

Pursuant to due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Municipal Building Council Chambers on November 3, 2014. Mayor Dehen called the meeting to order at 7:00 p.m. asking that everyone join in the Pledge of Allegiance. The following were present for the meeting: Mayor Dehen, Council Members Steiner, Norland, Freyberg and Spears; City Administrator Harrenstein, Finance Director Thorne, Attorney Kennedy, City Clerk Van Genderen, Planner Fischer, and Public Works Director Swanson.

**Approval of Agenda**

**Council Member Freyberg moved, seconded by Council Member Steiner, to approve the agenda as presented. Vote on the motion: Steiner, Norland, Freyberg, Spears and Dehen aye; no nays. Motion carried.**

**Approval of Minutes**

**Council Member Norland moved, seconded by Council Member Steiner, to approve the minutes of the Council meetings of October 6, 2014 and October 20, 2014. Vote on the motion: Steiner, Norland, Freyberg, Spears and Dehen aye; no nays. Motion carried.**

**Public Hearing, 7 p.m. – Proposed Issuance of Housing Facilities Revenue Refunding Notes in an Aggregate Principal Amount not to Exceed \$8,000,000 at the Request of Vista Prairie at Monarch Meadows, LLC.**

The Mayor opened the public hearing to consider the Proposed Issuance of Housing Facilities Revenue Refunding Notes. Copies of the Notice of Public Hearing and Affidavit of Public Hearing were included in the packet. Administrator Harrenstein stated discussion about the details of the proposed Housing Facilities Refunding Notes should be reserved for the resolution in the business items. Phil Henry, 1300 Noretta Drive, appeared before the Council and asked for an explanation of the Housing Facilities Revenue Refunding Notes. Administrator Harrenstein stated details would be discussed during the business items. There being no one else appearing before the Council, the Mayor closed this portion of the meeting.

**Consent Agenda**

**Council Member Spears moved, seconded by Council Member Norland, to approve the Consent Agenda which includes:**

- A. Bills and Appropriations.
- B. Res. No. 74-14 Adopting Donations/Contributions/Grants.
- C. Res. No. 75-14 Adopting Resolution of the North Mankato City Council in the Matter of a Continuous Nuisance Located at 303 Belgrade Avenue, North Mankato on Property Owned and/or Controlled by Brian Douglas Mechler.
- D. Res. No. 76-14 Adopting Resolution to Set a Public Hearing for 7 p.m. on Monday, December 1, 2014 to Consider 2015 Budget and Five-Year Capital Improvement Plan, 2015-2019.
- E. Res. No. 77-14 Adopting Resolution Approving the Sale of Surplus Vehicles and Equipment.

**Council Member Spears requested that Item C be removed for discussion and moved to approve the Consent Agenda without Item C. Vote on the motion: Steiner, Norland, Freyberg, Spears and Dehen, aye; no nays. Motion carried.** Council Member Freyberg stated that in bills and appropriations there was a bill for \$1,000 for police and fire training. He stated the City had donated a

fire truck to South Central College with an agreement that the City would get credit against training for the value of the fire truck. Administrator Harrenstein stated he would check to see if the City had any credit left from the donation of the fire truck.

**Res. No. 75-14 Adopting Resolution of the North Mankato City Council in the Matter of a Continuous Nuisance Located at 303 Belgrade Avenue, North Mankato on Property Owned and/or Controlled by Brian Douglas Mechler.**

Council Member Spears stated that City Code 156.035 did not directly address the sign. He also asked if the City had a permit fee for signs and how many sign permits did the City generate every year. City Planner Fischer stated that the City's sign ordinance was a flat fee of \$30.00 and many sign-permits were generated every year. Attorney Kennedy stated the removal of signage was included in the resolution because it was a part of the continuous violation of the property. Council Member Spears stated the property owner would have 20-days to respond after the resolution was passed. Attorney Kennedy confirmed that Brian Mechler would have 20-days to remove materials from property and remove the signage. Attorney Kennedy stated if Mechler does not remove materials within 20-days the matter will move to the District Court of Waseca County. **Council Member Steiner moved seconded by Council Member Norland to approve Res. No. 75-14 Resolution of the North Mankato City Council in the Matter of a Continuous Nuisance Located at 303 Belgrade Avenue, North Mankato on Property Owned and/or Controlled by Brian Douglas Mechler. Vote on the Resolution Steiner, Norland, Freyberg, Spears and Dehen, aye; no nays. Motion carried.**

**Public Comments**

The Mayor opened the meeting to the public for the first time with no one appearing.

**Business Items**

**Resolution Authorizing and Approving the Issuance and the Sale of Housing Facilities Revenue Refunding Notes (Vista Prairie at Monarch Meadows Project) Series 2014; Fixing their Forms and Specifications; Directing Their Issuance and Delivery; and Providing for Their Payment.**

Finance Director Thorne stated the request from Vista Prairie at Monarch Meadows, LLC requested that the City of North Mankato issue its Housing Facilities Revenue Refunding Note Series 2014A, in the principal amount not to exceed \$7,155,000 and Taxable Housing Facilities Revenue Refunding Note Series 2014A-T in the principal amount not to exceed \$750,000. Finance Director Thorne introduced Gina Fiorini from Kennedy & Graven to answer questions and present a brief explanation. Fiorini stated the City previously issued Housing Revenue Bonds Series 2002A, in an aggregate principal amount of \$3,840,000 and a Housing Revenue Loan Participation Note Series 2005A in an aggregate principal amount of \$8,560,000, its Taxable Housing Revenue Loan Participation Note Series 2005B in an aggregate principal amount of \$300,000 and its Subordinate Housing Revenue Note Series 2005C in an aggregate principal amount of \$500,000. Vista Prairie used the funds to finance the acquisition of a 50-unit congregate care facility. If the City agrees to issue the Notes, the Borrower will use the proceeds of the Notes to refinance the Project. She stated the loans will not constitute a general or moral obligation of the City, will not be secured by or payable from any property or assets of the City, and will not be secured by any taxing power of the City. In addition, the Notes will not be subject to any debt limitation imposed on the City and the issuance of the Notes will not have any adverse impact on the credit rating of the City, even if the Borrower encounters financial difficulties. Mayor Dehen stated the Notes would be refinancing the original loan to a lower rate. Council Member Freyberg stated this was a form of business subsidy and asked if there was a Pro Forma. Administrator Harrenstein stated that according to the City's policies this is not considered a

business subsidy and there was not a Pro Forma. Freyberg stated that it is like a business subsidy because Monarch Meadows gets an advantage and nationally there is a 3% risk. Administrator Harrenstein stated the City will receive \$70,000 to \$80,000 and the potential loss is \$20,000, so the City staff recommends the Conduit debt. **Council Member Norland moved, seconded by Council Member Steiner, to adopt Res. No. 78-14 Authorizing and Approving the Issuance and the Sale of Housing Facilities Revenue Refunding Notes (Vista Prairie at Monarch Meadows Project) Series 2014; Fixing their Forms and Specifications; Directing Their Issuance and Delivery; and Providing for Their Payment. Vote on the Resolution: Steiner, Norland, Spears and Dehen aye; Freyberg nay. Motion carried.**

**Res. No. 79-14 Awarding Bid for Project No. 08-07B, Well No. 9.**

City Engineer Dan Sarff appeared before the Council and stated that on Wednesday, October 29, 2014 at 10:00 a.m. bids were opened for the construction of Municipal Well No. 9. Sarff stated the bid tabulation included two methods of construction and two completion dates. The two methods were the Cable Tool Method or the Dual Rotary Method. The completion dates were either 150 Calendar Days or 240 Calendar days. He stated they were recommending the bid by Mark J. Traut Wells for the Dual Rotary Method with a 150 Calendar Days completion for \$450,898.00. This bid was \$10,500 more than the Mark J. Traut Wells bid for the Dual Rotary Method with a 240 Calendar Days completion. Council Member Spears questioned the urgency. Sarff stated the construction would possibly disrupt recreational events at Caswell Park. **Council Member Steiner moved seconded by Council Member Norland, to adopt Res. No. 79-14 Awarding Bid for Project No. 08-07B, Well No. 9. Vote on the Resolution: Steiner, Norland, Freyberg, Spears and Dehen aye; no nays. Motion carried.**

**Discussion of Proposed Five-Year Capital Improvement Plan, 2015-2019**

City Administrator Harrenstein stated he would be presenting an overview of the CIP and a work session would be planned for November 17, 2014 at 6:00 p.m. Harrenstein stated the 2015 planned expenditures are estimated to be \$1.2 million dollars greater than submitted last year. \$1.1 million dollars of the changes are the result of using \$780,000 in Municipal State Aid funding for the Lookout Drive Highway 14 reconstruction project, and \$350,000 in General Obligation borrowing needed for the City's match for the trail from LorRay Drive to Lake Street. New spending for streets is programmed at \$200,000 per year in an attempt to complete projects identified in the pavement management plan. Another large change is the shifting of the reconstruction of Roe Crest Drive (Lee Blvd to Marie Lane) from 2015 to 2016 in place of that project the City is set to complete a Carlson Drive extension pursuant to the annexation resolution adopted earlier in 2014. At \$11.1 million, the total value of projects in the 2015-2019 CIP is larger than the 2014-2018 CIP by approximately \$2.8 million dollars, but less than the 2013-2017 CIP by \$9.4 million dollars. As such, the proposed CIP represents the realization of on-going capital needs required of a growing City committed to its strategic priorities. The increased spending for the 2015-2019 CIP can be attributed to two items: added G.O. borrowing of \$1.5 million for 2018 & 2019, and increased funding for pavement management system of \$200,000 per year. Specific projects for 2017 through 2019 have not been specified in the five year forecast, projects previously identified as a priority of the City are listed on Exhibit B of this Memo. Administrator Harrenstein stated proposed CIP spending is greater than last year. Council Member Spears asked about the City credit rating. Administrator Harrenstein stated the indebtedness meets the adopted policies of the City Council. Administrator Harrenstein stated the CIP would be discussed in detail at the work session.

**City Administrator and Staff Comments**

Public Works Director Swanson stated paving of Old Belgrade Hill, weather permitting, would occur Tuesday, November 4, 2014. He stated it would be two or three weeks before completion of the project.

City Engineer Sarff invited the public to an informational meeting Thursday, November 6, 2014 on the Lookout Drive Reconstruction and Roundabout Project.

**Mayor and Council Comments**

Mayor Dehen stated he received a letter from the City Center Partnership informing the City that the "Veterans Memorial Place" had been selected for the *City Design Award of Excellence* in the category of "New Construction Under \$2,000,000."

Mayor Dehen stated Coffee with the Council would be held Saturday, November 15 from 8:00 a.m. to 9:00 a.m. at the Verizon Store at 1750 Commerce Drive.

Mayor Dehen stated Habitat for Humanity would like to be considered for the Charitable Gambling Fund.

Mayor Dehen stated Pedal Past Poverty will be from 9:00 a.m. to 2:00 p.m. on Saturday, February 28, 2015.

Mayor Dehen stated elections would be November 4, 2014 and encouraged everyone to get out and vote.

**Public Comments**

Phil Henry, 1300 Noretta Drive, appeared before the Council and stated the bill for leasing the soccer field lights is \$18,000. Administrator Harrenstein stated the lights were paid for by the Soccer Association.

There being no further business, on a motion by Council Member Spears, seconded by Council Member Norland, the meeting adjourned at 7:51 p.m.

---

Mayor

---

City Clerk



NOTICE OF HEARING ON PROPOSED ASSESSMENT  
FOR PROJECT NO. 13-02 AC  
2014 BELGRADE HILL AND RAVINE IMPROVEMENT

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, at 7 p.m. on the 17<sup>th</sup> day of November, to consider the proposed assessment for Project No. 13-02 AC, 2014 Belgrade Hill and Ravine Improvement.

Complete copies of the assessment roll are available for public inspection upon request in the Office of the City Clerk. The area proposed to be assessed is the property abutting said improvements. Written or oral objections to these assessments will be considered at the hearing. The total cost of the improvement is \$1,517,611. The amount to be assessed is \$54,800.

An owner may appeal an assessment to District Court pursuant to Minnesota Statutes Section 429.081 by serving notice of the appeal upon the Mayor or Clerk of the City within thirty (30) days after the adoption of the assessment and by filing such notice with the District Court within ten (10) days after service upon the Mayor or Clerk. No appeal may be taken as to the amount of any assessment unless a signed, written objection is filed with the Clerk prior to the hearing or presented to the presiding officer at the hearing.

The City Council may defer the payment of special assessments pursuant to Minnesota Statutes 435.193 through 435.195 for homestead property owned by a person 65 years of age or older or permanently and totally disabled for whom it would be a hardship to make the payments. In order to qualify, such a person must have limited income. If you feel you may qualify, contact the City Clerk for more specific information.

Dated this 31<sup>st</sup> day of October 2014.

April Van Genderen  
City Clerk  
City of North Mankato

# AFFIDAVIT OF PUBLICATION

State of Minnesota, ss.  
County of Blue Earth

James P. Santori, being duly sworn, on oath says that he is the publisher or authorized agent and employee of the publisher of the newspaper known as *The Free Press and The Land*, and has full knowledge of the facts which are stated below:

(A) The newspaper has complied with all of the requirements constituting qualification as a legal newspaper, as provided by Minnesota Statute 331.02, 331.06, and other applicable laws, as amended.

(B) The printed \_\_\_\_\_ Notice \_\_\_\_\_

\_\_\_\_\_ which is attached was cut from the columns of said newspaper, and was printed and published once each week, for 1 successive weeks; it was first published on Friday, the 31 day of October, 2014, and was thereafter printed and published on every Friday to and including Friday, the 31 day of October, 2014; and printed below is a copy of the lower case alphabet from A to Z, both inclusive, which is hereby acknowledged as being the size and kind of type used in the composition and publication of the notice:

abcdefghijklmnopqrstuvwxyz

By: James P. Santori  
Publisher

Subscribed and sworn to before me on this 31  
day of October, 2014.

Kristin Meyer  
Notary Public



October 31, 2014  
**NOTICE OF HEARING ON  
PROPOSED ASSESSMENT  
FOR PROJECT NO. 13-02 AC  
2014 BELGRADE HILL AND  
RAVINE IMPROVEMENT**  
NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, at 7 p.m. on the 17th day of November, to consider the proposed assessment for Project No. 13-02 AC, 2014 Belgrade Hill and Ravine Improvement. Complete copies of the assessment roll are available for public inspection upon request in the Office of the City Clerk. The area proposed to be assessed is the property abutting said improvements. Written or oral objections to these assessments will be considered at the hearing. The total cost of the improvement is \$1,517,611. The amount to be assessed is \$54,800.  
An owner may appeal an assessment to District Court pursuant to Minnesota Statutes Section 429.081 by serving notice of the appeal upon the Mayor or Clerk of the City within thirty (30) days after the adoption of the assessment and by filing such notice with the District Court within ten (10) days after service upon the Mayor or Clerk. No appeal may be taken as to the amount of any assessment unless a signed, written objection is filed with the Clerk prior to the hearing or presented to the presiding officer at the hearing.  
The City Council may defer the payment of special assessments pursuant to Minnesota Statutes 435.193 through 435.195 for homestead property owned by a person 65 years of age or older or permanently and totally disabled for whom it would be a hardship to make the payments. In order to qualify, such a person must have limited income. If you feel you may qualify, contact the City Clerk for more specific information.  
Dated this 31st day of October 2014.  
April Van Genderen  
City Clerk  
City of North Mankato

CLAIM REPORT  
FOR REGULAR COUNCIL MEETING OF NOVEMBER 17, 2014

79130	Lloyd Lumber	supplies-All Depts.	\$1,431.76
79131	MSCIC	registration fee for conference-Police Dept.	\$75.00
79132	PowerPlan	equipment parts & rental-Street & Storm Water	\$3,011.82
79133	North Mankato Motor Vehicle Registrar	MVET for unit #229-All Depts.	\$1,897.75
79134	Charter Communications	high speed data service-All Depts.	\$463.96
79135	Enventis	telephone & internet bill-All Depts.	\$3,655.61
79136	Verizon Wireless	cell phone & internet bill-All Depts.	\$266.87
79137	ICMA Retirement Trust - 457	employee payroll deductions	\$3,773.85
79138	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$685.00
	Affordable Towing of Mankato, Inc.	towing charge-Police Dept.	\$60.00
	Alliance for Innovation	annual fee-Unallocated	\$1,825.00
	Ameripride Services	mats-Library	\$67.96
	American Concrete	concrete-Park Dept.	\$659.50
	Appraisal Services of Mankato, Inc.	appraisal service 233 Wheeler-Comm Dev	\$400.00
	Apt Machining & Fabricating	equipment parts-Street Dept.	\$673.70
	Arnold's Storage	annual rent for storage unit-Public Access	\$900.00
	Audio Editions	supplies & audio books-Library	\$587.95
	Auto Body Specialties	equipment parts-Park Dept.	\$30.95
	Bank of Alma	principal & interest-Equip Certificate of Indebtedness	\$64,800.00
	Bauer's Upholstery	equipment parts-Park Dept.	\$225.00
	Bolton & Menk, Inc.	engineering fees-Comm Dev	\$4,672.00
	Braun Intertec Corporation	Geotechnical Evaluation Northport #15-Jt Economic	\$11,785.00
	Carquest Auto Parts	equipment parts & supplies-All Depts.	\$292.61
	CDW-Government	equipment parts-Gen Gov & Public Access	\$987.04
	Connect Business Magazine	ad-Port Authority	\$479.00
	Cram Concrete	curb repair-Storm Water	\$500.00
	Crawler Welding, Inc.	equipment parts-Street Dept.	\$3,050.75
	Crysteel Truck Equipment	equipment parts-Street Dept.	\$144.65
	DKemp Associates	IT services-All Depts.	\$1,963.40
	Dalco	supplies-All Depts.	\$407.98
	DEMCO, Inc.	supplies-Library	\$262.97
	Emergent Networks	supplies & document scanner-Gen Gov, Pol & Street	\$842.00
	Express Services, Inc.	crossing guards-Police Dept.	\$547.10
	Fastenal Company	equipment parts-Street Dept.	\$122.18

# CLAIMS CONTINUED

Ferguson Enterprises, Inc.	equipment parts & supplies-Street & Water Depts.	\$231.24
FleetPride	equipment parts-Street & Park Depts.	\$1,208.68
Forster, Daniel	travel expenses & gym membership-Police Dept.	\$197.04
Forsythe Appraisal, LLC	professional service 231 Wheeler-Comm Dev	\$375.00
Free Press	ads-All Depts.	\$2,000.90
G & L Auto Supply	equipment parts & supplies-All Depts.	\$569.75
G & K Services	uniform & towel service-Street & Shop	\$302.52
Goodwin, Tony	professional service-Public Access	\$350.00
Gopher State One-Call	one-call locates-Comm Dev	\$216.25
Green Tech Recycling	electronic & appliance recycling Fall Drop Off-Sanit	\$5,043.60
Hansen Sanitation	refuse pickup-All Depts.	\$1,614.92
Hawkins, Inc.	equipment parts-Water Dept.	\$1,671.52
Ingram Library Services	books-Library	\$981.27
Interstate Power Systems	equipment parts-Street Dept.	\$30.81
Kennedy & Kennedy Law Office	legal services-Attorney & Port Authority	\$8,652.68
Keller, J.J. & Associates, Inc.	drug testing-All Depts.	\$681.00
LJP Enterprises, Inc.	trailer rent-Recycling	\$600.00
LJP Waste & Recycle	transportation charges-Recycling	\$329.60
Lamm, Nelson & Cich	professional service-Port Authority	\$1,295.00
Lawson Products, Inc.	supplies-Shop	\$584.91
L.M.C.I.T.	worker's comp final audit-Gen Gov	\$5,109.00
Library Journal	subscription-Library	\$101.99
M & M Signs	banners-Unallocated	\$2,705.85
MacTools Distributor	supply-Shop	\$8.29
MacQueen Equipment, Inc.	equipment parts-Street Dept.	\$998.95
Madden, Galanter, Hansen LLP	legal services-Gen Gov	\$307.50
Mankato Bearing Company	equipment parts-Street & Park Depts.	\$130.87
Mankato Ford, Inc.	equipment parts-Police Dept.	\$2,128.11
Mankato Motor Company	equipment parts-Park & Water Depts.	\$802.15
Matheson Tri-Gas, Inc.	welding supplies-Shop	\$245.22
Mayo Clinic Health System	employment physical-Recycling	\$185.00
Menards-Mankato	equip parts & supplies-Gen Gov, Park & Sales Tax	\$224.18
Midwest Tape	downloadable audio, music & video-Library	\$9,395.00
Minnesota Iron & Metal Co.	equipment parts & supplies-Street, Water & Recycling	\$74.00
Minnesota Dept of Labor & Industry	inspection fees for air pressure tanks-All Depts.	\$100.00
Minnesota Pipe & Equipment	pipe, equip parts & meter-Sales Tax, Water & Storm Wtr	\$8,554.71
Minnesota Waste Processing	processing fees-Solid Waste	\$30,699.10
Mock's Complete Landscaping	mulch-Park Dept.	\$50.00
Napa Auto Parts-Mankato	equipment parts-Park Dept.	\$13.98
North Central International	equipment parts-Street Dept.	\$1,390.00

# CLAIMS CONTINUED

Old Dominion Brush Company	equipment parts-Street Dept.	\$49.67
Olympic Fire Protection Corp.	repair fire sprinkler system-Police Dept.	\$1,707.71
OverDrive, Inc.	downloadable audio/ebooks-Library	\$1,128.01
Overhead Door Co. of Mankato, Inc.	overhead door repair-Police Dept.	\$475.00
Paragon Printing, Mailing & Specialties	mail utility bills-Wtr, Swr, Sanit, Storm Wtr & Solid Waste	\$2,472.70
Pepsi-Cola of Mankato	pop-Unallocated	\$105.30
Petty Cash, Clara Thorne	petty cash items-All Depts.	\$157.65
Plunkett's Pest Control	professional service-Street & Shop	\$113.60
Praxair Distribution, Inc.	equipment parts & supplies-Shop	\$320.99
Ramy Turf Products	seed & erosion control-Park, Comm Dev & Storm Wtr	\$1,162.00
Reichel Insulation, LLC	install insulation-Park & Sales Tax	\$2,850.00
Rice Lake Fabricating, Inc.	equipment parts-Recycling	\$9,358.59
River Bend Business Products	copier maintenance-Police Dept.	\$104.00
Rydholm, Karl	refund water bill credit	\$36.73
Schwicker's	service HVAC-Gen Gov, Police & Library	\$1,112.70
Sign Pro	supplies-Park Dept.	\$17.50
Southern Minnesota Construction	rock, asphalt & demo-Comm Dev & Storm Water	\$6,286.62
Staples Advantage	supplies-All Depts.	\$150.02
Suburban Tire Wholesale, Inc.	tires-Shop	\$476.60
Tire Associates	tires & tire repairs-All Depts.	\$2,441.43
Tougas, Joseph	create banner for Hoopla page-Library	\$75.00
Towmaster	snow plow wing Unit #151-Cap Fac	\$21,301.00
US Dept of Housing & Urban Development	interest-Federal Revolving Loan Fund	\$292.79
Uniforms Unlimited	batteries-Police Dept.	\$126.75
US Postal Service	postage-All Depts.	\$2,000.00
Verizon Wireless	cell phone bill-Gen Gov, Police & Comm Dev	\$145.34
Viking Fire & Safety	service fire extinguishers-All Depts.	\$712.70
Viking Electric Supply	electrical supplies-Gen Gov & Sales Tax	\$423.66
WW Communications & Security	professional service-Public Access Bethany Trans	\$6,480.00
Wayne's Auto Body	equipment parts-Street Dept.	\$844.38
Wenzel Auto Electric Co.	equipment parts-Street Dept.	\$64.00
Ziegler, Inc.	equipment parts-Street Dept.	\$61.24
Zellmer, Gary	pay for Election Judge	\$64.00
Sullivan, David	pay for Election Judge	\$54.00
Schmidt, Melanie	pay for Election Judge	\$60.00
Bruner, Margaruite	pay for Election Judge	\$64.00
Joel, Cher	pay for Election Judge	\$58.00

