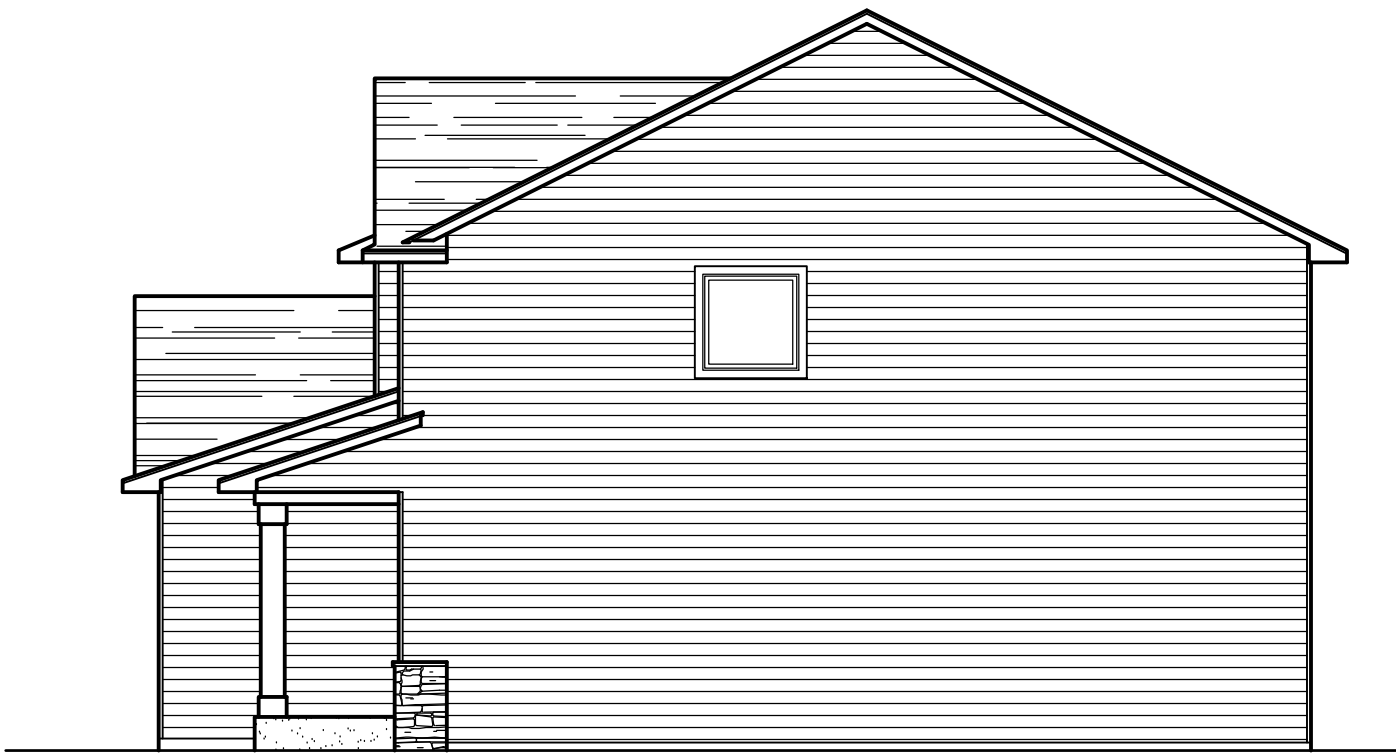
BRACKET DETAIL
3 1/8" = 1'-0"



LEFT ELEVATION
1/8" = 1'-0"



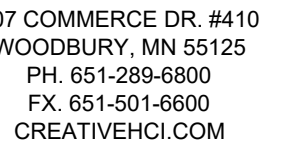
REAR ELEVATION
1/4" = 1'-0"



RIGHT ELEVATION
1/8" = 1'-0"

 STRUCTURAL PANEL SHEATHING PER
CODE (CS-WSP AS PER R602.10.4)

 EXTENDED HEADER



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UPPER LEVEL:	1332 S
FIN. BASEMENT:	N/A S
TOTAL FINISHED:	2551 S
GARAGE:	712 S
FRONT PORCH:	172 S

[illegible]

PROJECT INFO:

PLAN NAME:

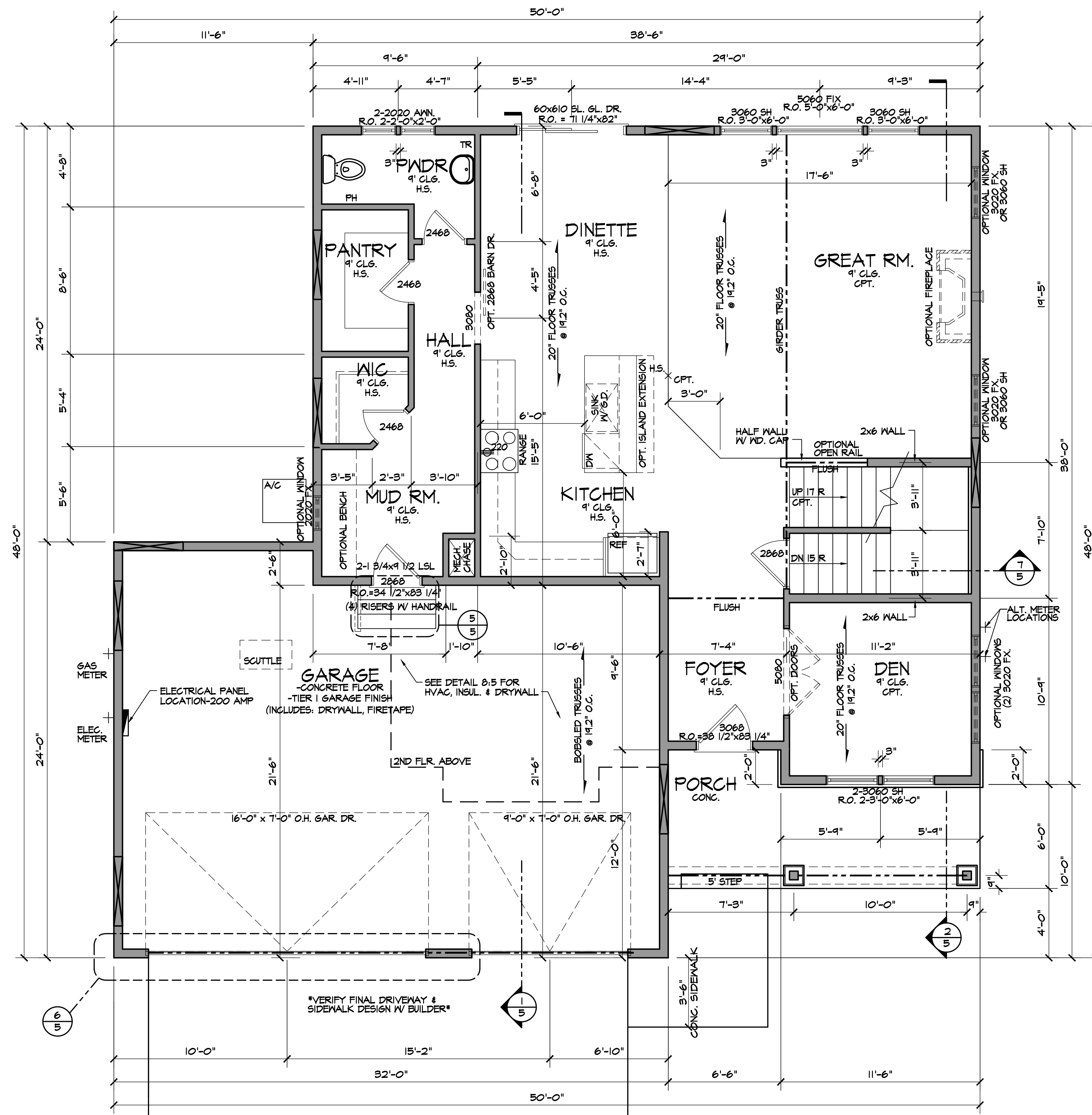
SUTHERLAND

PROJECT NUMBER:

2022-XX

SHEET NUMBER:

3 of 9



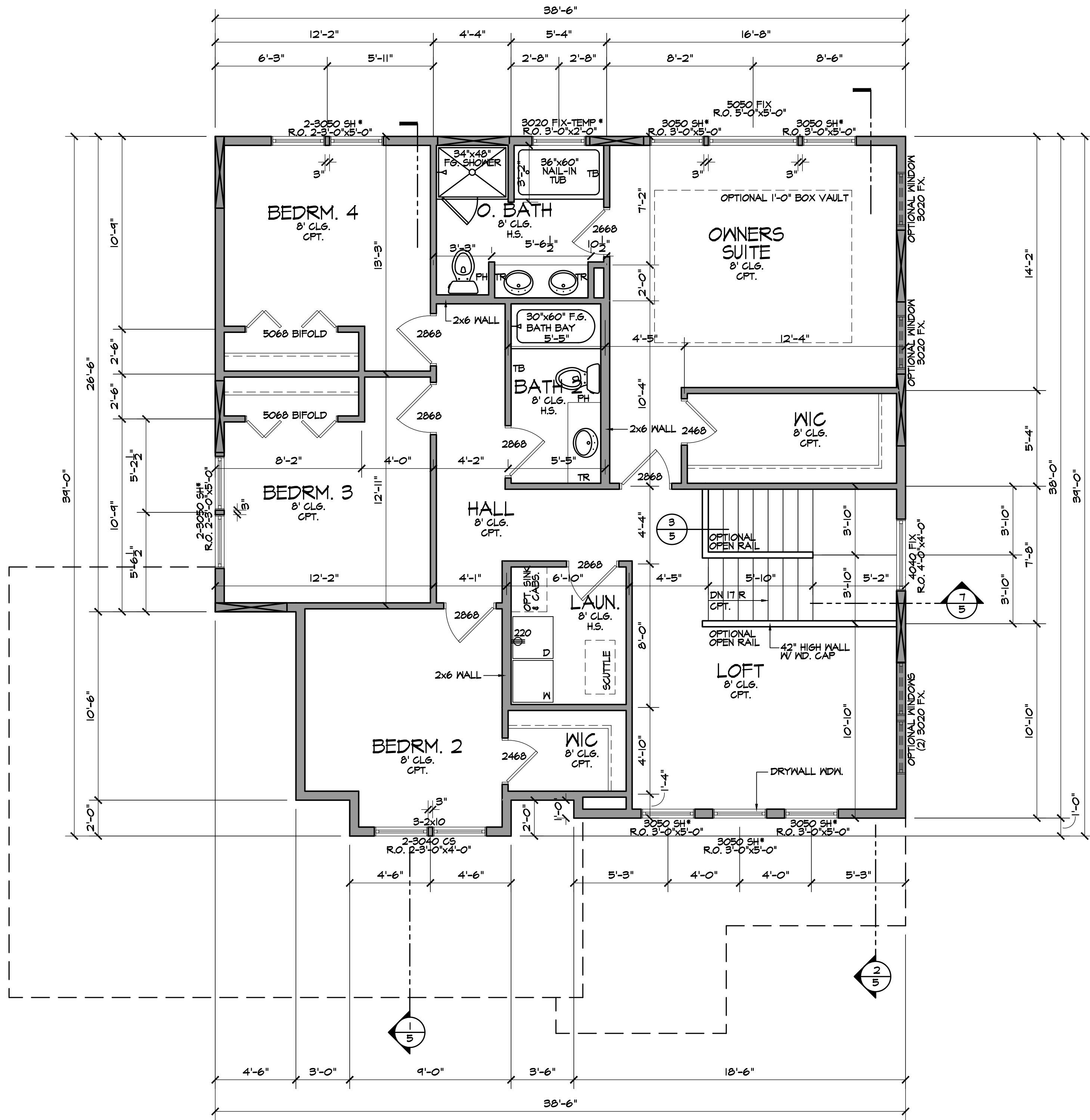
MAIN LEVEL FLOOR PLAN

$$1/4'' = 1'-0''$$

BRACED WALL LINE
PANEL DETAILS

STRUCTURAL PANEL SHEATHING PER
CODE (CS-MSP AS PER R602.10.4)

EXTENDED HEADER



UPPER LEVEL FLOOR PLAN

1/4" = 1'-0"



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JOB INFORMATION
SUTHERLAND
2022 BASE PLAN

SQUARE FOOTAGE CALCS.				
MAIN LEVEL	1214 SQ. FT.	1992 SQ. FT.	N/A SQ. FT.	2551 SQ. FT.
UPPER LEVEL	1214 SQ. FT.	1992 SQ. FT.	N/A SQ. FT.	2551 SQ. FT.
FIN. BASEMENT	N/A SQ. FT.	N/A SQ. FT.	N/A SQ. FT.	712 SQ. FT.
TOTAL FINISHED	2551 SQ. FT.	2551 SQ. FT.	2551 SQ. FT.	712 SQ. FT.
GARAGE	712 SQ. FT.	712 SQ. FT.	712 SQ. FT.	712 SQ. FT.
FRONT PORCH	172 SQ. FT.	172 SQ. FT.	172 SQ. FT.	172 SQ. FT.

REVISION LOG:	
ISSUED:	11/15/21
DRAWN BY:	TJS
1) CONTRACT SET	INITIALS: X-X-XX
2) REVISION	INITIALS: X-X-XX
3) STRUCT. SIGN OFF	INITIALS: X-X-XX
4) SELECTIONS	INITIALS: X-X-XX
5) INTERNAL AUDIT	INITIALS: X-X-XX
6) INTERNAL PRECON	INITIALS: X-X-XX
7) HFBO	INITIALS: X-X-XX
8) REVISION	INITIALS: X-X-XX
9) REVISION	INITIALS: X-X-XX
10) REVISION	INITIALS: X-X-XX
11) REVISION	INITIALS: X-X-XX
12) REVISION	INITIALS: X-X-XX
13) REVISION	INITIALS: X-X-XX
14) REVISION	INITIALS: X-X-XX

PROJECT INFO:	
PLAN NAME:	SUTHERLAND
PROJECT NUMBER:	2022-XX
SHEET NUMBER:	4A OF 9



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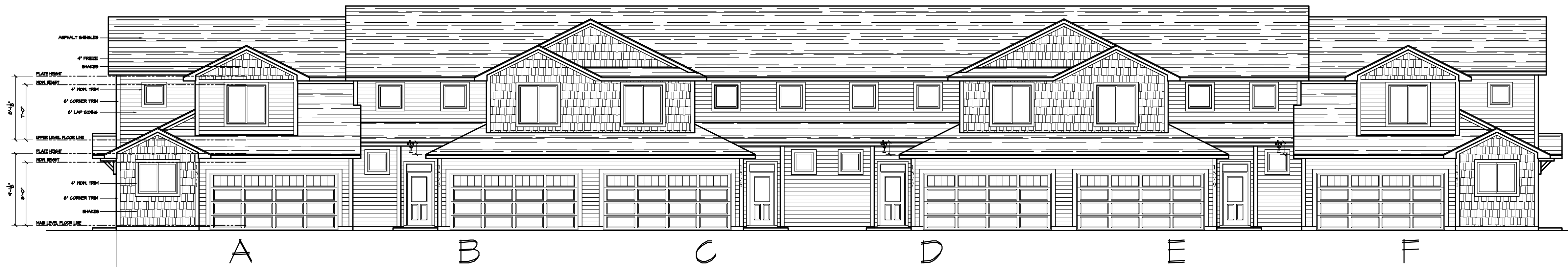
JOB INFORMATION

SAVANNAH
END UNIT "A"
BASE PLAN

SQUARE FOOTAGE CALC.				
MAIN LEVEL	479 SQ FT			
UPPER LEVEL	1040 SQ FT			
TOTAL FINISHED	2019 SQ FT			
GARAGE	410 SQ FT			

REVISION LOG:	
ISSUED:	12-19-19
DRAWN BY:	TJS
1) CONTRACT SET	
INITIALS:	X-X-XX
2) REVISION	
INITIALS:	X-X-XX
3) STRUCT. SIGN OFF	
INITIALS:	X-X-XX
4) SELECTIONS	
INITIALS:	X-X-XX
5) INTERNAL AUDIT	
INITIALS:	X-X-XX
6) INTERNAL PRECON	
INITIALS:	X-X-XX
7) HFBO	
INITIALS:	X-X-XX
8) REVISION	
INITIALS:	X-X-XX
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12) REVISION	
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13) REVISION	
INITIALS:	X-X-XX
13) REVISION	
INITIALS:	X-X-XX
14) REVISION	
INITIALS:	X-X-XX

PROJECT INFO:	
PLAN NAME:	SAVANNAH
PROJECT NUMBER:	
BASE PLAN	
SHEET NUMBER:	A2 OF 10



FRONT ELEVATION

1/8" = 1'-0"



LEFT ELEVATION

1/8" = 1'-0"



RIGHT ELEVATION

1/8" = 1'-0"



REAR ELEVATION

1/8" = 1'-0"



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FX. 651-501-6600
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JOB INFORMATION

SAVANNAH END UNIT "A" BASE PLAN

SQUARE FOOTAGE CALC.

MAIN LEVEL	479 SQ. FT.
UPPER LEVEL	1040 SQ. FT.
TOTAL FINISHED	2019 SQ. FT.
GARAGE	410 SQ. FT.

