

**City of Grant  
City Council Agenda  
August 6, 2013**

*The regular monthly meeting of the Grant City Council will be called to order at 7:00 o'clock p.m. on Tuesday, August 6, 2013, in the Grant Town Hall, 8380 Kimbro Ave. for the purpose of conducting the business hereafter listed, and all accepted additions thereto.*

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF REGULAR AGENDA**
4. **APPROVAL OF CONSENT AGENDA**
  - A. July 2, 2013 City Council Meeting Minutes
  - B. Bill List, \$71,814.26
  - C. Miller Excavating, Gravel, \$16,896.70
  - D. M.J. Raleigh Trucking, Gravel, \$28,878.44
  - E. Washington County Sheriff's Department, 1<sup>st</sup> Half Contract, \$55,070.62
  - F. Kline Bros Excavating, Road Maintenance, \$14,755.00
5. **COUNCIL VACANCY**
  - A. Resolution No. 2013-17, Appointment to City Council
  - B. Oath of Office
6. **PUBLIC INPUT**
7. **CONCEPT PLAN REVIEW, PRIVATE ART STUDIO, 10390 118<sup>TH</sup> STREET, CAMI MENDLIK**
8. **CONCEPT PLAN REVIEW, DEVELOPMENT PLAN, 6550 JASMINE AVENUE, STUART GRUBB**
9. **STAFF AGENDA ITEMS**
  - A. City Engineer, Phil Olson  
(No action items)
  - B. City Planner, Jennifer Haskamp
    - i. Resolution No. 2013-19, Rosell Minor Subdivision
  - C. City Attorney, Nick Vivian

(No action items)

10. **NEW BUSINESS**

A. Resolution No. 2013-18, City of Grant Investment Policy (Initial Review) – City Treasurer, Sharon Schwarze

B. Council Endorsement of Craig Leiser reappointment to Brown's Creek Watershed District, Administrator/Clerk

11. **UNFINISHED BUSINESS**

A. City Website Update, Mayor Carr

B. Town Hall Hand Pump, Council Member Huber

12. **DISCUSSION ITEMS**

A. City Council Reports (any updates from Council)

B. 2013 City Council Goals

C. Staff Reports

13. **COMMUNITY CALENDAR AUGUST 7 THROUGH AUGUST 31, 2013:**

Mahtomedi Public Schools Board Meeting, Thursday, August 8, 2013, Mahtomedi District Education Center, 7:00 p.m.

Stillwater Public Schools Board Meeting, Thursday, August 8<sup>th</sup> and 22<sup>nd</sup>, 2013, Stillwater City Hall, 7:00 p.m.

Washington County Commissioners Meeting, Tuesdays, Government Center, 9:00 a.m.

14. **ADJOURNMENT**

**I. GUIDELINES FOR CONDUCT AT GRANT CITY MEETINGS**

1. Public input (agenda item) and public comment during agenda items will be addressed as time allows and individuals must be recognized by the Meeting Chair prior to making comments.
2. Any individual addressing the Council will approach the microphone and clearly state their name and full address.
3. Comments and reading of written statements shall be limited to two (2) minutes. You are encouraged not to be repetitious of comments made by any previous speakers.
4. No personal attacks are allowed during any public input, public comment or public hearings.

## **II. PUBLIC INPUT –AGENDA ITEM**

The City is currently utilizing the Agenda Item Request Form for Public Input.

## **III. PUBLIC COMMENT – DURING AGENDA ITEMS**

Citizens may share their comments or concern on a specific agenda item if called upon by the City Council. This is the portion of the Council meeting that citizens may comment on an individual agenda item if called on to do so. All comments must be addressed to the Mayor and Council and name and full address must be stated clearly. If the agenda item has had a public hearing, this will not be a continuation of that hearing.

CITY OF GRANT  
MINUTES

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**DATE** : July 2, 2013  
**TIME STARTED** : 7:04 p.m.  
**TIME ENDED** : 8:30 p.m.  
**MEMBERS PRESENT** : Councilmember Bohnen, Huber, Lobin and Mayor Carr  
**MEMBERS ABSENT** : None

Staff members present: City Attorney, Nick Vivian; City Engineer, Phil Olson; and Administrator/Clerk, Kim Points

**CALL TO ORDER**

Mayor Carr called the meeting to order at 7:04 p.m.

**PLEDGE OF ALLEGIANCE**

**SETTING THE AGENDA**

**Council Member Bohnen moved to approve the agenda, as presented. Council Member Huber seconded the motion.**

**Mayor Carr made a friendly amendment to remove Item 8B, Charter Commission use of Town Hall, from the regular agenda, questioning as to why it was on the agenda again.**

Council Member Bohnen stated others had questions about use of Town Hall. The Charter Commission has now had two meetings and wants the City to support their efforts. A motion was not taken when this item was previously on the agenda.

Mayor Carr noted a vote on use of Town Hall was taken in March, 2013.

Council Member Bohnen stated comments were made by Council Member Huber regarding use of Town Hall when a Charter Commission was formed.

Council Member Huber stated the group wants to pursue its own path, that being the actual Charter. He stated he does not understand why the building is so important. He would like the Charter Commission to be as independent as possible and feels that is very important. Once the Charter has been drafted and approved by the voters, this issue can be revisited.

Council Member Bohnen stated he wants to discuss this issue under the agenda item.

Council Member Bohnen did not agree to the friendly amendment.

1 **Motion failed with Council Member Huber and Mayor Carr voting nay. Council Member**  
2 **Lobin abstained.**

3  
4 **Mayor Carr moved to approve the agenda, with Item 8B, Charter Commission use of Town**  
5 **Hall removed. Council Member Huber seconded the motion. Motion carried with Council**  
6 **Member Bohnen voting nay.**

7  
8 **CONSENT AGENDA**

9  
10 June 4, 2013 City Council Meeting Minutes Approved

11  
12 Bill List, \$58,233.26 Approved

13  
14 Resolution No. 2013-16, Lovas Lot  
15 Line Adjustment Approved

16  
17 City of Mahtomedi, 2<sup>nd</sup> Quarter  
18 Fire Contract, \$29,601.75 Approved

19  
20 City of Stillwater, 1<sup>st</sup> Half  
21 Fire Contract, \$46,243.00 Approved

22  
23 Brochman Blacktopping, \$15,355.00 Approved

24  
25 **Council Member Lobin moved to approve the Consent Agenda, as presented. Council Member**  
26 **Huber seconded the motion. Motion carried unanimously.**

27  
28 **PUBLIC INPUT**

29  
30 **Use of Washington County Sheriff, Bob Engelhart** – Mr. Bob Engelhart came forward and stated  
31 the City is over budget on the Sheriff's Department and then excused himself from the meeting.

32  
33 **Present Draft Ballot for Referendum, Larry Lanoux** – Mr. Larry Lanoux came forward and read a  
34 draft ballot. He provided the background on this issue as well as funding and road history and  
35 requested the Council put a road levy on the November ballot. He asked this be an agenda item for  
36 consideration next month.

37  
38 Council Member Huber stated he does support a referendum but won't do that until there is a revised  
39 road policy and then will explore funding sources. He stated the City needs good road information  
40 and the Road Commissioner is working on that. He noted there is no City election this year.

41  
42 **STAFF REPORTS**

43  
44 **City Engineer, Phil Olson**

1 **Jocelyn Lane Special Project** – City Engineer Olson advised the west side of the roadway near 7130  
2 Jocelyn Lane has settled from what appears to be an issue with the catch basin or storm sewer. This  
3 section of road has two separate storm sewer crossings, one that is only a few feet deep and is  
4 connected to the catch basin and a second for the creek is over ten feet deep.

5  
6 Based on an initial inspection of the area, it appears that the problem is due to weathering in the catch  
7 basin and a possible settlement of the shallow storm sewer pipe. Another possibility is that the deeper  
8 pipe could be damaged and could be the source of the roadway settlement. Additional investigation is  
9 recommended to verify that the deeper pipe is still in adequate condition prior to completing any  
10 surface repairs. Inspection of the deeper pipe is difficult now due to the recent rain but it can likely  
11 occur later this summer.

12  
13 The cost to repair this issue is not known at this time until additional investigation is completed on  
14 the deeper storm sewer crossing. Pictures of the roadway settlement were included in the packets.

15  
16 Council Member Bohnen advised that on the west side of the culvert you can hear rushing water but  
17 the other side is quiet. The real problem is the sink hole, which is the tip of the iceberg. Repairs  
18 have to wait until the water slows down and it keeps sinking even when filled with dirt. The culvert  
19 has been compromised for quite some time. The repairs on this could be up to \$32,000. If the City  
20 moves forward, a funding source has to be determined. He noted he has talked to neighbors out there  
21 and they know the area has to be torn up but it is mainly in the right of way.

22  
23 City Treasurer Schwarze advised that the City is at more than 70% reserves so far this year.

24  
25 Council Member Bohnen stated there is approximately \$14,700 in the special projects fund.

26  
27 Mayor Carr stated he is fine using reserves for this along with what the City has in the special projects  
28 fund. This is an emergency situation that has to be taken care of.

29  
30 Council Member Huber disagreed stating the special project on Justen is moving forward and that  
31 will save dollars in the long run. This type of project needs to be done and reserves should be used.

32  
33 Council Member Lobin stated she is in agreement about the project.

34  
35 City Engineer Olson advised he has meeting scheduled for Justen Trail. The utilities need to be  
36 located and a timeline will be discussed for relocation. The goal is to get that project done in the fall.

37  
38 **Mayor Carr moved to move forward with the Jocelyn Lane Special Project taking the necessary**  
39 **funds out of reserves and continue with the Justen Trail project. Council Member Lobin**  
40 **seconded the motion. Motion carried unanimously.**

41  
42 **City Planner, Jennifer Haskamp – No action items.**

43  
44 **City Attorney, Nick Vivian - No action items.**

45

1 NEW BUSINESS

2  
3 **Washington County Water Pilot Program, Administrator/Clerk** – Information regarding the  
4 Washington County Water Pilot Program was included in the Council packets.

5  
6 It was the consensus of the Council that the City of Grant will participate in the program.

7  
8 **Road Counts, Council Member Huber** – Council Member Huber stated the City is getting more  
9 road information so a potential road plan can be better funded. He inquired how far the City is in  
10 completing the road counts.

11  
12 Council Member Bohnen referred to a map with fresh road counts. They are currently focusing on the  
13 asphalt roads. He provided the background of road counts within the City noting weight and speed  
14 can also be tracked. The average over a three day span is documented as the road count.

15  
16 Council Member Huber stated all the information is being gathered and asked when the Road  
17 Commissioner sees having all the information to move forward to begin discussion on a revised road  
18 policy.

19  
20 Council Member Bohnen stated there are a lot of variables with all the information. More of a traffic  
21 study could be done if they section off areas.