# CLAIMS CONTINUED

Haefner, Pauline	pay for Election Judge	\$60.00
Madson, Norman	pay for Election Judge	\$64.00
Hudson, David	pay for Election Judge	\$139.50
Westphal, Margaret	pay for Election Judge	\$64.00
Fischer, Mark	pay for Election Judge	\$56.00
Fischer, Nicole	pay for Election Judge	\$58.00
Klute, Susan	pay for Election Judge	\$135.00
McGee, Terri	pay for Election Judge	\$64.00
Klaseus, Lorraine	pay for Election Judge	\$64.00
Kirschbaum, Jim	pay for Election Judge	\$58.00
McGee, Sid	pay for Election Judge	\$64.00
Mork, Kathy	pay for Election Judge	\$122.00
Mork, Steve	pay for Election Judge	\$135.00
Etzell, Karen	pay for Election Judge	\$64.00
Neubert, Lois	pay for Election Judge	\$56.00
Goettl, Michele	pay for Election Judge	\$144.00
Schmidt, Ronald	pay for Election Judge	\$56.00
Michels, Betty	pay for Election Judge	\$64.00
Nusbaum, Margaret	pay for Election Judge	\$80.00
Johnson, Jan	pay for Election Judge	\$76.00
Midler, Mark	pay for Election Judge	\$58.00
Schilling, Elaine	pay for Election Judge	\$141.75
Tungsvik, Byron	pay for Election Judge	\$64.00
Sturm, Marlys	pay for Election Judge	\$60.00
Norland, Dorothy	pay for Election Judge	\$54.00
Bastian, Bernard	pay for Election Judge	\$80.00
Wilson, Rose	pay for Election Judge	\$58.00
Lovik, Carolyn	pay for Election Judge	\$80.00
Lovik, Roger	pay for Election Judge	\$80.00
Sullivan, Patricia	pay for Election Judge	\$58.00
Wiederich, Wanda	pay for Election Judge	\$64.00
Eilders, Marcella	pay for Election Judge	\$80.00
Boruff, Carol	pay for Election Judge	\$64.00
Nere, Mary	pay for Election Judge	\$76.00
Neir, Helen	pay for Election Judge	\$56.00
Anderson, Dorothy	pay for Election Judge	\$64.00
Hooey, Patty	pay for Election Judge	\$58.00
Johnson, Jean	pay for Election Judge	\$60.00
Johnson, Lowell	pay for Election Judge	\$64.00
Meyer, Bob	pay for Election Judge	\$64.00

## CLAIMS CONTINUED

Middleton, Jim	pay for Election Judge	\$58.00
Ulmen, Anthony	pay for Election Judge	\$139.50
Ehrke, Chris	pay for Election Judge	\$64.00
Hooge, Alice	pay for Election Judge	\$58.00
Salzwedel, Deb	pay for Election Judge	\$64.00
Halstead, William	pay for Election Judge	\$144.00
Schultz, Carol	pay for Election Judge	\$54.00
Schultz, Roy	pay for Election Judge	\$76.00
Hirvela, James	pay for Election Judge	\$64.00
Seigler, Claude	pay for Election Judge	\$64.00
Total		<u>\$268,855.38</u>

## CLAIMS CONTINUED

General	\$87,797.60
Local Option Sales Tax	\$5,253.13
Port Authority	\$2,183.07
Port Authority Federal Revolving Loan Fund	\$292.79
Capital Facilities & Equipment Replacement-General	\$21,301.00
Joint Economic Development Fund	\$11,785.00
Equipment Certificate of Indebtedness	\$64,800.00
2014 Construction	\$28.25
Water	\$6,074.39
Sewer	\$1,365.95
Recycling	\$16,548.36
Storm Water	\$11,267.67
Solid Waste	\$31,217.04
Public Access	<u>\$8,941.13</u>
Total	<u><u>\$268,855.38</u></u>



PORT AUTHORITY INVOICES  
FOR REGULAR COUNCIL MEETING OF NOVEMBER 17, 2014

Verizon Wireless	cell phone bill-Port Authority	\$50.40
Braun Intertec Corporation	Geotechnical Evaluation Northport #15-Jt Economic	\$11,785.00
Connect Business Magazine	ad-Port Authority	\$479.00
Free Press	ad-Port Authority	\$110.67
Kennedy & Kennedy Law Office	legal services-Port Authority	\$248.00
Lamm, Nelson & Cich	professional service-Port Authority	\$1,295.00
US Dept. Housing & Urban Dev.	interest-Federal Revolving Loan Fund	<u>\$292.79</u>
Total		<u><u>\$14,260.86</u></u>

RESOLUTION NO.

RESOLUTION APPROVING DONATIONS/CONTRIBUTIONS/GRANTS

WHEREAS, the Minn. Stat. 465.03 and 465.04 allows the governing body of any city, county, school district or town to accept gifts for the benefit of its citizens in accordance with terms prescribed by the donor;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following donations/contributions/grants are approved as follows:

Donor of Gift	Restriction on Gift	Amount
Traverse des Sioux	General Fund – Library Special Programs	\$12.50
Traverse des Sioux	General Fund – Library Special Programs	\$9.60
Jo Marie Robbins	General Fund – Library Audiobooks	\$100.00

Adopted by the City Council this 17th day of November 2014.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item: #8C	Department: Administrator	Council Meeting Date: 11/17/14
------------------	---------------------------	--------------------------------

**TITLE OF ISSUE: Resolution Setting Rates and Charges for Municipal Utilities.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** Pursuant to Section 50.02 of the City Code that the following monthly municipal water, sewer, refuse and storm water rates and charges be set effective for billings on and after January 1, 2015.

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION: Adopt Resolution Setting Rates and Charges for Municipal Utilities.**

**For Clerk's Use:**  
  
 Motion By: \_\_\_\_\_  
 Second By: \_\_\_\_\_  
  
 Vote Record:
 

Aye	Nay	
_____	_____	Norland
_____	_____	Spears
_____	_____	Freyberg
_____	_____	Steiner
_____	_____	Dehen

**SUPPORTING DOCUMENTS ATTACHED**  
  

Resolution	Ordinance	Contract	Minutes	Map
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

 Other (specify) Action Statement  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

<input type="checkbox"/>	Workshop
<input checked="" type="checkbox"/>	Regular Meeting
<input type="checkbox"/>	Special Meeting

<input type="checkbox"/>	Refer to: _____
<input type="checkbox"/>	Table until: _____
<input type="checkbox"/>	Other: _____

RESOLUTION NO.

RESOLUTION SETTING RATES AND CHARGES FOR  
MUNICIPAL UTILITIES

WHEREAS, Section 50.02 of the City Code requires the City Council to fix and determine all rates and charges for municipal utilities in the City of North Mankato;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, pursuant to Section 50.02 of the City Code that the following monthly municipal water, sewer, refuse and storm water rates and charges be set effective for billings on and after January 1, 2015:

<b>Water Rates</b>	<b>Monthly Cost</b>	<b>Cost per</b>
<b>Rate Class &amp; Meter Size</b>	<b>Of Service Fee</b>	<b>1,000 gal</b>
Residential (5/8" - 1 1/4")	\$5.00	\$3.43
Residential & Commercial 1 1/2" - 3"	\$38.26	\$3.43
Commercial 5/8" - 1 1/4"	\$5.00	\$3.43
Commercial 4" - 6"	\$5.00	\$3.43
Residential and Commercial Outside Meters	\$0.00	\$4.35
Rural Water (5/8" - 1 1/4")	\$10.00	\$4.43
Rural 1 1/2" - 3"	\$43.26	\$6.12
Multiple Dwelling Unit Rate per unit	\$5.00	n/a
<b>State and City Sales Tax</b>		
State Sales Tax	6.87%	
City Sales Tax	.50%	
<b>Fire Connection Fees</b>		
6" or smaller	\$10.30	
8"	\$18.90	
10"	\$34.70	
12"	\$53.55	
16" or Larger	\$118.10	
<b>Sewer Rates</b>		
	<b>Minimum</b>	<b>Cost per</b>
	<b>Bill</b>	<b>1,000 gal</b>
0 Gal. to 2,250 Gal.	\$11.40	
2,251 Gal. and over cost per 1,000		\$6.35
Rural - 0 Gal. to 2,250 Gal.	\$11.40	
Rural - 2,251 Gal. and over cost per 1,000		\$7.45
Excessive strength sewage is billed a surcharge.		

<b>Refuse &amp; Recycling Rates</b>	<b>Refuse Monthly</b>	<b>Recycling Monthly</b>
35 Gallon Trash	\$9.00	\$6.00
65 Gallon Trash	\$14.00	\$6.00
95 Gallon Trash	\$19.00	\$6.00
Senior Discount (age 65 and older)	\$1.25	none
Solid Waste Management Tax (State Mandated)	9.75%	
Extra Bag Tag	\$3.50	
<b>Storm Water Surcharge</b>	<b>Monthly Charge</b>	
Single Family Residential	\$3.25	
All Other (Based on Lot Size)		
0-10,000 Sq. Ft.	\$3.25	
10,001 Sq. ft. or more	\$0.325 per 1,000 Sq. Ft.	

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, pursuant to Section 50.02 of the City Code that the following monthly municipal water and sewer rates and charges be set effective for billings on and after January 1, 2015:

- Monthly utility payments are due on or before the 10<sup>th</sup> of each month.
- Delinquent accounts are charged a 10% penalty.
- Consumers are required to read their water meter monthly.
- \$3.00 charge for late readings (later than 10<sup>th</sup> of the month).
- Consumer must supply final meter reading.
- \$20.00 charge if City personnel make a final reading.
- \$20.00 service charge for turning water on or off (per trip).
- Failure to read meter for three consecutive months – City personnel will read meter and \$20.00 charge will be added for reading the meter.

Adopted by the City Council this \_\_\_\_ day of \_\_\_\_\_ 2014.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk



## City of North Mankato, Minnesota

---

To: Mayor Dehen & City Council  
From: John D. Harrenstein, City Administrator  
Date: November 12, 2014  
Re: Utility Rates and Charges for 2015

### Overview

Attached is a resolution which outlines the proposed utility rates for 2015. Few, but important changes exist among the most frequent fees paid by residents each year.

### Water Rates

As mandated by the Minnesota Department of Natural Resources and the permit received for constructing Well #9, alterations were made to water rates to accommodate demand reduction requirements. Most notable is elimination of the "base rate" for water which included a value of 2,250 gallons that previously ranged from \$10.20 for residential to \$77.45 depending on the size of meter used by the customer. In place of the base rate, a "cost of service" fee of \$5.00 will be charged to each connection and unit in a multiple dwelling. No gallons will be credited to any customer for payment of the "cost of service" fee. In order to keep rates flat in light of the 2014 increase, the cost per 1,000 gallons for urban residential and commercial use will be reduced from \$4.35 to \$3.43.

Please note that a "cost of service" fee of \$38.26 for residential and commercial meters sized 1 1/2" to 3" maintains the total amount paid by these customers and a \$10.00 "cost of service" fee is proposed for rural water meters sized 1 1/2" to 3" that also maintains the total amount historically paid for water from these customers. In addition, rural residential customers are charged \$4.43 per 1,000 gallons and large meter rural customers are charged \$6.12 per 1,000 gallons which maintains the rate increases from 2014.

An important aspect of the revised water rates is the increased cost multiple dwelling units will receive. For instance, under existing water rates, a duplex would pay one base rate and any subsequent per 1,000 gallon charges. Under the new rate structure, the duplex will pay two "cost of service" fee charges of \$5.00 plus a per gallon rate of \$3.43 per 1,000 gallons consumed. It is estimated the city has approximately 1,000 multiple dwelling units that range from duplexes to large multi-family dwelling residences that may or may not receive an increased "cost of service" fee depending on whether or not the dwelling or commercial customers are separately metered.

### Refuse and Recycling Rates

After careful assessment of future costs associated with recycling and refuse disposal, a flat rate of \$6.00 for recycling is recommended compared to the \$2.45 previously charged. Rates for refuse containers are proposed as follows: 35 gallon - \$9.00, 65 gallon - \$14.00, and 95 gallon - \$19.00, compared to the current flat fee for any sized container of \$18.30 per month. In addition the senior discount of \$1.25 for each size of trash gallon will allow seniors a total refuse and recycling rate of \$13.75 per month, if the 35 gallon cart is selected, or a \$0.95 reduction from the current monthly rate. In addition, residents who select the "standard issue" of a 65 gallon trash container and recycling container (35, 65, 95 gallon) will receive a \$0.75 reduction in their monthly rate. The cost for a 95 gallon trash container and any size recycling container (35, 65, 95 gallon) is \$4.25 dollars greater than the existing \$20.75 rate. The purpose of this increase is to promote recycling and to comply with an increasing rate for more trash use as required by Minnesota Statute. Please note the cost for a 95 gallon trash cart and recycling service is equal to the cost of the City of Mankato's rates.

### Fire Connection, Sewer, and Storm Water Charges

No changes are recommended for 2015.

### Recommendation

Staff recommends utility rates as proposed be adopted.





CITY OF NORTH MANKATO  
APPLICATION FOR PARADE PERMIT

This application, accompanied by a map of the parade route and the required application fee, shall be submitted to our office at least thirty (30) days in advance of the parade date. This parade permit is pending until approval by the City Council and Chief of Police.

Applicant Information

Name:	Rebecca Brudvik		
Address:	42424 Kerns Dr		
City:	N. Mankato	State:	MN
Zip:	5603		
Telephone:	507 317 4412		
Sponsoring Organization:			
Address:			
City:		State:	
Zip:			
Telephone:			
Occasion for Parade:	Goldee Wobble - family fun run		
Date of Parade:	11-27	Estimated Length of Parade:	2 hrs
Estimated Starting Time:	8:00 am	Estimated Finish Time:	10:00 am
Estimated Number of Participants:	80		
General Composition of Parade:	around Benson Park on the walking path		

As a duly authorized representative or agent of the parade sponsoring organization, I hereby make application for a permit to parade in the City of North Mankato, Minnesota. I hereby certify that, to the best of my knowledge, the above is an accurate and true description of the parade. I agree to execute the parade according to this permit and subject to the provisions and conditions which may be necessary to provide for the safety of parade participants and the orderly and safe movement of public traffic.

Rebecca Brudvik  
Applicant

11-12-14  
Date

Pursuant to Section 70.21 of the North Mankato City Code, I hereby authorize a parade permit for the applicant organization. This permit shall be valid only under the conditions recommended by the City of North Mankato and only for the date and time indicated.

#701  
Chief of Police

11-14-14  
Date

COMMENTS/ADDITIONAL STIPULATIONS:

Learn how to map your run! View our Tutorial

Close

MN, MN

A run n

3.05 mi

SAVE



myTide tackles tough stains and odors.



+



Tide and

Township Rd 6

Co Hwy 13

Township Rd 122

1

Timm Rd

Fairbanks Dr

St John Ct

Coventry

2

Lor Ray Dr

Eagle Ridge Dr

Rolling Green Ln

Benson Park

Carlson Dr

Carlson Dr

Carlson Dr

Countryside Dr

Countryside Dr

South Central Services Co-Op

Excelsior Rd

Round Table Rd

Elaine Ln

Orchid Dr N

Green Acres Dr

Haughton Ave

Knights Dr

Valley View Dr

Walter S Farm Park

Castle Dr

La Mar Dr

Ringhofer Dr

Morgan Way

Lancelot Ln

Kingsway Dr

Lor Ray Dr

La Mar Ct

La Mar Dr

Map data ©2011 Google



CITY OF NORTH MANKATO ~~PARK~~ PERMIT

This permit does reserve space in a City Park.

lg Group

PERMIT #: 20 -2015 ~~SHELTER~~ Benson Park FEE: XTYPE OF EVENT: Run/Walk DATE VALID: 11-27-14 HOURS: 7am - NOONORGANIZATION: Gobble Wobble SIZE: \_\_\_\_\_APPLICANT NAME: Becky BradwickADDRESS: 42424 Kerns Dr. CITY: N. MKTOZIP: \_\_\_\_\_ DAYTIME PHONE #: 507-317-4412TENTS: NO ELECTRICITY: NO ALCOHOL: NOAUDIO DEVICES: NO  
If keg beer, a \$250 deposit and \$25 fee are required.  
Amplified music or band requires Council approval

OTHER: \_\_\_\_\_

PERMIT APPROVED: ✓DATE: 11-13-14

PERMIT DENIED: \_\_\_\_\_

REFER TO COUNCIL: ✓Nancy Gehrke by VO  
City Clerk

The following rules and regulations have been set by the City Code which apply to all parks and are enforced:

**PROHIBITED**

- \* Vehicles are not allowed to be parked or driven on the grass for any reason unless permission is given from the Park Department.
- \* Pets (Allowed in Benson Park and Bluff Park only. Must be on a 6' leash).
- \* Glass containers.
- \* Bonfires.
- \* Snowmobiles, ATVs, golfing, swimming, boating and motorized flotation devices.
- \* Audio equipment may not be played so loud as to interfere with the reasonable use of the park by others. All audio devices shall end at 8 p.m.

**ALLOWED**

- \* Personal grills may be brought in.
- \* Keg beer is allowed only with a permit.
- \* Fishing/Ice fishing on Ladybug Lake and Spring Lake only.
- \* Non-motorized canoes and kayaks on Ladybug Lake and Spring Lake. Children under 12 must be accompanied by an adult. Flotation device required.
- \* Hog roasts are allowed in the parks on hard-surfaced lots only.

I, the undersigned, understand that the park shelter reservation fee is NOT a deposit and is NOT refundable for any reason other than inclement weather making it impossible to hold a picnic. Cancellation of this park shelter reservation will NOT result in a refund of the fee. **If prior approval is not obtained for the installation of additional tents or stakes and causes disruption of utility services, I agree to be held liable for any repairs to service lines.**

SIGNED: Jeff Bradwick  
Applicant11-13-14  
Date

For Office Use Only

Receipt # \_\_\_\_\_ Book \_\_\_\_\_ Park \_\_\_\_\_ Police \_\_\_\_\_

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #10A	Department: City Engineer	Council Meeting Date: 11/17/14
------------------	---------------------------	--------------------------------

<b>TITLE OF ISSUE:</b> Res. Adopting Assessment for Project No. 13-02AC, 2014 Belgrade Hill and Ravine Improvement.
---

<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> A Public Hearing was conducted earlier this meeting and comments received and considered.

*If additional space is required, attach a separate sheet*

<b>REQUESTED COUNCIL ACTION:</b> Consider adoption of resolution.

<b>For Clerk's Use:</b>															
Motion By: _____ Second By: _____															
Vote Record:	<table style="margin: auto;"> <tr> <td style="padding: 0 10px;">Aye</td> <td style="padding: 0 10px;">Nay</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td></td> <td style="text-align: right;">Norland</td> </tr> <tr> <td></td> <td style="text-align: right;">Spears</td> </tr> <tr> <td></td> <td style="text-align: right;">Freyberg</td> </tr> <tr> <td></td> <td style="text-align: right;">Steiner</td> </tr> <tr> <td></td> <td style="text-align: right;">Dehen</td> </tr> </table>	Aye	Nay	_____	_____		Norland		Spears		Freyberg		Steiner		Dehen
Aye	Nay														
_____	_____														
	Norland														
	Spears														
	Freyberg														
	Steiner														
	Dehen														

<b>SUPPORTING DOCUMENTS ATTACHED</b>				
Resolution	Ordinance	Contract	Minutes	Map
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) _____ _____ _____ _____				

<input type="checkbox"/> Workshop  <input checked="" type="checkbox"/> Regular Meeting  <input type="checkbox"/> Special Meeting
--

<input type="checkbox"/> Refer to: _____  <input type="checkbox"/> Table until: _____  <input type="checkbox"/> Other: _____
--

RESOLUTION NO.

RESOLUTION ADOPTING ASSESSMENT FOR  
PROJECT NO. 13-02 AC  
2014 BELGRADE AVENUE HILL AND RAVINE IMPROVEMENTS

WHEREAS, pursuant to proper notice duly given as required by law, the Council has met and heard and passed upon all objections to the proposed assessments for Project No. 13-02 AC 2014 Belgrade Avenue Hill and Ravine Improvements;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, as follows:

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein. Each tract of land therein included is hereby found to be benefited by the improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of fifteen (15) years and the first of the installments shall be payable on or before the first Monday in January, 2015, and shall bear interest at the rate of 4.36 percent per annum from January 1, 2015. To the first installment shall be added interest on the entire assessment from November 17, 2014 until December 31 of the year in which the first installment is payable, and to each subsequent installment shall be added interest for one year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment or the first installment thereof to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Treasurer; except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption thereof; and the owner may, at any time thereafter, pay to the County Treasurer, the entire amount of the assessment remaining unpaid with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the next succeeding year.
4. When payment of an assessment is deferred, interest thereon for the period of deferment to December 31 of the year before the first installment is payable will be forgiven.
5. The Clerk shall transmit a certified duplicate of this assessment to the County Auditor to be extended on the tax lists of the County, and such assessments shall be collected and paid over in the same manner as other municipal taxes.

Adopted by the City Council this 17<sup>th</sup> day of November 2014.