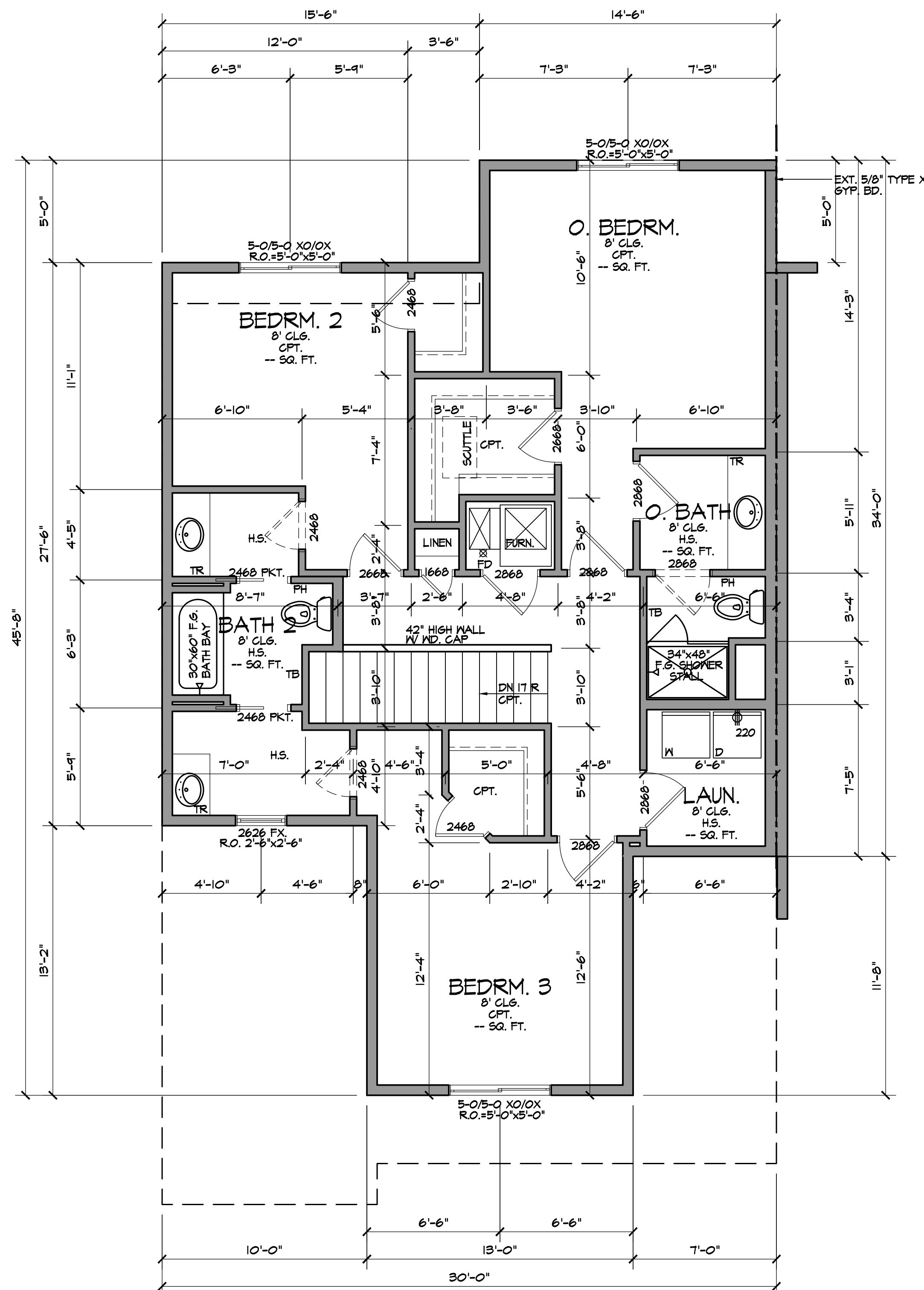
REVISION LOG:

ISSUED:	12-19-19
DRAWN BY:	TJS
1) CONTRACT SET	INITIALS: X-X-XX
2) REVISION	INITIALS: X-X-XX
3) STRUCT. SIGN OFF	INITIALS: X-X-XX
4) SELECTIONS	INITIALS: X-X-XX
5) INTERNAL AUDIT	INITIALS: X-X-XX
6) INTERNAL PRECON	INITIALS: X-X-XX
7) HFBO	INITIALS: X-X-XX
8) REVISION	INITIALS: X-X-XX
9) REVISION	INITIALS: X-X-XX
10) REVISION	INITIALS: X-X-XX
11) REVISION	INITIALS: X-X-XX
12) REVISION	INITIALS: X-X-XX
13) REVISION	INITIALS: X-X-XX
14) REVISION	INITIALS: X-X-XX

PROJECT INFO:

PLAN NAME:
SAVANNAH
PROJECT NUMBER:
BASE PLAN

SHEET NUMBER:
A5 OF 10



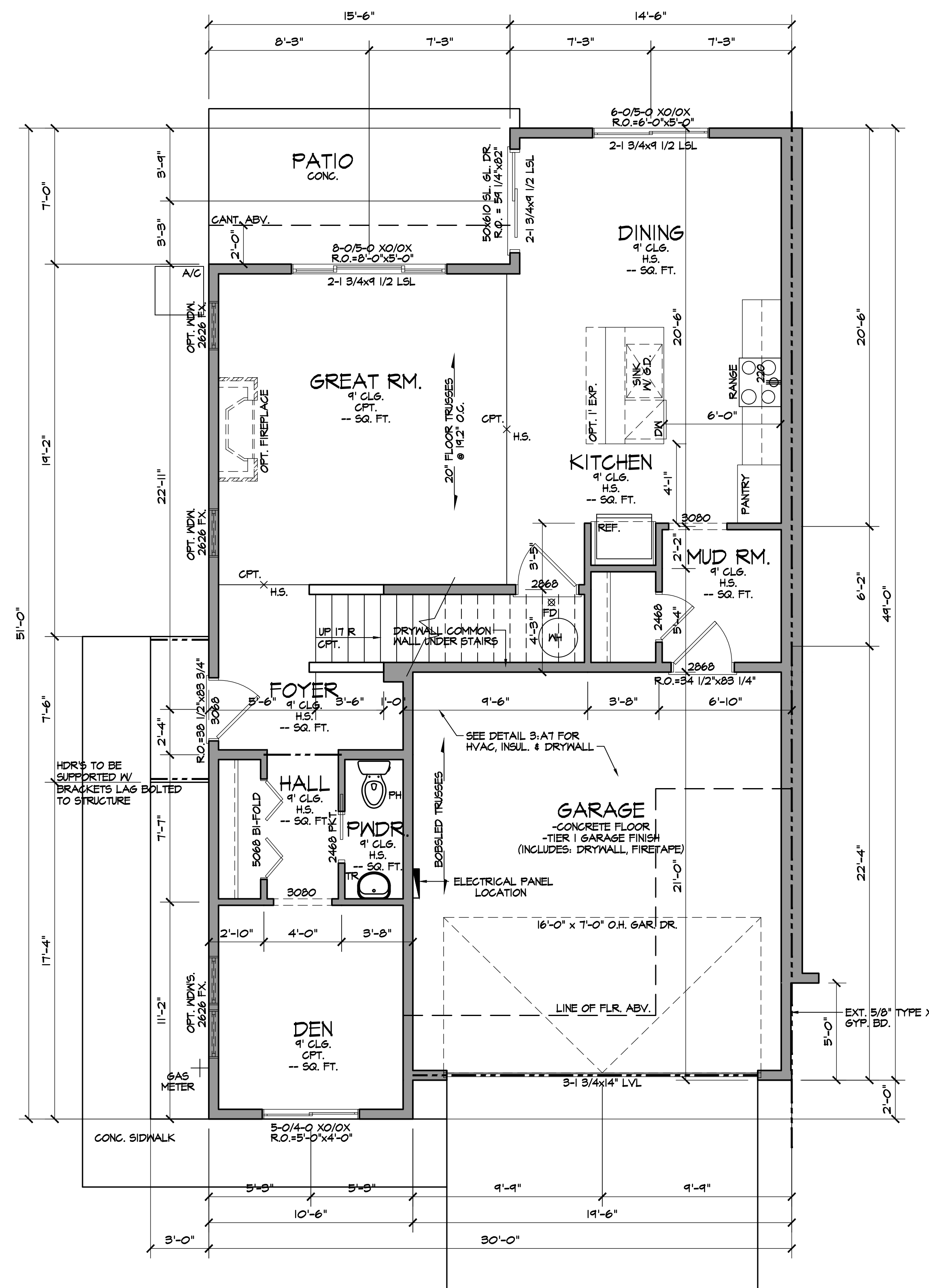
UPPER NOTES:

- WINDOWS: ENCOMPASS BY PELLA
- HEADERS TO BE 2-2x10's U.N.O.
- NDM. HDR. HEIGHTS TO BE 7'-0" A.F.F. U.N.O.
- UPPER FLR. CASING= 2 1/4", BASE= 3 1/4"
- FRAMER TO ADD BACKING FOR BATHROOM HARDWARE @ FOLLOWING HEIGHTS PER LOCATION ON PLAN:
 - PAPER HOLDER (PH) @ 24" A.F.F.
 - TOWEL RING (TR) @ 57" A.F.F.
 - TOWEL BAR (TB) @ 48" A.F.F.
 - ROBE HOOK (RH) @ 60" A.F.F.

-DRYWALL: ALL CLG. SPANS OF 10' OR GREATER WILL REQUIRE RC CHANNEL SPACED EVERY 16" (ROUGHLY 3 PCS PER SHEET)

UPPER LEVEL FLOOR PLAN

1/4" = 1'-0"



MAIN NOTES:

- WINDOWS: ENCOMPASS BY PELLA
- HEADERS TO BE 2-2x10's U.N.O.
- NDM. HDR. HEIGHTS TO BE 8'-0" A.F.F. U.N.O.
- MAIN FLR. CASING= 3 1/4", BASE= 5 1/4"
- FRAMER TO ADD BACKING FOR BATHROOM HARDWARE @ FOLLOWING HEIGHTS PER LOCATION ON PLAN:
 - PAPER HOLDER (PH) @ 24" A.F.F.
 - TOWEL RING (TR) @ 57" A.F.F.
 - TOWEL BAR (TB) @ 48" A.F.F.
 - ROBE HOOK (RH) @ 60" A.F.F.

-DRYWALL: ALL CLG. SPANS OF 10' OR GREATER WILL REQUIRE RC CHANNEL SPACED EVERY 16" (ROUGHLY 3 PCS PER SHEET)

MAIN LEVEL FLOOR PLAN

1/4" = 1'-0"



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JOB INFORMATION

SAVANNAH
END UNIT "A"
BASE PLAN

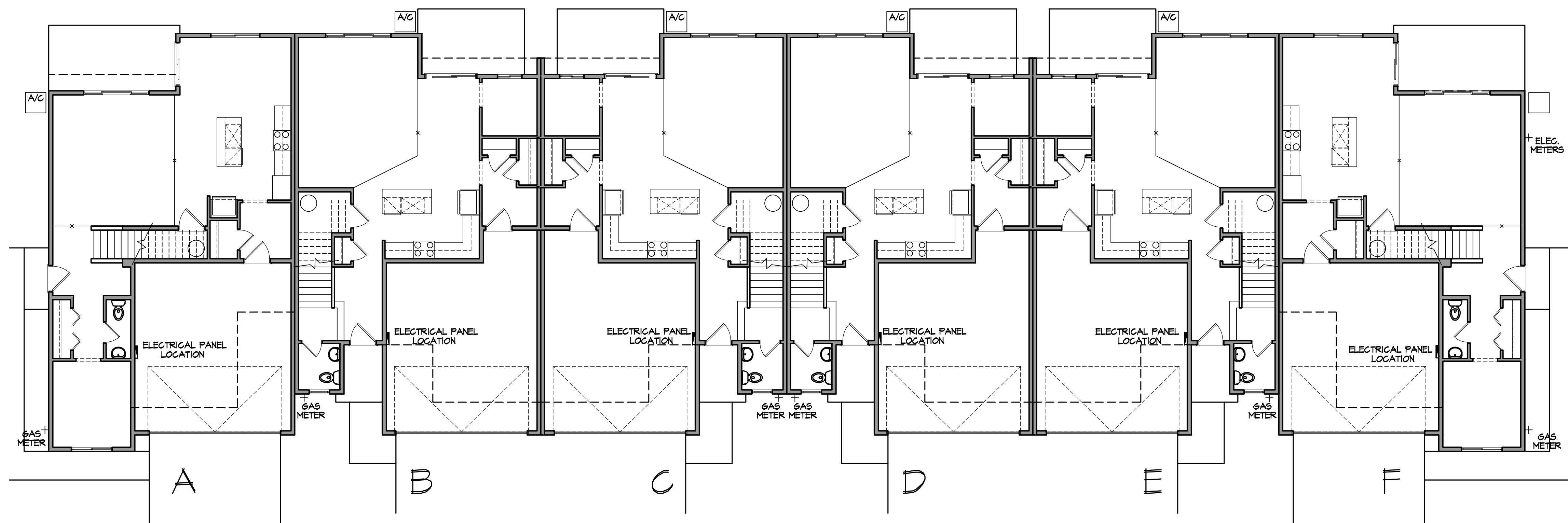
SQUARE FOOTAGE CALC.		479 SQ FT
MAIN LEVEL		1040 SQ FT
UPPER LEVEL		2019 SQ FT
TOTAL FINISHED		410 SQ FT
GARAGE		

REVISION LOG:

ISSUED:	12-19-19
DRAWN BY:	TJS
1) CONTRACT SET	INITIALS: X-X-XX
2) REVISION	INITIALS: X-X-XX
3) STRUCT. SIGN OFF	INITIALS: X-X-XX
4) SELECTIONS	INITIALS: X-X-XX
5) INTERNAL AUDIT	INITIALS: X-X-XX
6) INTERNAL PRECON	INITIALS: X-X-XX
7) HFBO	INITIALS: X-X-XX
8) REVISION	INITIALS: X-X-XX
9) REVISION	INITIALS: X-X-XX
10) REVISION	INITIALS: X-X-XX
11) REVISION	INITIALS: X-X-XX
12) REVISION	INITIALS: X-X-XX
13) REVISION	INITIALS: X-X-XX
13) REVISION	INITIALS: X-X-XX
14) REVISION	INITIALS: X-X-XX

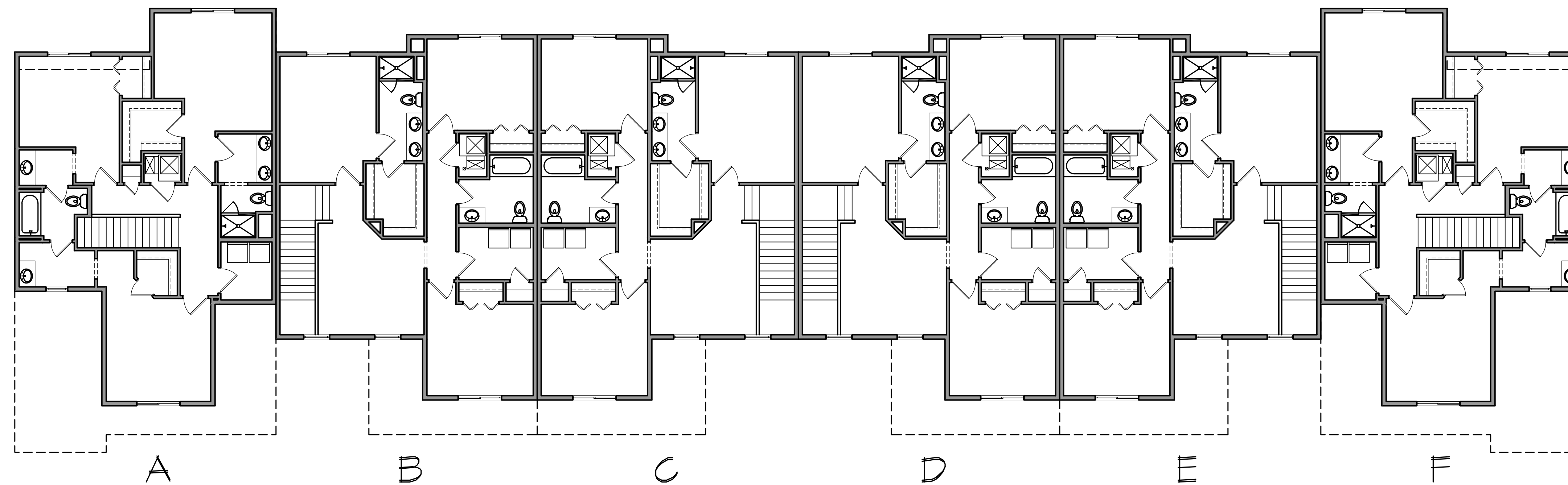
PROJECT INFO:

PLAN NAME:	SAVANNAH
PROJECT NUMBER:	
BASE PLAN	
SHEET NUMBER:	A6 OF 10



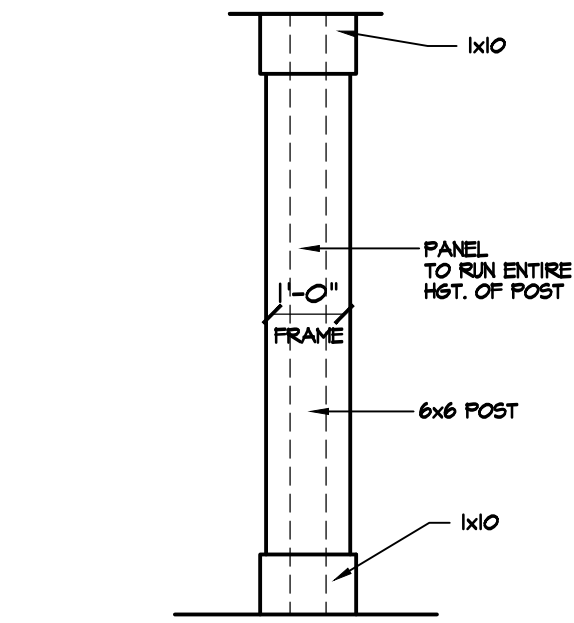
FULL MAIN LEVEL FLOOR PLAN

1/8" = 1'-0"



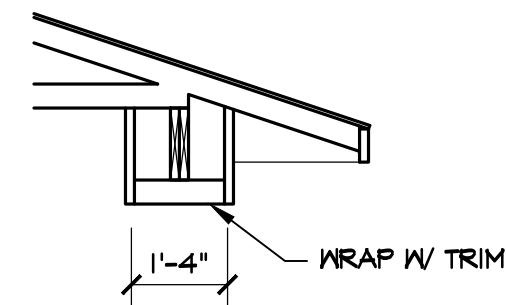
FULL UPPER LEVEL FLOOR PLAN

1/8" = 1'-0"



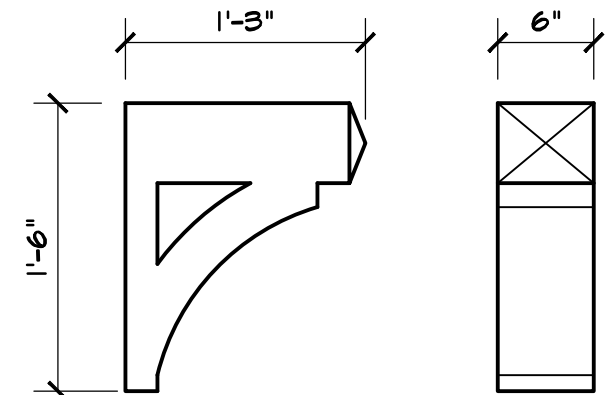
COLUMN DETAIL

3/8" = 1'-0"