22  
23 Council Member Huber clarified there is no percentage of how much of the road counts are done. He  
24 stated the City does have road counts in 2012, specifically for Goodview Avenue prior to paving. He  
25 inquired about a recent count on Goodview after the paving. He noted he has an issue with road  
26 counts on Goodview being done on a Memorial Day holiday.

27  
28 Council Member Bohnen stated testing was done on a holiday. There has been some failure with the  
29 counter tubes.

30  
31 Council Member Huber stated he would like to see another count done on Goodview. Accuracy of  
32 these road counts will determine how the City moves forward with a revised road policy. He  
33 requested the Council be updated on the counts and he would like to see a comprehensive road plan in  
34 place before his term is over. He asked about road counts and how the Hilton closure is affecting the  
35 City's road counts.

36  
37 Council Member Bohnen stated the road counters will be placed out in that area when Hilton is  
38 closed.

39  
40 Council Member Huber asked if the City can use the counters to leverage the County and State to  
41 help with road maintenance as a result of impacts from the Hilton closure on City road networks. He  
42 stated he would like to see road counts on every Council agenda.

43  
44 City Engineer Olson advised if extra road repairs are required, due to the road construction, the City  
45 can approach the County for reimbursement.

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**UNFINISHED BUSINESS**

**City Website Update, Mayor Carr** – There were no issues raised with the website.

**Charter Commission use of Town Hall, Council Member Bohnen** – This item was removed upon approval of the agenda.

**DISCUSSION ITEMS**

**City Council Reports:**

Mayor Carr stated there is a vacancy within the City Council. He suggested some Council name potential candidates for the vacancy this evening. Council Members can contact them individually. He stated Mr. Dan Potter volunteered that he would be fine with Mr. Potter. Mr. Dave Tronrud has also expressed interest.

Council Member Huber stated he also heard from Mr. Potter and they had an informative discussion. He stated he is going to talk to Mr. Tronrud also.

Council Member Bohnen stated he would welcome Mr. Potter back and Mr. Dennis Kaup has also expressed interest. He stated he would highly recommend both of them.

Council Member Lobin advised she spoke to Mr. Potter also and would be comfortable with him on the Council. It is important to have someone that will help with the roads. She also spoke with Mr. Kaup.

Mayor Carr stated everyone should talk to those interested and the appointment will be made in August at the beginning of the meeting.

Council Member Huber stated the dry hydrant was hit again and he will be working with the dive team on repairs.

Council Member Bohnen stated the recent storm that went through the City resulted in trees going down over roads. Some of those trees were on power lines and everyone needs to be aware that the downed trees cannot be removed until Xcel deals with the power lines. The City is currently \$10,000 over budget on pot holing and any work done in the fall will result in even more over budget. He noted he will have an update on City brushing at the next meeting. The dust control was put down last week and will also be done two days in July. He stated he was able to accommodate all requests for the City cost share program.

Council Member Lobin stated she would like to put together an emergency crew within the City.

Mayor Carr stated Mr. Lanoux went off topic during public comment and cursed at a Council Member. He stated the Council has indicated he has the right to call on people or not.



1  
2 City Attorney Vivian advised the Mayor does have to ensure meetings run smoothly and the City can  
3 conduct its business. The Council does determine how public comment operates.  
4

5 Mayor Carr advised that based on the comments tonight, he does not want to see Mr. Lanoux speak  
6 anymore. The City Council does not need to tolerate belligerent behavior. He stated he does not  
7 know how to stop it other than not allow him to speak at all.  
8

9 **2013 City Council Goals** – Council Member Bohnen advised he did look into this and had a brief  
10 discussion with the City Planner.  
11

12 Administrator/Clerk Points stated it appears groomsman quarters could be added to the City’s land  
13 use as an allowed use. There are two chapters within the City’s code that would have to be reviewed  
14 for conflicting language. There are many questions that would have to be answered as far as the  
15 allowed use staff should look into any conflicting language within the current City Code.  
16

17 Council Member Bohnen stated it would be prudent for the City Planner to look into any potential  
18 conflicts within the City Code and bring that back to the August meeting.  
19

20 Mayor Carr stated he still has too many questions and the policy should be figured out before any  
21 work is done on this by staff and the City spends any money.  
22

23 Council Member Huber stated he has no problem with looking at the benefits/impact of the allowed  
24 use. The City Planner is well qualified to provide the Council with the impacts of the change and  
25 conflicting language within the Code. He stated he thinks it would be prudent to have the City  
26 Planner do some preliminary work on the potential change.  
27

28 Mayor Carr stated he would like a ball park figure as to how many commercial businesses that this  
29 would affect. He stated he would help Council Member Bohnen with that. He would also like the  
30 breakdown of residential stables and number of horses they have on site. He will come back with that  
31 information at the August meeting and a discussion will be held.  
32

33 **Staff Reports** – Staff updates were included in the Council packets.  
34

35 **COMMUNITY CALENDAR JULY 3 THROUGH JULY 31, 2013:**  
36

37 **Mahtomedi Public Schools Board Meeting, Thursday, July 11, 2013, Mahtomedi District**  
38 **Education Center, 7:00 p.m.**

39 **Stillwater Public Schools Board Meeting, Thursday, July 11<sup>th</sup> and 25<sup>th</sup>, 2013, Stillwater City**  
40 **Hall, 7:00 p.m.**

41 **Washington County Commissioners Meeting, Tuesdays, Government Center, 9:00 a.m.**  
42

43 **ADJOURN**  
44

1 **There being no further business, Council Member Huber moved to adjourn at 8:35 p.m.**  
2 **Council Member Bohnen seconded the motion. Motion carried unanimously.**

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5 These minutes were considered and approved at the regular Council Meeting August 6, 2013.

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10 \_\_\_\_\_  
11 Kim Points, Administrator/Clerk

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11 Tom Carr, Mayor

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City of Grant

Disbursements List

07/30/2013

Date range: 06/30/2013 to 07/30/2013

Vendor	Date	Check #	Total	Description	Void	Account #	Detail
Payroll Period Ending 07/29/2013	07/29/2013	12134	\$3,171.64		No	100-41101-100	\$3,171.64
Kline Bros Excavating	07/29/2013	12135	\$14,755.00	Road Maintenance	No	100-43101-300	\$12,615.00
						100-43108-300	\$1,552.50
						100-43126-300	\$587.50
Mike Perron	07/29/2013	12136	\$2,613.85	Brushing/Sales Use Tax	No	100-43114-300	\$2,613.85
David's Consulting	07/29/2013	12137	\$1,735.42	Roadside Services/Tax	No	100-43114-300	\$1,735.42
Chestnut Cambronne	07/29/2013	12138	\$1,500.00	Apellate Brief	No	100-41206-300	\$1,500.00
WSB & Associates	07/29/2013	12139	\$2,510.75	Engineering	No	100-41203-300	\$1,395.25
						100-42007-300	\$54.50
						100-43102-300	\$327.00
						100-43128-300	\$734.00
Croix Valley Inspector	07/29/2013	12140	\$6,175.78	Building Inspector	No	100-42004-300	\$6,175.78
Smith Appraisal Service	07/29/2013	12141	\$1,810.83	Monthly Assessment Services	No	100-41208-300	\$1,810.83
Xcel Energy	07/29/2013	12142	\$422.59	Utilities	No	100-43004-381	\$87.52
						100-43010-381	\$287.24
						100-43117-381	\$47.83
Wells Fargo Business Card	07/29/2013	12143	\$71.52	Dry Hydrant Parts	No	100-41306-330	\$71.52
Washington County Sheriff	07/29/2013	12144	\$55,070.62	1st Half Police Services	No	100-42001-300	\$55,070.62
Envirotech Services	07/29/2013	12145	\$28,510.83	Dust Control	No	100-43107-210	\$28,510.83
M.J. Raleigh Trucking	07/29/2013	12146	\$28,878.44	Salt/Sand	No	100-43106-210	\$28,878.44
Miller Excavating	07/29/2013	12147	\$16,896.70	Class 5 Resurfacing	No	100-43106-300	\$16,896.70
CenturyLink	07/29/2013	12148	\$164.53	City Phone	No	100-41309-321	\$164.53
Waste Management	07/29/2013	12149	\$4,347.38	Recycling	No	100-43011-384	\$4,347.38
MN Department of Labor & Industry	07/29/2013	12150	\$1,121.17	Conf#17140163060	No	100-42005-520	\$1,121.17
AirFresh Industries	07/29/2013	12151	\$133.91	PortaPot #14367	No	100-43007-210	\$133.91
Brochman Blacktopping Co.	07/29/2013	12152	\$1,617.00	Roads/Pothole Repair	No	100-43109-300	\$1,617.00
Sherrill Reid Animal Control	07/29/2013	12153	\$90.00	Animal Control/inv2013-22	No	100-42006-300	\$90.00
Ken Ronnan	07/29/2013	12154	\$50.00	Video Services	No		

City of Grant

Disbursements List

07/30/2013

Vendor	Date	Check #	Total Description	Void	Account #	Detail
Hillcrest Animal Hospital	07/29/2013	12155	\$491.07 Animal Control	No	100-41318-300	\$50.00
Maroney's	07/29/2013	12156	\$178.63 Roadside Garbage	No	100-42006-300	\$491.07
Eckberg Lammers	07/29/2013	12157	\$4,572.97 Legal Services	No	100-43105-384	\$178.63
Sprint	07/29/2013	12158	\$25.92 City Cell Phone	No	100-41204-300	\$2,655.64
Dennis Heuer	07/29/2013	12159	\$482.06 Bailfield Maintenance/Mowing/Tax Jul- Aug	No	100-41205-300 100-41206-300	\$375.00 \$1,542.33
Swanson Haskamp Consulting	07/29/2013	12160	\$2,331.04 Planning	No	100-43006-300 100-43009-300	\$305.30 \$176.76
Richard Olson	07/29/2013	12161	\$2,000.00 Restoration Escrow	No	100-41209-300	\$574.04
PERA	07/29/2013	12162	\$584.96 PERA	No	100-41210-300 857-49310-300 859-49310-300 860-49310-300 861-49310-300	\$400.00 \$322.00 \$92.00 \$506.00 \$437.00
IRS	07/29/2013	EFT38	\$1,045.41 Payroll Taxes June	No	846-49310-430 100-41102-120 100-41113-100	\$2,000.00 \$314.15 \$270.81
Paul Lovas	07/30/2013	12163	\$3,905.00 Escrow Refund	No	100-41103-100 100-41107-100 100-41110-100 100-41112-100	\$331.48 \$382.45 \$268.65 \$62.83
Eckberg Lammers	07/30/2013	TBD	\$150.00 Legal Services	No	859-49310-810 859-49310-300	\$3,905.00 \$150.00
<b>Total For Selected Checks</b>						<b>\$187,415.02</b>