---

Mayor

---

City Clerk

FINAL ASSESSMENT ROLL (Revised November 13, 2014)  
2014 BELGRADE AVENUE HILL AND RAVINE IMPROVEMENTS  
CITY OF NORTH MANKATO  
CITY PROJECT NO. 13-02 AC  
BMI PROJECT NO.: M18.105950

LINE	PARCEL NO.	PROPERTY ADDRESS	PROPERTY OWNER NAME		CITY	STATE	ZIP	STREET & UTILITY RECON-STRUCT (LIN FT)	DRIVEWAY (SQ FT)	SANITARY SEWER SERVICE (EACH)	WATER SERVICE (EACH)	SUBTOTAL	SUBTOTAL WITHOUT DRIVEWAY	MAXIMUM ASSESSMENT \$7,000.00	SUBTOTAL WITH MAXIMUM APPLIED	DRIVEWAY	FINAL ASSESSMENT
			LAST	FIRST													
1	18-012-3200	1004 BELGRADE AVE	NOURIE	HALEY MARIE	NORTH MANKATO	MN	56003	\$31,408.63	\$499.30	\$1,242.86	\$1,085.71	\$34,237.11	\$33,737.21	\$7,000.00	\$7,000.00	\$499.30	\$7,499.90
2	18-012-3100	1014 BELGRADE AVE	MAUS	THOMAS K	NORTH MANKATO	MN	56003	\$23,619.28	\$852.11	\$1,242.86	\$1,085.71	\$26,799.97	\$25,947.86	\$7,000.00	\$7,000.00	\$852.11	\$7,852.11
3	18-664-0010	1024 BELGRADE AVE	MARQUARDT	ORVAL P	NORTH MANKATO	MN	56003	\$43,972.09	\$1,164.54	\$1,242.86	\$1,085.71	\$47,465.20	\$46,300.66	\$7,000.00	\$7,000.00	\$1,164.54	\$8,164.54
4	18-011-2600	1026 BELGRADE AVE	HARRIS	THOMAS J	NORTH MANKATO	MN	56003	\$44,600.26	\$1,488.34	\$1,242.86	\$1,085.71	\$48,417.18	\$46,928.83	\$7,000.00	\$7,000.00	\$1,488.34	\$8,488.34
5	18-011-2700	1035 BELGRADE AVE	WILSON	ELIZABETH C	NORTH MANKATO	MN	56003	\$25,126.91		\$1,242.86	\$1,085.71	\$27,455.48	\$27,455.48	\$7,000.00	\$7,000.00		\$7,000.00
6	18-011-2800	1033 BELGRADE AVE	ROBINSON	ERIC & CHRISTINE	NORTH MANKATO	MN	56003	\$27,639.60	\$766.90	\$1,242.86	\$1,085.71	\$30,735.07	\$29,968.17	\$7,000.00	\$7,000.00	\$766.90	\$7,766.90
7	18-011-2900	1025 BELGRADE AVE	VIHSTADT	MATTHEW & CARRIE	NORTH MANKATO	MN	56003	\$39,574.88	\$727.13	\$1,242.86	\$1,085.71	\$42,630.58	\$41,903.45	\$7,000.00	\$7,000.00	\$727.13	\$7,727.13
								\$235,941.67	\$5,498.92	\$8,700.00	\$7,600.00	\$257,740.59	\$252,241.67		\$49,000.00	\$5,498.92	\$54,498.92

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #10B	Department: City Planner	Council Meeting Date: 11/17/14
------------------	--------------------------	--------------------------------

**TITLE OF ISSUE:** Z-4-14, a Request to Rezone Part of the Southeast ¼ of the Northeast ¼ Lying South & West of Sunrise Acres #5 in Section 11 Township 108 Range 027 (1610 LorRay Drive) from a Transitional Unzoned District (TUD) to an R-3, Limited Multiple Dwelling District; Ord. No. 63, Fourth Series

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** See attached reports.

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION:** Approval of Z-4-14 Adoption of Ordinance No. 63, Fourth Series.

### For Clerk's Use:

Motion By: \_\_\_\_\_

Second By: \_\_\_\_\_

Vote Record:

Aye      Nay

_____	_____	Norland
_____	_____	Spears
_____	_____	Freyberg
_____	_____	Steiner
_____	_____	Dehen

### SUPPORTING DOCUMENTS ATTACHED

Resolution   Ordinance   Contract   Minutes   Map

☐
☒
☐
☒
☐

Other (specify) Z-4-14, Action Statement Ravine Study,  
Traffic Study, Density Analysis

---



---



---

☐ Workshop

☒ Regular Meeting

☐ Special Meeting

☐

Refer to: \_\_\_\_\_

☐

Table until: \_\_\_\_\_

☐

Other: \_\_\_\_\_

ORDINANCE NO. 63, FOURTH SERIES

AN ORDINANCE OF THE CITY OF NORTH MANKATO, MINNESOTA,  
AMENDING NORTH MANKATO CITY CODE, CHAPTER 156, ENTITLED "ZONING  
CODE", BY CHANGING THE ZONING DISTRICT MAP AND, BY ADOPTING BY  
REFERENCE NORTH MANKATO CITY CODE, CHAPTER 10 AND SECTION 10.99  
WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS

THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA,  
ORDAINS:

Section 1. North Mankato City Code, Section 156.021, entitled "Zoning District Map," is  
hereby amended by changing the zoning as follows:

A. To rezone the property addressed as 1610 LorRay Drive which is part of the  
Southeast  $\frac{1}{4}$  of the Northeast  $\frac{1}{4}$  Lying South & West of Sunrise Acres #5 in  
Section 11 Township 108 Range 027 from a Transitional Unzoned District (TUD)  
to an R-3, Limited Multiple Dwelling District; Ord. No. 63, Fourth Series.

Section 2. North Mankato City Code, Chapter 10, entitled "General Provisions" are  
hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 3. After adoption, signing and attestation, this Ordinance shall be published once  
in the official newspaper of the City and shall be in effect on or after the date following such  
publication.

Adopted by the Council this 17<sup>th</sup> day of November 2014.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk





## City of North Mankato, Minnesota

---

To: Mayor Dehen & City Council  
From: John D. Harrenstein, City Administrator  
Michael Fischer, Community Development Director  
Date: November 12, 2014  
Re: Request to Rezone 1610 Lor Ray Drive from TUD to R-3, Limited Multiple Dwelling District.

### Overview

Attached to this action statement is an application by Audrey Tschohl and Rob Berg to rezone the property at 1610 Lor Ray Drive from TUD, Transitional Unzoned District to R-3, Limited Multiple Dwelling District. This application was recommended for approved by the Planning Commission at its October meeting subject to the execution of a development agreement between the property owner/developer and the City which imposes certain development conditions including a traffic study, ravine study, density study. The following is a review of the issues applicable to this zoning request and a staff recommendation.

### Trees

There has been considerable discussion and petitions given by citizens of the community in regards to the impact the proposed development will have on the trees currently standing on the property. Generally, property owners can do as they wish with trees on their property including cutting them down. There are only two general areas where the city gets involved;

1. If there are diseased or dead trees on the property the city may give notice they must be removed within 90 days (90.062 City Code).

No assessment of dead or dying trees has been conducted and no notice has been given to the property owner regarding issues surrounding the trees.

2. It shall be unlawful for any person to top any public tree, any tree on a slope below the break line or in any ravine without the written authorization of the City Forester (90.063 City Code).

No issues regarding the property owner topping trees on a slope below the break line has been observed.

While citizens have voiced an opinion that as many trees on the property be preserved as possible, staff finds no applicable provision within existing policies to act on preserving the trees unless the governing body or some other entity is prepared to acquire them. The governing body should be further cautioned that denying the application with the motive of preserving any trees on the property could result in a takings claim from the property owner.

### Traffic

Attached to this memo is a traffic analysis completed by the City's Engineers at Bolton & Menk regarding the impact of the proposed development (not zoning classification) on area traffic. This analysis was ordered as part of the Planning Commission's recommendation to the City Council. Overall, the conclusions made in the report is that no off-site improvements are anticipated if the Berg Development proceeds. However, the report recommends relocating the access drive on the property and increasing the length of turning lanes on Lor Ray Drive in two locations to accommodate existing traffic levels. Important considerations of the traffic analysis is that it is linked to the proposed Berg development and not the potential densities allowed by an R-3 zoning.

### Ravine Stability

Attached to this memo is a letter from the City's Engineers at Bolton & Menk regarding the impact of any proposed development on the stability of the ravine adjacent to the property. This review was ordered as



part of the Planning Commission's recommendation to the City Council. The letter clearly articulates that any development on the property would require all storm water from the site to be collected and discharged into a storm water pond that limit the runoff to conditions as they presently exist. As with previous developments, storm water ponds would be required to discharge directly into storm sewer pipes that may require extension of pipes from the top of the property to the bottom of the ravine. In conclusion, no concerns regarding ravine stability should negatively impact review of the applicants request to rezone the property.

### **Density**

Attached to this action statement is a memo from RDG Planning & Design regarding site zoning and density analysis of 1610 Lor Ray Drive. This review was ordered as part of the Planning Commission's recommendation to the City Council. This memo is useful because it takes into consideration factors that should be considered as part of any zoning application including zoning context, future land use context, transportation context, comprehensive plan recommendations, and an overall density review. The findings of the report suggest that based on the location of the site, surrounding zoning districts, available transportation infrastructure, and the vision proposed in the Future Land Use Map of the Comprehensive Plan, it would be appropriate to zone the site as either R-1, R-1S, R-2, or R-3 (with conditions).

Key to this recommendation is that density be limited to 5-10 dwelling units per acre, adjacent zoning districts position the property as a transition between high density zones to the west and single family neighborhoods to the north and east, the property is located along two arterial roadways, and the proposed Comprehensive Plan recommends that higher density housing efficiently use existing municipal infrastructure. In conclusion, the density analysis presents options to the governing body outlining the benefits and draw backs of zoning the site R-3 as well as the necessary conditions needed at the site if an R-3 zoning request is approved.

### **Development Agreement**

Also accompanying the Planning Commission's recommendation to the City Council is that the development be approved subject to a development agreement taking into consideration the above mentioned issues (traffic, ravine, density). No development agreement has been negotiated with applicants.

### **Discussion**

While major issues identified by the Planning Commission have been resolved with subsequent reviews (traffic, ravine stability), the density analysis identified questions regarding the appropriateness of the R-3 zoning application and offered conditions associated with the request. At the present time, neither staff nor the governing body can be assured the proposed development will proceed in the absence of a negotiated development agreement. Additionally, the question before the City Council is not to approve the proposed development, but whether or not an R-3 zoning classification alone is appropriate for the site.

If the property is rezoned to R-3, the density allowed on the site by current zoning regulations could far exceed the proposed development (6.3 dwelling units per acre) to a maximum of 27.9 dwelling units per acre. While it is unlikely a proposal of this density would proceed given the costs of parking and storm water requirements, approval of the zoning request would leave open the possibility of increasing density on the site to a level unacceptable to the City Council or proposed in the draft documents of the Comprehensive Plan.

### **Recommendation**

Development on the property located at 1610 Lor Ray Drive should advance at some time to efficiently use property within the City that is undeveloped, but staff recommends the current application be denied because of risks associated with the maximum density granted by an R-3 zoning classification. In the absence of a development agreement with the proposed developer/owner of the site, it is recommended the City Council deny the application for R-3 zoning in the following manner:

Recommended motion: I move the application to rezone property at 1610 Lor Ray from TUD to R-3 be denied because potential density associated with such a zoning classification may exceed the appropriate transition from single family neighborhoods to the north and east of the property.

Alternatively, the City Council may approve the application with the following motion:

Alternative motion: I move approval of Ordinance 63, fourth series, rezoning the the property at 1610 Lor Ray Drive from TUD to R-3.

Z-4-14

1610 LOR RAY DRIVE

A REQUEST FROM AUDREY TSCHOHL/ROB BERG

## THE CITY OF NORTH MANKATO

SUBJECT: Z-4-14

APPLICANT: Audrey Tschohl/Rob Berg

LOCATION: 1610 LorRay Drive

EXISTING ZONING: Transitional Unzoned District

DATE OF HEARING: October 9, 2014

DATE OF REPORT: October 1, 2014

REPORTED BY: Michael Fischer, City Planner

### APPLICATION SUBMITTED

Request to rezone the property addressed as 1610 LorRay Drive from a Transitional Unzoned District (TUD) to an R-3, Limited Multiple Dwelling district.

### COMMENT

The City has received a request from the owner of the property located at the intersection of Lee Boulevard and LorRay Drive addressed as 1610 LorRay Drive, to rezone the property from TUD to R-3. The location of the property is shown on Exhibit A. In May of 2014, the City initiated a request to rezone this property from TUD to R-3. The City Council did not take action on the request due to lack of a specific project on the site and the property had not been sold. Since that time, the landowner and prospective developer have made a request to rezone the property to accommodate a specific residential development proposal. That proposal consists of a combination of one- and two-story townhome dwellings totaling 28 units. The site layout as proposed is shown on Exhibit B and renderings of the buildings are shown on Exhibit C. Based on the development proposal, an R-3 zoning district is the appropriate zoning designation. According to the R-3 section of the Zoning Code, development proposals are subject to lot area, lot width, lot depth, setbacks, ground coverage, off-street parking and height regulations. The following is a summary of the regulations and how the proposed development conforms:

<b>Lot Area</b>	<u>Regulation</u>	<u>Requirement</u>	<u>Actual</u>
	Every multiple dwelling erected shall require a lot area of not more than 11,000 sq. ft. for the first three dwellings erected plus 1,500 sq. ft. for each additional unit attached	70,500 sq. ft.	298,995 sq. ft.

<b>Lot Width</b>	<u>Regulation</u> Every lot upon which there is erected a multiple-family dwelling shall require a minimum width of 100 feet at the building setback line	<u>Requirement</u> 100 ft.	<u>Actual</u> 693 ft.
<b>Lot Depth</b>	<u>Regulation</u> Every lot upon which there is erected a single-family dwelling, whether attached or detached, a two-family dwelling; or a multiple-family dwelling shall require a minimum depth of not less than 100 feet	<u>Requirement</u> 100 ft.	<u>Actual</u> 247 ft. to 714 ft.
<b>Setbacks</b>	<u>Regulations</u> Front – 30 feet Side – 10 feet Rear – 25 feet Ravine Breakline – 25 feet		<u>Actual</u> 30 feet 20 feet NA 25 feet
<b>Ground Coverage</b>	<u>Regulation</u> Not more than 50% of a lot or plot shall be covered by all main and accessory buildings		<u>Actual</u> Entire lot – 18.14% Lot minus ravine property 29%
<b>Parking</b>	<u>Regulation</u> 2 per dwelling unit		<u>Actual</u> 25 units – 4 per dwelling 3 units – 3 per dwelling
<b>Height</b>	<u>Regulation</u> No structure hereafter erected or altered shall exceed three stories or 45 feet in height		<u>Actual</u> 2-story buildings are 32' 11" high

Based on the zoning regulations and the development as proposed, the project meets all applicable regulations within an R-3 zoning district.

While the proposed development conforms to the zoning requirements in an R-3 district, there are no regulations pertaining to the removal of trees by a property owner. Additionally, while the off-street parking requirements can be met, except the driveways, there are no areas that could accommodate guest parking. As there is no on-street parking allowed on LorRay Drive or Lee Boulevard, adequate off-street parking is a concern. Furthermore, for aesthetic reasons, staff has concerns regarding the location of the stormwater pond at the intersection of LorRay Drive and Lee Boulevard.

The property consists of a total of 6.86 acres of which 4.30 acres is buildable and 2.56 acres is ravine property. The majority of the property is occupied by trees including a house, barn, and

other storage buildings. Access to the property is provided by two curb openings on LorRay Drive.

The proposed development as shown on Exhibit B consists of twenty-eight (28) units of attached townhome dwellings. Eleven (11) of the units are one-story and seventeen (17) are two-story. Access to the development is provided by one entrance near the north side of the property. A private street financed by the developer would be constructed as shown on Exhibit B. Additionally, two stormwater holding ponds would be utilized on the site.

While the rezoning of the property is to accommodate the development as proposed, a formal replat of the property would be required. Any replat of the property would need to conform to the R-3 zoning regulations.

### RECOMMENDATION

Staff recommends approval of Z-4-14 subject to the execution of a development agreement between the property owner/developer and the City which imposes certain development conditions and any other conditions deemed necessary by the Planning Commission and City Council to ensure the most appropriate use of the property.





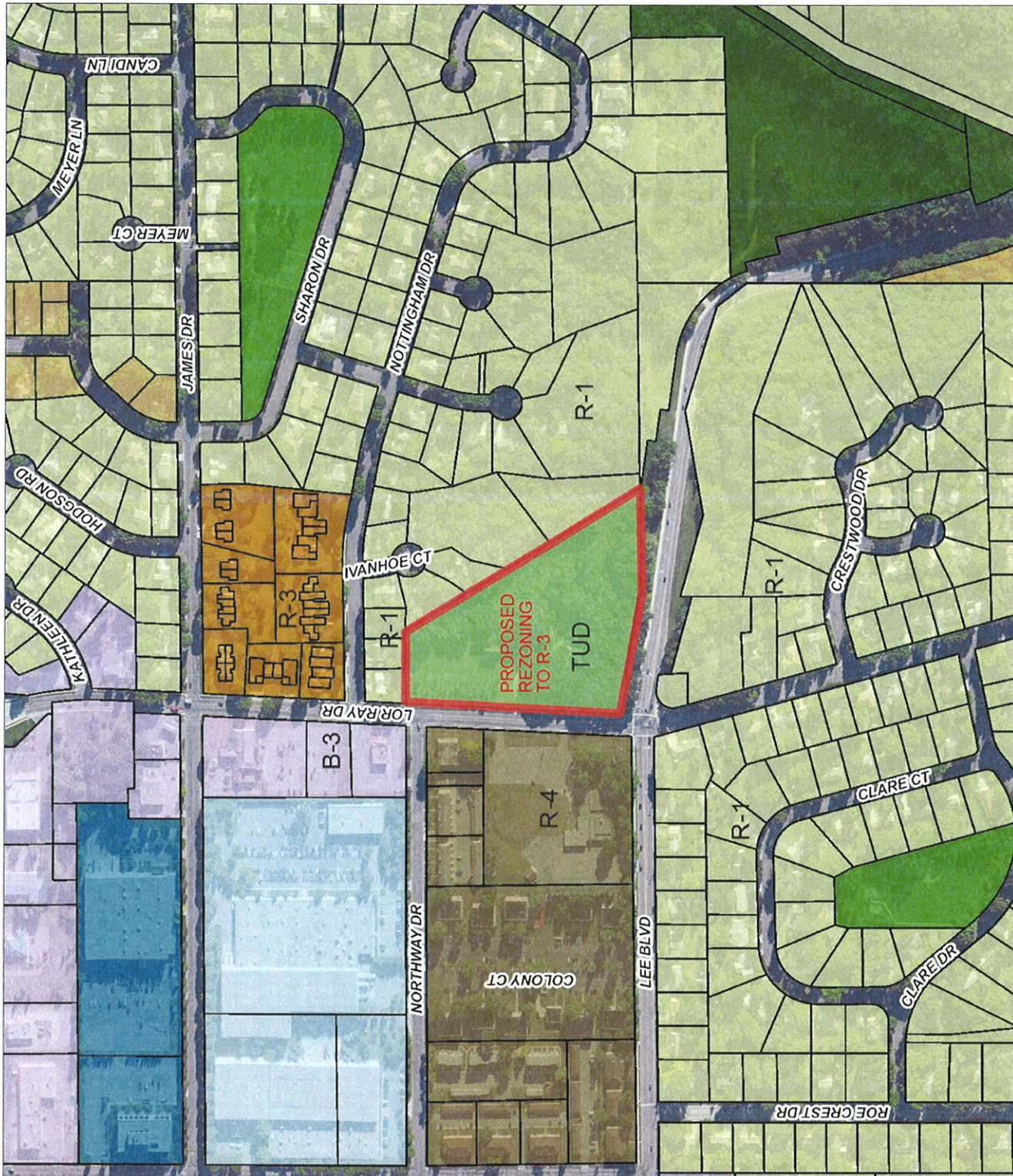
## Legend

- City Limits
- Parcels (8-6-2013)
- Lakes & Ponds
- Minnesota River
- Zoning**
  - R-A Residential Agricultural
  - R-1 One Family Living
  - R-1S One Family Dwelling Small
  - R-2 One and Two Family Dwelling
  - R-3 Limited Multiple Dwelling
  - R-4 Multiple Dwelling
  - OR-1 Office Residential
  - CBD Central Business
  - B-1 Neighborhood Business
  - B-3 General Commercial
  - B-2 Community Business
  - M-2 Heavy Industrial
  - M-1 Light Industrial
  - I-1 Planned Industrial
  - TUD Transitional Unzoned District
  - P-1 Public Park



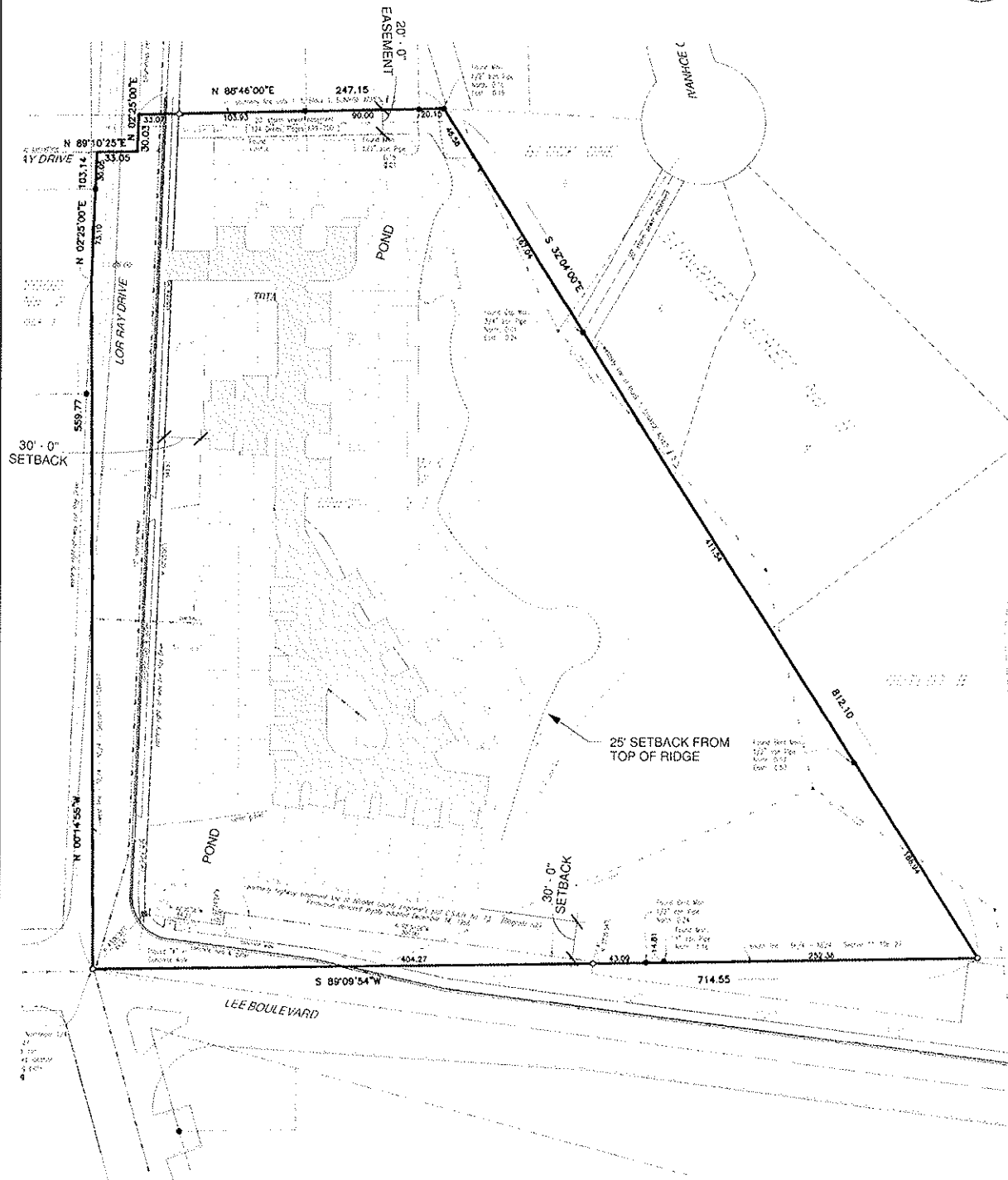
### Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of North Mankato is not responsible for any inaccuracies herein contained.