BOX DOWN DETAIL

2 1

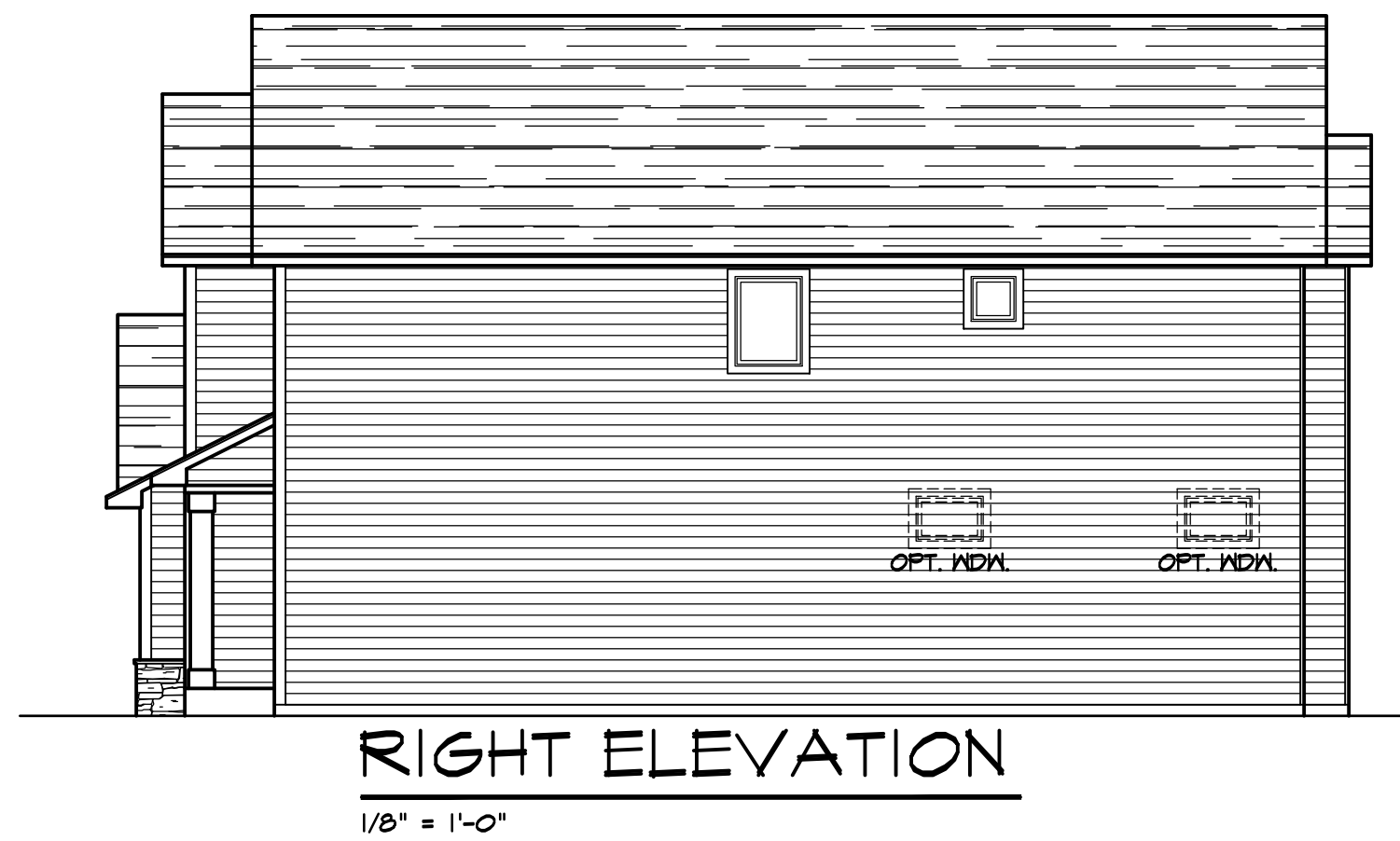
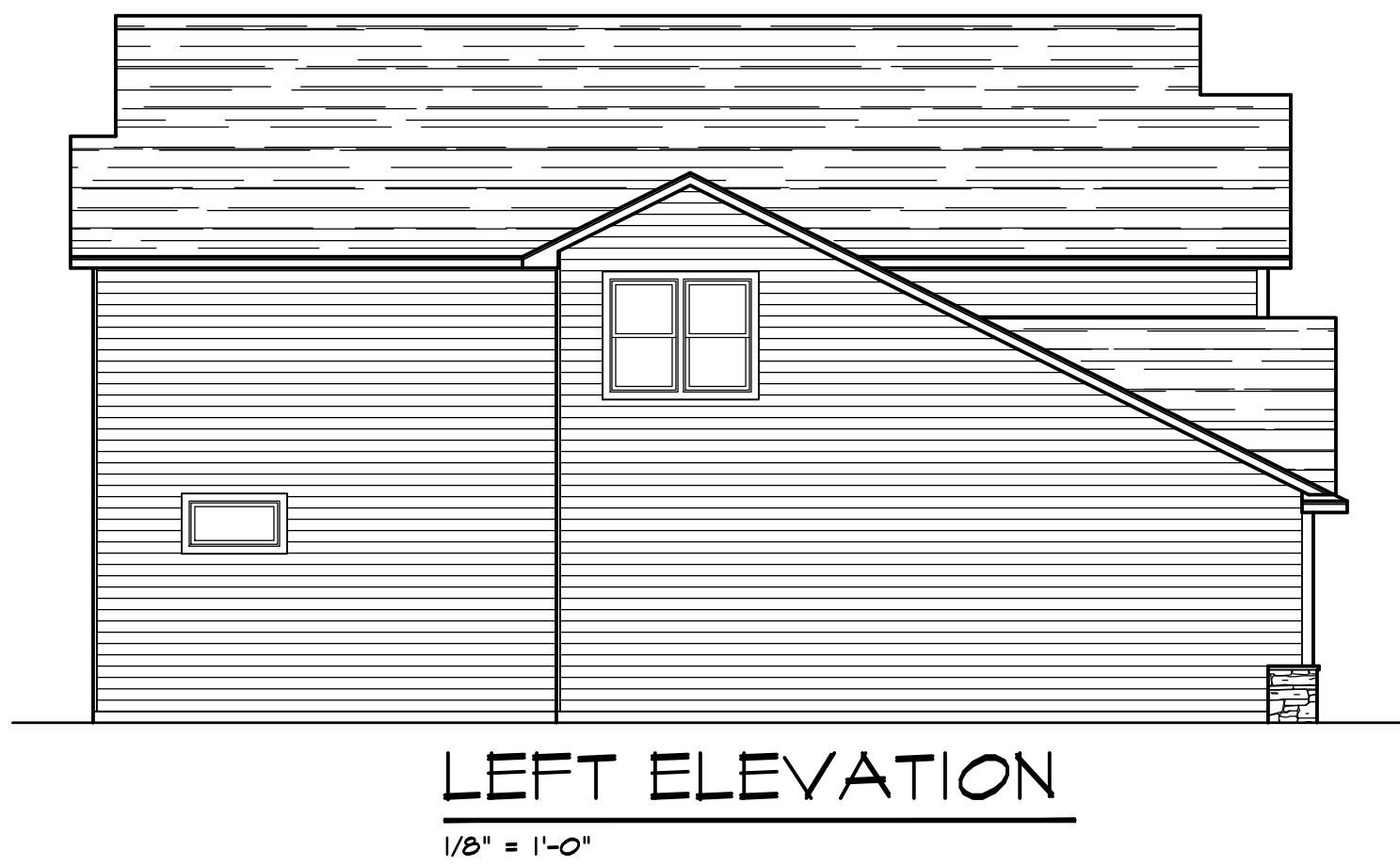


BKT: 15x18x6

BRACKET DETAIL

3 1

1" = 1'-0"



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JOB INFORMATION

GIBSON
2022 BASE PLAN

SQUARE FOOTAGE CALCS.	
MAIN LEVEL	1274 SQ FT
UPPER LEVEL	1591 SQ FT
FIN. BASEMENT	N/A SQ FT
TOTAL FINISHED	2865 SQ FT
GARAGE	811 SQ FT
FRONT PORCH	47 SQ FT

REVISION LOG:	
ISSUED:	11/16/21
DRAWN BY:	TJS
1) CONTRACT SET	INITIALS: X-X-XX
2) REVISION	INITIALS: X-X-XX
3) STRUCT. SIGN OFF	INITIALS: X-X-XX
4) SELECTIONS	INITIALS: X-X-XX
5) INTERNAL AUDIT	INITIALS: X-X-XX
6) INTERNAL PRECON	INITIALS: X-X-XX
7) HFBO	INITIALS: X-X-XX
8) REVISION	INITIALS: X-X-XX
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12) REVISION	INITIALS: X-X-XX
13) REVISION	INITIALS: X-X-XX
13) REVISION	INITIALS: X-X-XX
14) REVISION	INITIALS: X-X-XX

PROJECT INFO:	
PLAN NAME:	GIBSON
PROJECT NUMBER:	2022-XX
SHEET NUMBER:	A OF 9



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JOB INFORMATION

GIBSON
2022 BASE PLAN

SQUARE FOOTAGE CALCS:

MAIN LEVEL	1274 SQ FT
UPPER LEVEL	1591 SQ FT
FIN. BASEMENT	N/A SQ FT
TOTAL FINISHED	2865 SQ FT
GARAGE	811 SQ FT
FRONT PORCH	47 SQ FT

REVISION LOG:

ISSUED:	11/16/21
DRAWN BY:	TJS
1) CONTRACT SET	INITIALS: X-X-XX
2) REVISION	INITIALS: X-X-XX
3) STRUCT. SIGN OFF	INITIALS: X-X-XX
4) SELECTIONS	INITIALS: X-X-XX
5) INTERNAL AUDIT	INITIALS: X-X-XX
6) INTERNAL PRECON	INITIALS: X-X-XX
7) HFBO	INITIALS: X-X-XX
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9) REVISION	INITIALS: X-X-XX
10) REVISION	INITIALS: X-X-XX
11) REVISION	INITIALS: X-X-XX
12) REVISION	INITIALS: X-X-XX
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13) REVISION	INITIALS: X-X-XX
14) REVISION	INITIALS: X-X-XX

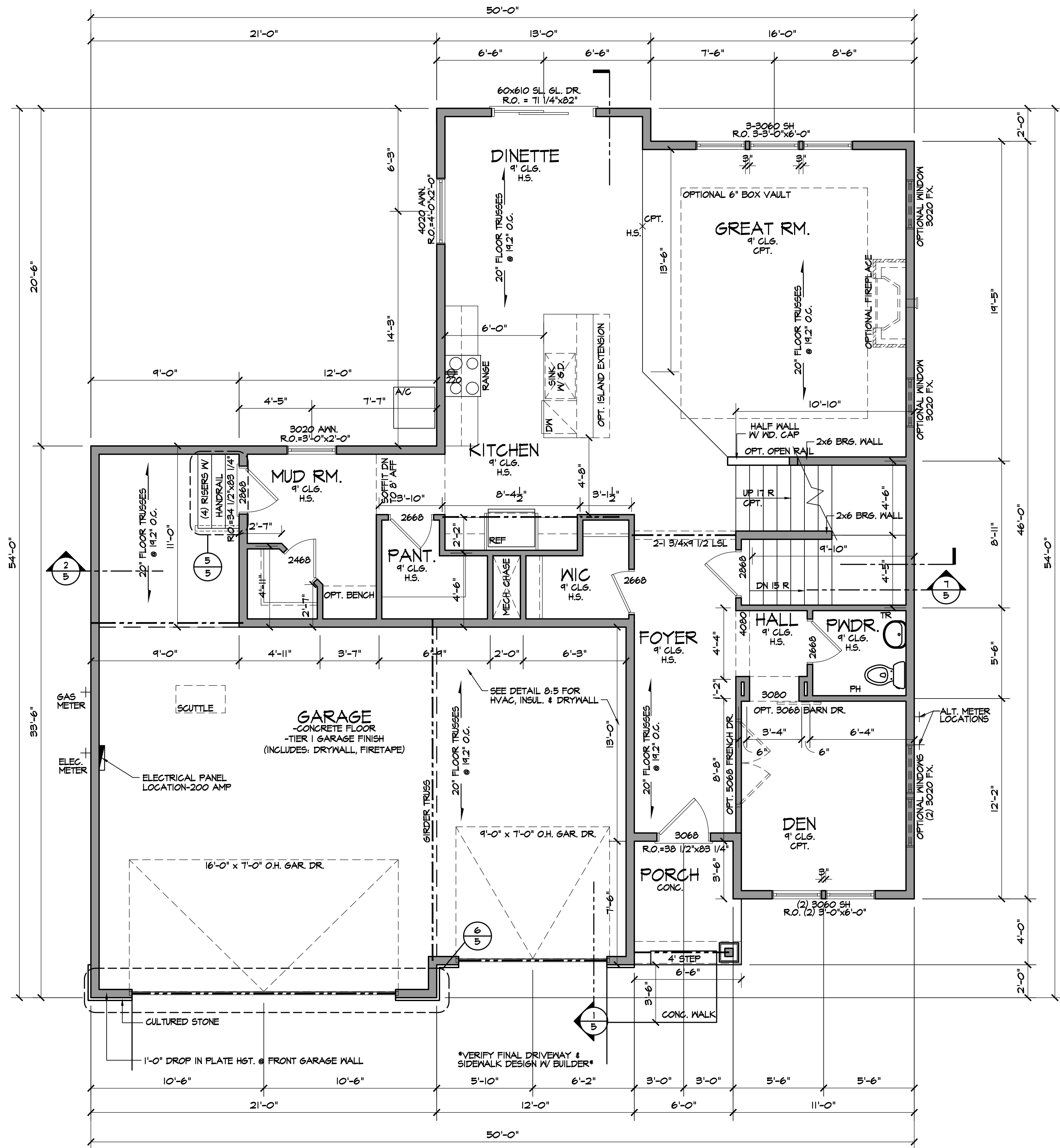
PROJECT INFO:

PLAN NAME:	GIBSON
PROJECT NUMBER:	2022-XX
SHEET NUMBER:	3 OF 9

BRACED WALL LINE PANEL DETAILS

STRUCTURAL PANEL SHEATHING

EXTENDED HEADER



MAIN LEVEL FLOOR PLAN

1/4" = 1'-0"



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JOB INFORMATION

GIBSON
2022 BASE PLAN

SQUARE FOOTAGE CALC.

MAIN LEVEL	1274 SQ FT
UPPER LEVEL	1591 SQ FT
FIN. BASEMENT	N/A SQ FT
TOTAL FINISHED	2865 SQ FT
GARAGE	811 SQ FT
FRONT PORCH	47 SQ FT

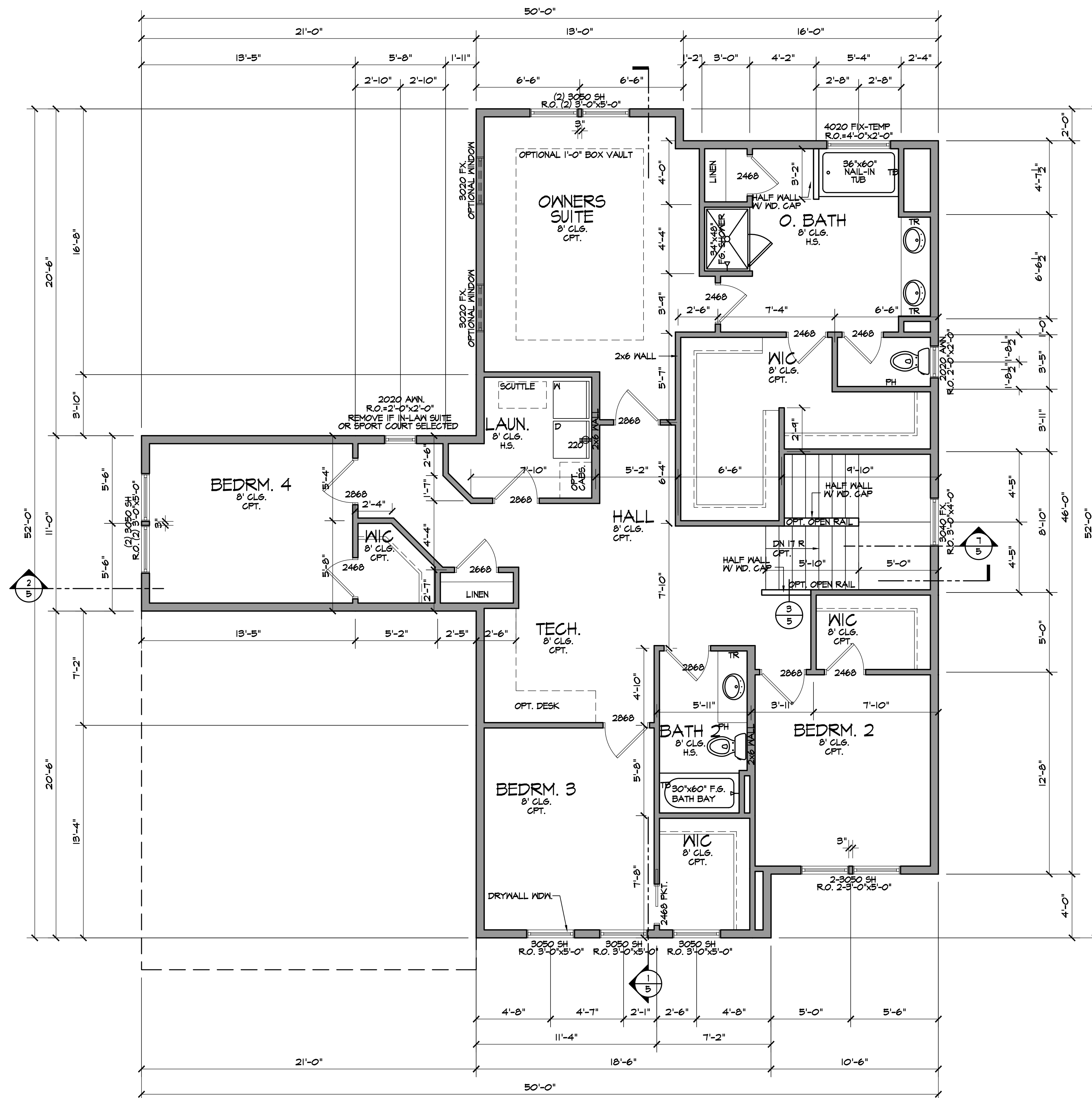
REVISION LOG:

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DRAWN BY:	TJS
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6) INTERNAL PRECON	INITIALS: X-X-XX
7) HFBO	INITIALS: X-X-XX
8) REVISION	INITIALS: X-X-XX
9) REVISION	INITIALS: X-X-XX
10) REVISION	INITIALS: X-X-XX
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12) REVISION	INITIALS: X-X-XX
13) REVISION	INITIALS: X-X-XX
14) REVISION	INITIALS: X-X-XX

PROJECT INFO:

PLAN NAME:	GIBSON
PROJECT NUMBER:	2022-XX
SHEET NUMBER:	4 OF 9

BRACED WALL LINE
PANEL DETAILS



UPPER LEVEL FLOOR PLAN

1/4" = 1'-0"



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JOB INFORMATION

RILEY
2022 BASE PLAN

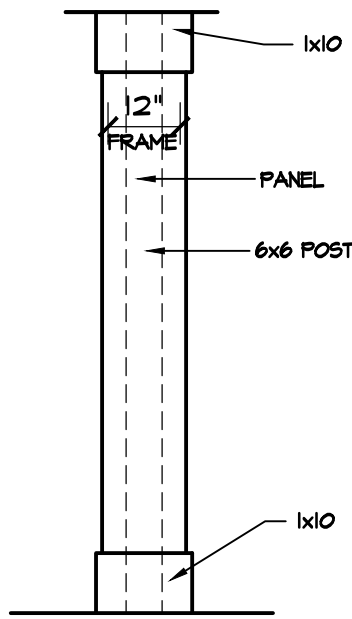
SQUARE FOOTAGE CALLS:				
MAIN LEVEL	1811 SQ. FT.	1811 SQ. FT.	N/A	50 SQ. FT.
FIN. BASEMENT				
TOTAL FINISHED	1811 SQ. FT.	1811 SQ. FT.	488 SQ. FT.	50 SQ. FT.
GARAGE				
FRONT PORCH				

REVISION LOG:

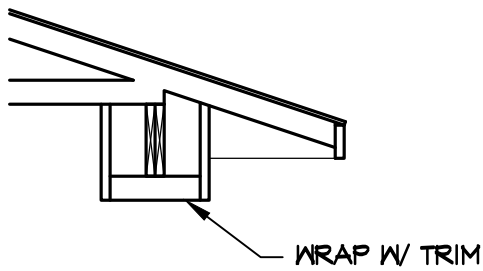
ISSUED:	1-11-20
DRAWN BY:	TJS
1) CONTRACT SET	INITIALS: X-X-XX
2) REVISION	INITIALS: X-X-XX
3) STRUCT. SIGN OFF	INITIALS: X-X-XX
4) SELECTIONS	INITIALS: X-X-XX
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6) INTERNAL PRECON	INITIALS: X-X-XX
7) HFBO	INITIALS: X-X-XX
8) REVISION	INITIALS: X-X-XX
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10) REVISION	INITIALS: X-X-XX
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PROJECT INFO:

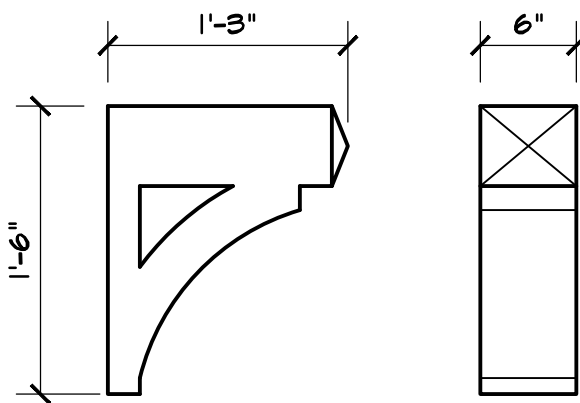
PLAN NAME:	RILEY
PROJECT NUMBER:	2022-XX
SHEET NUMBER:	1A OF 7



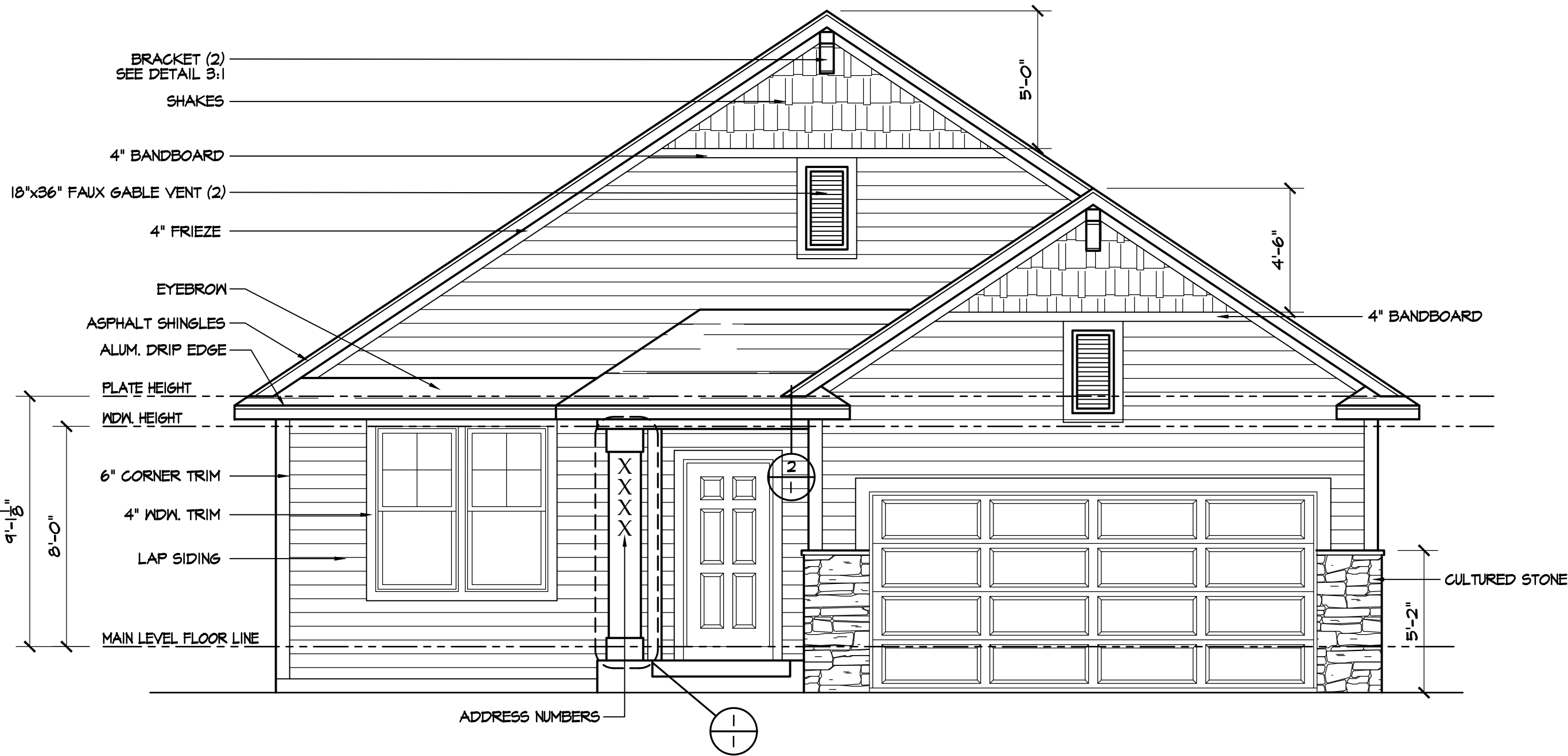
COLUMN DETAIL
3/8" = 1'-0"



BOX DOWN DETAIL
2/1 = 1'-0"



BRACKET DETAIL
3/8" = 1'-0"



FRONT ELEVATION - CLASSIC
1/4" = 1'-0"



LEFT ELEVATION
1/8" = 1'-0"

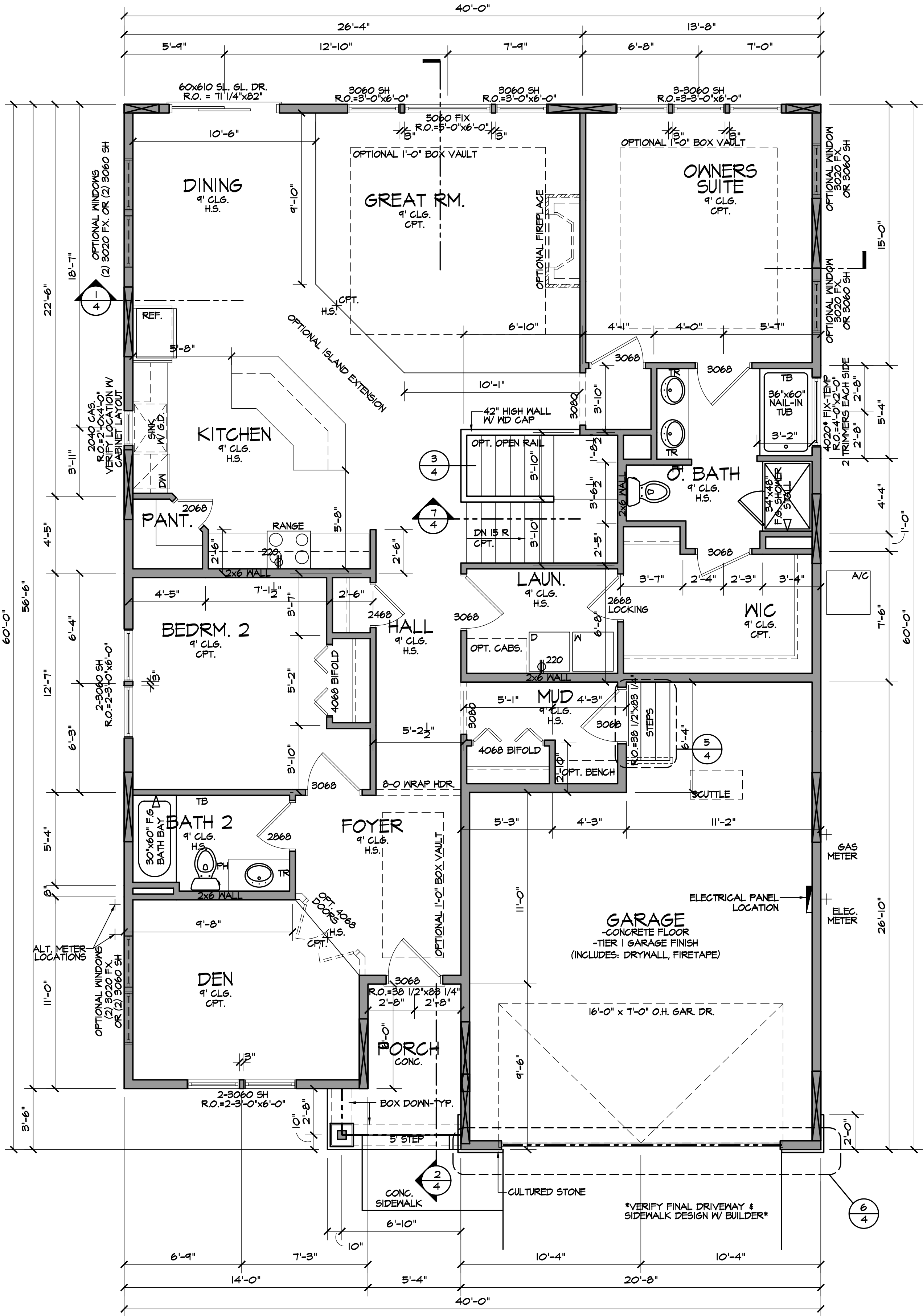


REAR ELEVATION
1/4" = 1'-0"



RIGHT ELEVATION
1/8" = 1'-0"

BRACED WALL LINE
PANEL DETAILS



MAIN LEVEL FLOOR PLAN

1/4" = 1'-0"



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JOB INFORMATION

RILEY
2022 BASE PLAN

SQUARE FOOTAGE CALCS:

MAIN LEVEL	1811 SQ. FT.
FIN. BASEMENT	N/A SQ. FT.
TOTAL FINISHED	1811 SQ. FT.
GARAGE	488 SQ. FT.
FRONT PORCH	99 SQ. FT.

REVISION LOG:

ISSUED:	1-11-20
DRAWN BY:	TJS
1) CONTRACT SET	INITIALS: X-X-XX
2) REVISION	INITIALS: X-X-XX
3) STRUCT. SIGN OFF	INITIALS: X-X-XX
4) SELECTIONS	INITIALS: X-X-XX
5) INTERNAL AUDIT	INITIALS: X-X-XX
6) INTERNAL PRECON	INITIALS: X-X-XX
7) HFBO	INITIALS: X-X-XX
8) REVISION	INITIALS: X-X-XX
9) REVISION	INITIALS: X-X-XX
10) REVISION	INITIALS: X-X-XX
11) REVISION	INITIALS: X-X-XX
12) REVISION	INITIALS: X-X-XX
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14) REVISION	INITIALS: X-X-XX

PROJECT INFO:

PLAN NAME:	RILEY
PROJECT NUMBER:	2022-XX
SHEET NUMBER:	3A OF 7



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JOB INFORMATION

ADARE
- - - -

SQUARE FOOTAGE CALC.				
MAIN LEVEL	1615 SQ. FT.	N/A	N/A	N/A
500' MAIN LEVEL				
UPPER LEVEL				
TOTAL FINISHED	1615 SQ. FT.	N/A	491 SQ. FT.	491 SQ. FT.
GARAGE				
FRONT PORCH				

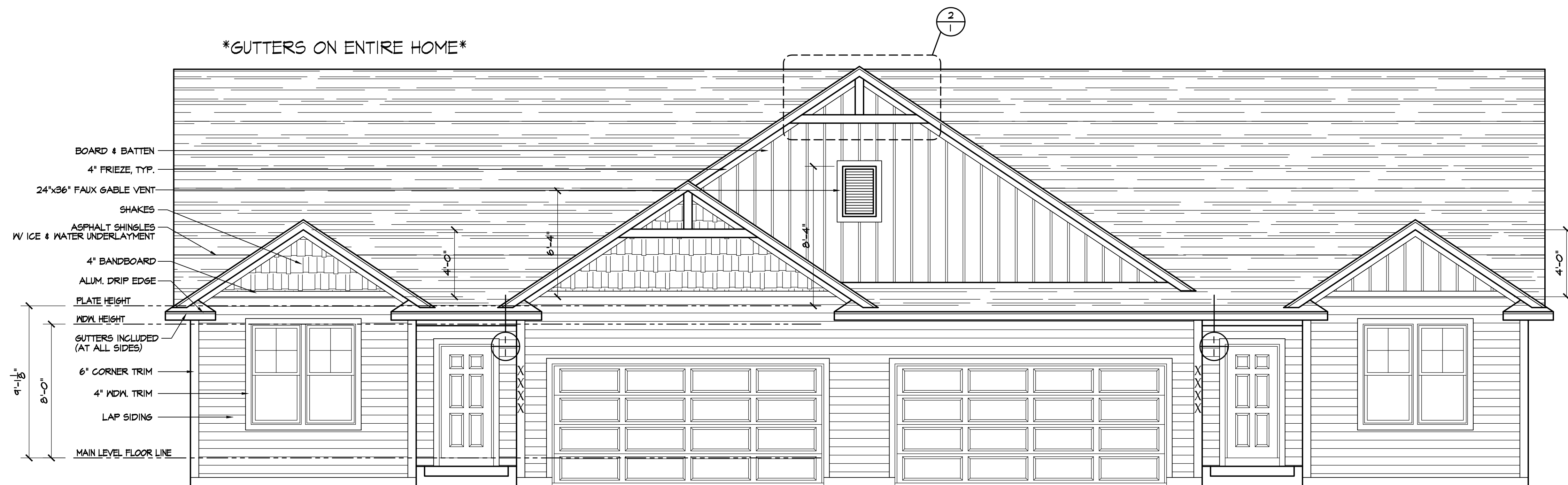
REVISION LOG:

ISSUED:	1/31/20
DRAWN BY:	ADS
1) CONTRACT SET	
INITIALS:	X-X-XX
2) REVISION	
INITIALS:	X-X-XX
3) STRUCT. SIGN OFF	
INITIALS:	X-X-XX
4) SELECTIONS	
INITIALS:	X-X-XX
5) INTERNAL AUDIT	
INITIALS:	X-X-XX
6) INTERNAL PRECON	
INITIALS:	X-X-XX
7) HFBO	
INITIALS:	X-X-XX
8) REVISION	
INITIALS:	X-X-XX
9) REVISION	
INITIALS:	X-X-XX
10) REVISION	
INITIALS:	X-X-XX
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12) REVISION	
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13) REVISION	
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14) REVISION	
INITIALS:	X-X-XX

PROJECT INFO:

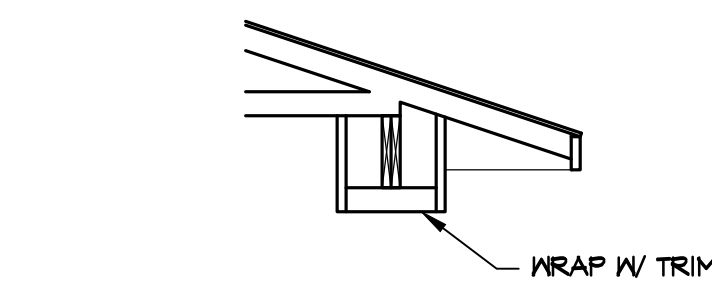
PLAN NAME:	ADARE
PROJECT NUMBER:	
BASE PLAN	
SHEET NUMBER:	1A OF 7

GUTTERS ON ENTIRE HOME

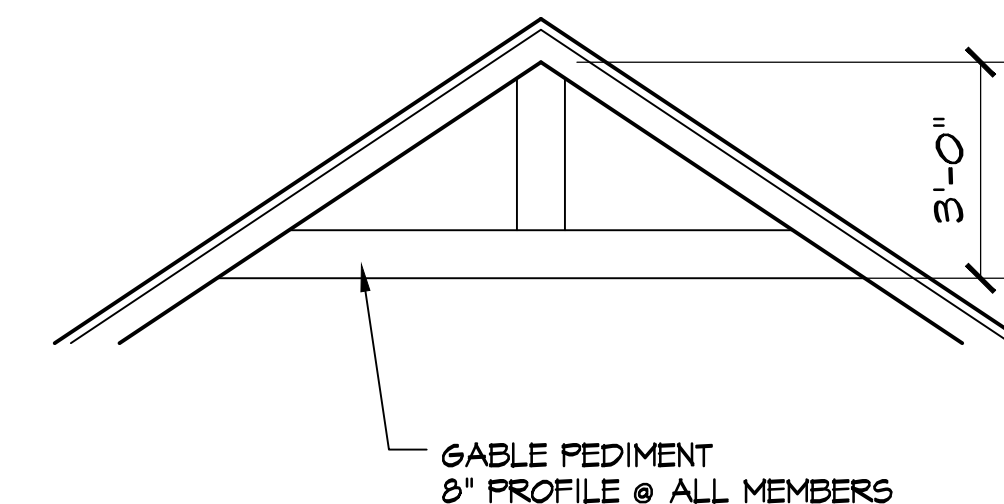


FRONT ELEVATION

1/4" = 1'-0"