\$187,415.02

\$187,415.02

# Miller Excavating, Inc.

3636 Stagecoach Trail North

Stillwater, MN 55082

Phone: (651) 439-1637 Fax: (651) 351-7210

# Invoice

Date	Invoice #
7/18/2013	17275

Bill To
City of Grant P.O. Box 577 Willernie, MN 55090

P.O. No.	Terms
	Net 10 Days

Project
10105 CL#5 Resurfacing

Date	Item	Description	Quantity	U/M	Rate	Amount
7/10/2013	BID ITEM (TON)	CL#5 DELIVERED & IN PLACE 99TH ST N, 99TH ST CT N	507.08	TON	7.60	3,853.81
7/16/2013	BID ITEM (TON)	CL#5 DELIVERED & IN PLACE 99TH ST N, 99TH ST CIRCLE	865.02	TON	7.60	6,574.15
7/17/2013	BID ITEM (TON)	CL#5 DELIVERED & IN PLACE 99TH ST N, 101 ST N	851.15	TON	7.60	6,468.74

NOTES
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Sales Tax (6.875%)	\$0.00
<b>Total</b>	<b>\$16,896.70</b>
Payments	\$0.00
<b>Balance Due</b>	<b>\$16,896.70</b>

M.J. RALEIGH TRUCKING INC.  
 P.O. BOX 261  
 STILLWATER, MN 55082-0261  
 (651)-439-1488

STATEMENT  
CLOSING DATE

thru 6/30/2013

CITY of GRANT  
 111 WILDWOOD ROAD  
 WILLERNIE, MN

55090

Cust. # 730

<u>Invoice Date</u>	<u>Reference</u>	<u>Mat. Qty.</u>	<u>Unit Price</u>	<u>Haul/ Service</u>	<u>Sales Tax</u>	<u>Charges/ Credits</u>
7/1/2013	HAUL RPT/ C-5M	3437.91 TON	\$8.40		\$0.00	\$28,878.44
		SUBTOTAL 3437.91		SUBTOTAL		<u>\$28,878.44</u>

Job #  
 Job Name ROAD GRAVEL  
 Location SLL

MN SALES TAX INCLUDED IN UNIT PRICE  
 WHERE APPLICABLE

WASH. CO. GRAVEL TAX INCLUDED  
 IN UNIT PRICE WHERE APPLICABLE

**BALANCE DUE**

**\$28,878.44**

No Sales  
 tax,  
 Government  
 Maintenance



WASHINGTON CTY SHERIFF  
 15015 62ND ST N  
 PO BOX 3801  
 STILLWATER MN 55082

<i>Invoice</i>	
Invoice Number:	76215
Account Number:	27164
Due Date	8/10/13
Amount Enclosed:	\$ _____
Federal Tax Id:41-6005919 <i>JA</i>	

To: GRANT CITY  
 PO BOX 577  
 WILLERNIE MN 55090

*Please return top portion with payment. Thank You.*

Invoice					
Date	Number	Type	Due Date	Remark	Amount
7/16/13	76215	Invoice	8/10/13	Jan-Jun 2013 Police Services	\$55,070.62
I declare under the penalties of law that this account claim or demand, is just and correct and no part of it has been paid.  Please make check payable to Washington County and mail to the address above.					<b>Invoice Total</b> \$55,070.62
					<b>Sales Tax</b> _____
<i>Jenny Arbogast 651-430-7844</i>					<b>Balance Due</b> \$55,070.62

KLINE BROS EXCAVATING  
 8996 110th St N  
 STILLWATER, MN 55082



# Invoice

DATE	INVOICE #
7/25/13	2294

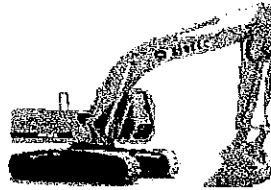
BILL TO	JOB ADDRESS
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090	ASPHALT ROAD SHOULDERING

DUE DATE
8/4/13

DESCRIPTION	QTY	UNIT COST	AMOUNT
7-09-13 1845C FIX SHOULDER MCKUSICK & LOFTON, 88THST	3.5	85.00	297.50
7-09-13 LNT 9000	3	75.00	225.00
7-09-13 SD54	2	75.00	150.00
7-12-13 1845C SCRAPE & SWEEP BIKE TRL OFF JEWEL, CLEAN WEST SHOULDER OFF KIMBRO NORTH OF HWY 12	5.5	85.00	467.50
7-12-13 LNT 9000	5.5	75.00	412.50
AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERV CHARGE			<b>Total</b>
			1,552.50



KLING BROS EXCAVATING  
 8996 110th St N  
 STILLWATER, MN 55082



# Invoice

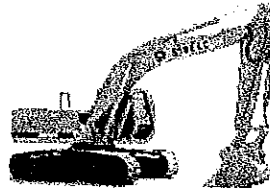
DATE	INVOICE #
7/25/13	2293

BILL TO	JOB ADDRESS
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090	DITCH WORK & DRAINAGE

DUE DATE
8/4/13

DESCRIPTION	QTY	UNIT COST	AMOUNT
HAUL SHOULDER MATERIAL & COMPACTION IN PINE TREE ESTATES			0.00
6-24-13 KW DUMP TRUCK	7	75.00	525.00
6-24-13 LNT 9000 DUMP TRUCK	7	75.00	525.00
6-24-13 SD54 COMPACTOR	2	75.00	150.00
6-25-13 KW	6	75.00	450.00
6-25-13 LNT9000	6	75.00	450.00
6-25-13 SD54	2	75.00	150.00
7-01-13 KW	7	75.00	525.00
7-01-13 LNT 9000	6.5	75.00	487.50
7-01-13 SD54	3	75.00	225.00
7-02-13 KW	6.5	75.00	487.50
7-02-13 LNT 9000	5.5	75.00	412.50
7-03-13 LNT 9000	7	75.00	525.00
7-03-13 SD54	3	75.00	225.00
7-08-13 LNT 9000	5.5	75.00	412.50
7-08-13 SD54	3.5	75.00	262.50
7-18-13 MEET PHIL OLSON AT JUSTEN TRL	1	45.00	45.00
AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERV CHARGE	<b>Total</b>		<b>5,857.50</b>

KLINE BROS EXCAVATING  
 8996 110th St N  
 STILLWATER, MN 55082



# Invoice

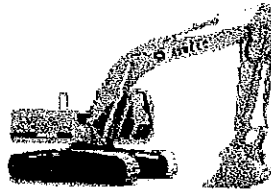
DATE	INVOICE #
7/25/13	2292

BILL TO	JOB ADDRESS
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090	ROAD GRADING

DUE DATE
8/4/13

DESCRIPTION	QTY	UNIT COST	AMOUNT
DIG SHOULDERS OFF ROAD IN PINE TREE ESTATES, LOAD TRUCKS, GRADE			0.00
6-24-13 1845C	7	85.00	595.00
6-25-13 1845C	7	85.00	595.00
7-01-13 1845C	7	85.00	595.00
7-02-13 1845C	6.5	85.00	552.50
7-03-13 1845C	7	85.00	595.00
7-08-13 1845C	8	85.00	680.00
7-22-13 1845C LOAD LOOSE WASHOUT SAND FROM HILL ON JAMACA, LEVEL CLAY, GRADE 68TH W	3.5	85.00	297.50
7-22-13 LNT9000 HAUL SAND AWAY	3	75.00	225.00
7-22-13 HAUL CLAY FOR EROSION RUT	1	100.00	100.00
AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERV CHARGE	<b>Total</b>		<b>4,235.00</b>

KLINE BROS EXCAVATING  
 8996 110th St N  
 STILLWATER, MN 55082



# Invoice

DATE	INVOICE #
7/25/13	2291

<b>BILL TO</b>	<b>JOB ADDRESS</b>
CITY OF GRANT 111 WILDWOOD RD WILLERNIE, MN 55090	ROAD GRADING

<b>DUE DATE</b>
8/4/13

DESCRIPTION	QTY	UNIT COST	AMOUNT
6-20-13 770B	2.5	75.00	187.50
6-21-13 770B	8	75.00	600.00
6-21-13 T500	7.5	70.00	525.00
6-24-13 770B	8	75.00	600.00
6-25-13 770B	7	75.00	525.00
6-26-13 770B	1	75.00	75.00
6-27-13 770B	10	75.00	750.00
6-27-13 T500	8	70.00	560.00
6-28-13 MEET DUST CONTROL & RALIEGH	2.5	45.00	112.50
6-29-13 770B	3	75.00	225.00
6-29-13 T500	4	70.00	280.00
6-30-13 T500	4	70.00	280.00
7-01-13 770B	6.5	75.00	487.50
7-02-13 770B	6.5	75.00	487.50
7-03-13 770B	7	75.00	525.00
7-08-13 770B	4.5	75.00	337.50
7-08-13 550G PUSH TREES FROM CENTER & LEVEL 10 LOADS FILL IN 99TH CIR CUL DE SAC	4.5	100.00	450.00
7-09-13 770B	4	75.00	300.00
7-10-13 770B	2	75.00	150.00
7-11-13 MEET DUST CONTROL	1	45.00	45.00
7-13-13 770B	3.5	75.00	262.50
7-19-13 770B	4	75.00	300.00
7-19-13 T500	4.5	70.00	315.00
AMTS PAST 30 DAYS WILL BE SUBJECT TO A 1 1/2% MONTHLY SERV CHARGE	<b>Total</b>		<b>8,380.00</b>

**RESOLUTION NO. 2013-17**

**RESOLUTION TO FILL A VACANCY ON THE GRANT CITY COUNCIL**

**WHEREAS**, a vacancy exists on the Grant City Council.

**WHEREAS**, pursuant to Minnesota Statute § 412.02, subd. 2a, the City Council shall fill the vacancy by appointment.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANT, MINNESOTA, AS FOLLOWS:**

1. The City Council appoints \_\_\_\_\_ with a motion made by \_\_\_\_\_ to fill the vacancy on the Grant City Council, effective August 6, 2013, with a term to expire on December 31, 2014, for the seat vacated by Scott Fogelson.

The motion for adopting the foregoing resolution was duly seconded by Councilmember \_\_\_\_\_ and upon a vote being taken thereon the following voted via voice:

Steve Bohnen  
Tom Carr

Jeff Huber  
Tina Lobin

Thereupon said resolution was declared duly passed and adopted and signed by the Mayor and attested by the Administrator/Clerk. Passed by the City Council, City of Grant, Washington County, Minnesota, on this 6<sup>th</sup> day of August, 2013.