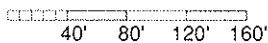


0 404 Feet





1 SITE PLAN  
1" = 80'-0"



**BRUNTON**  
ARCHITECTS

MULTI-FAMILY HOUSING





**BRUNTON**  
ARCHITECTS

MULTI-FAMILY HOUSING





## MULTI-FAMILY HOUSING

**BRUNTON**  
ARCHITECTS & ENGINEERS





## MULTI-FAMILY HOUSING

**BRUNTON**  
ARCHITECTS & ENGINEERS





September 25, 2014

Dear Resident:

The City of North Mankato has received a request from Audrey Tschohl (landowner) and Rob Berg (developer) to rezone the property at the intersection of Lee Boulevard and LorRay Drive addressed as 1610 LorRay Drive from a Transitional Unzoned District (TUD) to an R-3, Limited Multiple Dwelling district. The location of the property is shown on Exhibit A. The purpose of the rezoning request is to accommodate a twenty-eight unit residential townhome development.

The proposed layout of the development is shown on Exhibit B and renderings of the buildings are shown on Exhibit C.

This rezoning request will be considered by the North Mankato Planning Commission on October 9, 2014 and by the City Council on October 20, 2014. Both meetings begin at 7 p.m. in the Municipal Building Council Chambers located at 1001 Belgrade Avenue.

As a nearby property owner, you have the opportunity to comment on this landowner rezoning request. You may send written comments prior to October 9, 2014 or appear at either or both meetings.

Sincerely,

THE CITY OF NORTH MANKATO

Michael Fischer  
City Planner

MF:ng

Enclosures





## Legend

### City Limits

Parcels (8-6-2013)

Lakes & Ponds

Minnesota River

### Zoning

- R-A Residential Agricultural
- R-1 One Family Living
- R-1S One Family Dwelling Small
- R-2 One and Two Family Dwelling
- R-3 Limited Multiple Dwelling
- R-4 Multiple Dwelling
- OR-1 Office Residential
- CBD Central Business
- B-1 Neighborhood Business
- B-3 General Commercial
- B-2 Community Business
- M-2 Heavy Industrial
- M-1 Light Industrial
- I-1 Planned Industrial
- TUD Transitional Unzoned District
- P-1 Public Park



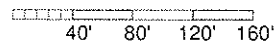
### Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of North Mankato is not responsible for any inaccuracies herein contained.



0 404 Feet





**BRUNTON**  
ARCHITECTS

## MULTI-FAMILY HOUSING



**BRUNTON**  
ARCHITECTS

MULTI-FAMILY HOUSING





## MULTI-FAMILY HOUSING

**BRUNTON**  
ARCHITECTS & ENGINEERS

Application for  
REZONING

Pursuant to Chapter 156 of the North Mankato City Code, application is hereby made to amend the City of North Mankato Zoning Map as described herein.

LEGAL DESCRIPTION OF PROPERTY:

Lot # \_\_\_\_\_ Block # \_\_\_\_\_  
 Subdivision Part of Section 11-108-27 Address 1610 LorRay Drive

APPLICANT:

Name Audrey Telthoester-Tschohl Address 1601 Roe Crest Dr. #7 Phone \_\_\_\_\_  
North Mankato, MN 56003

PROPERTY OWNER (If Other Than Applicant):

Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

CURRENT ZONING: TUD CURRENT USE OF PROPERTY: Single-Family Residential

PROPOSED ZONING: R-3, Limited Multiple Dwelling

REASON ZONING CHANGE NEEDED: Accomodate multi-family residential development

REQUEST PREVIOUSLY CONSIDERED? Yes X No \_\_\_\_\_ If Yes, date May 2014

Comments:SUPPORTING DOCUMENTS:

	Required	Attached		Required	Attached
Plot Plan	_____	_____	Comment Letters	_____	_____
Floor Plan	_____	_____	Performance Test	_____	_____
Landscaping Plan	_____	_____	Petition	_____	_____
Parking/Loading Plan	_____	_____	Development Schedule	_____	_____
Survey	_____	_____	Proposed Regulations	_____	_____
Other _____	_____	_____			

FEES: Application Fee \$ 95.00

Notice Charge # 45 @ \$ 2.00 = \$ 90.00

Total Fee \$ 185.00 Receipt # \_\_\_\_\_

I hereby certify that the information both described in and attached to this application is correct and true.

Signature of Applicant Audrey Tschohl Date 9.24.14



Minutes  
of the  
NORTH MANKATO PLANNING COMMISSION MEETING  
North Mankato, Minnesota  
October 9, 2014

A regular meeting of the North Mankato Planning Commission was held at 7 p.m., October 9, 2014 in the Council Chambers of the Municipal Building.

Planning Commission Members present: Chair Stephanie Stoffel, Bryan Bode, Mark Weinstein and Nick Meyer. Staff members present: City Attorney Michael Kennedy and City Planner Michael Fischer.

A motion was made by Commissioner Weinstein, seconded by Commissioner Bode, to approve the minutes of the September 11, 2014 regular meeting of the Planning Commission. Vote on the motion: all ayes, 0 nays. Motion carried.

**Preliminary and Final Plat of Northport No. 18**

Planner Fischer presented a request from D & K Powder Coating and the North Mankato Port Authority to replat Lot 1, Block 1, and Outlot B, Northport No. 17 and a portion of vacated Howard Drive West which will then be known as Northport No. 18. Mr. Fischer reported that as part of the replatting process, it was necessary to vacate certain utility easements and excess street right-of-way. After the replatting, D & K Powder Coating, LLC will own Lot 1, Block 1, Northport No. 18 to accommodate a 25,000 square foot building and the North Mankato Port Authority will own Outlot A, Northport No. 18 to be reserved for future development. In response to a question regarding the excess road right-of-way, Mr. Fischer reported this property was used to accommodate the construction of the Highway 14/Rockford Road interchange but is no longer needed. It was moved by Commissioner Weinstein, seconded by Commissioner Bode, to approve the preliminary and final plat of Northport No. 18. Vote on the motion: all ayes; 0 nays. Motion carried.

**Z-4-14, Request to Rezone 1610 LorRay Drive from a Transitional Unzoned District (TUD) to R-3, Limited Multiple Dwelling District**

Planner Fischer presented a request from property owner Audrey Tschohl and developer Rob Berg to rezone the property known as 1610 LorRay Drive from a Transitional Unzoned District (TUD) to R-3, Limited Multiple Dwelling district. Planner Fischer reported in May 2014, the City initiated a request to rezone this property from TUD to R-3; however, the City Council did not take action on the request due to lack of a specific project on the site and the property had not been sold. He reported that since that time, the landowner and prospective developer made a request to rezone the property to accommodate a specific residential development proposal which consists of a combination of one- and two-story townhome dwellings totaling 28 units. He reported that based on the development proposal, an R-3 zoning district is the appropriate

zoning designation and meets all regulations regarding lot area, lot width, lot depth, setbacks, ground coverage, off-street parking and height regulations within an R-3 zoning district. Planner Fischer reported the property consist of a total of 6.86 acres of which 4.30 acres is buildable and 2.56 acres is ravine property. Joe Fake, developer, Corey Brunton, architect, and Vonda Herding, realtor, appeared before the Commission. Mr. Brunton presented a slide show of the proposed development reporting each unit has two garage spaces with the single-story units having three additional parking spaces and the two-story unit having two additional parking spaces. A common parking area for visitors accommodates an additional 25 parking spaces for a total of 92 parking spaces. Using Google maps, he transposed the project on the property to give a depiction of the number of trees unaffected by the project. Vonda Harding stated this is a unique development with upscale townhomes. Mr. Brunton read an article about housing diversity. Mr. Fake reported an interested party would remove the barn for re-use and other items on the property will be re-used.

Commissioner Weinstein stated the landowner has the right to remove trees, sell the land and use the property as she sees fit within the confines of regulations. Attorney Kennedy reported that he walked the property earlier in the day and many of the trees are dead and suggested an inventory of the trees including the age and life expectancy of the trees. Mr. Brunton reported he has access to a number of horticulturists who could do this inventory. He also stated it is the intent of the developer to keep as many trees as possible. Attorney Kennedy referenced the City staff recommendation which states "Staff recommends approval of Z-4-14 subject to the execution of a development agreement between the property owner/developer and the City which imposes certain development conditions and any other conditions deemed necessary by the Planning Commission and City Council to ensure the most appropriate use of the property" and stated he sees no objections to this recommendation.

Chair Stoffel opened the meeting for public comment. Terry Palmer, 305 N. Minnesota Avenue, St. Peter, spoke of trees disappearing during projects, asked that North Mankato create a park on this property and keep the oak trees which were probably planted in the 1850s. James Stenson, 45146 367<sup>th</sup> Avenue, St. Peter, stated he is a Nicollet County Commissioner, and the County found funds to keep Minnemishinona Falls as public land and hopes the City will be able to find funds to make this property available for public use. Matthias Leyrer, 632 Belgrade Avenue, he supported the Marigold project because the density fit the area; however, he does not believe this is a good spot for R-3 zoning. Liz Rotchadl, 1704 Mary Lane, addressed concerns regarding LorRay Drive and Lee Boulevard added traffic congestion because of this project. Barb Church, 102 Wheeler Avenue, stated the property owner has the right to sell the property and ask for a zoning change, citizens have asked for a conversation for months on the use of the Tschohl property, the Comprehensive Plan is not completed, she spoke of the uniqueness of this property and asked the Planning Commission to be very sure of their options. Harold Weed, 1519 Pleasant View Drive, stated that if the large oaks are removed, they cannot be replaced. John Hurd, 732 Garfield Avenue, stated he presented a plan to the Council in March and asked staff how much time they spent on the plan also stating he believes this has been mishandled and the property should be zoned for parks. Sharon Schaller, 55656 Hemlock Road, asked that this unique property not be rezoned. Ryan Buch, 502 Ivanhoe Court, asked about allowable density in an R-3 zoning district, if a traffic survey, run-off survey and geological survey have been completed, stated his concern about the project fitting into the area and the increased traffic going onto LorRay Drive.

Denny Savick, 810 Belgrade Avenue, stated his appreciation of Mr. Brunton's recusal from the Planning Commission, stated it is disheartening that two of the Planning Commissioners were not in attendance, that a decision does not need to be made tonight, the property owner can do as they want with their property and he wants the oak trees saved. Tom Hagen, 927 Lake Street, stated that every person in attendance is representing at least 100 others not in attendance, that the Planning Commission needs to plan beyond this year, this property is the type of legacy that should be rezoned for parkland. Tim Buzick, 1639 Nottingham Drive, stated he purchased his home at this address two months ago and would never have purchased the home if he had known his view and backyard would be destroyed, the barn on the property is a treasure and he does not believe people can afford \$300,000-\$350,000 townhomes. Jerry Fogg, 833 Belgrade Avenue, asked the implications of zoning this property R-3 if the surveys don't come back supporting the rezoning. Attorney Kennedy noted the development agreement requirements recommended by staff and discussed the process for rezoning and replatting property. Scott Thiem, 1003 Shady Oak Drive, stated R-3 zoning is too dense for the property and access to and from the property will be difficult onto LorRay Drive. Jean Schimmele, 2205 Clare Drive, asked if a park would be an allowed use in an R-3 zone, stated she knew the Tschohls' wish would not to have that many people on their property, and she would like the property used for a park and keep the trees. Commissioner Meyer stated the trees in the ravine are protected, zoning is the first step in the process and the development agreement will address many of the issues raised. Rhonda Geving, 506 Ivanhoe Court, stated her property shares a ravine with this property, agrees the Planning Commission should zone the property and asked the questions if the property is annexed into the City, if a traffic study has been completed, if emergency access has been considered, and if preservation of the property could be addressed before the 60 days are up. Anita Riese, Camelot Park, stated there is no place in North Mankato to live and walk to grocery store or retail places, that North Mankato should get a Cosco. Paul Gorman, 1784 Orchid Drive South, spoke of the unique properties in North Mankato: 1) the swamp on Haughton that was drained; the Tschohl property which is the most visible property in North Mankato; and 3) the South Central College woods stating he believes the Tschohl property should be kept as green space and not used for another high-end townhome development which he questions the market for. Joe Tweten, 645 Park Avenue, stated if this property is rezoned a sense of who you are will be lost, however, if it is used as a park everyone could enjoy it. Jonathan Knaack, 732 Garfield Avenue, stated he believes this property would make an amazing park. Bess Tsaouse, 136 Mary Circle, stated to the Planning Commission that this is a judgment call of what fits into the community, many members of the community think an R-3 zone doesn't fit, there is too much traffic with this many units, she urged the Planning Commission to think about other options to see what fits, stated the City has no landscape standards such as Mankato does, and would like to see the Park Board reinstated to work on funding for parks. Robert Mehlretter, 715 South Avenue, stated North Mankato was once a "Tree City" and asked that the trees be saved. Vonda Herding, 42127 520<sup>th</sup> Street, North Mankato, representing the sellers, stated that no one is more emotional than the owner of the property, this is a private piece of property and the owner initiated this zoning request. The owner was interested in selling the property to the park group and has waited to hear from them. The owner feels comfortable with the offer in place for the property and believes this development would keep some of the trees in place. Ms. Herding stated it is the property owner's decision to sell the property. Charlie Hurd, stated he was a former Mankato Council Member and sympathizes with the decision the Planning Commission has to make but said there is some time and since there is

some opposition to the rezoning, the Council could make additional proposals. Ted Clavel, 1711 Orchid Drive North, stated his concerns about the rights of the property owner, that she has a right to do what she wants with her property and her rights should be respected; if others want a different use for the property they should purchase the property. Cheryl Kugel, 503 Ivanhoe Court, stated she believes an R-3 district is too dense for the property but would be okay with an R-2 zone.

Chair Stoffel thanked everyone for the issues they brought forward. Commissioner Weinstein asked the City Attorney if there were any legal reasons to deny the request for the R-3 zoning of this property. The City Attorney stated that if the request is denied, the Planning Commission should give the reasons for the denial and that the City Council looks to the Planning Commission to give direction and recommendations. He then read the staff recommendation: "Staff recommends approval of Z-4-14 subject to the execution of a development agreement between the property owner/developer and the City which imposes certain development conditions and any other conditions deemed necessary by the Planning Commission and the City Council ensure the most appropriate use of the property."

Commissioner Bode asked about traffic on LorRay Drive and Lee Boulevard. Planner Fischer reported both streets were designed to handle larger volumes of traffic. Commissioner Meyer asked about the timeline for making a decision considering the density, traffic, uniqueness of the property and property owner rights issues. Attorney Kennedy reported that waiting 30 days would put the Council in a place where they can't wait. He stated this zoning request was considered a couple of months ago and a decision wasn't made because there was not a development proposal for the property; however, now a development proposal is in place and a request has been initiated to rezone the property as R-3, Limited Multiple Dwelling district. Commissioner Meyer asked how many units could be put in an R-3 zoning district, talked about only one exit onto LorRay Drive and additional traffic. Planner Fischer stated it would be necessary to hire someone to conduct a traffic study and the ravine was stabilized within the last 15 years.

Attorney Kennedy stated that if no action is taken by the Planning Commission, they could still indicate areas of concern. Some discussion was held that no other offers were made for the property.

Commissioner Meyer moved, seconded by Commissioner Weinstein to approve the rezoning the property known as 1610 LorRay Drive from Transitional Unzoned District (TUD) to R-3, Limited Multiple Dwelling district subject the execution of a development agreement between the property owner/developer and the City which imposes certain development conditions including a traffic study, ravine study and density study. Vote on the motion: all ayes, 0 nays. Motion carried.

There being no additional business, it was moved by Commissioner Meyer, seconded by Commissioner Weinstein, to adjourn. Vote on the motion: all ayes, 0 nays. Motion carried. The meeting was adjourned at 9:17 p.m.

---

Chairman

---

Secretary





**BOLTON & MENK, INC.**

**Consulting Engineers & Surveyors**

1960 Premier Drive • Mankato, MN 56001-5900

Phone (507) 625-4171 • Fax (507) 625-4177

[www.bolton-menk.com](http://www.bolton-menk.com)

## MEMORANDUM

**Date:** October 24, 2014

**To:** John Harrenstein, City Administrator  
Michael Fischer, City Planner

**From:** Daniel R. Sarff, P.E., City Engineer

**Subject:** Tschohl Ravine Stability  
City of North Mankato  
Project No.: M18.109139

---

As requested, we have conducted a review of the ravine adjacent to the Tschohl property located at the northeast corner of the Lor Ray Drive/Lee Boulevard intersection. This review was in response to concerns that the potential development of the Tschohl property into multi-family housing would have a detrimental impact on the ravine.

In 1999, there was an extensive storm sewer and ravine stabilization completed in the ravines behind the Tschohl property and adjacent to Lee Boulevard. Storm sewer was extended down the ravines, fill was hauled in and the ravine was stabilized. A copy of the plan sheet from the 1999 project showing the storm sewer improvements is attached. Our staff also visited the site and observed the condition of the ravine areas. As can be seen from the attached photos, all of the ravine areas are still very stable and there have no erosion problems.

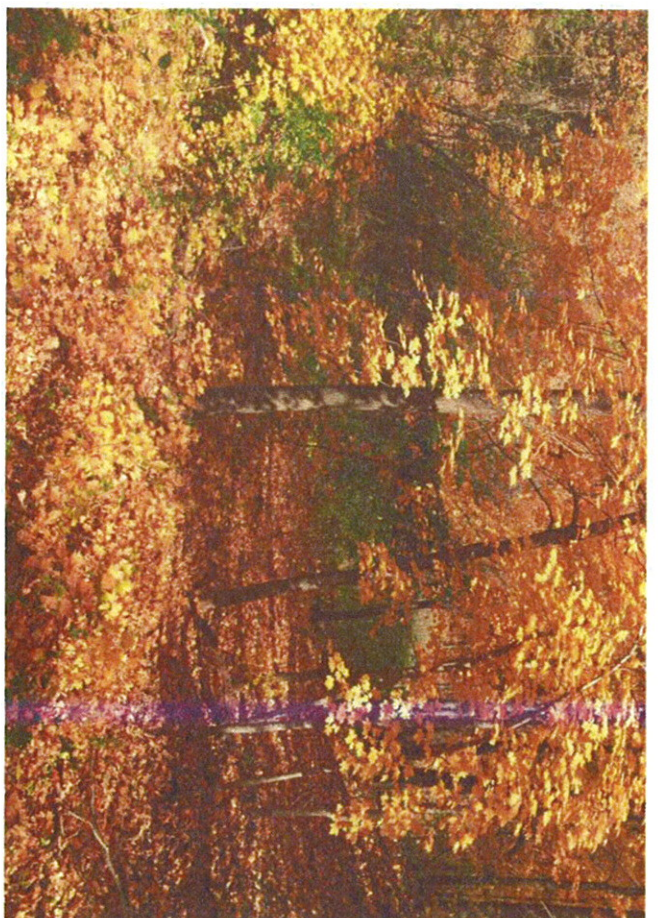
In accordance with the City's subdivision ordinance, any proposed development will require that all storm water from the site be collected and discharged into a storm water pond (or ponds). The pond(s) would be sized such that they limit the runoff to the conditions that exist today, before development. For previous development projects adjacent to ravines and bluffs, the City has also required that the outlets for the storm water ponds be discharged to the bottom of the ravine, or into existing storm sewers if they are available. In the case of this proposed development, the storm water pond(s) would be required to discharge directly into the storm sewer pipes that were installed in 1999. Depending of the locations of the pond(s), this may require the developer to extend the pipes from the top down to the bottom of the ravine where the existing pipes are located. From a storm water runoff standpoint, a development with properly designed ponds and outlet pipes should have no negative impact on the ravine. The required setback from the top of the ravine will also help prevent any negative impacts to the ravine.

Please feel free to contact me if you have any questions or if you need any additional information.