BOX DOWN DETAIL



GABLE DETAIL

3/8" = 1'-0"



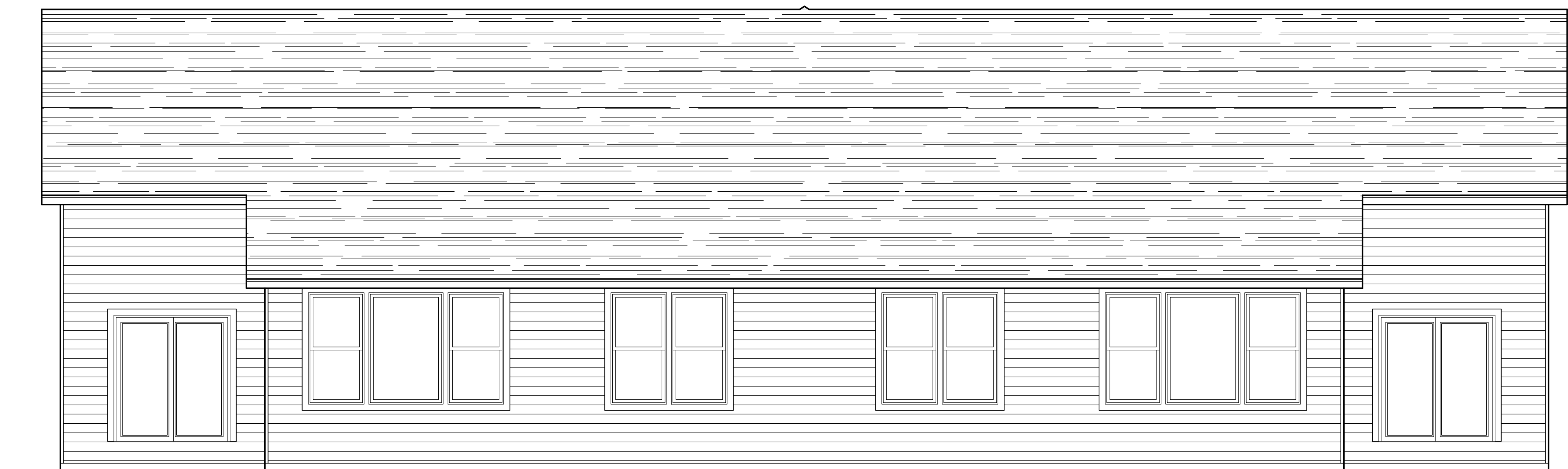
LEFT ELEVATION

1/8" = 1'-0"



RIGHT ELEVATION

1/8" = 1'-0"



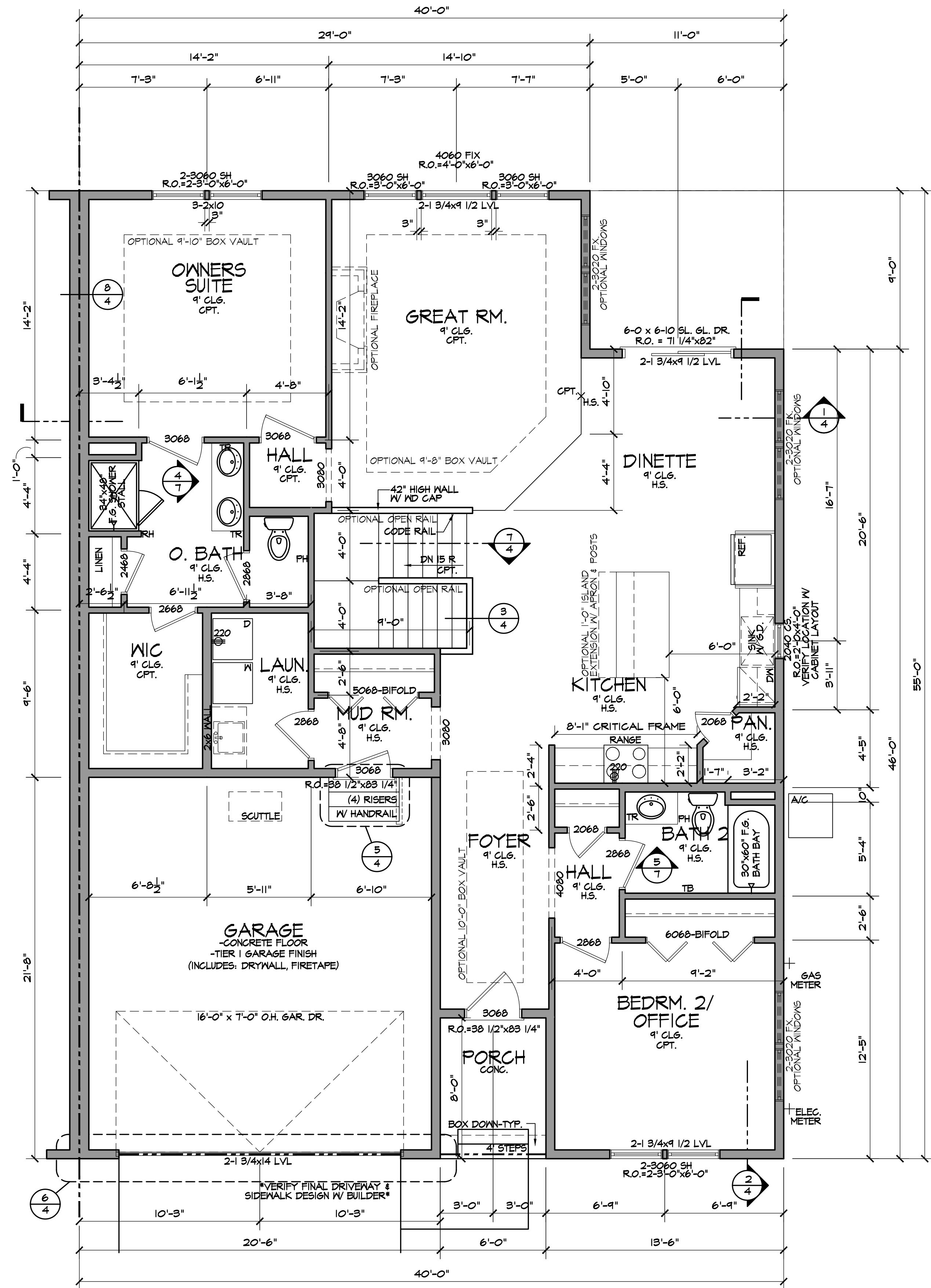
REAR ELEVATION

1/4" = 1'-0"

NOTE:
-WINDOWS: ENCOMPASS BY PELLA
-HEADERS TO BE 2-2x10's U.N.O.
-MDN. HDR. HEIGHTS TO BE 8'-0" A.F.F. U.N.O.
-MAIN FLR. CASING= 3 1/4", BASE= 5 1/4"
-FRAMER TO ADD BACKING FOR BATHROOM
HARDWARE @ FOLLOWING HEIGHTS PER
LOCATION ON PLAN:
-PAPER HOLDER (PH) @ 24" A.F.F.
-TOYEL RING (TR) @ 51" A.F.F.
-TOYEL BAR (TB) @ 48" A.F.F.
-ROBE HOOK (RH) @ 60" A.F.F.

BRACED WALL LINE
PANEL DETAILS

STRUCTURAL PANEL SHEATHING
EXTENDED HEADER



MAIN LEVEL FLOOR PLAN

1/4" = 1'-0"



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JOB INFORMATION

ADARE
- - - -

SQUARE FOOTAGE CALCS:	
MAIN LEVEL	1615 SQ. FT.
505 MAIN LEVEL	N/A
UPPER LEVEL	N/A
TIN BASEMENT	N/A SQ. FT.
TOTAL FINISHED	1615 SQ. FT.
GARAGE	481 SQ. FT.
FRONT PORCH	49 SQ. FT.

REVISION LOG:	
ISSUED:	1/31/20
DRAWN BY:	ADS
1) CONTRACT SET	INITIALS: X-X-XX
2) REVISION	INITIALS: X-X-XX
3) STRUCT. SIGN OFF	INITIALS: X-X-XX
4) SELECTIONS	INITIALS: X-X-XX
5) INTERNAL AUDIT	INITIALS: X-X-XX
6) INTERNAL PRECON	INITIALS: X-X-XX
7) HFBO	INITIALS: X-X-XX
8) REVISION	INITIALS: X-X-XX
9) REVISION	INITIALS: X-X-XX
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13) REVISION	INITIALS: X-X-XX
13) REVISION	INITIALS: X-X-XX
14) REVISION	INITIALS: X-X-XX

PROJECT INFO:
PLAN NAME: ADARE
PROJECT NUMBER: BASE PLAN
SHEET NUMBER: 3A OF 7



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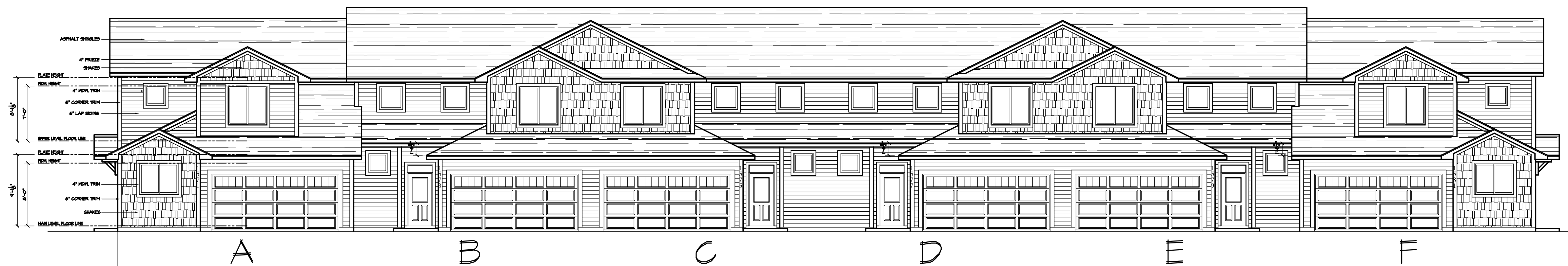
JOB INFORMATION

WOODLAND
INTERIOR UNIT "B"
BASE PLAN

SQUARE FOOTAGE CALC.			
MAIN LEVEL	887 SQ. FT.		
UPPER LEVEL	1026 SQ. FT.		
TOTAL FINISHED	1913 SQ. FT.		
GARAGE	424 SQ. FT.		

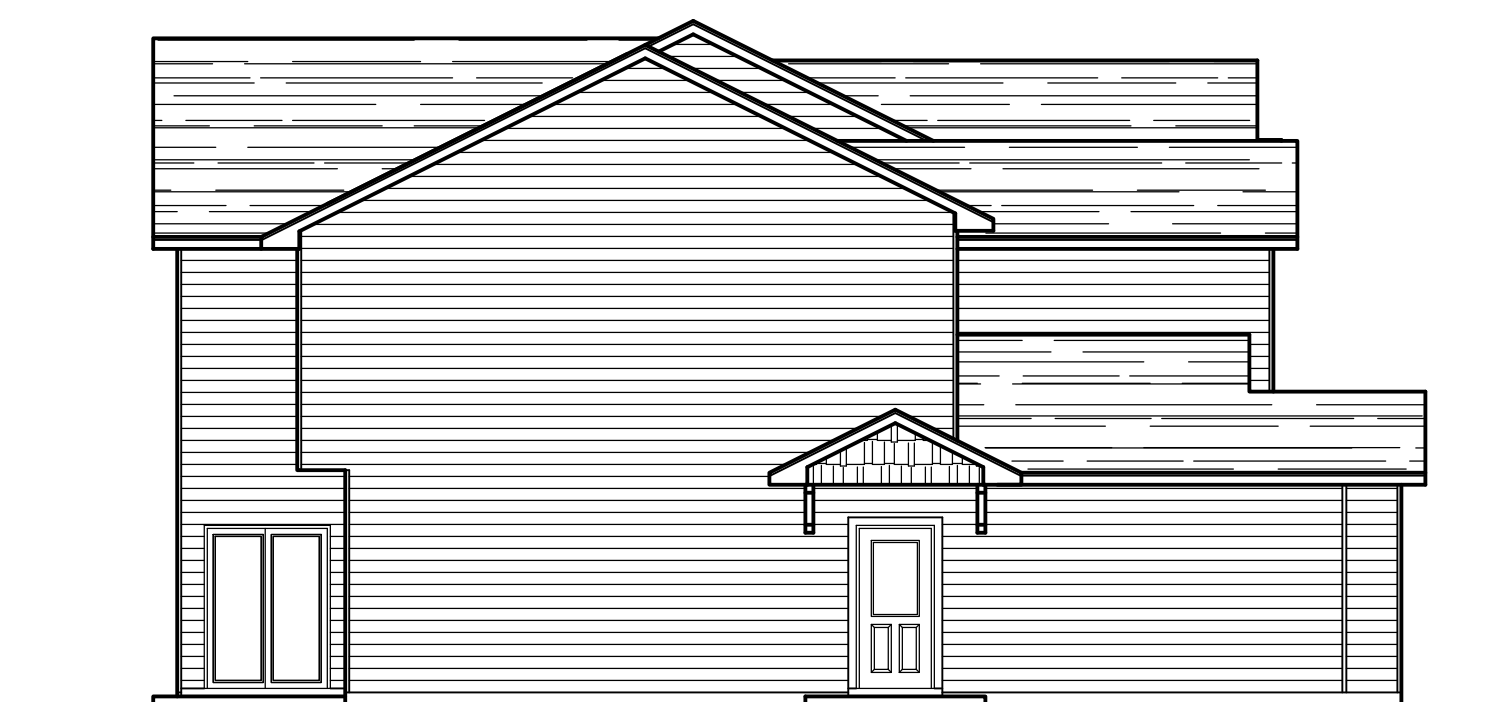
REVISION LOG:	
ISSUED:	12-19-19
DRAWN BY:	TJS
1) CONTRACT SET	
INITIALS:	X-X-XX
2) REVISION	
INITIALS:	X-X-XX
3) STRUCT. SIGN OFF	
INITIALS:	X-X-XX
4) SELECTIONS	
INITIALS:	X-X-XX
5) INTERNAL AUDIT	
INITIALS:	X-X-XX
6) INTERNAL PRECON	
INITIALS:	X-X-XX
7) HFBO	
INITIALS:	X-X-XX
8) REVISION	
INITIALS:	X-X-XX
9) REVISION	
INITIALS:	X-X-XX
10) REVISION	
INITIALS:	X-X-XX
11) REVISION	
INITIALS:	X-X-XX
12) REVISION	
INITIALS:	X-X-XX
13) REVISION	
INITIALS:	X-X-XX
13) REVISION	
INITIALS:	X-X-XX
14) REVISION	
INITIALS:	X-X-XX

PROJECT INFO:	
PLAN NAME:	WOODLAND
PROJECT NUMBER:	BASE PLAN
SHEET NUMBER:	B2 OF 10



FRONT ELEVATION

1/8" = 1'-0"



LEFT ELEVATION

1/8" = 1'-0"



RIGHT ELEVATION

1/8" = 1'-0"



REAR ELEVATION

1/8" = 1'-0"