\_\_\_\_\_  
Tom Carr, Mayor

**ATTEST:**

\_\_\_\_\_  
Kim Points, Administrator/Clerk

## Administrator/Clerk

---

**From:** Kami Polzin <kamifineart@aol.com>  
**Sent:** Monday, July 15, 2013 3:38 PM  
**To:** clerk@cityofgrant.us  
**Subject:** August Meeting

Hi Kim

I would like to be on the agenda for the next counsel meeting in August for a concept plan review.

I am looking to purchase property 10390 118th street.

My current business is St Croix River School Of Painting. I am a painter and instructor currently residing in Stillwater and conducting my school/ studio only open for classes and by appointment above Johnny's TV at 242 N Main St.

What I would like to do is move my home and studio to 10390 118th St and teach out of my studio which would be above the existing barn and is currently a studio. This 'school' is private and would be by appointment only and mostly used as my private home.

Please feel free to review my website. [www.kamimendlik.com](http://www.kamimendlik.com)

Thank You! Kami Mendlik

6510210-4337=

Stuart and Susan Grubb  
11395 Lansing Ave.  
Stillwater, MN 55082

July 21, 2013

City Council  
City of Grant  
c/o Ms. Kim Points  
P.O. Box 577  
Willernie, MN 55090

Subject: Request for review of development Sketch Plan

Dear Ms. Points:

Hollis and Sylvia Grubb are planning to purchase the Madeline Property at 6550 Jasmine Avenue. My wife (Susan Grubb) and I plan to purchase part of the property from my parents and build a new home. Other plans for the property include a horse barn and indoor riding arena. The northern part of the property will remain in agricultural production for now, but will eventually be developed into residential lots.

We are requesting that the City Council review and comment on our development plans at the August 6 meeting. We have met with the City Planner, Jennifer Haskamp, to discuss our plans. She recommended we request a review of our plans by the City Council to address some issues that were not clear to us in the City Ordinances.

You may recall that I came before the City Council in 2011 when our family was planning to purchase Victoria Station property at Jamaca Ave. and Dellwood Rd. That purchase was cancelled for various reasons.

The property is shown on Figure 1. The size is approximately 77 acres. Note that the property does not include the existing 3-acre lot (labeled 6771) or a small area near the northeast corner. Approximately 40 acres are currently planted in soybeans. The remaining acres are wetlands, woods, or part of the farmstead. The farmstead has a house, barn, and garage building. Several smaller outbuildings have collapsed and will need to be removed.

#### **Development Plan**

The basic Development Plan for the property is as follows:

1. Closing on the purchase of the property is scheduled for August 31.
2. Lots 1 and 2 will be created by minor subdivision. Lot 1 will be owned by Hollis and Sylvia Grubb. Lot 2 will be sold to Stuart and Susan Grubb.
3. The lots will have a shared access. We will work with the City Attorney to draft an appropriate access agreement.
4. A horse barn and riding arena will be built on Lot 1. Lot 1 will have up to 10 horses. Our plan is to board horses and provide a riding arena for the St. Croix

Trailblazers, a therapeutic horseback riding program and Special Olympics Equestrian delegation.

5. The house on Lot 2 will be torn down and a new house will be built.
6. The north part of the site (Lots 3 – 7) will be developed and sold at some future date.

Figure 1 shows a Site Plan with a road (cul-de-sac) coming from Jasmine Ave. to the new lots. Substantial grading would be required due to steep slopes. Wetland filling and mitigation would also be required. The length of the cul-de-sac is less than 1320 ft.

**Questions for discussion**

1. Do the Development Plan and Site Plan meet the City Ordinances?
2. Can the cul-de-sac be gravel, or is paving required?
3. Will the horse operation on Lot 1 (up to 10 horses) require a Conditional Use Permit?
4. Can the horse barn have an apartment (caretaker's quarters)?

Sincerely,



Stuart Grubb  
651-351-1614            Home  
651-247-2045            Cell

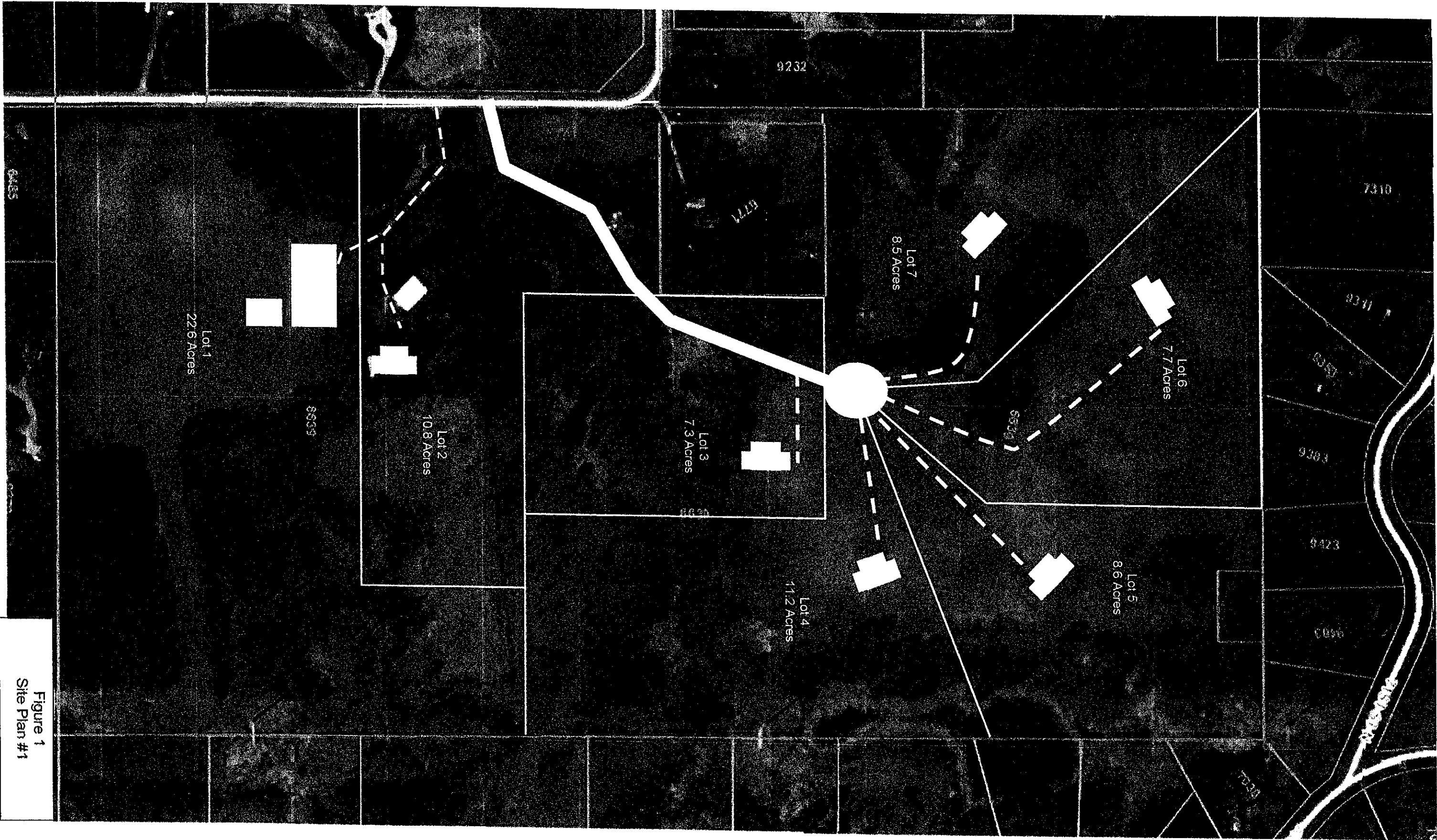


Figure 1  
Site Plan #1



## AGENDA ITEM 9B: MINOR SUBDIVISION - LOT SPLIT - Rosell

**TO:** Mayor and City Council **Date:** July 23, 2013  
 Kim Points, City Clerk  
 Nick Vivian, City Attorney **RE:** Minor Subdivision –  
**From:** Jennifer Haskamp 2403021110001

### Background

The Applicant submitted an application for a minor subdivision to split an existing parcel into two separate lots. The proposed application will result in one additional lot, and each resulting lot is proposed for a single family residential use. Per the city code, when no more than two lots are being created, a Public Hearing is not required, nor is a review by the planning commission. Therefore staff has prepared the following short memo to assist with your review, and also has provided a resolution for your review and consideration.

### Project Summary

Owner: Conway J. Rosell Trust Applicant: Joe Rosell	Site Size: PID 2403021110001- 19.70 Acres <i>(Existing Conditions)</i>
Zoning & Land Use: A-2	Request: The Applicant is requesting a lot split to create two separate lots described as Parcel A and Parcel B on the submitted certificate of survey.

The Applicant has proposed the lot split on behalf of the owner who owns the existing PID 240302111000. The Applicant is requesting the minor subdivision with the intent of selling the resulting lots for single family residential use. The existing acreage is identified below (See attached Survey):

Existing Parcel 1: 19.70 Acres  
 ROW: 2.65 Acres

The proposed lot split would result in the following:

Proposed Parcel A: 10.7 Acres  
 Proposed ROW Parcel A: 2.88 Acres  
 Proposed Parcel B: 9.00 Acres

Proposed ROW Parcel B: 1.07 Acres

Based upon the certificate of survey, the resulting lots would be relatively equal in size particularly when considering the dedicated ROW along Dellwood Road N (State Highway No. 96) and Manning Avenue N (CSAH 15).

### **Review Criteria**

The City's subdivision ordinance allows for minor subdivisions Section 30-9, where minor subdivisions are described as creating no more than two (2) lots. The subdivision ordinance states that provided all other aspects of the zoning ordinance are met, that an applicant may request the minor subdivision directly from the City Council through a minor subdivision application.

The sections of the code that related to dimensional standards and other zoning considerations are provided for your reference:

Secs. 30-107

Secs. 32--246

Secs. 33-313

### **Existing Site Conditions**

The site is located southwest of the Dellwood Road N (State Hwy 96) and Manning Avenue N (CSAH 15) intersection. Along the north and east edge of the site, outside of the right-of-way is some vegetation which offers some buffering to the proposed home-sites from the adjacent roadways. There are some wetlands onsite including in the southwest portion of the site and well as near the center of the site. The site slopes towards the center from the north and south, which creates a natural break on the property (see attached aerial for reference). There are two existing field entrances to the property; 1) Dellwood Road Access: Located adjacent to the west property line with an existing gate; and 2) Manning Avenue Access: Located near the center of the site north of the wetland area. There is an existing fence line along the western property line.

### **Comprehensive Plan Review**

The adopted comprehensive plan sets a maximum density of 1 unit per 10 acres. The proposed minor subdivision will create an additional lot, but will meet the land use designation as described within the City's comprehensive plan.