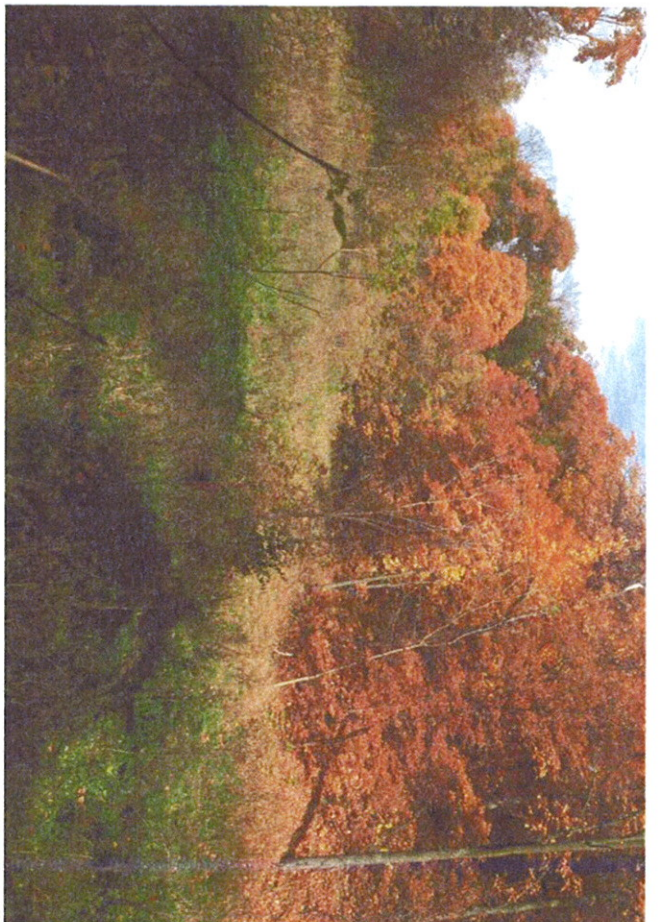
*DESIGNING FOR A BETTER TOMORROW*

Bolton & Menk is an equal opportunity employer















# BOLTON & MENK, INC.

## Consulting Engineers & Surveyors

1960 Premier Drive • Mankato, MN 56001-5900

Phone (507) 625-4171 • Fax (507) 625-4177

www.bolton-menk.com

### MEMORANDUM

**Date:** October 30, 2014  
**To:** Mike Fischer, City Planner  
City of North Mankato  
**From:** Dan Sarff, P.E.  
Molly Stewart, P.E.  
**Subject:** Berg Apartments Traffic Impact Study

---

#### Introduction

This document presents the traffic analysis for the proposed Berg Apartments development (proposed development) located at the northeast corner of Lor Ray Drive and Lee Blvd in the City of North Mankato, Minnesota. The planned development includes the addition of a 28 unit multi-family housing development to a currently vacant lot. The proposed development will require access from Lor Ray Drive. It is recommended that this access be located across from the existing three leg intersection of Lor Ray Drive and Northway Drive or at least 100 feet south of this intersection, as the proximity of the intersections results in overlapping left turning vehicles (e.g. northbound left at Northway Drive uses the same space as a southbound left at the development access). A preliminary site plan for the proposed development is included in **Appendix A**.

Traffic operations were analyzed at five intersections around the proposed development site. These include the intersections of:

1. Lor Ray Drive at Lee Blvd
2. Lor Ray Drive at Northway Drive (for the analysis, the access drive is assumed to be across from Northway Drive)
3. Lor Ray Drive at Nottingham Drive
4. Lor Ray Drive at James Drive
5. Lor Ray Drive at Commerce Drive

The purpose of this investigation was to analyze the impacts the proposed development has on the intersections mentioned above. The investigation will determine how well the existing roadways, lane configurations, and traffic control can handle the current and future traffic loads with the addition of the new development.

#### Existing Conditions

Traffic data was collected at the five intersections mentioned above in October 2014 during the AM and PM peak hours. **Figure 1** displays the existing turning movement counts along with the existing lanes and traffic control for each intersection. AADT volumes were also obtained from the MnDOT Traffic Data Management System for key roadway segments and are shown on **Figure 1**.



### **Traffic Forecasting**

The build year for the proposed development is 2015. The Build Scenario assumes that access for the proposed development will be at the already existing t-intersection of Lor Ray Drive and Northway Drive making this intersection a four legged intersection.

Trip generation for the site was determined using the Trip Generation Manual, 8<sup>th</sup> Edition, Institute of Transportation Engineers, 2008. Trip generation rates were evaluated for the site use, using data for Residential Condominium/Townhouse (230). This rate was applied to the proposed site development. The proposed trip generation was added to the 2014 traffic counts. The site layout for the proposed development is shown in **Appendix A**. Trip Generation for the proposed development is shown in **Table 1** below.

**Table 1: Trip Generation for Proposed Development**

Land Use	Use Size		AM Peak Hour				PM Peak Hour				Daily			
			ITE Trip Rate	Total	Enter	Exit	ITE Trip Rate	Total	Enter	Exit	ITE Trip Rate	Total	Enter	Exit
Residential Condominium/Townhouse	28	Units	0.44	12	2	10	0.52	15	10	5	5.81	163	82	81

The distribution of the generated trips was based on the current traffic pattern in the area. The trip generation volumes were distributed to the intersections being analyzed and followed the general pattern of current traffic.

The new development trips were added to the forecasted volumes to create the build volumes. The 2015 no build and build volumes are shown in **Figure 2** and **Figure 3**, respectively.

Analysis was also completed for the intersections for a future year of 2025 for the no-build and build scenarios. Background traffic was grown at the rate 1.5% per year. This growth is based on historic AADT volumes in the area which were obtained from MnDOT's Traffic Data Management System. The 2025 future no-build and build volumes are shown in **Figure 4** and **Figure 5**, respectively.

### **Measures of Effectiveness**

The traffic operations analysis for the intersections consider the following measures to determine the adequacy of the intersection design to meet acceptable operations: intersection delay/Level of Service (LOS) and volume-to-capacity ratios. An explanation of each of these measures is provided below:

#### *Intersection Delay/Level of Service (LOS)*

A level of service (LOS) analysis was completed for the studied intersections to determine how well these intersections operate with study area traffic volumes. The LOS results are based on average delay per vehicle developed from HCM methodology and modeled within the analysis software, Trafficware Synchro. Intersections and each approach are given a ranking from LOS A through LOS F. LOS A indicates uncongested traffic operation, with vehicles experiencing minimal delay. LOS A through D is generally perceived to be acceptable to drivers. LOS E indicates that an intersection is operating at, or very near, its capacity and that drivers experience considerable delay. LOS F indicates an intersection where demand exceeds capacity and drivers experience substantial delay.





The LOS thresholds for signalized and unsignalized intersections are presented in **Table 2**. The delay threshold for unsignalized intersections is lower for each LOS compared to signalized intersections, which accounts for the fact that people expect a higher level of service when at a stop-controlled intersection. A higher LOS (i.e. LOS D, E, and F) is indicative of elevated delay times compared to lower levels of service (i.e. LOS A, B, and C).

**Table 2: Level of Service Criteria**

	Signalized Intersection	Unsignalized Intersection
LOS	Control Delay per Vehicle (sec.)	Control Delay per Vehicle (sec.)
A	$\leq 10$	$\leq 10$
B	$>10$ and $\leq 20$	$>10$ and $\leq 15$
C	$>20$ and $\leq 35$	$>15$ and $\leq 25$
D	$>35$ and $\leq 55$	$>25$ and $\leq 35$
E	$>55$ and $\leq 80$	$>35$ and $\leq 50$
F	$>80$	$>50$

For this analysis, it is anticipated that overall intersection LOS of A to D is considered acceptable, while LOS A to E is considered acceptable on any individual movement.

#### *Volume-to-Capacity Ratios*

A measurement of an intersection's ability to handle traffic includes determining how close the facility is to meeting its capacity threshold. A volume-to-capacity ratio (v/c) is the proportion of the actual traffic utilizing the facility compared to the facility's physical ability to carry a specific maximum volume. This is calculated by dividing the total traffic using the facility by the capacity of the facility. This can then determine if a facility is sufficient to handle the traffic that is expected to use it. A ratio greater than 1.0 predicts that the facility will be unable to discharge all of the demand arriving on it. Such a situation is anticipated to result in long queues and extensive delays or diversion to alternate routes. While a v/c ratio below 1.0 is acceptable, it is preferable to have v/c ratios below 0.85 to account for traffic fluctuations.

#### **Operations Analysis**

A total of five different scenarios were modeled and analyzed to determine the traffic impacts of the proposed developments including Existing Conditions, 2015 No-Build, 2015 Build, 2035 No-Build and 2035 Build.

#### **Baseline Scenarios**

##### *Existing*

The existing traffic was analyzed to determine baseline conditions for the intersections in the study area. **Table 3** and **Table 4** show the results for this analysis. Overall, all of the analyzed intersections experience acceptable operations during both the AM and PM peak hours. Queue lengths were also analyzed at the intersections to determine if any mitigation was needed. The following intersections experience max queue lengths that extended past the storage length provided:

- Southbound left at Lor Ray Drive/Lee Blvd intersection (AM and PM Peak hours)
- Eastbound left at Lor Ray Drive/Commerce Drive intersection (PM Peak hour only)

To eliminate the max queue going into the through lanes, the southbound left turn lane at the intersection of Lor Ray Drive and Lee Blvd could be lengthened from approximately 125 feet to 260 feet and the



eastbound left turn lane at the intersection of Lor Ray Drive and Commerce Drive could be lengthened from approximately 115 feet to 300 feet.

**Table 3: Operational Analysis – 2014 Existing AM Peak Hour**

Intersection Name	Control Type	Worst Mvmt (LOS)	V/C	Delay (s/veh)	LOS	Max Queue (Mvmt) ft
Lor Ray Drive at Lee Blvd	Signal	EBL (B), EBR (B), WB (B), SBL (B)	0.7	12.8	B	217 (SBL)
Lor Ray Drive at Northway Drive/New Driveway	TWSC	EB (C)	0.3	0.9	A	6 (EB)
Lor Ray Drive at Nottingham Drive	TWSC	WB (B)	0.3	0.6	A	6 (WB)
Lor Ray Drive at James Drive	AWSC	SBT (C)	0.6	14.1	B	88 (SBT)
Lor Ray Drive at Commerce Drive	Signal	WBT (C)	0.6	16.2	B	231 (SBT)

**Table 4: Operational Analysis – 2014 Existing PM Peak Hour**

Intersection Name	Control Type	Worst Mvmt (LOS)	V/C	Delay (s/veh)	LOS	Max Queue (Mvmt) ft
Lor Ray Drive at Lee Blvd	Signal	WBL (C), WBR (C)	0.7	16.1	B	225 (SBL)
Lor Ray Drive at Northway Drive/New Driveway	TWSC	EB (C)	0.3	1.2	A	12 (EB)
Lor Ray Drive at Nottingham Drive	TWSC	WB (C)	0.3	0.4	A	2 (WB)
Lor Ray Drive at James Drive	AWSC	NBT (C), SBT (C)	0.7	17	C	108 (NBT)
Lor Ray Drive at Commerce Drive	Signal	EBL (C), EBT (C), WBT (C), NBT (C), SBT (C)	0.9	24.8	C	295 (EBL)

#### 2015 No-Build

The No-Build scenario depicts the traffic in 2015 without the proposed development. The volumes in this scenario are similar to the existing due to the low growth rate. **Table 5** and **Table 6** show the results for this analysis. Because the volumes didn't change drastically from the existing scenario, no additional intersections or movements are anticipated to need improvements beyond what is mentioned above.

**Table 5: Operational Analysis – 2015 No-Build AM Peak Hour**

Intersection Name	Control Type	Worst Mvmt (LOS)	V/C	Delay (s/veh)	LOS	Max Queue (Mvmt) ft
Lor Ray Drive at Lee Blvd	Signal	EBL (B), EBR (B), WB (B), SBL (B)	0.7	12.9	B	223 (SBL)
Lor Ray Drive at Northway Drive/New Driveway	TWSC	EB (C)	0.3	0.9	A	8 (EB)
Lor Ray Drive at Nottingham Drive	TWSC	WB (C)	0.3	0.6	A	6 (WB)
Lor Ray Drive at James Drive	AWSC	SBT (C)	0.6	14.5	B	92 (SBT)
Lor Ray Drive at Commerce Drive	Signal	WBT (C)	0.6	16.4	B	236 (SBT)

**Table 6: Operational Analysis – 2015 No-Build PM Peak Hour**

Intersection Name	Control Type	Worst Mvmt (LOS)	V/C	Delay (s/veh)	LOS	Max Queue (Mvmt) ft
Lor Ray Drive at Lee Blvd	Signal	WBL (C), WBR (C)	0.8	16.4	B	257 (SBL)
Lor Ray Drive at Northway Drive/New Driveway	TWSC	EB (C)	0.3	1.2	A	12 (EB)
Lor Ray Drive at Nottingham Drive	TWSC	WB (C)	0.3	0.5	A	4 (WB)
Lor Ray Drive at James Drive	AWSC	NBT (C), SBT (C)	0.7	17.8	C	114 (NBT)
Lor Ray Drive at Commerce Drive	Signal	EBL (C), EBT (C), WBT (C), NBT (C), SBT (C)	0.9	25.5	C	301 (EBL)

*2025 No-Build*

The No-Build scenario depicts the traffic in 2025 without the proposed development. The volumes in this scenario are similar to the existing due to the low growth rate. **Table 7** and **Table 8** show the results for this analysis. Overall, all of the analyzed intersections experience acceptable overall operations during both the AM and PM peak hours. At the intersection of Lor Ray Drive and James Drive the northbound through movement experiences a LOS E during the PM peak hour. This intersection is currently an all-way stop controlled (AWSC) intersection. Since this intersection experiences an acceptable LOS for the northbound movement no modifications are anticipated. Reevaluation may be needed in the future as traffic volumes continue to grow.

Queue lengths were also analyzed at the intersections to determine if any mitigation was needed. The following intersections still experience queue lengths that extended past the storage length provided:

- Southbound left at Lor Ray Drive/Lee Blvd intersection (AM and PM Peak hours)
- Eastbound left at Lor Ray Drive/Commerce Drive intersection (PM Peak hour only)

To eliminate the maximum queue going into the through lanes, the southbound left turn lane at the intersection of Lor Ray Drive and Lee Blvd could be lengthened from approximately 125 feet to 330 feet and the eastbound left turn lane at the intersection of Lor Ray Drive and Commerce Drive could be lengthened from approximately 115 feet to 380 feet. It was also noted that the queue length for the southbound through movement at the intersection of Lor Ray Drive and Commerce extends past the southbound left turn lane during the AM Peak hour only. Anticipated mitigation includes adding additional capacity for the southbound movement or extending the southbound left turn lane past the max southbound through queue so that the left turn lane is not blocked.




**Table 7: Operational Analysis – 2025 No-Build AM Peak Hour**

Intersection Name	Control Type	Worst Mvmt (LOS)	V/C	Delay (s/veh)	LOS	Max Queue (Mvmt) ft
Lor Ray Drive at Lee Blvd	Signal	EBL (C), WBT (C), WBR (C)	0.8	17	B	284 (SBL)
Lor Ray Drive at Northway Drive/New Driveway	TWSC	EB (D)	0.3	1.1	A	12 (EB)
Lor Ray Drive at Nottingham Drive	TWSC	WB (C)	0.3	0.7	A	10 (WB)
Lor Ray Drive at James Drive	AWSC	SBT (D)	0.8	19.5	C	148 (SBT)
Lor Ray Drive at Commerce Drive	Signal	WBL (C), WBT (C), SBT (C)	0.8	18.8	B	329 (SBT)

**Table 8: Operational Analysis – 2025 No-Build PM Peak Hour**

Intersection Name	Control Type	Worst Mvmt (LOS)	V/C	Delay (s/veh)	LOS	Max Queue (Mvmt) ft
Lor Ray Drive at Lee Blvd	Signal	EBR (C), WBL (C), WBR (C)	0.8	20.6	C	320 (SBL)
Lor Ray Drive at Northway Drive/New Driveway	TWSC	EB (C)	0.3	1.5	A	20 (EB)
Lor Ray Drive at Nottingham Drive	TWSC	WB (C)	0.3	0.5	A	4 (WB)
Lor Ray Drive at James Drive	AWSC	NBT (E)	0.9	29.2	D	204 (NBT)
Lor Ray Drive at Commerce Drive	Signal	NBT (D)	0.9	26.8	C	375 (EBL)

## Build Scenarios

### 2015 Build

The Build scenario depicts the traffic in 2015 with the proposed development. The volumes in this scenario are similar to the 2015 No-Build due to very little traffic being generated by the proposed development. **Table 9** and **Table 10** show the results for this analysis. Because the volumes didn't change drastically from the 2015 No-Build scenario, no additional intersections or movements are anticipated to need improvements beyond what is mentioned above.

**Table 9: Operational Analysis – 2015 Build AM Peak Hour**

Lor Ray Drive at Lee Blvd	Signal	EBL (B), EBR (B), WB (B), SBL (B)	0.7	12.9	B	220 (SBL)
Lor Ray Drive at Northway Drive/New Driveway	TWSC	EB (C), WB (C)	0.3	1	A	8 (EB)
Lor Ray Drive at Nottingham Drive	TWSC	WB (B)	0.3	0.6	A	6 (WB)
Lor Ray Drive at James Drive	AWSC	SBT (C)	0.6	14.2	B	88 (SBT)
Lor Ray Drive at Commerce Drive	Signal	WBT (C)	0.6	16.2	B	231 (SBT)

**Table 10: Operational Analysis – 2015 Build PM Peak Hour**

Intersection Name	Control Type	Worst Mvmt (LOS)	V/C	Delay (s/veh)	LOS	Max Queue (Mvmt) ft
Lor Ray Drive at Lee Blvd	Signal	WBL (C), WBR (C)	0.7	14.5	B	253 (SBL)
Lor Ray Drive at Northway Drive/New Driveway	TWSC	EB (C), WB (C)	0.3	1.3	A	12 (EB)
Lor Ray Drive at Nottingham Drive	TWSC	WB (C)	0.3	0.4	A	2 (WB)
Lor Ray Drive at James Drive	AWSC	NBT (C), SBT (C)	0.7	17.3	C	108 (NBT)
Lor Ray Drive at Commerce Drive	Signal	EBL (C), EBT (C), WBT (C), NBT (C), SBT (C)	0.8	23.2	C	266 (EBL)

*2025 Build*

The Build scenario depicts the traffic in 2025 with the proposed development. Again, the volumes in this scenario are similar to the 2025 No-Build due to very little traffic being generated by the proposed development. **Table 11** and **Table 12** show the results for this analysis. Because the volumes didn't change drastically from the 2025 No-Build scenario, no additional intersections or movements are anticipated to need improvements beyond what is mentioned above.

**Table 11: Operational Analysis – 2025 Build AM Peak Hour**

Intersection Name	Control Type	Worst Mvmt (LOS)	V/C	Delay (s/veh)	LOS	Max Queue (Mvmt) ft
Lor Ray Drive at Lee Blvd	Signal	EBL (C), WBT (C), WBR (C)	0.8	17.1	B	287 (SBL)
Lor Ray Drive at Northway Drive/New Driveway	TWSC	EB (D)	0.3	1.3	A	12 (EB)
Lor Ray Drive at Nottingham Drive	TWSC	WB (C)	0.3	0.7	A	10 (WB)
Lor Ray Drive at James Drive	AWSC	SBT (D)	0.8	19.7	C	148 (SBT)
Lor Ray Drive at Commerce Drive	Signal	WBL (C), WBT (C), SBT (C)	0.8	18.8	B	329 (SBT)

**Table 12: Operational Analysis – 2025 Build PM Peak Hour**

Intersection Name	Control Type	Worst Mvmt (LOS)	V/C	Delay (s/veh)	LOS	Max Queue (Mvmt) ft
Lor Ray Drive at Lee Blvd	Signal	EBR (C), WBL (C), WBR (C)	0.8	21	C	323 (SBL)
Lor Ray Drive at Northway Drive/New Driveway	TWSC	EB (C), WB (C)	0.4	1.7	A	22 (EB)
Lor Ray Drive at Nottingham Drive	TWSC	WB (C)	0.3	0.5	A	4 (WB)
Lor Ray Drive at James Drive	AWSC	NBL (E)	0.9	30	D	208 (NBT)
Lor Ray Drive at Commerce Drive	Signal	NBT (D)	0.9	26.9	C	375 (EBL)



### *Summary*

Only the intersections of Lor Ray Drive at Lee Blvd and Lor Ray Drive at Commerce Drive are anticipated to have some concerns due to the background growth in traffic levels in the area. The results of the analysis show that the additional trips generated from the proposed development do not have a significant impact on delays or queue lengths at any of the intersections during any of the conditions analyzed.

### **Safety Analysis**

A crash analysis was completed for the study intersection using the Minnesota Crash Mapping Analysis Tool (MnCMAT) for the previous three years (2011-2013). Most of the intersections had fewer than five crashes during the three years. Intersections that had a higher crash total over the analyzed years include:

#### *Lor Ray Drive at James Drive*

- 6 crashes (3 rear-end, 3 right angle)
- This intersection is currently AWSC. Majority of the crashes resulted because one driver failed to yield the ROW to the other drive, most likely one of the drivers disregarded the stop sign. The number of crashes occurring at this intersection in the previous three years does not appear to suggest a need for improvements at this intersection.

#### *Lor Ray Drive at Commerce Drive*

- 13 crashes (more than half were rear-ends)
- Rear-end crashes are typically the most significant crash type that occur at signalized intersections. No features are deemed to be inadequate.