707 COMMERCE DR. #410
WOODBURY, MN 55125
PH. 651-289-6800
FX. 651-501-6600
CREATIVEHOMES.COM

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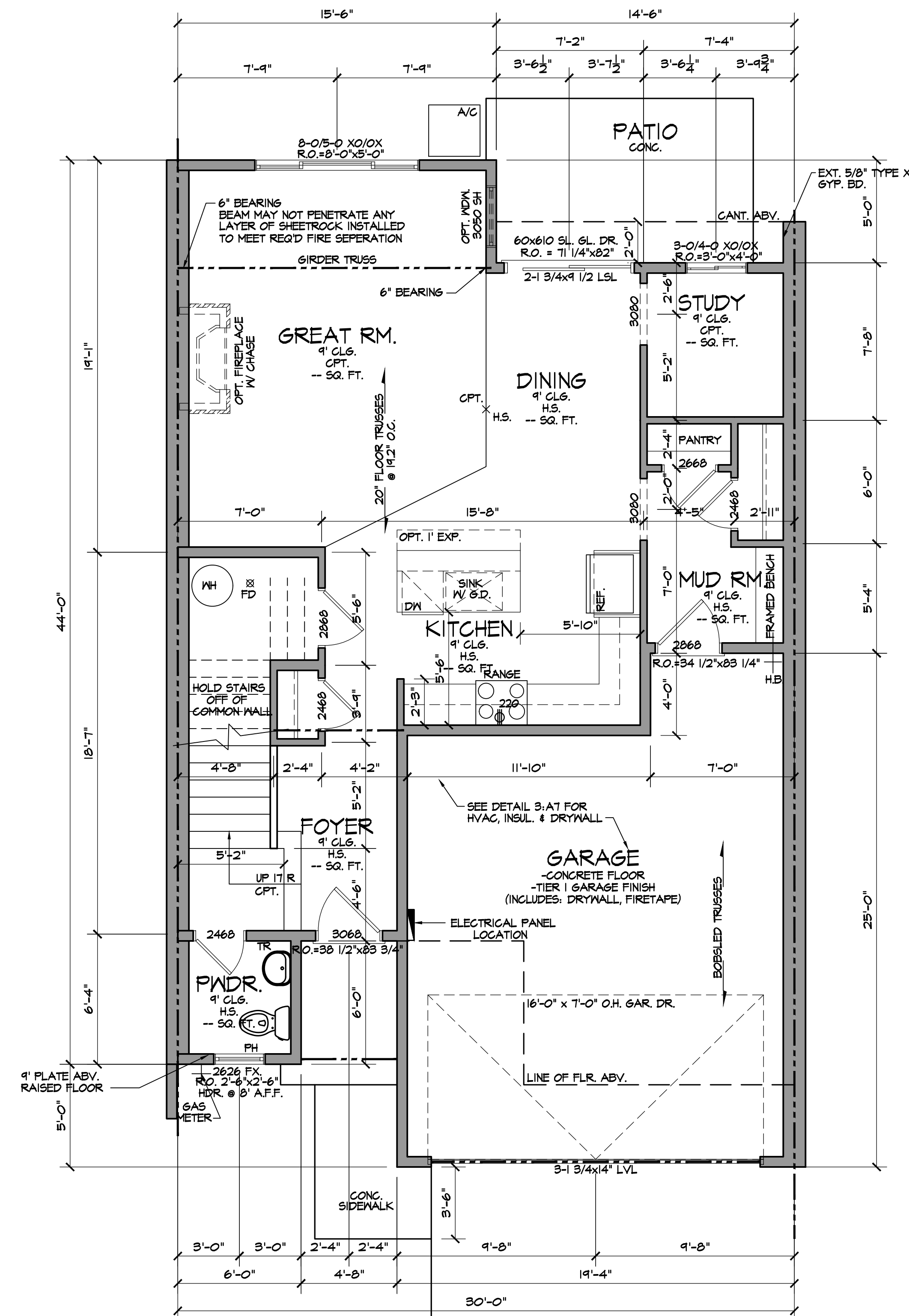
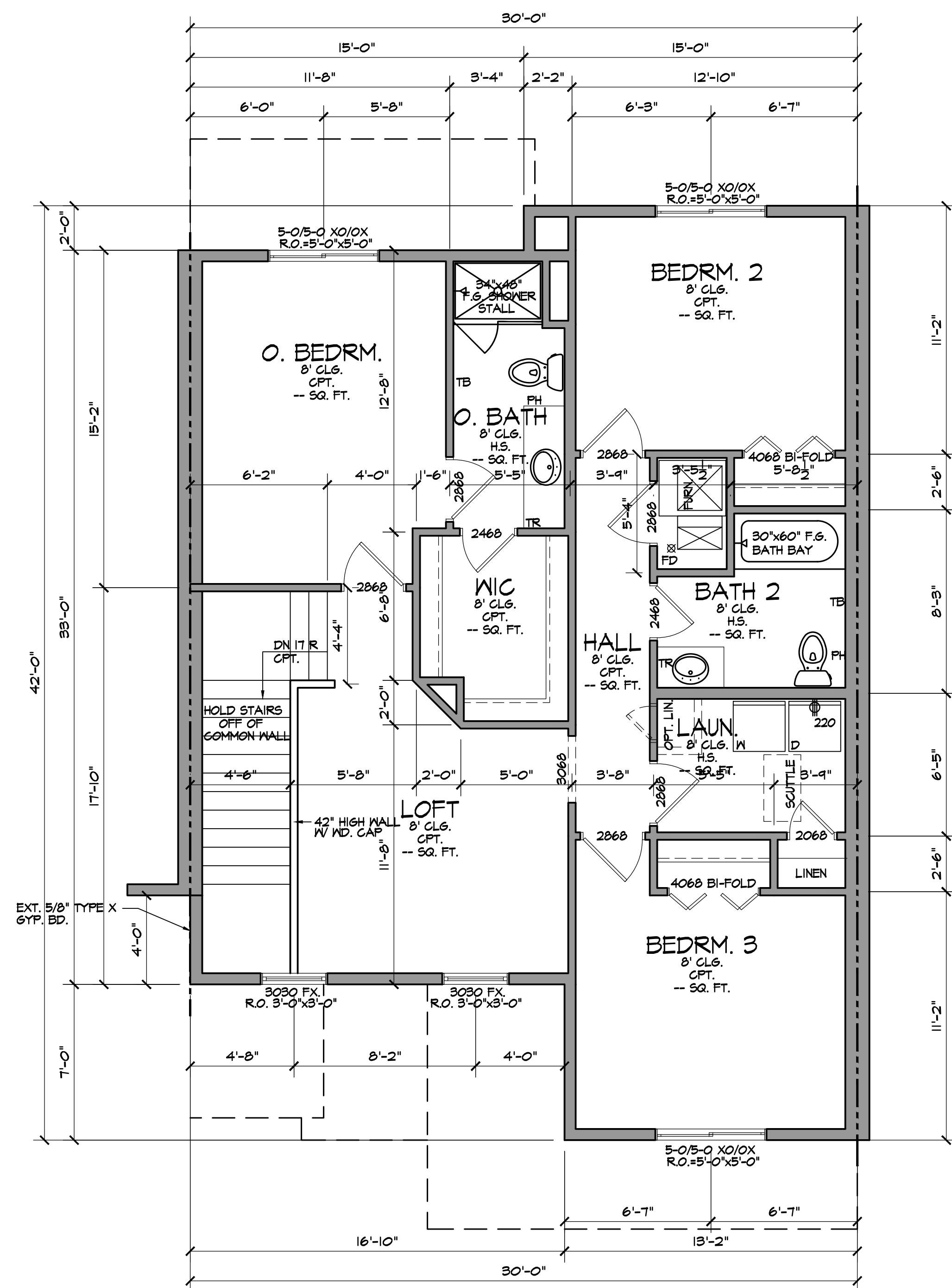
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WOODLAND INTERIOR UNIT "B" BASE PLAN

SQUARE FOOTAGE CALC.			
MAIN LEVEL	887 SQ. FT.		
UPPER LEVEL	1026 SQ. FT.		
TOTAL FLOOR	1913 SQ. FT.		
GARAGE	424 SQ. FT.		

REVISION LOG:	
ISSUED:	12-19-19
DRAWN BY:	TJS
1) CONTRACT SET	INITIALS: X-X-XX
2) REVISION	INITIALS: X-X-XX
3) STRUCT. SIGN OFF	INITIALS: X-X-XX
4) SELECTIONS	INITIALS: X-X-XX
5) INTERNAL AUDIT	INITIALS: X-X-XX
6) INTERNAL PRECON	INITIALS: X-X-XX
7) HFBO	INITIALS: X-X-XX
8) REVISION	INITIALS: X-X-XX
9) REVISION	INITIALS: X-X-XX
10) REVISION	INITIALS: X-X-XX
11) REVISION	INITIALS: X-X-XX
12) REVISION	INITIALS: X-X-XX
13) REVISION	INITIALS: X-X-XX
14) REVISION	INITIALS: X-X-XX

PROJECT INFO:	
PLAN NAME:	WOODLAND
PROJECT NUMBER:	BASE PLAN
SHEET NUMBER:	B5 OF 10

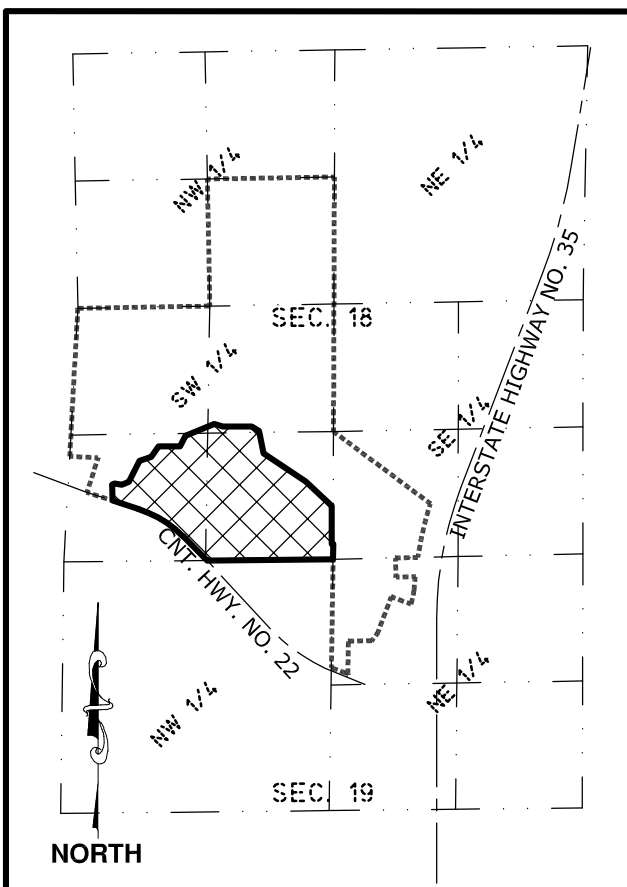


PRELIMINARY PLAT

~for~ NORTHERN TIER DEVELOPMENT
~of~ AVERY PLACE

VICINITY MAP

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



CHISAGO COUNTY, MINNESOTA
(NO SCALE)

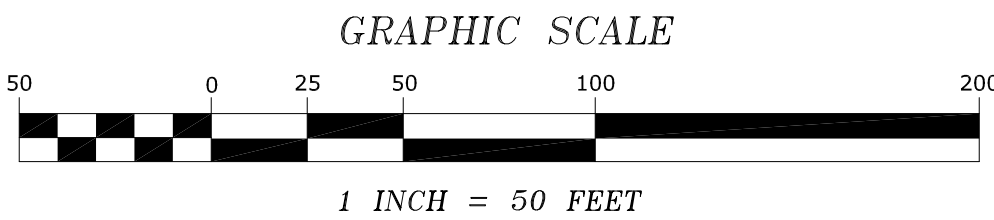
LEGAL DESCRIPTION

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

(PLAT IS NOT OF RECORD AS OF THIS DATE.)

DEVELOPMENT DATA

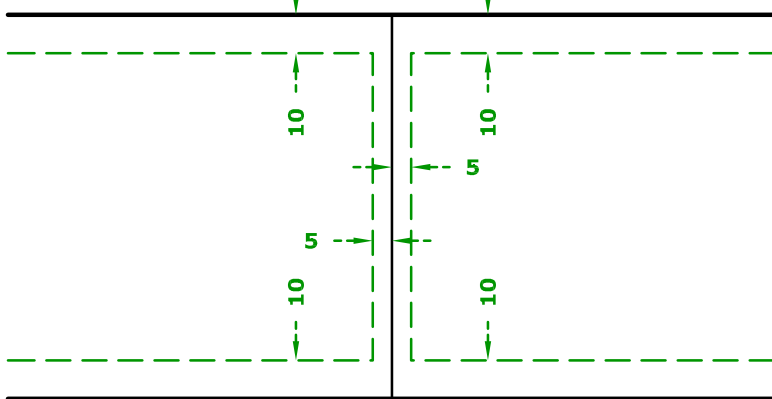
SINGLE FAMILY LOTS = 49 LOTS
ROW HOMES = 54 UNITS
TWIN HOMES = 26 UNITS
TOTAL = 129 UNITS



EASEMENT DETAIL

(SCALE: 1 INCH = 50 FEET)

TYPICAL EASEMENTS ARE SHOWN THUS:



BEING 5 FEET IN WIDTH AND ADJOINING SIDE LOT LINES,
AND BEING 10 FEET IN WIDTH ADJOINING RIGHT-OF-WAY
AND REAR LOT LINES, UNLESS OTHERWISE NOTED

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

LEGEND

DENOTES PROPOSED DRAINAGE AND UTILITY EASEMENT
DENOTES PROPOSED CENTERLINE
DENOTES PROPOSED BUILDING SETBACK LINE

PROPOSED POND

NORTH

MATCH LINE SEE SHEET 2

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

JASON E. RUD
Date: 4/18/2022 License No. 41578

DRAWN BY: CMB	JOB NO: 201335PP	DATE: 02/14/22
CHECK BY: JER	FIELD CREW: BH / CB / JR	
1 02-28-22	NEW LAYOUT / 300 FT RAD	CMB
2 04-07-22	ADD PARK	CMB
3 04-08-22	REVISE BLOCK 3 LAYOUT	CMB
4 04-12-22	UPDATE LOT COUNT	CMB
5 04-18-22	CITY SUBMITTAL	CMB
NO.	DATE	DESCRIPTION
BY		

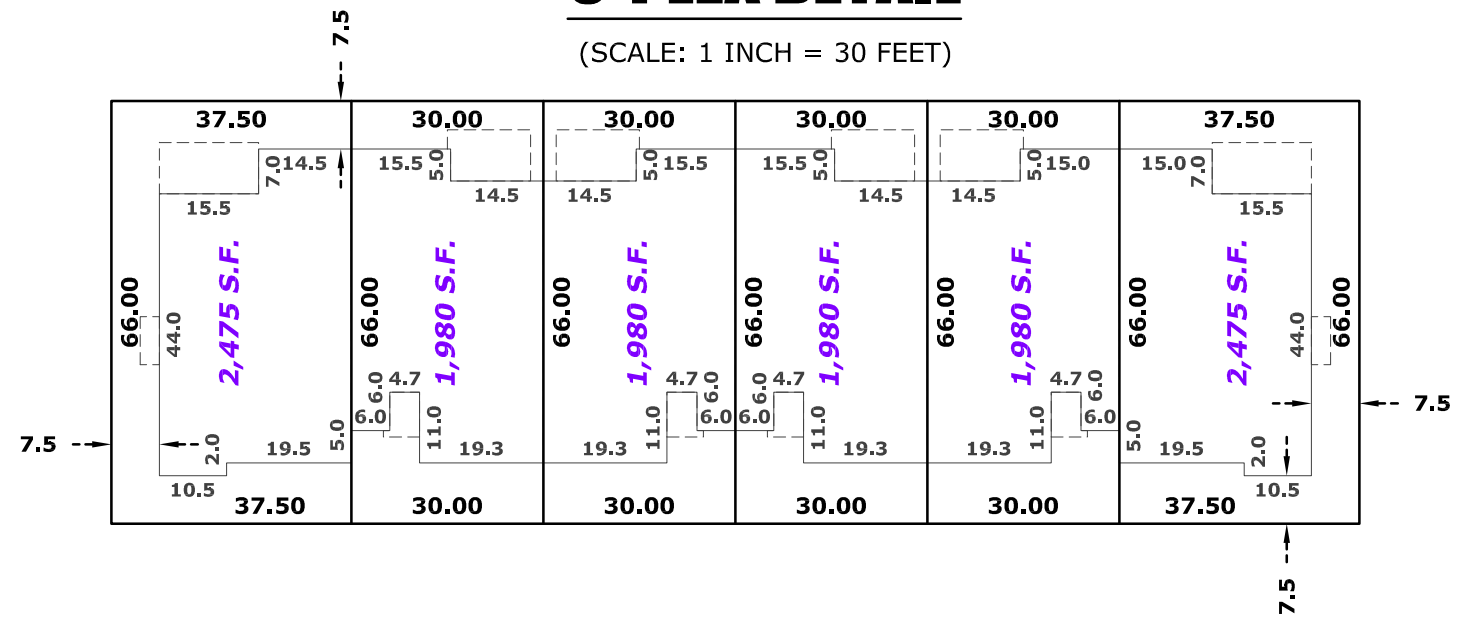
MATCH LINE SEE SHEET 2

PRELIMINARY PLAT

~for~ NORTHERN TIER DEVELOPMENT
~of~ AVERY PLACE

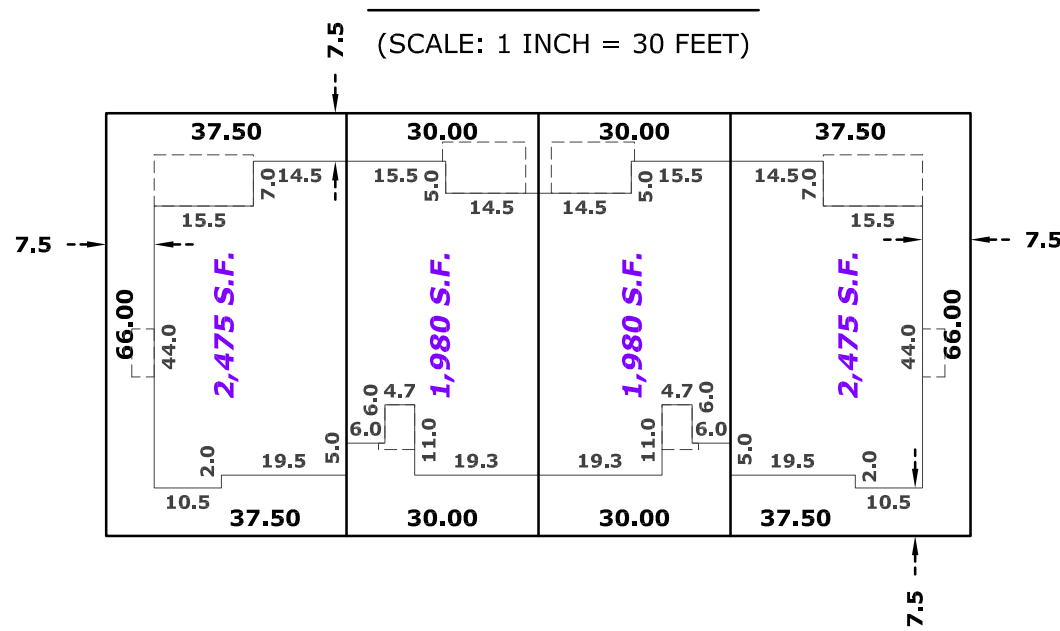
6-PLEX DETAIL

(SCALE: 1 INCH = 30 FEET)



4-PLEX DETAIL

(SCALE: 1 INCH = 30 FEET)



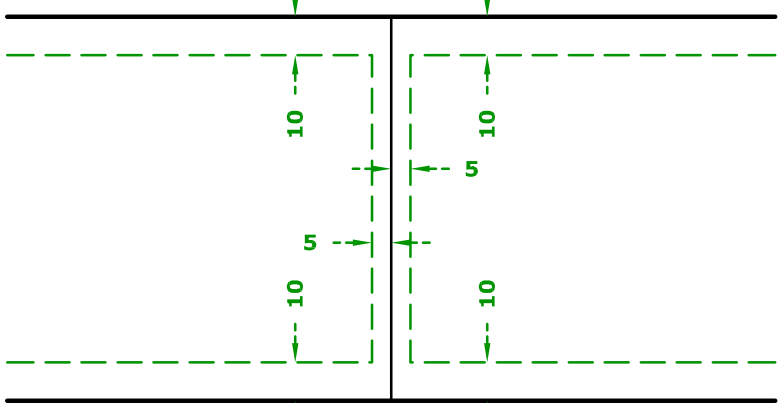
LEGEND

- DENOTES PROPOSED DRAINAGE AND UTILITY EASEMENT
- DENOTES PROPOSED CENTERLINE
- DENOTES PROPOSED BUILDING SETBACK LINE

EASEMENT DETAIL

(SCALE: 1 INCH = 50 FEET)