### **Zoning/Site Review**

Dimensional Standards

The following site and zoning requirements in the A-2 district are defined as the following for lot standards and structural setbacks:

Dimension	Standard
Lot Area	5 acres
Lot Width (public street)	300'
Lot Depth	300'
FY Setback	65'
Side Yard Setback (Interior)	20'
Rear Yard Setback	50'

Lot Size and Lot Area

The proposed lot line rearrangement will meet the city's ordinance standards for size and area and will meet the allowed density in the land use designation. The proposed lot line dividing the north and south parcel is slightly irregular and does not divide the lot equally. The city's subdivision standards suggest lot lines be placed at right angles, with exceptions for natural features such as topography, wetlands etc. The Applicant has indicated that the proposed lot line was placed based upon the wetland area and topography. Based upon the submitted survey, wetland delineation, and review of the aerial it does appear that there is a natural break in the location of the proposed lot line. Staff agrees with the Applicant, that the proposed lot line is located in an area that would be an intuitive break between properties. While the lot line could be altered to create equal parcels, Staff believes that the proposed lot line is reasonable.

Lot Width

The proposed minor subdivision will create two lots described as Parcel A and Parcel B. Proposed Parcel A is a corner lot located to the southwest of the Dellwood Avenue N and Manning Avenue N intersection. Proposed Parcel A will have primary frontage on Dellwood Avenue N and has a proposed lot frontage of 558.16 feet, exclusive of the dedicated ROW. Proposed Parcel B will have primary frontage on Manning Avenue N, and has proposed frontage of 523.23 feet. Both parcels will meet the ordinance standards for lot width and subsequent frontage along a public roadway.

Setbacks and ROW

There are no existing structures onsite, but the Applicant has adequately demonstrated on the certificate of survey that setbacks can be met for structures on the resulting lots. Proposed Parcel B has the most constraints due to the wetlands and also the dedicated ROW. Washington County has indicated to the Applicant, and also documents within their review

letter, that additional ROW along Manning is necessary for future expansion of the roadway. The Applicant has responded to this request, and has provided the additional ROW as requested. Even with the additional ROW dedication as shown on the survey there appears to be enough area to site a home, and associated accessory structures on the southeastern portion of the site. All proposed structures on Parcel A and Parcel B shall be required to meet all setback standards, which shall be verified prior to building permit approval.

#### Access/Driveways

Proposed Parcel A will be accessed from Dellwood Road N, and proposes to utilize the existing gravel driveway which currently serves the property. The certificate of survey was submitted to MnDOT for their review and comment, and their response is attached for your consideration. The Applicant has proposed to utilize the existing access for the home site on Parcel A. As indicated in the review letter from MnDOT, there is adequate distance between the existing driveway and the intersection with Manning Avenue, and the driveway aligns with the access located on the north side of Dellwood Road N., although no sight distance analysis was performed. Additionally, the MnDOT review letter states that construction of a roundabout is planned at the intersection of Dellwood Road N. and Manning Avenue, and there will be medians introduced on Dellwood Road N. However, based upon the current design, the median will not interfere with the existing driveway location.

Proposed Parcel B will be accessed from Manning Avenue N., and a new driveway is proposed to be constructed approximately 180 feet from the south property line, and is located outside of all delineated wetland areas. The plan also indicates that the existing driveway on Manning Avenue, which would serve proposed Parcel A, will be removed. The certificate of survey was provided to Washington County for their review and consideration, and they have provided the attached comments. Their review indicates that the driveway should be located further north than proposed on the submitted plan, and the Applicant will be required to work with Washington County to determine the appropriate location of the access to meet their recommendations. As stated within the letter, an access permit will be required to be obtained from Washington County.

#### Wetland Delineation

The site is located within the Brown's Creek Watershed District, and the City is the LGU for the Wetland Conservation Act (WCA). The City's engineer, WSB, has approved the submitted wetland delineation. Based upon the delineation, there appears to be adequate upland areas on both proposed parcels to site a single family home.

### Soil/Septic Tests

The soil/septic tests were submitted by the Applicant to Washington County for their review and consideration. At the time of this report, Washington County had not provided their formal response to the application. However, the County has indicated that they will have their review completed by the August 6<sup>th</sup> Council meeting. Staff will provide a copy of the correspondence at the Council meeting, or prior to the meeting via email, if available.

### **Staff Recommendation**

Staff recommends approval of the minor subdivision with the following findings:

- Approval of the minor subdivision is consistent with the rural residential character of the area and is consistent with the City's Comprehensive Plan.
- The proposed minor subdivision will create two lots, and meets the density requirements.
- There are no remaining density units available to this, or the resulting, parcel if the minor subdivision is approved.
- The proposed irregular lot line is reasonable due to the presence of the wetland area, topography and natural break on the site.
- The access locations on Dellwood Avenue and Manning Avenue have been reviewed by the appropriate jurisdictions.
- All structures proposed on the resulting parcels shall be required to meet all setback locations, sited outside of all delineated wetland areas, and shall be subject to the adopted zoning ordinance.
- The proper access permit shall be obtained by the County for access onto Manning, and location moved further north as indicated in the Washington County review letter.
- The proper septic permits shall be required to be obtained from the County prior to construction of any structures.

### **Action Needed**

The Resolution is attached for your consideration.



**Minnesota Department of Transportation**

Metropolitan District

Waters Edge Building

1500 County Road B2 West

Roseville, MN 55113

April 30, 2013

Ms. Jennifer Haskamp  
SH Consulting, LLC  
1043 Grand Avenue, #550  
Saint Paul, MN 55105

SUBJECT: City of Grant – Minor Subdivision  
Mn/DOT Review # P13-017  
Southwest quadrant of TH 96 and CSAH 15 (Manning Ave.)  
Grant, Washington County  
Control Section 8211

Dear Ms. Haskamp:

Thank you for the opportunity to review the site plan for the City of Grant Minor Subdivision. MnDOT has reviewed the plans and has the following comments:

***Access:***

To ensure consistency with MnDOT's Access Management Manual it would be preferable for one driveway to serve both Parcel "A" and Parcel "B." This can be accomplished with a driveway easement or a shared driveway.

***TH 96/Manning Avenue Roundabout:***

Washington County has submitted plans to MnDOT for a roundabout at TH 96 and CSAH 15 (Manning Ave.). To improve the operation of the roundabout, raised medians are proposed on all four legs of the roundabout. Currently, the median on the west leg of TH 96 does not extend to the proposed driveway location. The plan though is in draft form and subject to change. The roundabout currently has a scheduled letting date of April, 2014.

***Design:***

The proposed driveway location for Property A has adequate sight distance looking east and west. However, any impact of the evergreen trees blocking the sight distance looking east was not determined.

For questions concerning these comments, please contact Nancy Jacobson (651-234-7647) in MnDOT Metro District's Design Section.

***Permits:***

Any use of or work within or affecting MnDOT right of way requires a permit. Permit forms are available from MnDOT's utility website at <http://www.dot.state.mn.us/utility/>. Please include one 11 x 17 plan set and one full size plan set with each permit application. Please direct any questions regarding permit requirements to Buck Craig (651-234-7911) of MnDOT's Metro Permits Section.

***Review Submittal Options:***

Mn/DOT's goal is to complete the review of plans within 30 days. Submittals sent in electronically can usually be turned around faster. There are four submittal options. Please submit either:

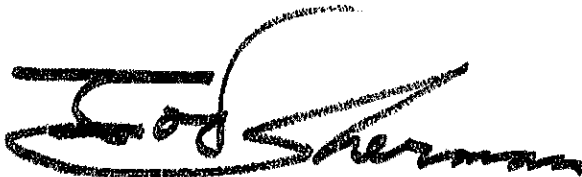
1. One (1) electronic pdf. version of the plans. Mn/DOT can accept the plans via e-mail at [metrodevreviews.dot@state.mn.us](mailto:metrodevreviews.dot@state.mn.us) provided that each separate e-mail is under 20 megabytes.
2. Three (3) sets of full size plans. Although submitting seven sets of full size plans will expedite the review process. Plans can be sent to:

Mn/DOT – Metro District Planning Section  
Development Reviews Coordinator  
1500 West County Road B-2  
Roseville, MN 55113

3. One (1) compact disk.
4. Plans can also be submitted to Mn/DOT's External FTP Site. Please send files to: <ftp://ftp2.dot.state.mn.us/pub/incoming/MetroWatersEdge/Planning>. Internet Explorer doesn't work using ftp so please use an FTP Client or your Windows Explorer (My Computer). Also, please send a note to [metrodevreviews.dot@state.mn.us](mailto:metrodevreviews.dot@state.mn.us) indicating that the plans have been submitted on the FTP site.

If you have any questions concerning this review please feel free to contact me at (651) 234-7794.