### **Conclusions**

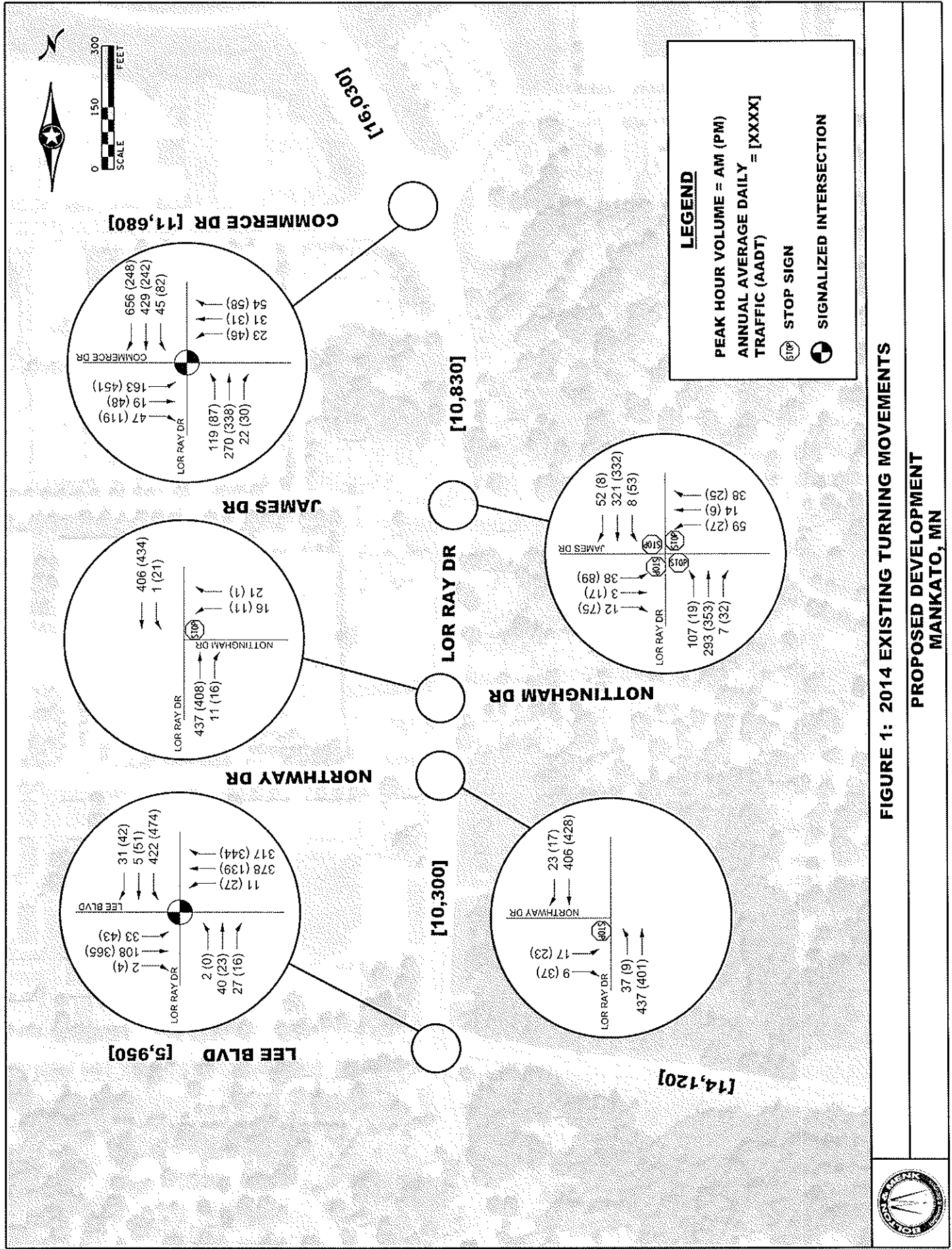
Overall, no off-site improvements are anticipated to be needed at any of the intersections in the area due to the proposed Berg Apartments development. The additional trips generated from the Berg Apartments development do not have a significant impact on delays or queue lengths at any of the intersections. Off-site improvements are only anticipated because of the growth in traffic at the intersections. The following is a summary of some potential improvements:

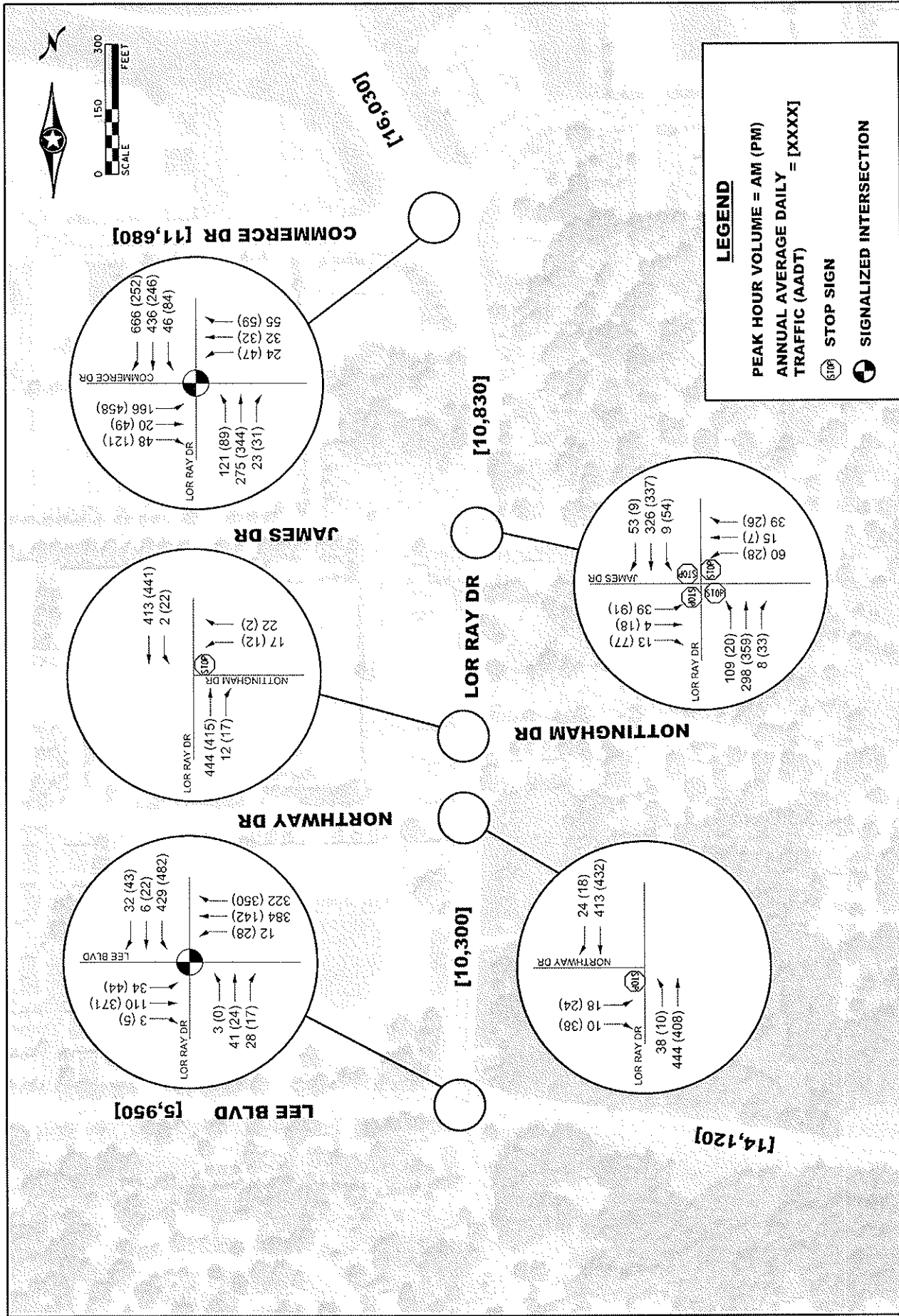
- Lor Ray Drive at Lee Blvd (currently signalized): Increase southbound left turn lane to accommodate longer queues.
- Lor Ray Drive at Commerce Drive (currently signalized): Increase eastbound left turn lane to accommodate longer queues. This may be difficult to achieve with the adjacent driveways and need for the two-way-left-turn-lane for access. Adding additional capacity and/or increase southbound left turn lane to accommodate longer southbound queues.

The improvements at the intersections of Lor Ray Drive and Lee Blvd and Lor Ray Drive and Commerce Drive were based on the existing traffic volumes and conditions.

On-site, the access drive for the development should be realigned to be across from either Northway Drive or at least 100 feet south of Northway Drive. This will eliminate some safety concerns for left turning vehicles.





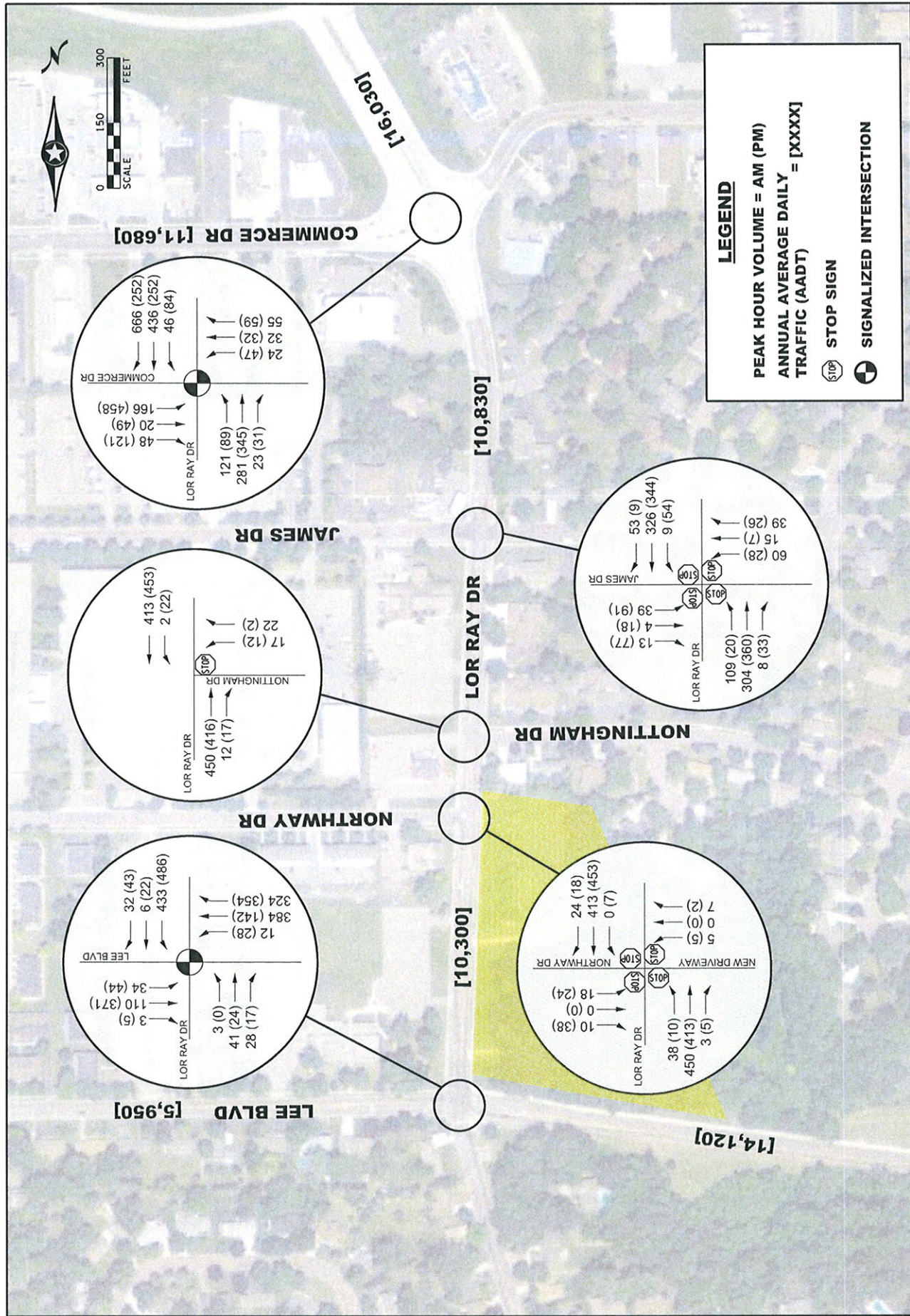


**FIGURE 2: 2015 NO-BUILD TURNING MOVEMENT COUNTS**

**PROPOSED DEVELOPMENT  
 MANKATO, MN**







**FIGURE 3: 2015 BUILD TURNING MOVEMENT COUNTS**

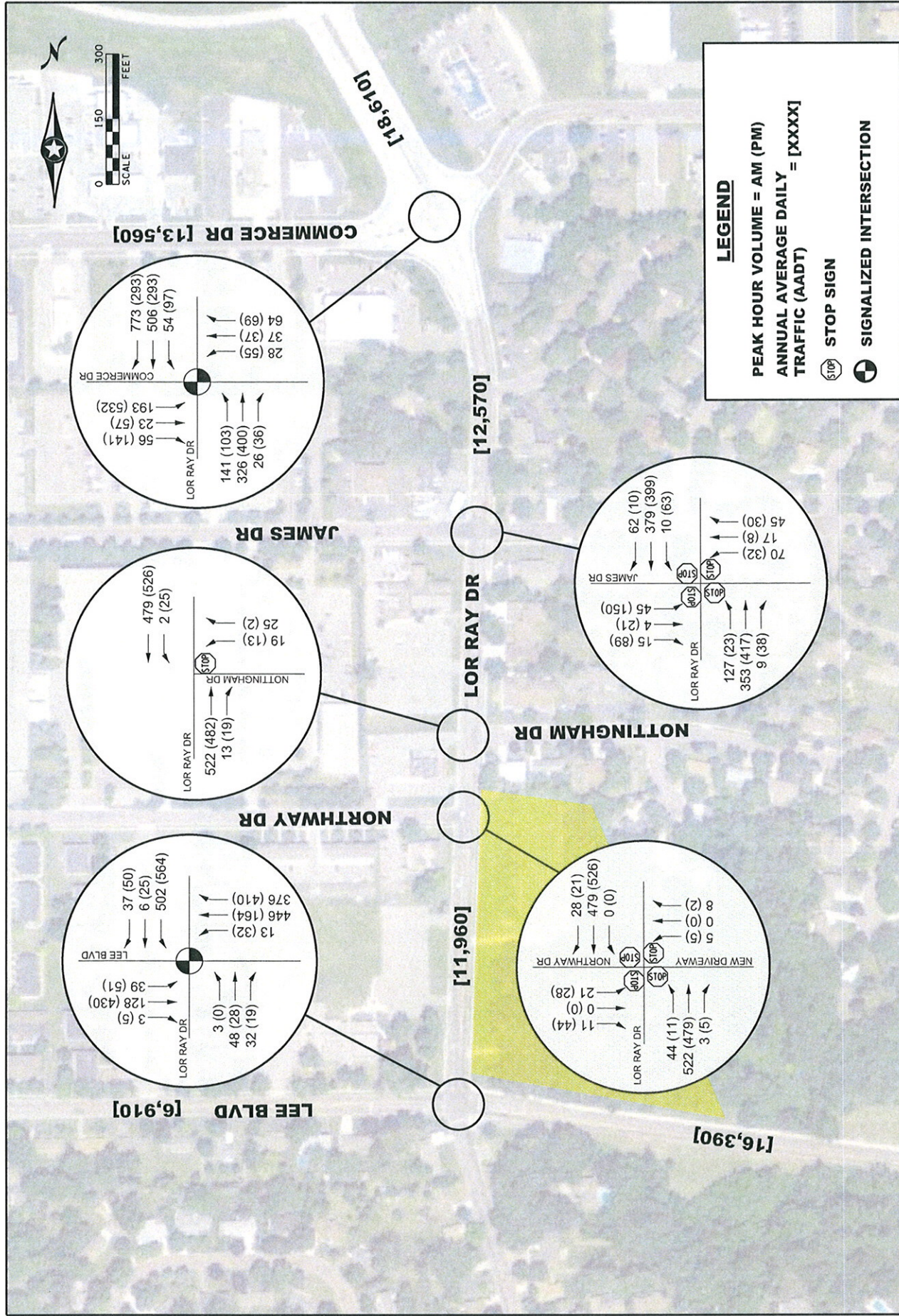
**PROPOSED DEVELOPMENT  
MANKATO, MN**











**FIGURE 5: 2025 BUILD TURNING MOVEMENT COUNTS**

**PROPOSED DEVELOPMENT  
MANKATO, MN**





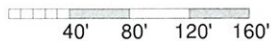


# **Appendix A**

## **Proposed Layout**



1 SITE PLAN  
1" = 80'-0"



MULTI-FAMILY HOUSING





# memorandum

## ATTENTION

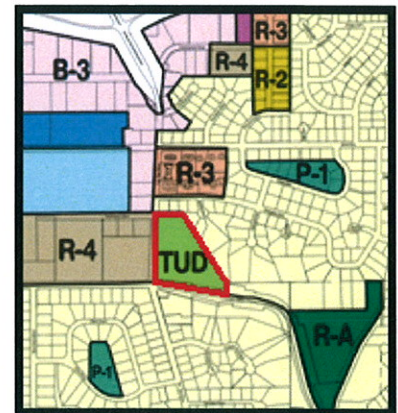
Michael Fischer, City Planner  
City of North Mankato

<b>Project Name:</b>	N. Mankato Site Zoning and Density Analysis
<b>Project No.:</b>	2014.211.00
<b>Date:</b>	11/04/2014

<b>From:</b>	Nick Klimek, AICP – RDG Planning & Design
<b>Subject:</b>	North Mankato Site Zoning and Density Analysis (1610 LorRay Drive)
<b>Copies to:</b>	Amy Haase, AICP – RDG Planning & Design

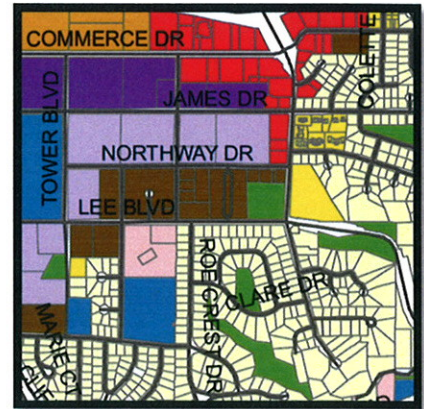
## REMARKS

- I. Purpose
  - A. The City of North Mankato contracted RDG Planning and Design to provide a recommendation on the appropriate zoning classification for 1610 LorRay Drive in addition to exploring the maximum density permitted on the site under the R3 (Limited Multiple Dwelling) District.
  - B. The report analyzes the context of the site and the vision outlined in the Comprehensive Plan to provide a recommendation of appropriate zoning. The report then evaluates the maximum density that would be permitted on the site under the R3 (Limited Multiple Dwelling) District.
- II. Notes
  - A. The recommendation of appropriate zoning is based on an objective analysis of factors including adjacent land uses and zoning, the future land use of the Comprehensive Plan, the transportation and support infrastructure, and natural features impacting the site. The density analysis is an exercise to identify maximum density under the regulations now in force.
  - B. The development illustrated in the density analysis is not endorsed, supported, nor recommended by RDG Planning and Design. Further, we make no assertions of the viability of the design, the cost effectiveness, nor the appropriateness of the site plan to the site.
- III. Zoning Analysis and Recommendation
  - A. Zoning Context
    1. The property is presently zoned TUD (Transitional Unzoned). Districts located west of LorRay Drive include R4 (Multiple Dwelling), I1 (Planned Industrial), M2 (Heavy Industry), and B3 (General Commercial). Within 175' to the north along LorRay Drive is an R3 (Limited Multiple Dwelling) development. While the majority of land to the north and west is zoned for mid-to-high intensity uses, much of the land to the south and east is zoned for low density residential.
    2. On the basis of providing an appropriate transition between land uses and zoning for efficient growth, it is appropriate to rezone the property from TUD (Transitional Unzoned) to R3 (Limited Multiple Dwelling).



B. Future Land Use Context

1. When evaluating development and rezoning, it is critical to understand the context of the area as illustrated on the Future Land Use Map of the Comprehensive Plan. The Comprehensive Plan identifies the property as Medium Density Residential. The district serves to separate the higher density uses to the west (residential, commercial, and industrial) from the single family neighborhoods to the east. The appropriateness of this site is further punctuated by the ravine at the east of the property which buffers the property.
2. On the basis of ensuring consistency with the Comprehensive Plan, it is appropriate to rezone the property to enable Medium Density Residential as allowed by the R3 (Limited Multiple Dwelling) district.
  - a. Please note: the Comprehensive Plan identifies Medium Density Residential as 5-10 dwellings per acre. This density is achieved by the proposed development (6.28 dwelling units per usable acre) but the R-3 (Limited Multiple Dwelling) regulations, as applied to this site, can result in densities significantly higher.



C. Transportation Context

1. The site is located at the intersection of minor arterial streets. These roads provide direct and immediate access to many traffic destinations and routes including US Highway 14. With the intensity of industrial and residential uses immediately west of the site, the system appears to have sufficient capacity to accommodate residential development.
2. While a detailed traffic analysis was not included in this scope of work, from a land use perspective the R3 appears to be appropriate to the site considering the addition of residential units will likely be marginal when considering the volume of traffic already present on both LorRay Drive and Lee Boulevard.





1. The Comprehensive Plan identifies the property as Medium Density Residential with a suggested density of 5-10 dwelling units per acre. This recommendation is based on buildable area and would therefore exclude the ravine area of the site.
2. Under the R3 zoning classification, the maximum density that can be achieved is approximately 120 dwelling units. This results in a density of 27.9 dwelling units per acre (excluding ravine area).



- a. Note: The maximum density proposal does not reflect market realities and it is unlikely that, due to cost, the development would become a reality. For example, the proposed includes costly measures such as underground stormwater detention and a supply of underground parking. The analysis was developed to illustrate the highest density that could be developed on the site under the R3 classification.
- b. The maximum density proposal is neither endorsed, recommended, nor supported by RDG Planning and Design.
3. The proposed project would create 27 dwelling units at a density of 6.28 dwelling units per acre – a density consistent with the recommendations of the Comprehensive Plan.

F. Findings and Recommendation

1. Based on the location of the site, the surrounding zoning districts, available transportation infrastructure, and the vision outlined in the Future Land Use Plan of the Comprehensive Plan, it is appropriate to zone the property R-1 (One Family Dwelling), R-1S (One Family Dwelling, Small Lot), R-2 (One and Two Family Dwelling), or R-3 (Limited Multiple Dwelling).
  - a. Identified as Medium Density Residential on the Comprehensive Plan's Future Land Use Map. Recommends 5-10 dwelling units per acre
  - b. Adjacent zoning districts position the property as a transition between the high density zones to the west and the single family neighborhoods to the east
  - c. Situated at the intersection of major roads, the impact of the additional traffic will be diluted across routes with adequate capacity.
  - d. The Comprehensive Plan recommends higher density housing development be directed along arterial streets and that development follow the recommendations of the future land use plan to use municipal resources, such as existing water infrastructure, most efficiently.
2. Options
  - a. Approve the proposed development subject to a development agreement (approved concurrent). Specify a maximum density of 5-10 dwelling units per acre as a maximum density for consistency with the Comprehensive Plan.
  - b. Deny the application and request the applicant submit a plan which follows the development regulations of R-1 (One Family Dwelling), R-1S (One Family Dwelling, Small Lot), or R-2 (One and Two Family Dwelling).
  - c. Deny the application and request the project be resubmitted under a Planned Unit Development Overlay over the R3 (Limited Multiple Dwelling) base district.



- 1) A Planned Unit Development (PUD) is an overlay zone. A PUD is a negotiated site plan which provides flexibility for an applicant to work with the City to address concerns such as tree preservation, screening and landscaping, and to specify a maximum density for the development. It is important to note that the overlay zone can conditions beyond those specified in the base district but cannot be less restrictive than the base district.
- 2) If the same project were proposed as a R-3 with a PUD overlay, the agreement could specify a maximum density of 5-10 dwelling units per usable acres and create provisions for tree replacement or tree preservation. The PUD would cite the recommendations of the Comprehensive Plan for legal foundation.



# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #10C	Department: Administration	Council Meeting Date: 11/17/14																																	
<b>TITLE OF ISSUE:</b> Consider Approving the Purchase of Property at 231 Wheeler Avenue, 233 Wheeler Avenue, and 235 Wheeler Avenue.																																			
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> The City of North Mankato wishes to replace the parking area available in the Central Business District of North Mankato, Minnesota, that will be reduced following construction of the Marigold Courtyard Townhomes. The downtown business owners have discussed the need for additional parking since approximately 2002. The governing body has articulated that parking in the downtown business area is a priority. This resolution authorizes the staff to purchase or enter into contracts for the purchase of 231 Wheeler Avenue, 233 Wheeler Avenue and 235 Wheeler Avenue.																																			
<i>If additional space is required, attach a separate sheet</i>																																			
<b>REQUESTED COUNCIL ACTION:</b> Adopt Resolution Authorizing the Purchase of Real Estate.																																			
<b>For Clerk's Use:</b>  Motion By: _____ Second By: _____  <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%; text-align: center;">Aye</td> <td style="width: 10%; text-align: center;">Nay</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Vote Record:	Aye	Nay			_____	_____	Norland		_____	_____	Spears		_____	_____	Freyberg		_____	_____	Steiner		_____	_____	Dehen	<div style="text-align: center; font-weight: bold; margin-bottom: 10px;">SUPPORTING DOCUMENTS ATTACHED</div> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> <p>Other (specify <u>Action Statement, Memorandum of Agreement</u>  <u>Exhibit A, Exhibit B, Exhibit C</u></p> <p>_____</p> <p>_____</p> <p>_____</p>	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vote Record:	Aye	Nay																																	
	_____	_____	Norland																																
	_____	_____	Spears																																
	_____	_____	Freyberg																																
	_____	_____	Steiner																																
	_____	_____	Dehen																																
Resolution	Ordinance	Contract	Minutes	Map																															
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																															
<input type="checkbox"/> Workshop  <input checked="" type="checkbox"/> Regular Meeting  <input type="checkbox"/> Special Meeting	<input type="checkbox"/> Refer to: _____ <input type="checkbox"/> Table until: _____ <input type="checkbox"/> Other: _____																																		



## City of North Mankato, Minnesota

---

To: Mayor Dehen & City Council  
From: John D. Harrenstein, City Administrator  
Date: November 12, 2014  
Re: Resolution authorizing the purchase of real estate (231, 233, & 235 Wheeler)

### Overview

Attached is a Resolution and Memorandum of Agreement authorizing the terms of purchase for 231, 233, and 235 Wheeler Avenue. The purpose of this proposal is to secure a final solution to the parking needs of the downtown area (Belgrade Avenue) and is advanced in anticipation of the Marigold Courtyard Townhomes development proceeding in 2015. Currently, the property recently sold to Knight Development, Inc. has been used by a variety of downtown businesses and events for parking. It is estimated approximately 65 parking stalls exist on the site and those parking stalls will be eliminated after development takes place on the site.

### Real Estate Purchase (231, 233, & 235 Wheeler)

The resolution proposed to the City Council authorizes staff to purchase and to enter into contracts for the purchase of certain property in the downtown area in the manner described below.

The first property proposed to be purchased by the City is 233 Wheeler Avenue. As negotiated with the current owner (First National Bank) the property would be purchased for \$187,500. Of that amount \$170,000 is proposed to be funded from sales tax dollars and the remaining \$17,500 would be funded from either General Fund dollars or dollars allocated in the Capital Facilities and Equipment Replacement Fund. Using sales tax dollars will divert approximately \$246,500 in future sales tax collection from payment toward the Highway 14/41 interchange project to comply with the \$6,000,000 in sales tax expenditures (not including authorized bond costs & interest) authorized by the Minnesota Legislature and referendum approved by North Mankato citizens. This diversion will come in the last years of payment on the Highway 14/41 interchange bonds in 2024 when fund balances in the debt service fund are projected to be above existing fund balance resolution requirements. If sales tax dollars are not approved by the City Council to purchase the 233 Wheeler Avenue, then reductions in the proposed street maintenance program, capital facilities and equipment purchases, or parks funding would need to be allocated to proceed with the sale.

The second property proposed to be purchased by the City is 231 Wheeler Avenue. As negotiated with the current owners (Thomas J. Bohrer and John C. Bohrer) the property would be purchased with a contract for deed at a term of five years with four yearly payments of \$12,000 and a fifth annual payment of \$92,000. The total cost of the property is \$140,000. The four annual payments will be funded from either General Fund dollars or dollars allocated in the Capital Facilities and Equipment Replacement Fund. The source of the final payment in 2019 is yet to be determined.

The third property proposed to be purchased by the City is 235 Wheeler Avenue. As negotiated with the assumed future owners (Thomas J. Bohrer and John C. Bohrer) the property would be purchased at a price of \$180,000 in 2019. The source of the payment in 2019 is yet to be determined. A requirement of the City's purchase of 233 Wheeler and 235 Wheeler is that both Thomas J. Bohrer and John C. Bohrer acquire 235 Wheeler within six months of signing the memorandum of agreement.

### Conclusions and Recommendation

This recommendation does not come easily or lightly. As the governing body is aware, the City's resources are finite and increased costs associated with infrastructure development requires a balancing act between needs presented in the streets, parks, and equipment replacement programs and the desire to continue advancing goals associated with improving various business districts in the community. Given the ongoing debate over uses of sales tax dollars, the recommendation associated with this resolution was reached after reviewing the on-going priorities articulated by the governing body. An important aspect of this recommendation is the continual discussion with the Bohrer's and downtown business owners regarding the parking needs of the downtown that have continued since at least 2002.

Staff recommends approval of the resolution.



## MEMORANDUM OF AGREEMENT

NOW COMES FORTH, the City of North Mankato, hereinafter referred to as "City" and Thomas J. Bohrer and John C. Bohrer, hereinafter referred to as "BOHRER" who make the following Agreement:

1. WHEREAS, City wishes to replace the parking area available near the Central Business District of North Mankato, Minnesota, that will be reduced following construction of the Marigold Courtyard Townhomes and;
2. WHEREAS, City and Bohrer wish to cooperate to purchase/exchange/sell several parcels of real estate situated near the Central Business District of North Mankato, Minnesota, and;
3. WHEREAS, the properties involved in such transaction are located at 231, 233, and 235 Wheeler Avenue in North Mankato.

THEREFORE, the parties agree as follows:

1. CITY agrees to purchase property located at 231 Wheeler Avenue, North Mankato, MN as described in attached Exhibit A for \$140,000 from BOHRER. Payment for such property will be executed by a Contract for Deed between BOHRER and CITY. The Term of the Contract for Deed shall be five years and the payments shall be \$12,000 per year for the first four years of the Contract and \$92,000 for the last year of the Contract. The first year of the contract shall be 2015 and the contract shall bear no interest.
2. CITY agrees to purchase property located at 233 Wheeler Avenue, North Mankato, Minnesota as described in attached Exhibit B from First National Bank.
3. BOHRER agree to purchase property located at 235 Wheeler Avenue, North Mankato, MN as described in attached Exhibit C.
4. After BOHRER has purchased property located at 235 Wheeler Avenue they will deed to the City all portions of 235 Wheeler Avenue that can be used for public parking.
5. BOHRER agrees to sell 235 Wheeler Avenue, North Mankato, MN as described in attached Exhibit C, to CITY on or before December 31<sup>st</sup> of 2019 for \$180,000. The manner of purchase shall be a contract for deed that shall bear no interest.
6. Time is of the essence. The above shall be completed within six (6) months of the signing of this agreement.
7. BOHRER agree they have the authority to enter in this agreement. Should the consent of any spouse, corporation or LLC be required it shall be the responsibility of BOHRER to obtain such agreement/consent.

CITY OF NORTH MANKATO

BOHRER

BY: \_\_\_\_\_

BY: \_\_\_\_\_

BY: \_\_\_\_\_

BY: \_\_\_\_\_

RESOLUTION NO.

RESOLUTION AUTHORIZING THE PURCHASE OF REAL ESTATE

WHEREAS, the City of North Mankato wishes to acquire certain real estate for use as a downtown parking lot; and

WHEREAS, it is desirable to purchase the properties known as 231 Wheeler Avenue, described in attached Exhibit A, 233 Wheeler Avenue described in attached Exhibit B, and 235 Wheeler Avenue described in attached Exhibit C.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO that City staff is authorized to execute the necessary documents to complete the acquisition of said properties.

The property known as 231 Wheeler Avenue is authorized to be purchased for \$140,000 through a contract for deed with Thomas J. Bohrer and John C. Bohrer at a term of five years, bearing no interest, with four annual payments in 2015, 2016, 2017, and 2018 of \$12,000 and a final payment in 2019 of \$92,000.

The property known as 233 Wheeler Avenue is authorized to be purchased for \$187,500 in the year 2014 from First National Bank. The source of funds to be \$170,000 in sales tax dollars and \$17,500 to be General Fund property tax dollars.

The property known as 235 Wheeler is authorized to be purchased for a price of \$180,000 through a contract for deed with Thomas J. Bohrer and John C. Bohrer at a term of five years, bearing no interest, with four annual payments in 2015, 2016, 2017, and 2018 of \$0.00 and a final payment of \$180,000 in 2019.

---

Mayor

---

City Clerk

**EXHIBIT A:**

**Property located at 231 Wheeler Avenue, North Mankato, Minnesota and more fully described as follows to-wit:**

**East 47' of Government Lot D and of Government Lot 7, Section 7-108-26.**



**EXHIBIT B:**

**Property located at 233 Wheeler Avenue, North Mankato, Minnesota and more fully described as follows to-wit:**

**Beginning 1,110' South, 358' East of Northwest corner of Government Lot 7, East 41', North 212', West 41', South 212' to point of beginning.**

**EXHIBIT C:**

**Property located at 235 Wheeler Avenue, North Mankato, Minnesota and more fully described as follows to-wit:**

**Beginning 1,110' South and 287' East of Northwest corner of Government Lot 7, East 71', North 212', West 71', South 212' to point of beginning, Section 7-108-26.**

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #10D	Department: Administration	Council Meeting Date: 11/17/14																											
<b>TITLE OF ISSUE:</b> Consider Adopting the City's Strategic Plan of Vision, Values, Goals and Action Steps.																													
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> See attached Strategic Plan.																													
<i>If additional space is required, attach a separate sheet</i>																													
<b>REQUESTED COUNCIL ACTION:</b> Adopt the City's Strategic Plan of Vision, Values, Goals and Action Steps.																													
<b>For Clerk's Use:</b>  Motion By: _____ Second By: _____  Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Norland	_____	_____	Spears	_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Dehen	<b>SUPPORTING DOCUMENTS ATTACHED</b>  <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) <u>Strategic Plan</u> _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aye	Nay																												
_____	_____	Norland																											
_____	_____	Spears																											
_____	_____	Freyberg																											
_____	_____	Steiner																											
_____	_____	Dehen																											
Resolution	Ordinance	Contract	Minutes	Map																									
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																									
<input type="checkbox"/> Workshop  <input checked="" type="checkbox"/> Regular Meeting  <input type="checkbox"/> Special Meeting	<input type="checkbox"/> Refer to: _____ <input type="checkbox"/> Table until: _____ <input type="checkbox"/> Other: _____																												



RESOLUTION NO.  
ADOPTING THE CITY'S STRATEGIC PLAN OF VISION, VALUES,  
GOALS AND ACTION STEPS

WHEREAS, a strategic plan consisting of the priorities of the City is needed to guide the budget process and ensure that the Council clearly communicates its priorities to City staff and the public; and

WHEREAS, the City Council has the power to establish a general policy to guide the City, the City Council, and the City staff upon the priority of issues and matters within the scope of the City Council's authority which the City Council desires to be addressed, investigated, considered, or acted upon in 2015; and

WHEREAS, the Strategic Plan for 2015 (hereafter the "Plan") has been proposed for this purpose, a copy of which is attached hereto and incorporated herein by reference; and

WHEREAS, the City Council has reviewed and considered the Plan and finds that it appropriately establishes priorities for matters and issues that the City Council desires to be addressed, investigated, considered, or acted upon during the year 2015; and

WHEREAS, the City Council finds that it is in the best interest of the City to adopt the plan,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF NORTH MANKATO OF NICOLLET COUNTY, MINNESOTA, AS FOLLOWS;

SECTION 1: That the recitals set forth above are incorporated herein and made a part hereof.

SECTION 2: That the City hereby adopts the Plan as a general policy to guide the City, the City Council, and City staff on the priority matters and issues to be addressed, investigated, considered and acted upon in the period covered by the Plan.

SECTION 3: That this Resolution shall be in full force and effect from and after its adoption and approval.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk



NORTH MANKATO

## VISION & VALUES

**VISION** – North Mankato is a growing and safe community with outstanding recreational assets, well maintained infrastructure, vibrant business districts and neighborhoods, and provides residents with an excellent quality of life.

### Values

**ADAPTABILITY:** The ability to adjust means and methods to resolve changing situations.

**EXCELLENCE:** Going above and beyond expectations.

**RESPONSIBILITY:** Taking ownership and being accountable for performance.

**INTEGRITY:** Being honest, impartial and aligning actions with principles.

**LEADERSHIP:** Achieving a common goal by motivating others.







NORTH MANKATO

# 2015 STRATEGIC PLAN

**VISION** – North Mankato is a growing and safe community with outstanding recreational assets, well maintained infrastructure, vibrant business districts and neighborhoods, and provides residents with an excellent quality of life.

## Goals

Outstanding Recreational Assets	Well Planned & Maintained Infrastructure	Safe Community	Growing & Vibrant Business, Industrial & Residential Districts	Excellent Quality of Life
---------------------------------	--	----------------	--	---------------------------

## Strategic Program Areas

Library, Parks & Trails	Public Works & Infrastructure	Public Safety	Community & Economic Development	Legislation, Administration & Public Engagement
-------------------------	-------------------------------	---------------	----------------------------------	---

## Action Steps

- |  |  |  |   |  |
|--|--|--|---|--|
| <ul style="list-style-type: none"> <li>• 11th Annual Art Splash</li> <li>• Conduct Community Read</li> <li>• Host author presentations</li> <li>• Almost 5K Fun Run</li> <li>• Implementation Benson Park Prairie Restoration</li> <li>• Finish Parks Master Plan</li> <li>• Analyze library expansion</li> <li>• Expand Imagination Station services</li> <li>• Conduct one fundraising event for the library</li> <li>• Determine future needs for Spring Lake Swim Facility</li> <li>• Develop plan to maximize Caswell North Soccer Fields</li> <li>• Determine funding options for Parks Master Plan</li> <li>• Replace two bridges in Spring Lake Park</li> <li>• Seal walking trails</li> </ul> | <ul style="list-style-type: none"> <li>• Implement Pavement Management System</li> <li>• Analyze future traffic plan for Webster Avenue &amp; 169 intersection</li> <li>• Determine funding options for deferred street maintenance</li> <li>• Complete Main Lift Station upgrade</li> <li>• Complete improvements to Lookout Drive interchange</li> <li>• Conduct regular street maintenance sealing</li> <li>• Complete Well #9</li> <li>• Begin Wellhead Protection Plan</li> </ul> | <ul style="list-style-type: none"> <li>• Continue to maintain crime prevention programs</li> <li>• Begin searching for options to replace ladder truck</li> <li>• Implement new records management system in police department</li> <li>• Increase community police involvement in schools</li> <li>• Continue improvement in fire safety public education to further decrease calls</li> <li>• Utilize training to address changing emergency needs of our community</li> </ul> | <ul style="list-style-type: none"> <li>• Purchase building permit software</li> <li>• Act on portions of Comprehensive Plan</li> <li>• Orderly Annexation Agreement</li> <li>• Sell five acres in North Port in 2015</li> <li>• Determine long term parking strategy for downtown</li> <li>• Propose policy for commercial grant &amp; loan program</li> <li>• Propose planned unit development language to zoning code</li> <li>• Participate in Safe Routes to School initiative</li> <li>• Participate in Envision 2020 Process</li> </ul> | <ul style="list-style-type: none"> <li>• Financial Management system upgrade</li> <li>• Develop long term strategy for information technology</li> <li>• Create Revenue Guide</li> <li>• Implement credit card and online payment system</li> <li>• Continue weekly E-newsletter</li> <li>• Update Personnel Handbook</li> <li>• Review Storm Water Utility Fee</li> <li>• Review Debt Policy</li> <li>• Update Special Assessment Policy</li> <li>• Employee Recognition Program</li> </ul> |
|--|--|--|---|--|







NORTH MANKATO

# EXISTING SERVICES

## Strategic Program Areas

### Library, Parks & Trails

- Operate Caswell Park
- Maintain Spring Lake Swim Facility
- Operate Caswell North Soccer Complex
- Maintain Benson Park
- Maintain neighborhood parks (19)
- Maintain greenways and trails
- Schedule & host softball tournaments
- Act as liaison between recreation groups and city
- Drag, paint, and maintain ball fields
- Maintain volleyball, tennis, football, & soccer fields/courts
- Maintain & plow trails, city boulevard sidewalks
- Weed abatement
- Mow parks
- Tree management (trimming/planting/watering)
- Turf management
- Install park equipment and features
- Plant and maintain flowers
- Act as representative on Regional Sports Commission
- Host High School Girls Softball Tournament
- Winter ice rinks and warming house maintenance
- Snow removal for alleyways
- Maintain storm water detention and retention ponds
- Operate Bookmobile
- Interlibrary loan
- Adult programming
- Children programming
- Teen programming
- Provide & maintain an up-to-date collection of materials
- Assist patrons in finding information and materials
- Provide community meeting space
- Seek additional funding from other sources
- Partner with outside organizations to provide new services

### Public Works & Infrastructure

- Sweep streets
- Patch streets
- Seal Streets
- Conduct structural maintenance
- Hang flags & banners
- Jet & televisse sewers
- Manage brush pile
- Haul grass clippings
- Haul sweepings
- Repair concrete curbs
- Conduct manhole inspections
- Repair manholes
- Paint crosswalks
- Repair sewer main breaks
- Clean vehicles, buildings, & catch basins
- Repair & install signs
- Maintain ravines
- Weather event cleanups
- Pump water
- Produce water
- Distribute water
- Flush fire hydrants
- Inspect & repair fire hydrants
- Exercise valves
- Repair water main breaks
- Conduct water samples
- Maintain lift stations
- Conduct wastewater samples
- Locates
- Clear snow from hydrants
- Big item pickup
- Maintain storm water pumping stations
- Meter replacements
- Plow snow
- Preventative maintenance on water system
- Maintain backflow prevention (RPZ)
- Flood control

### Public Safety

- Maintain 24/7 patrol
- Pd & fd response to calls for service
- Conduct & clear investigations
- Provide security for special events
- Recruitment & retention of volunteers
- Traffic control for special events
- Coordinate training for emergency management (natural disasters, missing persons, river rescue, terroristic, hazardous material)
- Training
- Public education (elementary schools, day cares, businesses, annual fire prevention open house, safety camp)
- Maintain civil defense system
- Regional emergency management team
- Regional tactical response team
- Regional drug taskforce

### Community & Economic Development

- Issue building permits
- Conduct building inspections
- Manage rental licensing
- Manage CDBG funding
- Economic development
- Planning & zoning
- Plan reviews
- Construction inspection
- Code enforcement
- Transportation planning
- Record and prepare planning commission minutes, packets, and agendas
- Participate in Regional Economic Development Alliance
- Participate in City Center Partnership
- Implement city art sculpture walk
- Coordinate with DEED & Region Nine on local programs
- Administer wetland conservation act
- Staff traffic & safety committee
- Participate in Envision 2020 subcommittees

### Legislation, Administration & Public Engagement

- Produce annual audit
- Produce annual budget
- Produce annual capital improvement plan
- Provide customer service to citizens
- Utility billing & collection
- Risk management
- Administer health benefits
- Administer payroll
- Administer accounts payable
- Administer accounts receivable / cashing
- Licensing (liquor, dog)
- Elections
- Record and prepare council minutes, packets, and agendas
- Record and prepare port authority minutes, packets, and agendas
- Records management
- Human resources
- Assessment searches
- Public information officer
- Public service announcements
- Website & newsletter
- Record minutes for ira
- Mail processing
- Community room & park rental
- Issue water meters



# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #10E		Department: City Planner		Council Meeting Date: 11/17/14	
<b>TITLE OF ISSUE: V-1-14, Variance request to reduce a side yard setback from 5 feet to 1 foot to construct a garage, a request from Melissa Masse</b>					
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION: See attached report.</b>					
<i>If additional space is required, attach a separate sheet</i>					
<b>REQUESTED COUNCIL ACTION: Consider Planning Commission recommendation</b>					
<b>For Clerk's Use:</b>			<b>SUPPORTING DOCUMENTS ATTACHED</b>		
Motion By: _____			Resolution   Ordinance   Contract   Minutes   Map		
Second By: _____			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
Vote Record:			Other (specify <u>V-1-14</u>		
Aye   Nay			_____		
_____ Norland			_____		
_____ Spears			_____		
_____ Freyberg			_____		
_____ Steiner			_____		
_____ Dehen			_____		
<input type="checkbox"/> Workshop			<input type="checkbox"/> Refer to: _____		
<input checked="" type="checkbox"/> Regular Meeting			<input type="checkbox"/> Table until: _____		
<input type="checkbox"/> Special Meeting			<input type="checkbox"/> Other: _____		

V-1-14

715 WALL STREET

A REQUEST FROM MELISSA MASSE



## THE CITY OF NORTH MANKATO

SUBJECT: V-1-14

APPLICANT: Melissa Masse

LOCATION: 715 Wall Street

EXISTING ZONING: R-1, One-Family Dwelling

DATE OF HEARING: November 13, 2014

DATE OF REPORT: November 4, 2014

REPORTED BY: Michael Fischer, City Planner

### APPLICATION SUBMITTED

Variance request to reduce a side yard setback from 5 feet to 1 foot to construct a garage

### COMMENT

The applicant is requesting a variance to reduce a side yard setback from 5 feet to 1 foot at 715 Wall Street for the purposes of constructing a new garage. Attached is the required survey drawing which shows the existing conditions at this address. As shown, there is an existing shared driveway that serves both 715 and 717 Wall Street. The driveway was constructed over the mutual property line and extends into the backyards of both properties. Additionally, there is an existing concrete slab owned by the applicant which is 3.1 feet onto the property at 717 Wall Street. According to the applicant, she is proposing to remove the concrete slab and construct a new 22'x24' garage in the backyard area located to within 1 foot of the mutual property line of 717 Wall Street. The current side yard setback for this property is 5 feet. As the width of the lot is 33 feet, based on the width of the garage and proposed 1 foot setback on the north side of the property, a 10 foot setback would be maintained on the south side. The back of the garage would be located 5 feet from the rear property line in compliance with a 5 foot minimum setback regulation.

When reviewing variances, a City must consider "Practical Difficulties" which is a legal standard set forth in law which applies when considering variance applications. To constitute practical difficulties, the following three factors must be satisfied:

### **1. Reasonableness**

The first factor is that the property owner proposes to use the property in a reasonable manner. This factor means that the landowner would like to use the property in a particular reasonable way but cannot do so under the rules of the City's ordinances. It does not mean that the land cannot be put to any reasonable use whatsoever without a variance. For example, if the variance application is for building setback reduction, the focus of the first factor is whether the request to place a building there is reasonable.