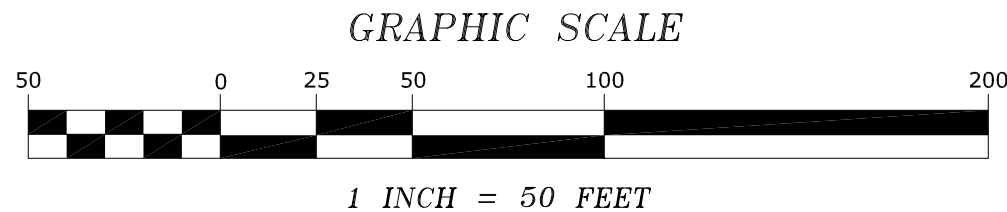
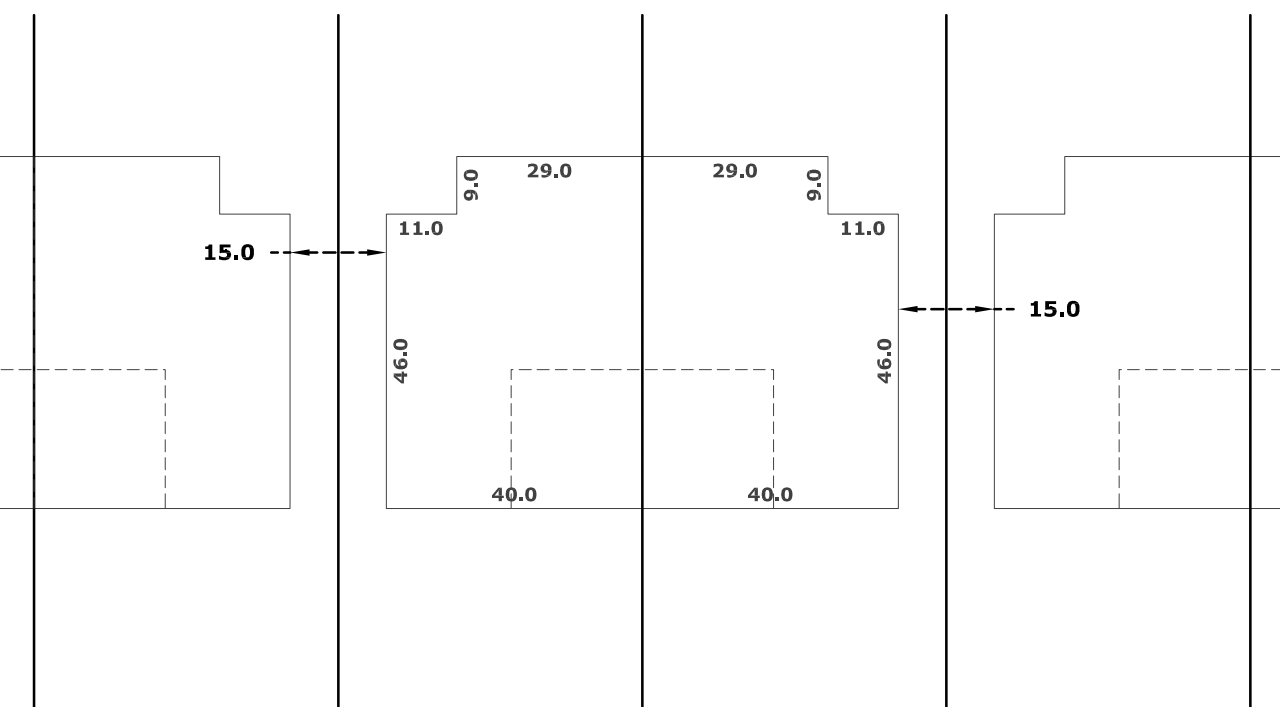
TYPICAL EASEMENTS ARE SHOWN THUS:



BEING 5 FEET IN WIDTH AND ADJOINING SIDE LOT LINES,
AND BEING 10 FEET IN WIDTH ADJOINING RIGHT-OF-WAY
AND REAR LOT LINES, UNLESS OTHERWISE NOTED

TWINHOME DETAIL

(SCALE: 1 INCH = 30 FEET)



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

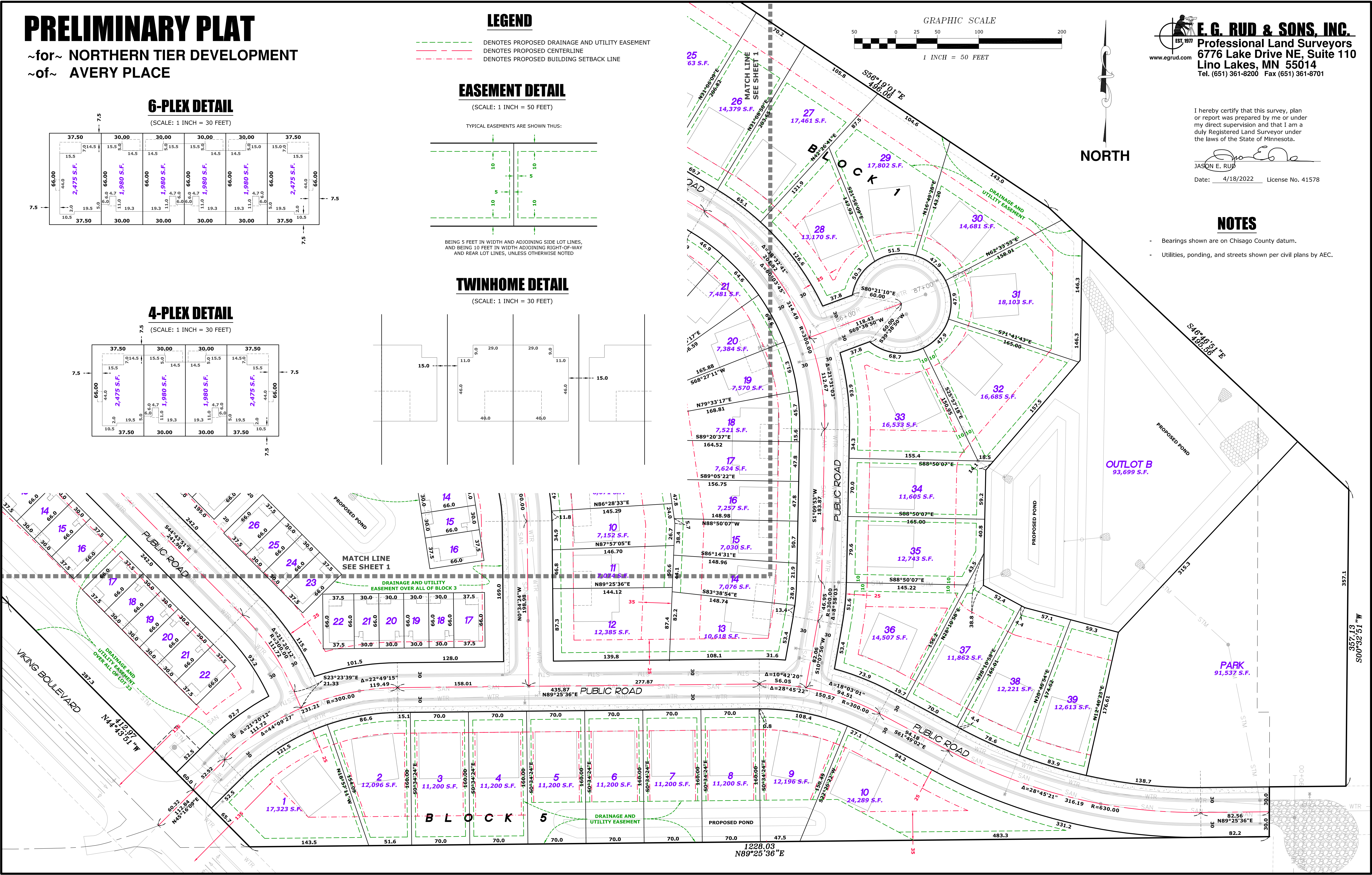
I hereby certify that this survey, plan
or report was prepared by me or under
my direct supervision and that I am a
duly Registered Land Surveyor under
the laws of the State of Minnesota.

JASON E. RUD

Date: 4/18/2022 License No. 41578

NOTES

- Bearings shown are on Chisago County datum.
- Utilities, ponding, and streets shown per civil plans by AEC.



**UNAPPROVED MINUTES
PLANNING COMMISSION
CITY OF WYOMING, MINNESOTA
May 24, 2022
7:00PM**

CALL TO ORDER:

Planning Commission Chairman Lobermeier called the Regular Meeting of the Wyoming Planning Commission for May 24, 2022 to order at 7:00 PM

CALL OF ROLL:

On a Call of the Roll the following members of the Wyoming Planning Commission were present: Mark Lobermeier, Michael Naumann, Bryan Murdock, Katie West, and Roger Carr

ABSENT: None

Also Present: Fred Weck Zoning Administrator, City Administrator Robb Linwood, City Engineer Erichson, Kim Lindquist, WSB, and Mayor Lisa Iverson

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM: NONE

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota Planning Commission for May 10, 2022

A MOTION WAS MADE BY COMMISSIONER WEST, SECONDED BY COMMISSIONER CARR, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA PLANNING COMMISSION FOR MAY 10, 2022 AS SUBMITTED.

*Voting Aye: Murdock, West, Naumann, Carr, and Lobermeier
Voting Nay: None
Abstain: None
Absent: None*

SCHEDULED PUBLIC HEARINGS:

2. Rezoning: Z-22-002 Rural Residential I District (R1) to Mixed Use District (MXD)
Conditional Use Permit: C-22-001 for a Planned Unit Development
Preliminary Plat: D-22-007 Approval of the Preliminary Plat “Avery Place”
Location: East Viking Boulevard, “Sunrise Riverbank”
Applicant: Northern Tier Development, LLC; Richard Morris
Property ID Numbers: All of part of 21.10302.00, 21.10302.20, and 21.10302.30

City Engineer Erichson introduced Kim Lindquist, Director of Community Planning and Development with WSB.

Kim Lindquist, gave an overview of the location of the parcel and explained the portion that

was specifically being talked about tonight. She stated that the property was originally zoned R1 and the action being requested tonight is to rezone from R1 to MXD and noted that the area is designated as mixed use in the Comprehensive Plan. She noted that part of the approval being sought tonight is for a very specific Master Plan through the PUD process. She reviewed some of the criteria that would need to be met in order to qualify for rezoning. She stated that the County had done a housing study that looked at the various demand for housing in a variety of communities within the County. She stated that for Wyoming it was looking at 800 new units that are necessary through 2030. She stated that this project is, in part, recommended for approval because it allows for a variety of housing styles that are owner occupied and also meets some of the goals of the housing study and the Comprehensive Plan. This project is proposing 3 different styles with 49 single family detached units, 26 twin home units, and 54 units of row homes. She noted that these are all owner occupied which is unusual because you often see rental because they are not platted individually.

City Engineer Erichson gave an overview of how the site will be serviced by utilities. He stated that there is existing infrastructure located in the northwest corner of Kettle River and noted that the applicant is proposing to extend the sanitary sewer along the western limits of the 'apartment and hotel' area, which is a future phase to be developed. He noted that it will require a sanitary sewer force main south of Viking and will also require a lift station. He stated that the watermain will be coming from the east side of the freeway where the City's existing water tower is located and bored underneath the freeway. He stated that something that will still need to be determined is whether the site will need to be looped. He stated that this had been discussed in a work session with the City Council and they did not have clarity on this item, but did have clarity on extension of the trunk watermain to the site and the upgrade of the force main would be the responsibility of the City, but the looping needs more discussion. He stated that this is not in the Comfort Lake Forest Lake Watershed District, but the rules do mirror their rules. He stated that in the staff report they had mentioned that they had recommended tabling the item because they had not received the stormwater management report, but explained that they had received it late on Friday and after review they are confident that they can meet the rules without changing the plat which means they are comfortable changing their recommendation to approval with contingencies. He stated that another important component is access and noted that the County has worked with the City to really study this corridor more in depth and explained that the County is less concerned with the residential portion of the project than they are with it further east towards the interchange where the accesses are much closer by McDonalds, The Village Inn, Kettle River Boulevard, and the on and off ramps in close proximity. He stated that they are taking a look at possible interim improvements for the corridor as well as long-term improvements to ensure the development, as it is designed, does not impede future improvements over the long-term. He stated that the County has expressed ideas for what this intersection will look like so the applicant will need to work with them to develop a plan and gain access approvals. He noted that he believed the County would require left and right turn lanes for this project.

Ms. Lindquist referenced the staff report which listed the recommended conditions of approval.

Commissioner Murdock asked about the pinching of the lots and snow storage in the cul-de-sacs.

City Engineer Erichson stated that cul-de-sacs with very limited frontage are a concern and they have found that it is important to look at and evaluate those closely. He stated that they have not yet heard back from the applicant if they have some ideas on whether some of the lots can have the frontage modified for this purpose.

Commissioner Murdock stated that one of the discussion points from the last meeting was whether or not there would be sidewalks and he did not see them on the drawings.

City Engineer Erichson stated that generally they don't go down the bulb and are generally one side of the street, but noted that it's a good point because that would further complicate things.

Ms. Lindquist stated that she thinks the City may want to look at having the lot width at the property line for the cul-de-sacs in order to avoid this problem in the future by just regulating it.

Commissioner Murdock made the point that there will be 3 cul-de-sacs but they would not be under the HOA, however the HOA will have certain services that deal with snow removal.

Ms. Lindquist explained that the HOA would just be in conjunction with the row homes.

Commissioner Murdock explained that he was inferring that there may be some solution because of the HOA's services.

Richard Morris, applicant, stated that their proposed plan is for 129 lots and explained that they have been pre-sold to one developer, Creative Homes. He explained that the intent is to work on this in phases with Phase I just being 37 lots that are outside of where the lift station is needed. He stated that if the City approves this proposal, they will move forward and close on the property with the plan to move into the subsequent phase next spring. He stated that they have worked with this builder before and gave the example of a 101 unit project that was just finished in Hudson, WI. He stated that they are a reputable builder that have happy customers and are willing to come back for problems that may arise. He stated that their engineer has spent a lot of time talking and going back and forth with City staff so he is hopeful that this is something that the Planning Commission would like to see.

Matt Appel, engineer with Richard Morris, stated that they do have sidewalks shown on the Preliminary Plat and where the cul-de-sacs are located, they do go all the way around the bulb. He stated that they are proposing a standard cul-de-sac size and radius. He stated that they have a sidewalk along one side of each of the roads and would love to have some input on other ideas related to the sidewalks and cul-de-sacs. He noted that the less sidewalk the less expense there will be and there would also be less maintenance.

City Engineer Erichson noted that they had discussed a lot of items and this was one thing that had not yet come up but is one that they can follow up on. He stated that staff can also discuss it with Public Works staff but noted that he is not a fan of the sidewalk wrapping all the way around the cul-de-sac because he thinks it is a recipe for more issues. He stated that if the Planning Commission is comfortable with it they can go back and work with staff and report back on what direction they would like to see this go. He noted that the applicant plans to masquerade the entire site and use dirt from the basins to build up the sites.

Commissioner Murdock stated that the park has been outlined in the plans and asked for an update on that situation.

City Administrator Linwood explained that at the Joint Park Planning Board meeting and at the City Council, they discussed the recommendation of a combination of a park with 2 acres and half cash. He stated that the applicant has now reworked the design to include that recommendation and have actual upland area for the park.

City Engineer Erichson noted that he believes the thought behind the location is that it provides access for this development but also for the future apartment buildings in the next phase and would be central to both.

Mr. Morris noted that he had received an e-mail late this afternoon from Jason Ruud who has made the changes to the cul-de-sacs and sent a new plat drawing that he will forward to City Engineer Erichson in the morning.

City Engineer Erichson stated that he thinks it is something that can be pretty easily rectified.

MOTION BY COMMISSIONER WEST, SECONDED BY COMMISSIONER MURDOCK, TO OPEN THE PUBLIC HEARING.

<i>Voting Aye:</i>	<i>Murdock, West, Naumann, Carr, and Lobermeier</i>
<i>Voting Nay:</i>	<i>None</i>
<i>Abstain:</i>	<i>None</i>
<i>Absent:</i>	<i>None</i>

Matt Nelson, 4660 East Viking Boulevard, noted that he would be right next to Block 5 on the proposed plans. He asked about changing the zoning to MXD and asked if that would affect him and the other nearby homeowners.

Chair Lobermeier explained that at this time it would just be for this property.

Mr. Nelson asked if, in the future, once the development is made and their zoning is changed if it would be changing for them from Rural to some other designation.

Chair Lobermeier explained that the City rezones on the basis of requests, in general, so they would have to take a look, but assured Mr. Nelson that they had no plans at this point in time to change the zoning of his property.

Mr. Nelson stated that this concern with this project is the size of the lots right next to him and if, in the future, it would change the zoning for him and his use of what he bought. He stated that he also has concerns about the proposed pond near Block 5 and explained that his land is lower and even with just the digging they have already done, he suddenly has more water in his backyard. He stated that he doesn't mind a little bit here and there, but has worries about whether these ponds are going to play a part in him having a swampy backyard that is unusable.

City Engineer Erichson noted that if Mr. Nelson has more questions after the meeting, he should feel free to reach out to staff because they would be happy to answer them.