Sincerely,



Tod Sherman  
Planning Supervisor

**Copy sent via E-Mail:**

Buck Craig, Permits

Nancy Jacobson, Design

Bryce Fossand, Water Resources

Steve Channer, Right-of-Way

Jeff Brunner, Area Engineer

Chad Erickson, Traffic

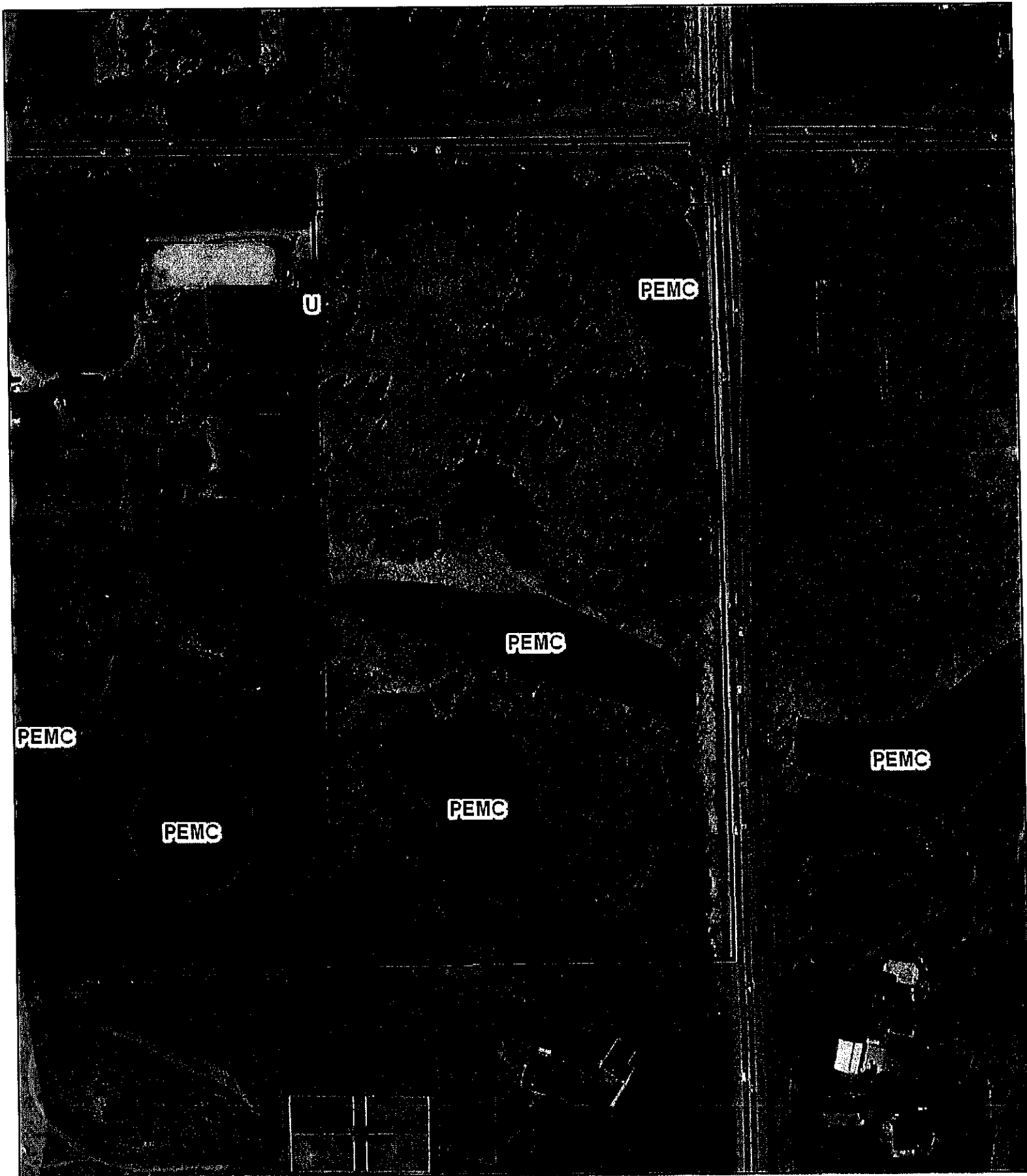
Mark Beatty, Survey's

Jennifer Haskamp, [jhaskamp@swansonhaskamp.com](mailto:jhaskamp@swansonhaskamp.com)

Ann Pung-Terwedo, [Ann.Pung-Terwedo@co.washington.mn.us](mailto:Ann.Pung-Terwedo@co.washington.mn.us)

Ann Braden, Metropolitan Council





# National Wetland Inventory Map

Overlaid on 2010 Aerial Image

 Approximate Parcel Boundary



  
**arrowhead**  
 environmental  
 consulting

**Joe Rosell**  
 Dellwood and Manning  
 Stillwater, MN



**Public Works Department**

Donald J. Thelsen, P.E.  
Director

Wayne H. Sandberg, P.E.  
Deputy Director/County Engineer

April 24, 2013

Jennifer Haskamp, Planner  
City of Grant  
P.O. Box 577  
Willernie, MN 55090

**Minor Subdivision, Southwest Corner of CSAH15 & TH96 in the City of Grant**

Dear Ms. Haskamp:

Washington County staff have reviewed the minor subdivision for Joe Rosell dated 3-25-2013 and have the following comments:

- CSAH15/Manning Avenue is an A Minor Arterial Roadway, Expander with 10,440 Average Daily Trips (ADT, 2009). The right-of-way requirements for this section of roadway is 184 feet and the plat indicates that there will be 92 feet from the center of the roadway which addresses this requirement.
- The proposed right-of-way line at the intersection of CSAH15 and TH96 also addresses future right-way for expansion of the intersection in the future.
- Traffic staff reviewed the proposed driveway location in the field and are requiring that it be located 300 feet north of the south property line. This area provides the best site distance. An Access permit will be required from Washington County. The applicant should contact Carol Hanson at [carol.hanson@co.washington.mn.us](mailto:carol.hanson@co.washington.mn.us) for an access permit application.

Please contact me at 651-430-4362 or by e-mail at [ann.pung-terwedo@co.washington.mn.us](mailto:ann.pung-terwedo@co.washington.mn.us) with comments or questions.

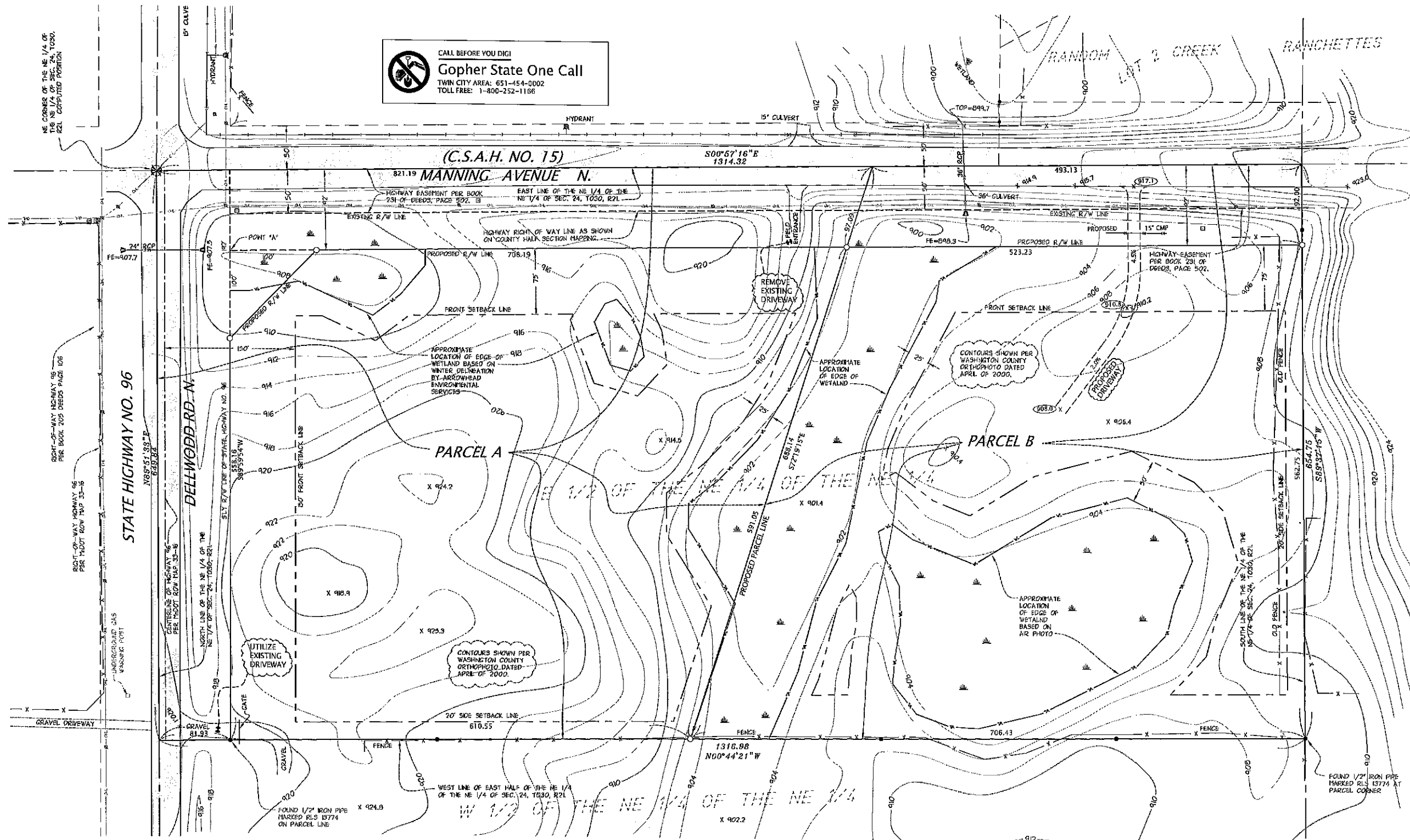
Sincerely,

A handwritten signature in black ink that reads "Ann Pung-Terwedo".

Ann Pung-Terwedo  
Senior Planner

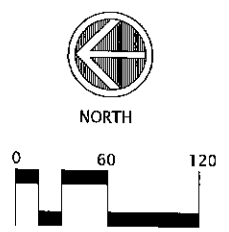
c: Carol Hanson, Office Specialist

R:\Plat Reviews\Plat Review- Grant\Mahtomede\elementary 4-24-11.docx



**CONTACT:**  
**JOE ROSELL**  
 10950 KELVIN AVE. N.  
 STILLWATER, MN 55082  
 PHONE - 651-439-3469

**COUNTY/CITY:**  
**WASHINGTON COUNTY**  
**CITY OF GRANT**



**REVISIONS:**

DATE	REVISION
3-25-13	INITIAL ISSUE

**CERTIFICATION:**  
 I hereby certify that this plan was prepared by me, or under my direct supervision, and that I am a duly Licensed Land Surveyor under the laws of the state of MINNESOTA.  
*Daniel L. Thurmes*  
 Daniel L. Thurmes Registration No: 25718  
 Date: 3-25-13

**PROJECT LOCATION:**  
**17XXX**  
 DELWOOD ROAD. N.  
 PID#2403021110001

Suite 1  
 3750 Stillwater Blvd. N.  
 Stillwater, MN 55082  
 Phone 651.276.8989  
 Fax 651.276.8978  
 dan@  
 csurvey.net

**CORNERSTONE**  
 LAND SURVEYING, INC

FILE NAME SURVLC46  
 PROJECT NO. LC13046

MINOR LOT  
 SUBDIVISION

**EXISTING LEGAL DESCRIPTION:**

(PER DOC. NO. 3759360)  
 The Northeast Quarter of the Northeast Quarter of Section 24, Township 30, Range 21, Washington County, Minnesota, EXCEPT the West Half thereof, subject to Highway 96 and County Road No. 37.

**PROPOSED RIGHT OF WAY**

**ROADWAY EASEMENT**  
 An easement for roadway purposes over, under and across that part of the East Half of the Northeast Quarter of the Northeast Quarter of Section 24, Township 30, Range 21, Washington County, Minnesota said easement is described as follows:

**BEGINNING** at the southeast corner of said Northeast Quarter of the Northeast Quarter; thence westerly along the south line thereof a distance of 92.00 feet; thence northerly parallel with the east line thereof to a point 100.00 feet south of the intersection with the southerly right of way line of State Trunk Highway No. 96 a.k.a. Delwood Road North and a point hereinafter referred to as point "A"; thence northerly to a point on said southerly right of way line distant 100.00 feet westerly from the aforementioned point "A"; thence easterly 192.00 feet along said southerly right of way line to the east line of said Northeast Quarter of the Northeast Quarter; thence southerly along said east line to the POINT OF BEGINNING.

**PROPOSED LEGAL DESCRIPTION:**

**PROPOSED PARCEL A**  
 That part of the East Half of the Northeast Quarter of the Northeast Quarter of Section 24, Township 30, Range 21, Washington County, Minnesota described as follows:

**BEGINNING** at the northeast corner of said Northeast Quarter of the Northeast Quarter; thence on an assumed bearing of South 00 degrees 57 minutes 16 seconds East along the east line thereof a distance of 821.19 feet; thence North 72 degrees 19 minutes 15 seconds West a distance of 688.14 feet to the west line of said East Half of the Northeast Quarter of the Northeast Quarter; thence North 00 degrees 44 minutes 21 seconds West along said west line a distance of 610.55 feet to the north line of said Northeast Quarter of the Northeast Quarter; thence North 89 degrees 51 minutes 33 seconds East along said north line a distance of 649.84 feet to the POINT OF BEGINNING. Subject to Highway 96 a.k.a. Delwood Road North and County Road No. 15 a.k.a. Manning Avenue North.

**PROPOSED PARCEL B**  
 That part of the East Half of the Northeast Quarter of the Northeast Quarter of Section 24, Township 30, Range 21, Washington County, Minnesota described as follows:

**BEGINNING** at the northeast corner of said Northeast Quarter of the Northeast Quarter; thence on an assumed bearing of South 00 degrees 57 minutes 16 seconds East along the east line thereof a distance of 821.19 feet to the POINT OF BEGINNING; thence North 72 degrees 19 minutes 15 seconds West to the west line of said East Half of the Northeast Quarter of the Northeast Quarter a distance of 688.14 feet to the west line of said East Half of the Northeast Quarter of the Northeast Quarter; thence South 00 degrees 44 minutes 21 seconds East along said west line a distance of 706.43 feet to the south line of said Northeast Quarter of the Northeast Quarter; thence North 89 degrees 37 minutes 15 seconds East along said south line a distance of 654.75 feet to said east line; thence North 00 degrees 57 minutes 16 seconds West along said east line a distance of 493.13 feet to the POINT OF BEGINNING. Subject to Highway 96 a.k.a. Delwood Road North and County Road No. 15 a.k.a. Manning Avenue North.

**DEVELOPMENT DATA:**

TOTAL EXISTING AREA = 858,145 SQ.FT. / 19.70 ACRES.

**PARCEL A**  
 PROPOSED AREA = 466,105 SQ.FT. / 10.7 ACRES  
 EXISTING RIGHT OF WAY = 90,248 SQ.FT. / 2.07 ACRES  
 PROPOSED RIGHT OF WAY = 125,274 SQ.FT. / 2.88 ACRES  
 PARCEL LESS R/W = 340,831 SQ.FT. / 7.82 ACRES  
 AREA LESS BUILDING AND WETLAND SETBACKS = 213,339 SQ.FT. / 4.90 ACRES.

**PARCEL B**  
 PROPOSED AREA = 392,040 SQ.FT. / 9.00 ACRES  
 EXISTING RIGHT OF WAY = 25,065 SQ.FT. / 0.58 ACRES  
 PROPOSED RIGHT OF WAY = 46,752 SQ.FT. / 1.07 ACRES  
 PARCEL LESS R/W = 345,288 SQ.FT. / 7.93 ACRES  
 AREA LESS BUILDING AND WETLAND SETBACKS = 105,358 SQ.FT. / 2.42 ACRES

**RIGHT OF WAY NOTES:**

- EXISTING RIGHT OF WAY OF HIGHWAY 96 SHOWN PER INFORMATION PROVIDED BY THE MANDOT SURVEYORS OFFICE AND IN PLACE MONUMENTATION.
- RIGHT OF WAY OF MANNING AVE. N. SHOWN PER EXISTING EASEMENT AND HALF SECTION MAPPING.
- POSSIBLE ACCESS RESTRICTIONS ALONG MANNING AVENUE AND HIGHWAY 96 MAY EXIST.

**SURVEY NOTES:**

- BEARINGS ARE BASED ON WASHINGTON COUNTY COORDINATES NAD 1983.
- UNDERGROUND UTILITIES NOT LOCATED OR SHOWN.
- WETLAND SHOWN PER APPROXIMATE DELINEATION PERFORMED BY ARROWHEAD ENVIRONMENTAL CONSULTING DATED 2-13-13. SPRING INSPECTION IS REQUIRED TO VERIFY APPROXIMATE BOUNDARIES.

**LEGEND:**

- |   |                        |
|---|------------------------|
| ○ MANHOLE   | ⊕ HYDRANT              |
| ⊙ CATCH BASIN   | ⊙ SIGN                 |
| ⊙ SANITARY MANHOLE                                      | ⊙ LIGHT POLE           |
| ⊙ FENCE   | ⊙ TELE/ELEC BOX        |
| ⊙ CONCRETE  | ⊙ UNDERGROUND ELECTRIC |
| ● DENOTES FOUND 1/2" IRON PIPE                          | ⊙ SAN. SEWER           |
| ○ DENOTES SET 1/2" IRON PIPE MARKED RLS 25718 TO BE SET | ⊙ WATERMAIN            |
|   | ⊙ STORM SEWER          |
|   | ⊙ ELECTRIC MANHOLE     |

**CITY OF GRANT, MINNESOTA  
RESOLUTION NO. 2013-19**

**RESOLUTION APPROVING A REQUEST FOR MINOR SUBDIVISION  
OF PROPERTY GENERALLY LOCATED AT THE SOUTHWEST INTERSECTION  
OF DELLWOOD ROAD NORTH AND MANNING AVENUE NORTH  
(PID 2403021110001), GRANT, MINNESOTA**

**WHEREAS,** Joe Rosell ( "Applicant") has submitted an application for a Minor Subdivision for the property generally located southwest of the Dellwood Avenue North and Manning Avenue North intersection (PID 2403021110001) in the City of Grant, Minnesota; and

**WHEREAS,** the minor subdivision would result in the creation of one additional lot;  
and

**WHEREAS,** the minor subdivision process allows for no more than two lots to be created with a five-year period utilizing this method; and

**WHEREAS,** the City Council for the City of Grant has considered the application at its August 6, 2013, City Council meeting;

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANT, WASHINGTON COUNTY, MINNESOTA,** that it does hereby approve the request of Joe Rosell for a Minor Subdivision as described in Chapter 30, based upon the following findings pursuant to Section 30-9 of the City's Subdivision Ordinance. The City Council's Findings relating to the standards are as follows:

- The minor subdivision will not negatively affect the physical characteristics of the lots or the neighborhood.
- The proposed minor subdivision conforms to the city's comprehensive plan.
- The lots resulting from the minor subdivision will meet all standards and requirements for lot dimensions, and size as described in Section 32-246.

- The rearrangement will not be detrimental to or endanger the public health, safety or general welfare of the city, its residents, or the existing neighborhood.

**FURTHER BE IT RESOLVED**, that the following conditions of approval of the Minor Subdivision shall be met:

- The applicant shall be required to obtain the proper access permit from Washington County for access onto Manning Avenue North.
- If any alterations to the access are proposed on Dellwood Avenue North, the Applicant shall be required to obtain proper permits from the Minnesota Department of Transportation.
- The appropriate permits and approvals shall be obtained from Washington County related to the septic systems serving each lot.
- Prior to execution of the deeds all fees and escrow amounts shall be paid in full.
- The Applicant shall submit the deeds for review and approval by the City Attorney.

Adopted by the Grant City Council this 6th day of August, 2013.

\_\_\_\_\_  
Tom Carr, Mayor

State of Minnesota            )  
  ) ss.  
County of Washington        )

I, the undersigned, being the duly qualified and appointed Clerk of the City of Grant, Minnesota do hereby certify that I have carefully compared the foregoing resolution adopted at a meeting of the Grant City Council on \_\_\_\_\_, 2013 with the original thereof on file in my office and the same is a full, true and complete transcript thereof.

Witness my hand as such City Clerk and the corporate seal of the City of Grant, Washington County, Minnesota this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

---

Kim Points  
Clerk  
City of Grant

July 22, 2013

**TO: City/Township Clerks:**   **Grant**                    **Oak Park Heights**                    **May Township**  
   **Hugo**                                    **Stillwater**                                    **Stillwater Township**  
   **Lake Elmo**

The terms of office for Craig Leiser, Grant, and, Gail Pundsack, Stillwater, on the Brown's Creek Watershed District will expire on October 21, 2013.

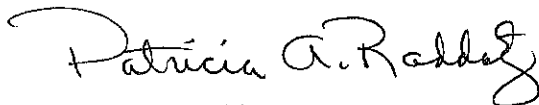
State statute provides that the County Board will select watershed district managers from lists of nominees submitted by the municipalities that are wholly or partially in the watershed district. The list must contain at least three nominees for each manager's position to be filled. The list must be submitted to the County at least 60 days prior to the expiration of the term of office of a manager. If no list is submitted or if the list is not received 60 days prior to the manager's term of office expiring, the County Board will then proceed to appoint a manager through its open appointment process. In either event, the County Board shall make its appointment 30 days prior to the term expiration.

If you wish to submit a list of nominees for consideration or wish the incumbent to be considered for reappointment, your joint or separate list should be sent to me prior to August 23, 2013.

A copy of the County's watershed application form is enclosed. Please duplicate it as necessary. I've also attached information on the duties involved in serving on a watershed district board of managers.

Thank you for your assistance in filling these important watershed positions.

Sincerely,

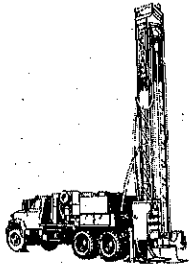


Patricia A. Raddatz  
Administrative Assistant

pr

c     County Board of Commissioners  
      Molly O'Rourke, County Administrator  
      Craig Leiser, President, Brown's Creek Watershed District  
      Karen Kill, Brown's Creek Watershed District Administrative Assistant  
      Gail Pundsack, Brown's Creek Watershed District  
      Jessica L. Collin-Pilarski, Public Health and Environment Sr. Planner

Enclosures



WELL DRILLING AND PUMP REPAIRING  
20335 FOREST BOULEVARD NORTH, (HIGHWAY 61)  
FOREST LAKE, MINNESOTA 55025

**PHONES:**

OFFICE 651-464-3939

WISC. 1-715-386-3992

1-715-483-3939

**AFTER HOURS:**

651-433-2240

FAX # 651-464-8849

PROPOSAL SUBMITTED TO City of Grant – Attn: Kim Points	PHONE (651) 426-3383 Email: daotracksbar@gmail.com	DATE July 24, 2013
STREET P.O. Box 577	JOB NAME Washington Co., City of Grant	Bid No. 213
CITY, STATE AND ZIP CODE Willernie, MN 55090	JOB LOCATION 8380 Kimbro Avenue North, Stillwater MN 55082	

We hereby submit specifications and estimates for:

2- MN State Sealing permit(s)	\$ 150.00
Abandon 2" well with up to 6 bags of grout and a 1" well with up to 4 bags of grout. (Includes up to 2 hours labor to pull pipe or obstructions from well)	\$ 300.00 <u>\$ 100.00</u>
<b>BASE BID</b>	<b>\$ 550.00</b>

Additional labor if over 2 hours \$150.00 per hour

Additional grout if over 10 bags, \$29.00 per bag

If perforation is needed (determined by the MDH) there will be an additional charge of \$1,600.00. Full one-year warranty on all parts and labor. We cannot be responsible for any damage that may occur to yard, house, driveway or any underground obstructions. This bid is for sealing up old well. This bid is guaranteed for 30 days. Upon acceptance of this bid please include the legal address for the job location for permit purposes.