Ken Rufford, 4700 East Viking Boulevard, stated that in looking at where they are proposing the water, it appears as though it will drain right onto his property. He stated that a year ago this was a big concern of his and he asked Mayor Iverson at the time for answers on how they were going to protect him and his neighbors. He stated that he has mature trees in the area and asked what will protect his property, Mr. Nelson's property, and the others around. He stated that as a taxpayer he looks at this situation and asks why he should have to pay for a lift station for their development five years down the road and also why the City should have to pay for it. He stated that they did not ask for this lift station or development, nor are they living in the development, and questioned why they should have to pay for it. He asked what will be done about the schools and public safety when all these houses come in. He asked the Planning Commission to think very hard about these things and decide whether they should change things in order to allow this to go in, how this will be paid for, and who should be paying for it. He reiterated his question about why the people of Wyoming should have to pay for these things. He referenced the traffic in the area with regard to safety and noted that he watches the bus arm get run through just about every day. He stated that there will be

even more kids with this development and noted that he agreed with the concern raised by the Commission about where all the snow will go. He reiterated his concern about the water and stated that he would really like to know answers about all of these questions before this moves forward. He stated that putting City water and sewer in for this project and asked what would be done for them because they have been grandfathered in with a beautiful water source. He stated that he has his own well and septic system and stated that he has had conversations with people in Lino Lakes and Woodbury that were forced into switching over to City sewer and water when similar developments were put in. He stated that he has a long driveway and would then be stuck with this bill when he didn't ask for any of it. He asked where and how the City people would be protected and noted that this is a lot of people that will be living in this development. He asked if anyone had spoken with Bruce's grocery or the hardware store to see if they can handle this amount of customers. He stated that the City already has two gas stations that are over-filled now and explained that his personal truck was hit about a week ago in a hit and run at the gas station. He stated that he has not seen anything that addresses how Kettle River will be fixed which is a big concern and noted that there are accidents there at least once a week. He repeated his question on how the City would protect the people that are already living here.

MOTION BY COMMISSIONER WEST, SECONDED BY COMMISSIONER CARR, TO CLOSE THE PUBLIC HEARING.

<i>Voting Aye:</i>	<i>Murdock, West, Naumann, Carr, and Lobermeier</i>
<i>Voting Nay:</i>	<i>None</i>
<i>Abstain:</i>	<i>None</i>
<i>Absent:</i>	<i>None</i>

Commissioner Murdock asked where the bulk of the stormwater would be going.

City Engineer Erichson asked Matt to provide an overall narrative on how the stormwater management is being handled, where it is directed, and how it is not impacting the adjacent properties.

Matt Appel, engineer, stated that if they are talking about the south boundary, the only thing that really is directed that way right now is that there is an infiltration basin there and the front yards are all draining to ponds that either drain to the north or northwest. He reiterated that there is an infiltration basin on the south side that, based on their calculations, would only overflow for the 100 year storm event and the overflow would be less than the existing rate. He stated that one comment they have made is that they would like to connect that pond to the rest of the storm sewer system. He stated that it does sit low down there but they have dug out a deeper pond to try to collect the water there and keep it on site. He stated that there will be minimal berming with a depression cut at the property line in order to keep the water on the property and try to infiltrate just clean roof top runoff, so none of the streets are draining to that pond. He stated that the overall drainage scheme of the whole development is to drain to the green wetlands that you see on the northeast and northwest which drain over to Kettle River Boulevard through existing drainage ways. He stated that they have done all they can right now to minimize drainage to the south and noted that larger drainage areas will be cut off for the most part and routed to the north.

Commissioner Murdock asked if that pond were to fail where the water would go.

Mr. Appel stated that it will go down gradient to the south. He stated that they are not planning a large berm but do have a riprap overflow for it but that would be the way the field drains right

now.

Chair Lobermeier noted that the staff report was very thorough and was much appreciated by the Commission.

Zoning Administrator Weck stated that to address the questions from Mr. Rutford about having to hook up to sewer and water, part of the merger agreement for the City and the Township was that if sewer and water became available to former township properties, they do not have to hook up for 5 years. He stated that per the plumbing code for hooking up, it has to be feasible, so a 1,500 foot driveway such as his, may not be deemed feasible.

MOTION BY COMMISSIONER MURDOCK, SECONDED BY COMMISSIONER CARR, TO RECOMMEND APPROVAL OF Z-22-002 THE REZONING FROM RURAL RESIDENTIAL (R1) TO MIXED USE (MXD) FOR PROPERTY LOCATED AT EAST VIKING BOULEVARD, "SUNRISE RIVERBANK" FOR ALL OR PART OF PROPERTY ID NUMBERS: 21.10302.00, 21.10302.20, and 21.10302.30.

Voting Aye: Murdock, West, Naumann, Carr, and Lobermeier
Voting Nay: None
Abstain: None
Absent: None

MOTION BY COMMISSIONER LOBERMEIER, SECONDED BY COMMISSIONER WEST, TO RECOMMEND APPROVAL OF CONDITIONAL USE PERMIT C-22-001 FOR A PLANNED UNITED DEVELOPMENT FOR PROPERTY LOCATED AT EAST VIKING BOULEVARD, "SUNRISE RIVERBANK" FOR ALL OR PART OF PROPERTY ID NUMBERS: 21.10302.00, 21.10302.20, and 21.10302.30.

Voting Aye: Murdock, West, Naumann, Carr, and Lobermeier
Voting Nay: None
Abstain: None
Absent: None

MOTION BY COMMISSIONER LOBERMEIER, SECONDED BY COMMISSIONER MURDOCK, TO RECOMMEND APPROVAL OF THE PUD MASTER PLAN BASED ON THE FINDINGS OF CONFORMANCE WITH STANDARDS AND GRANTING APPROVAL SUBJECT TO THE CONDITIONS AS LISTED IN THE STAFF REPORT, FOR PROPERTY LOCATED AT EAST VIKING BOULEVARD, "SUNRISE RIVERBANK" FOR ALL OR PART OF PROPERTY ID NUMBERS: 21.10302.00, 21.10302.20, and 21.10302.30.

Voting Aye: Murdock, West, Naumann, Carr, and Lobermeier
Voting Nay: None
Abstain: None
Absent: None

MOTION BY COMMISSIONER LOBERMEIER, SECONDED BY COMMISSIONER CARR, TO RECOMMEND APPROVAL OF THE PRELIMINARY PLAT, D-22-007 "AVERY PLACE", SUBJECT TO THE CONDITIONS INCLUDED IN THE STAFF REPORT AND THE ADDITIONAL CONDITION ADDRESSING THE CUL-DE-SAC SIDEWALK TO BE FINALIZED AS DISCUSSED, WITH REMOVAL OF THE SIDEWALKS ON THE CUL-DE-SACS AND THAT ISSUES SURROUNDING THINGS LIKE SNOW STORAGE BE ADDRESSED, FOR

PROPERTY LOCATED AT EAST VIKING BOULEVARD, “SUNRISE RIVERBANK” FOR ALL OR PART OF PROPERTY ID NUMBERS: 21.10302.00, 21.10302.20, and 21.10302.30.

Voting Aye: *Murdock, West, Naumann, Carr, and Lobermeier*
Voting Nay: *None*
Abstain: *None*
Absent: *None*

Mayor Iverson noted that if there are residents that still have some questions she would encourage them to get in touch with staff in order to get more information.

NEW BUSINESS: NONE

OLD BUSINESS: NONE

COMMUNICATIONS:

3. Accept Resignation of Bryan Murdock

Mayor Iverson expressed her appreciation for the great job Commissioner Murdock has done serving on the Planning Commission. She presented a plaque to him commemorating his years of service to the City.

There was a round of applause for Commissioner Murdock.

Chair Lobermeier expressed his appreciation for Commissioner Murdock’s service and specifically for all the help he gave in pulling together the Comprehensive Plan.

UPDATES:

Chair Lobermeier noted that Commissioner Murdock has served as the Vice-Chair, so that position will need to be filled at an upcoming meeting.

Zoning Administrator Weck stated that WSB is currently reviewing the Comprehensive Plan.

A MOTION WAS MADE BY COMMISSIONER WEST, SECONDED BY COMMISSIONER MURDOCK, TO ADJOURN THE MAY 24, 2022 “REGULAR MEETING” OF THE WYOMING, MINNESOTA PLANNING COMMISSION AT 7:55 PM.

Voting Aye: *Murdock, West, Naumann, Carr, and Lobermeier*
Voting Nay: *None*
Abstain: *None*
Absent: *None*

RESERVED FOR RECORDING DATA

RESOLUTION NO. 22-06-52

**RESOLUTION APPROVING
A REZONING FROM THE RURAL RESIDENTIAL I DISTRICT (R-1) TO THE MIXED
USE DISTRICT (MXD)
AT
PROPERTY ID NUMBERS: ALL OR PART OF 21.10302.00, 21.10302.20, &
21.10302.30**

WHEREAS, the City of Wyoming is a political subdivision, organized and existing under the laws of the State of Minnesota; and,

WHEREAS, the City Council of the City of Wyoming has adopted zoning and subdivision regulations, per Ordinances 2009-4 and 2010-08, including subsequent amendments, to promote the orderly, economic and safe development and utilization of land within the City; and,

WHEREAS, Richard Morris of Land Development Company of Wyoming LLC has applied for approval of a rezoning of property from the Rural Residential I District (R-1) to the Mixed Use District (MXD) on property legally described as:

Lot 2, Block 1, "Sunrise Riverbank"

WHEREAS, on May 24, 2022 the Planning Commission held a public hearing in accordance with the Ordinance and laws of the State of Minnesota; and,

WHEREAS, the City Council and Planning Commission have reviewed the application, as submitted, and have made the following findings of fact:

1. The requested rezoning will not create an excessive demand on parks, schools, or streets serving the area.
2. The proposed rezoning is compatible with existing development and will not deter the appropriate development of vacant lands.

3. The rezoning is consistent with the goals and policies of the City and the spirit, intent and purposes of the zoning ordinance.
4. The proposed rezoning will not cause traffic hazard or congestion.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Wyoming hereby **GRANTS** the Rezoning as requested by the applicant.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 7th DAY OF JUNE, 2022.

Lisa Iverson, Mayor

ATTEST:

This Document Drafted by:
The City of Wyoming
26885 Forest Boulevard
Wyoming, Minnesota 55092

Robb Linwood, City Administrator

RESERVED FOR RECORDING DATA

RESOLUTION NO. 22-06-53

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR A PLANNED UNIT
DEVELOPMENT MASTER PLAN**

AT

**PROPERTY ID NUMBERS: ALL OR PART OF 21.10302.00, 21.10302.20, &
21.10302.30**

WHEREAS, the City of Wyoming is a political subdivision, organized and existing under the laws of the State of Minnesota; and,

WHEREAS, the City Council of the City of Wyoming has adopted zoning and subdivision regulations, per Ordinances 2009-4 and 2010-08, including subsequent amendments, to promote the orderly, economic and safe development and utilization of land within the City; and,

WHEREAS, WHEREAS, Richard Morris of Land Development Company of Wyoming LLC has applied for a Conditional Use Permit for a Planned Unit Development Master Plan to allow the creation of a residential development consisting of 49 lots for single-family homes, 13 twin homes (26 units), and 54 units of Row Homes for a total of 129 single-family units on the property legally described as:

Lot 2, Block 1, "Sunrise Riverbank"

WHEREAS, on May 24, 2022, the Planning Commission held a public hearing in accordance with the Ordinance and laws of the State of Minnesota; and,

WHEREAS, the City Council and Planning Commission have reviewed the application, as submitted, and have made the following findings of fact:

1. The use is in conformity with the Comprehensive Plan and development policies of the City.
2. The use will not create an excessive demand on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.

3. The use will be sufficiently compatible or separated by distance or screening from adjacent development or land so that existing development will not be depreciated in value and there will be no deterrence to development of vacant land.
4. The structure and site will have an appearance that will not have an adverse effect upon adjacent properties.
5. The use in the opinion of the City is reasonably related to the overall needs of the City and to the existing land use.
6. The use will be consistent with the purpose of this and other City Ordinances.
7. The use will be located, designed, maintained, and operated to be compatible with the existing or intended character of the zoning district in which it is to be located.
8. The use will generate only minimal vehicular traffic on local streets and shall not create traffic hazards or unsafe access or parking needs.
9. Existing businesses nearby will not be adversely affected because of the curtailment of customer trade brought about by intrusion of noise, glare, or general unsightliness.
10. The establishment or maintenance of the use shall not be detrimental to the public, health, safety, or general welfare.
11. The use will not be hazardous, detrimental, or disturbing to present and potential surrounding land use due to water pollution, odor, fumes, general unsightliness or other nuisances.
12. The use will preserve and incorporate the site's important natural and scenic features into the development design.
13. The use will cause minimal adverse environmental effects.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Wyoming hereby **GRANTS** the Conditional Use Permit, as requested by the applicant with the following conditions:

- 1) The applicant submit a landscape plan for staff review and approval.
- 2) The development will comply with the following setback standards for each of the three types of units within the project:

Single Family

Ordinance Standards	Development Standards
Front Yard Setback	25 feet
Side (Interior) Yard Setback	7.5 feet
Rear Yard Setback	35 feet
Minimum Lot Size	9,500 sq ft
Minimum Lot Width	70 feet
Minimum Lot Depth	65 feet
Building Height	Up to 35 feet

Twin Homes

Ordinance Standards	Development Standards
Front Yard Setback	25 feet
Side (Interior) Yard Setback	0 feet
Side Yard (building edge)	7.5 feet
Rear Yard Setback	35 feet
Minimum Lot Size (duplex)	5965 sq ft
Minimum Lot Width	43 feet
Minimum Lot Depth	108 feet
Maximum Building Height	Up to 35 feet

Row Homes

Ordinance Standards	Proposed
Front Yard Setback	7.5 feet
Side (Interior) Yard Setback	0 feet
Side Yard (Exterior) Setback	7.5
Rear Yard Setback	7.5 feet
Minimum Lot Size	1,980 sq ft
Minimum Lot Width	30 interior lots/3.5 exterior lots
Minimum Lot Depth	66 feet
Maximum Building Height	Up to 45 feet

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 7th DAY OF JUNE, 2022.

Lisa Iverson, Mayor

ATTEST:

This Document Drafted by:
The City of Wyoming
26885 Forest Boulevard
Wyoming, Minnesota 55092

Robb Linwood, City Administrator

RESERVED FOR RECORDING DATA

RESOLUTION NO. 22-06-54

**RESOLUTION APPROVING THE PRELIMINARY PLAT OF
"AVERY PLACE"
AT
PROPERTY ID NUMBERS: ALL OR PART OF 21.10302.00, 21.10302.20, &
21.10302.30**

WHEREAS, the City of Wyoming is a political subdivision, organized and existing under the laws of the State of Minnesota; and,

WHEREAS, the City Council of the City of Wyoming has adopted zoning and subdivision regulations, per Ordinances 2009-4 and 2010-08, including subsequent amendments, to promote the orderly, economic and safe development and utilization of land within the City; and,

WHEREAS, Richard Morris of Land Development Company of Wyoming LLC has applied for approval of the Preliminary Plat of Subdivision of "Avery Place" consisting of 49 lots for single-family homes, 13 twin homes (26 units), and 54 units of Row Homes for a total of 129 single-family units on the property legally described as:

Lot 2, Block 1, "Sunrise Riverbank"

WHEREAS, on May 24, 2022, the Planning Commission held a public hearing in accordance with the Ordinance and laws of the State of Minnesota; and,

WHEREAS, the City Council and Planning Commission have reviewed the application, as submitted, and have made the following findings of fact:

1. The requirements of Article III, Division 2, "The Preliminary Plat", as contained in

the City of Wyoming Subdivision Ordinance have been complied with.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Wyoming hereby **GRANTS** the Preliminary Plat as requested by the applicant with the following conditions:

- 1) Submit revised utility, grading and stormwater plans compliant with City requirements and the comments provided.
- 2) Staff review and approval of the storm water plan.
- 3) A NPDES permit will be required and compliance with all NPDES permit requirements will need to be confirmed.
- 4) MPCA Sanitary Sewer and Minnesota Department of Health Watermain Extension Permits will be required.
- 5) An Access permit must be acquired from Chisago County and be constructed consistent with their requirements.
- 6) Staff has received a preliminary utility layout in addition to the concept plan and we have provided preliminary comments.
- 7) Extend the watermain along CSAH 22 between the proposed future commercial site and the Avery Estates east access for consistency/reliability in water supply.
- 8) All required local, state and/or federal permitting must be obtained.
- 9) The preliminary plat is revised to provide 44' along the curb line for all cul-de-sac lots to ensure there is adequate room for driveways, mailboxes, and snow removal.
- 10) The applicant revise Lot 7, Block 4 to increase the lot width to 37.5'.
- 11) All by-laws, Property Owner's Association Articles of Incorporation, and Protective Covenants must be approved by the City Attorney and filed with the record plat. These covenants must be adhered to and cannot be changed without the approval of the City Council.
- 12) After the City Engineer has approved the construction plans and specifications; new construction plans that reflect the approved revisions are submitted to the City (three full size and two reduced sets)
- 13) The developer enter into a Development Agreement, the terms and provision of which must be approved by the City Attorney, between the property owner, the developer, and the city, and must be executed prior to construction beginning on the improvements in the development.
- 14) The developer shall submit a surety in the form of a cash deposit or letter of credit guaranteeing to complete the work in substantial compliance with the approved street, utility, grading, and drainage plans. The surety must remain in place until the site work is completed and approved by the city. The City Engineer must approve the surety amount and the City Attorney must approve the terms if a letter of credit is used.
- 15) The applicant meet the park dedication requirements by providing 50% land dedication and 50% cash payment. The land dedication for this subdivision will be 1.505 acres.
- 16) The applicant provides financial assurance for the wetland impacts in the form of an irrevocable letter of credit to fulfill the financial security in the

amount 150% of the cost of local replacement credits, in the development agreement.

- 17) That the wetland replacement plan be approved in accordance with the Wetland Conservation Act.
- 18) Utility Easements are required for the sanitary sewer and watermain extension from the proposed plat to Kettle River Boulevard along CSAH 22.
- 19) Revise the plans to end the sidewalks at the beginning of the bulb of the cul-de-sacs.
- 20) That snow storage areas are provided; including easements where needed.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 7th DAY OF JUNE 2022.

Lisa Iverson, Mayor

ATTEST:

This Document Drafted by:
The City of Wyoming
26885 Forest Boulevard
Wyoming, Minnesota 55092

Robb Linwood, City Administrator



Request for Council Action

Date: June 2, 2022

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Budget Work Session

Method: New Business

Background Information:

Due to not having a quorum at the June 8th, 2022 Budget Work Session it is necessary to reschedule this meeting to a future date. Staff is requesting that council move the meeting to June 21, 2022 at 5:30PM prior the regularly scheduled city council meeting.

Recommendation: That the Wyoming City Council set a budget work session on June 21, 2022 at 5:30PM.



CITY OF WYOMING

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092
Phone: 651-462-0575 Fax: 651-462-0576