Today in this busy world we never get a chance to say...  
"Thank you for giving us the opportunity to bid your job."

**See reverse side for Lien Notice and General Conditions.**

**We, Proposer** hereby to furnish material and labor — complete in accordance with above specifications, for the sum of: \_\_\_\_\_ dollars (\$ 550.00 ).

Payment to be made as follows:

**PAYMENT DUE IN FULL AT TIME OF COMPLETION.**

Customer agrees to be liable for any service charges which may accrue on unpaid balance and reasonable costs of collection including attorney's fees if that becomes necessary.

All material is guaranteed to be specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature \_\_\_\_\_

Note: This proposal may be

withdrawn by us if not accepted within 30 days.

**Acceptance of Proposal** — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

**If accepted please sign white copy and return.**

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_



## City Council Report for July 2013

To: Honorable Mayor & City Council Members

From: Jack Kramer Building Official

### Zoning Enforcement:

1. Mr. David Johnson & Mr. John Sanchelli 9945 Justen Trail. Violation of the City of Grant Solid Waste Ordinance # 56 Section 11 General Provisions Subd. 1 & Subd.2 And Article 111 Zoning Districts Established; Permitted Uses: Dimensional Standards Section 32-243 R-1 District And Section 32-330 Environmental Nuisance (4) Toxic Matter.

a. This is an ongoing violation of a commercial operation within a residential district. The owners of the property have been notified of the violations; however they have not been cooperative with resolving the issues.

I met with city attorney Nick Vivian and discussed the legal issues for abatement. I believe a letter has been sent to the property owners indicating the violations and the need to resolve the concerns of the city in order to avoid litigation.

I shall provide further information to the council as it develops.

### Building Permit Activity:

1. (23) Building Permits were issued with a total valuation of \$942,043.00.

Respectfully submitted,



Jack Kramer

Building & Code Enforcement Official

Grant Master Form		Permit Type	Name	Project Address	Date Issued	Valuation:	City Fee:	75%	Plan CK	Fel	Surcharge	Paid
2013-81	Deck Addition	Haniff	11725 Irish Ave. N.	6/17/2013	\$ 20,000.00	\$ 293.25	\$ 219.93	\$ 190.61	\$ 10.00			
2013-82	Windows	Jefferson	8645 Kimbro Ln. N.	6/17/2013	\$ 10,000.00	\$ 181.55	\$ 136.16	\$ -	\$ 5.00			
2013-83	Stucco Repair	Olmstead	11383-110th. St. N.	6/18/2013	\$ 18,000.00	\$ 293.25	\$ 219.93	\$ -	\$ 9.00			
2013-84	Bath Remodel	Wick	8920 Itaska Trail N.	6/18/2013	\$ 12,000.00	\$ 209.25	\$ 156.93	\$ -	\$ 6.00			
2013-85	Partial Re-side	Taglia	640 Maple St.	6/18/2013	\$ 3,900.00	\$ 97.25	\$ 72.93	\$ -	\$ 1.95			
2013-86	House/Garage	DeWitt Ho	9063 Joliet Ave. N.	6/19/2013	\$ 710,000.00	\$ 4,409.75	\$ 3,307.31	\$ 2,866.33	\$ 355.00			
2013-87	Plumbing	Mahoney	11050- 115th. St. N.	6/20/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00			
2013-88	HVAC Permit	Dunham	8050 Imperial Ct. N.	6/20/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00			
2013-89	HVAC Permit	Gonyea Hd	6505 Jamaca Ave	6/21/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 10.00			
2013-90	Windows	Renewal	8252 Jamaca Ave.	6/21/2013	\$6,082.00	\$ 139.23	\$ 104.42	\$ 0.00	\$ 3.04			
2013-91	Re-Roof	Wagenste	6420-117th. St. N.	6/25/2013	\$ 6,500.00	\$ 139.25	\$ 104.43	\$ -	\$ 3.25			
2013-92	Re-Roof	Adam's	10647 -62nd St. N.	7/1/2013	\$ 3,700.00	\$ 97.25	\$ 72.93	\$ -	\$ 1.85			
2013-93	HVAC Permit	Warning	10685 -62nd. St.	7/3/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00			
2013-94	Drain Tile	LaNasa	8280 114th. St. N.	7/7/2013	\$ 1,500.00	\$ 69.25	\$ 51.93	\$ -	\$ 1.00			
2013-95	Re-Roof	Larson	10350 Jody Ave Ct. N.	7/8/2013	\$ 9,000.00	\$ 167.25	\$ 125.43	\$ -	\$ 4.50			
2013-96	Re-Roof	Zink	7555-99th. St. N.	7/8/2013	\$ 9,440.00	\$ 181.25	\$ 135.93	\$ -	\$ 4.72			
2013-97	Decks	Johnson	6215 Kelvin Ave. N.	7/8/2013	\$ 13,022.00	\$ 223.25	\$ 167.43	\$ 145.11	\$ 6.51			
2013-98	Swimming Po	Wolff	9755 Justen Trail N.	7/9/2013	\$ 30,000.00	\$ 442.25	\$ 331.68	\$ -	\$ 15.00			
2013-99	Re-Siding	Tebben	8737 -75th. St. N.	7/15/2013	\$ 5,897.00	\$ 125.25	\$ 93.93	\$ -	\$ 2.94			
2013-100	Plumbing	Marsko	6260 Kerswick Ave.	7/15/2013	N/A	\$ 80.00	\$ 60.00	\$ -	\$ 5.00			
2013-101	Garage	Harrington	10327 Dellwood Rd. N.	7/15/2013	\$ 32,760.00	\$ 472.55	\$ 354.41	\$ 307.15	\$ 16.38			
2013-102	Accessory Bldg	Knoll	10255 Juno Ave. N.	7/15/2013	\$ 23,000.00	\$ 363.25	\$ 272.43	\$ 236.11	\$ 11.50			
2013-103	Re-Siding	Preisler Cq	9895 Justen Trail N.	7/17/2013	\$ 27,242.00	\$ 422.05	\$ 316.53	\$ -	\$ 13.62			
Monthly total						\$ 942,043.00	\$ 8,726.38	\$ 6,544.67	\$ 3,745.31	\$ 501.26		



## *Memorandum*

**To:** *Honorable Mayor and City Council, City of Grant  
Kim Points, Administrator, City of Grant*

**From:** *Phil Olson, PE, City Engineer  
WSB & Associates, Inc.*

**Date:** *July 29, 2013*

**Re:** *August Staff Report: Engineering*

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Items included in the staff report are intended to provide the Council with a status update on non-agenda engineering items. These items do not require any discussion or action at the City Council Meeting and are included for information only.

- I. **Jocelyn Lane Culvert Repair:** A draft plan to replace the culvert and repair the settlement in Jocelyn Lane has been prepared submitted to the Valley Branch Watershed District and the DNR. Following permit approval, a final plan will be forwarded to contractors to request bids for the project.
- II. **Justen Trail Ditch Maintenance:** On July 18, 2013, a utility meet was held to identify which small utility lines are in conflict with the city's ditch maintenance project along Justen Trail, north of Hwy 96. At the meet, utilities companies were asked to locate their lines by July 26, 2013. The utility locations are now being reviewed and companies will be asked to relocate their lines if they are in conflict with the ditch project.
- III. **Roadway Maintenance Letters:** Last month, letters were mailed to residents on 79<sup>th</sup> Street and Leeward Avenue notifying them that the city is planning to complete larger patching projects. Residents were given the option to utilize this money for a larger rehabilitation project if they petition the city.

Larger patching projects will also be completed on Knollwood Drive and Irish Avenue. Letters were not drafted or mailed to residents on either of these roadways since patching is planned for specific areas of issue that were identified on the road tour.

If you have any questions, please contact me at 763-512-5245.

## MEMORANDUM

To: Mayor and Grant City Council  
Date: July 30, 2013  
CC: Kim Points, City Clerk  
RE: Staff Report  
Nick Vivian, City Attorney  
From: Jennifer Haskamp, City Planner

### Staff Report

*17XXX Dellwood Ave N – Rosell Minor Subdivision*

A staff report and resolution are included in the Consent Agenda for your review and consideration.

#### *Pre-Application Meetings*

##### Grubb (Concept Plan)

On July 12, 2013 I had a pre-application meeting with the Grubbs to discuss their interest in subdividing the property located at 6639 Jasmine Avenue. The purpose of the discussion was to provide the Grubbs with information related to the subdivision and zoning ordinance and the subsequent subdivision process. At the meeting, given the information sought, I suggested that they come before the Council to discuss their objectives and present a concept plan. The Grubbs have requested a concept plan review, and are on the agenda.

A couple items to note, they intend to run a horse boarding operation and would like to subdivide a lot large enough so that they meet the animal units/acre standard. One of the items discussed was the necessity for a CUP under this scenario, when there is no residential structure on the lot. Other items we discussed included number of lots (density), the existing property located at 6771, wetlands and topography, cul-de-sac access/specifications, and shared access.

##### Firshman

On July 24, 2013 I had a pre-application meeting with the Firshmans to discuss the possibility of subdividing a property located in the northeast quadrant of the city. (Address not stated because PA had not been executed). The purpose of the meeting was to discuss the process for a minor subdivision, and to discuss the subdivision ordinance standards.

*Wildwood Elementary School*

Staff has been working with the City Engineer on a couple of items the School District has brought forward related to the new elementary school site. A 'natural park area' is proposed to be placed within the soft play area that was indicated on the site plan submitted and approved with the CUP. Upon review of the plans, it was determined that the proposed play area is consistent with the CUP; however, a grading permit would be required because of the extent of grading proposed for the play area.

*Certificate of Compliance – Reviews*

In the past month we have received inquiries to add equipment, specifically microwave dishes, at the cell towers located at Julianne and Manning. Both towers are permitted with Conditional Use Permits and are in compliance with the current conditions. Staff worked with the City attorney to determine the process for permitting such requests based upon their administrative nature as defined by the zoning ordinance. Both requests are being processed through the COC process and will also require a building permit.