### **2. Uniqueness**

The second factor is that the landowner's problem is due to circumstances unique to the property not caused by the landowner. The uniqueness generally relates to the physical characteristics of the particular piece of property, that is, to the land and not personal characteristics or preferences of the landowner. When considering a variance for a building setback, the focus of this factor is whether there is anything physically unique about the property, such as sloping topography or other natural features like wetlands or trees.

### **3. Essential Character**

The third factor is that the variance, if granted, will not alter the essential character of the locality. Under this factor, consider whether the resulting structure will be out of scale, out of place, or otherwise inconsistent with the surrounding area.

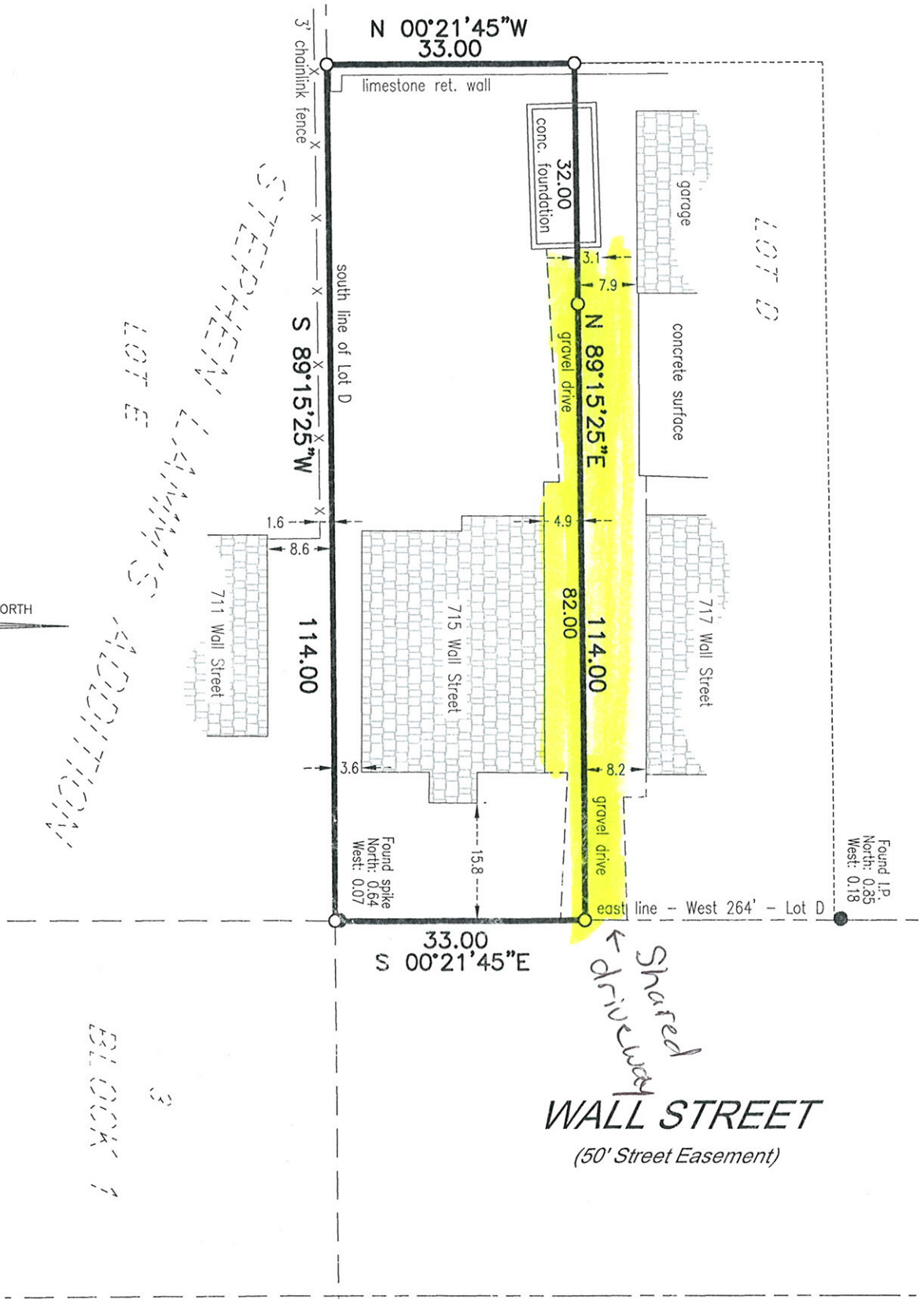
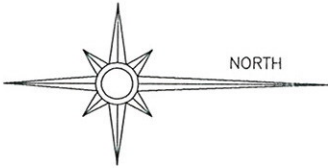
After review of the proposed variance request in term of the practical difficulties factors, staff believes the presence of a garage in a backyard area is a reasonable use. The combination of a pre-existing shared driveway, a former garage foundation located across a property line and a 33 foot wide lot, can all be considered unique. Lastly, it is believed that a garage in a location as proposed will not alter the character of the area. However, the applicant could construct a garage on the property which meets all applicable setback regulations.

### **RECOMMENDATION**

That the Planning Commission review the three-factor test for practical difficulties and determine if each factor is satisfied.

- INDICATES FOUND  
 ● IRON MONUMENT  
 ..... INDICATES 1/2" DIA. 18"  
 LONG SOLID IRON MONUMENT  
 SET WITH PLASTIC CAP  
 MARKED PRAIRIE, LS 41820

# LEGEND



## Certificate of Survey Melissa Massa

715 Wall Street, North Mankato, MN 56003  
 S. 33' of S. 66' of E. 114' of W. 264' of  
 Lot D of S. Lamm's Add., North Mankato,  
 Nicollet County Record Deed Doc. No. 307520

FIELD BOOK: PLS DRAFTER: JDV  
 CRD FILE: 1364 Massa JOB No: 14-1364  
 FILING: North Mankato, NW/4 Sec. 7-108-26  
 REV. DATES: 09-15-2014 locate drive

I HEREBY CERTIFY THAT THIS  
 SURVEY, PLAN OR REPORT WAS  
 PREPARED BY ME OR UNDER MY  
 DIRECT SUPERVISION AND THAT I  
 AM A DULY LICENSED LAND  
 SURVEYOR UNDER THE LAWS OF  
 THE STATE OF MINNESOTA.

John Veroeven

DATE: 10-01-2014

LICENSE NO. 41820

## Prairie Land Surveying

1047 East Main Street  
 Mankato, MN 56001  
 jveroeven@charter.net  
 (507) 469-5997  
 PrairieLandSurveying.com

- Boundary
- Construction
- Subdivisions
- ALTA
- Topographic

Reliable, On-Time Surveys





October 31, 2014

Dear Resident:

The City of North Mankato has received a variance request from Melissa Massa to reduce a side yard building setback from 5 feet to 1 foot to construct a new garage at 715 Wall Street. The requested variance would apply to the north side of the property. Attached is a drawing showing the existing conditions at this address.

This request will be considered by the North Mankato Planning Commission on Thursday, November 13, 2014 and by the City Council on Monday, November 17, 2014. Both meetings begin at 7:00 p.m. in the Municipal Building Council Chambers located at 1001 Belgrade Avenue.

As a nearby property owner, you have the opportunity to comment on this variance request. You may send written comments by November 13, 2014 or appear at either or both meetings.

Sincerely,

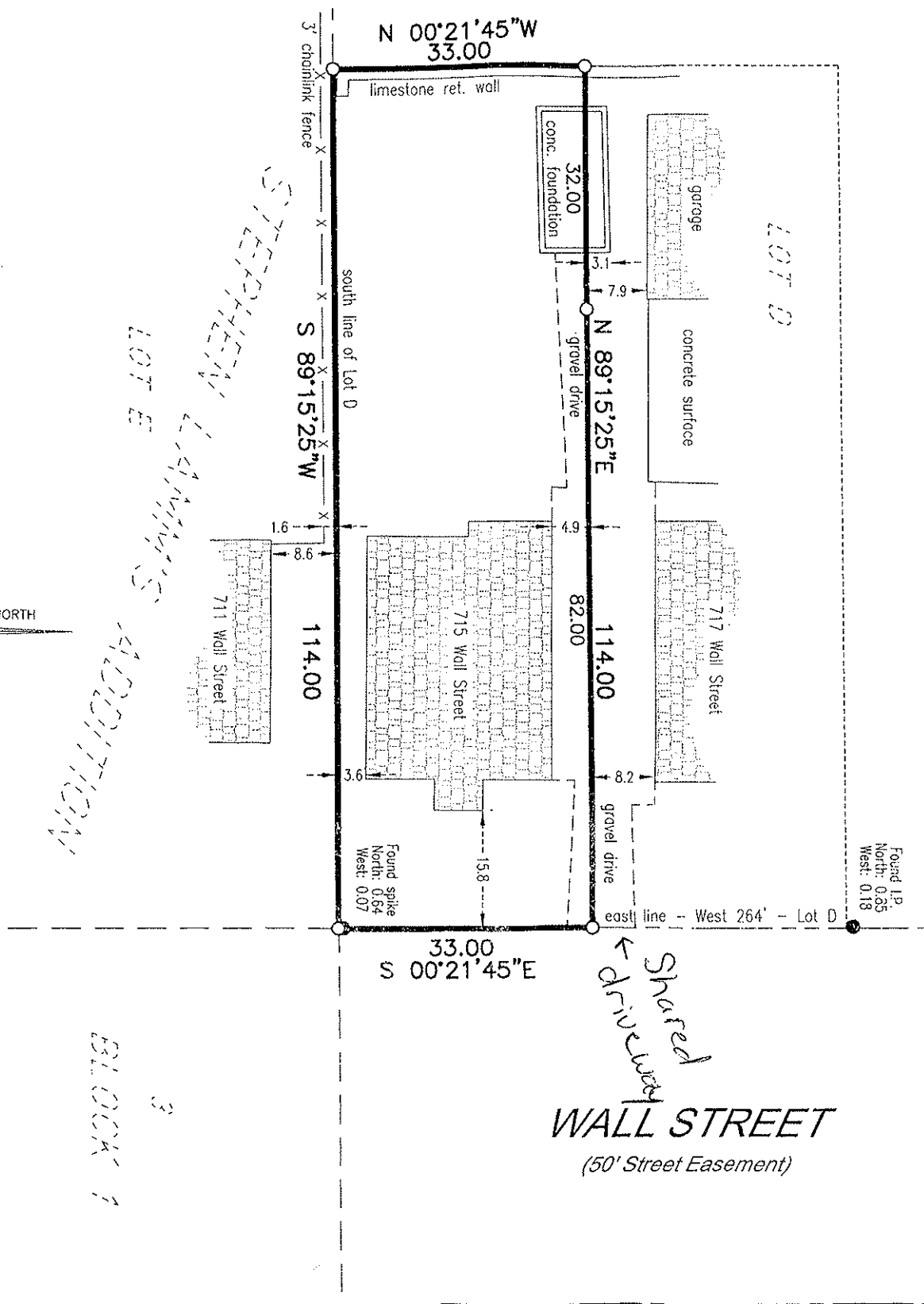
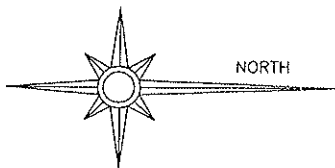
THE CITY OF NORTH MANKATO

Michael Fischer  
City Planner

Enc

# LEGEND

- INDICATES FOUND IRON MONUMENT
- INDICATES 1/2" DIA. 18" LONG SOLID IRON MONUMENT SET WITH PLASTIC CAP MARKED PRAIRIE, LS 41820



## Certificate of Survey Melissa Massa

715 Wall Street, North Mankato, MN 56003  
S. 33' of S. 66' of E. 114' of W. 264' of  
Lot D of S. Lamm's Add., North Mankato,  
Nicollet County Record Deed Doc. No. 307520

FIELD BOOK: PLS DRAFTER: JDV  
CRD FILE: 1364 Massa JOB No: 14-1364  
FILING: North Mankato, NW/4 Sec. 7-108-26  
REV. DATES: 09-15-2014 locate drive

I HEREBY CERTIFY THAT THIS  
SURVEY, PLAN OR REPORT WAS  
PREPARED BY ME OR UNDER MY  
DIRECT SUPERVISION AND THAT I  
AM A DULY LICENSED LAND  
SURVEYOR UNDER THE LAWS OF  
THE STATE OF MINNESOTA.

John Verpeven

DATE: 10-01-2014

LICENSE NO. 41820

## Prairie Land Surveying

1047 East Main Street  
Mankato, MN 56001  
jverpeven@charter.net  
(507) 469-5997  
PrairieLandSurveying.com

- Boundary
- Construction
- Subdivisions
- ALTA
- Topographic

Reliable, On-Time Surveys

Eric A Richard  
719 Range Street  
North Mankato, MN 56003

Bradley J & Ann E Widness  
725 Range Street  
North Mankato, MN 56003

Christopher A Rosati  
620 Range Street  
North Mankato, MN 56003

Gerald Lee Westberg  
730 Range Street  
North Mankato, MN 56003

Ana R Gutierrez  
729 Wall Street  
North Mankato, MN 56003

Georgia Kirchner  
732 Wall Street  
North Mankato, MN 56003

Terry L & Amy R Neils  
725 Lyndale Street  
North Mankato, MN 56003

Cathy A Stuve  
628 Wall Street  
North Mankato, MN 56003

Brenda J Manderfeld  
631 Lyndale Street  
North Mankato, MN 56003

Mankato Citizens Tel Co.  
P.O. Box 3248  
Mankato, MN 56002-3248

Rick A Sellner &  
Traci K Stierlen  
709 Lyndale Street  
North Mankato, MN 56003

Benjamin Snyder  
718 Wall Street  
North Mankato, MN 56003

Duane A & Rebecca J Rader  
715 Lyndale Street  
North Mankato, MN 56003

Phillip L & Marie A Hendrickson  
705 Wall Street  
North Mankato, MN 56003

Denise A Kurth  
714 Range Street  
North Mankato, MN 56003

Premier Developers LLC  
4357 Minnkota Ave NW  
Bemidji, MN 56601

Arnold F & Kay Jean Marshall  
704 Wall Street  
North Mankato, MN 56003

Dale Torgerson Le Etal  
702 Range Street  
North Mankato, MN 56003

School District 77  
P.O. Box 8741  
Mankato, MN 56002-8741

Michael A Pfeffer &  
Susan M Bublitz  
727 Lyndale Street  
North Mankato, MN 56003

Danny Lee Dougherty  
1716 Linda Lane  
North Mankato, MN 56003

Lyle L Wichmann Trustee  
719 Wall Street  
North Mankato, MN 56003

Erik R Stenersen  
211 Monroe Avenue  
North Mankato, MN 56003

Elizabeth J Oney  
621 Wall Street  
North Mankato, MN 56003

Chad J Schmidt  
310 N 2<sup>nd</sup> Street  
Mankato, MN 56001-3510

Susan M Newville  
226 Garfield Avenue  
North Mankato, MN 56003

St. Paul's Evangelical Church  
304 Monroe Avenue  
North Mankato, MN 56003

Robert J & Beverly H  
Winzenburg  
733 Range Street  
North Mankato, MN 56003

Mildred I Walker Le Etal  
717 Wall Street  
North Mankato, MN 56003

Dennis B Anderson &  
Tamara J Lines  
734 Range Street  
North Mankato, MN 56003



Gail M Malecek  
229 Monroe Avenue  
North Mankato, MN 56003

Steven M Eccles  
215 Monroe Avenue  
North Mankato, MN 56003

Matthew J Westberg  
360 Carol Court  
North Mankato, MN 56003

Timothy H & Robin Bocock  
744 Wall Street  
North Mankato, MN 56003

Lissa Ferguson  
1325 Lake Street  
North Mankato, MN 56003

Sara M Younge  
711 Lyndale Street  
North Mankato, MN 56003

Derrick J and Shanon M Schrader  
717 Lyndale Street  
North Mankato, MN 56003

Joshua R Anderson  
723 Wall Street  
North Mankato, MN 56003

Bruce L & Carla D Butcher  
616 Range Street  
North Mankato, MN 56003

Gayle Braesicke  
719 Lyndale Street  
North Mankato, MN 56003

Michael J & Marlene K Lavigne  
723 Range Street  
North Mankato, MN 56003

Dennis Witty  
715 Range Street  
North Mankato, MN 56003

David J & Susan K Krueger  
224 Garfield Avenue  
North Mankato, MN 56003

Howard L Rosten  
225 Monroe Avenue  
North Mankato, MN 56003

Joseph A Kunkel III &  
Mary Beth Nygaard  
721 Lyndale Street  
North Mankato, MN 56003

Benito & Blanca S Montalbo  
716 Wall Street  
North Mankato, MN 56003

Brian W & Maria Del Carmen  
Hunt  
711 Range Street  
North Mankato, MN 56003

Robert L & Vicki L Siirtola  
706 Wall Street  
North Mankato, MN 56003

Jacob A Bobholz  
228 Garfield Avenue  
North Mankato, MN 56003

Lloyd J & Tyllene P Pearson  
726 Wall Street  
North Mankato, MN 56003

Robert J &  
Beverly H Winzenburg  
733 Range Street  
North Mankato, MN 56003

Mark D Dorn  
624 Wall Street  
North Mankato, MN 56003

Richard E Jr & Joan C Peterman  
625 Wall Street  
North Mankato, MN 56003

Donna Jean Westberg  
730 Range Street  
North Mankato, MN 56003

Robert E & Debra L Jerrow  
728 Wall Street  
North Mankato, MN 56003

Rebecca A Bates  
707 Wall Street  
North Mankato, MN 56003

Michael D & Sheila S Skilling  
711 Wall Street  
North Mankato, MN 56003

Brian Dupuis  
40285 State Hwy 99  
Saint Peter, MN 56082

Craig M Shea  
726 Range Street  
North Mankato, MN 56003

Angela Rae Larsen  
231 Monroe Avenue  
North Mankato, MN 56003

Application for  
VARIANCE

Pursuant to Chapter 156 of the North Mankato City Code, application is hereby made for a modification in the zoning regulations described herein:

LEGAL DESCRIPTION OF PROPERTY:

S 33' of S 66' of E 114' of W 264'

Lot # \_\_\_\_\_ of Lot D \_\_\_\_\_ Block # \_\_\_\_\_

Subdivision Stephen Lamm's Addition Address 715 Wall StreetAPPLICANT:Name Melissa Massa Address 715 Wall Street Phone 507-317-4338  
North Mankato, MN 56003PROPERTY OWNER (If Other Than Applicant):

Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

CURRENT ZONING: R-1 CURRENT USE OF PROPERTY: Single-Family ResidentialVARIANCE REQUESTED: Reduce side yard setback from 5 feet to 1 footREASON FOR VARIANCE: Construction of GarageZONING REGULATION APPLIED: Section 156.035 Subdivision (D) (1) (b)REQUIREMENT OF REGULATION: Minimum side yard setback - 5 feetREQUEST PREVIOUSLY CONSIDERED? Yes \_\_\_\_\_ No X If Yes, date \_\_\_\_\_ADDITIONAL COMMENTS:SUPPORTING DOCUMENTS:

	Required	Attached		Required	Attached
Plot Plan	_____	_____	Comment Letters	_____	_____
Floor Plan	_____	_____	Performance Test	_____	_____
Landscaping Plan	_____	_____	Petition	_____	_____
Parking/Loading Plan	_____	_____	Development Schedule	_____	_____
Survey	_____	_____	Proposed Regulations	_____	_____
Other _____	_____	_____			

FEES: Application Fee \$ 95.00Notice Charge # 62 @ \$2.00 = \$ 124.00Total Fee \$ 219.00 Receipt # \_\_\_\_\_

I hereby certify that the information both described in and attached to this application is correct and true.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #10F	Department: City Planner	Council Meeting Date: 11/17/14
<b>TITLE OF ISSUE:</b> Preliminary and Final Plat of Presidential Estates Townhomes, a replat of Outlot B, Presidential Estates, a request from Craig Theuninck		
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> See attached report		
<i>If additional space is required, attach a separate sheet</i>		
<b>REQUESTED COUNCIL ACTION:</b> Approve preliminary and final plat.		
<b>For Clerk's Use:</b>		<b>SUPPORTING DOCUMENTS ATTACHED</b>
Motion By: _____		Resolution   Ordinance   Contract   Minutes   Map
Second By: _____		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Vote Record:		Other (specify) <u>Preliminary and Final Plat</u>
Aye   Nay		_____
_____ Norland		_____
_____ Spears		_____
_____ Freyberg		_____
_____ Steiner		_____
_____ Dehen		_____
<input type="checkbox"/> Workshop		<input type="checkbox"/> Refer to: _____
<input checked="" type="checkbox"/> Regular Meeting		<input type="checkbox"/> Table until: _____
<input type="checkbox"/> Special Meeting		<input type="checkbox"/> Other: _____



PRELIMINARY AND FINAL PLAT OF PRESIDENTIAL ESTATES TOWNHOMES

OUTLOT B, PRESIDENTIAL ESTATES

A REQUEST FROM CRAIG THEUNINCK

## THE CITY OF NORTH MANKATO

SUBJECT: Preliminary and Final Plat of Presidential Estates Townhomes

APPLICANT: Craig Theuninck

LOCATION: Outlot B, Presidential Estates

EXISTING ZONING: R-3, Multiple Dwelling

DATE OF HEARING: November 13, 2014

DATE OF REPORT: November 4, 2014

REPORTED BY: Michael Fischer, City Planner

### APPLICATION SUBMITTED

Request to replat Outlot B, Presidential Estates

### COMMENT

In 2001, Presidential Estates was approved by the City as shown on Exhibit A. The plat consisted of multiple lots to accommodate the construction of 2-unit townhomes, the additions of Arlington Lane and Arlington Court and Outlots A, B, C, D and E. Outlot A is used for access into Monarch Meadows, Outlots B and C were reserved for future development and Outlots D and E for stormwater and overhead electrical line locations. In 2002, the applicant purchased the south 5 acres of Outlot B and began construction of 4-unit apartments. In 2013, the applicant purchased the north 5 acres of Outlot B to continue the construction of 4 unit apartments. Exhibit B shows current development on the south half of Outlot B and Exhibit C shows the applicant's proposal to continue this development into the north half of Outlot B.

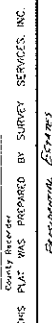
As shown on Exhibit D, the applicant is proposing to replat Outlot B and create two lots described as Lots 1 and 2, Block 1, Presidential Estates Townhomes. As part of the process, it was necessary for the City to vacate a street and utility easement on the property.

Staff has reviewed the proposed development on the replatted property and finds that it meets all zoning, lot size, setbacks, density, ground coverage and off-street parking requirements.

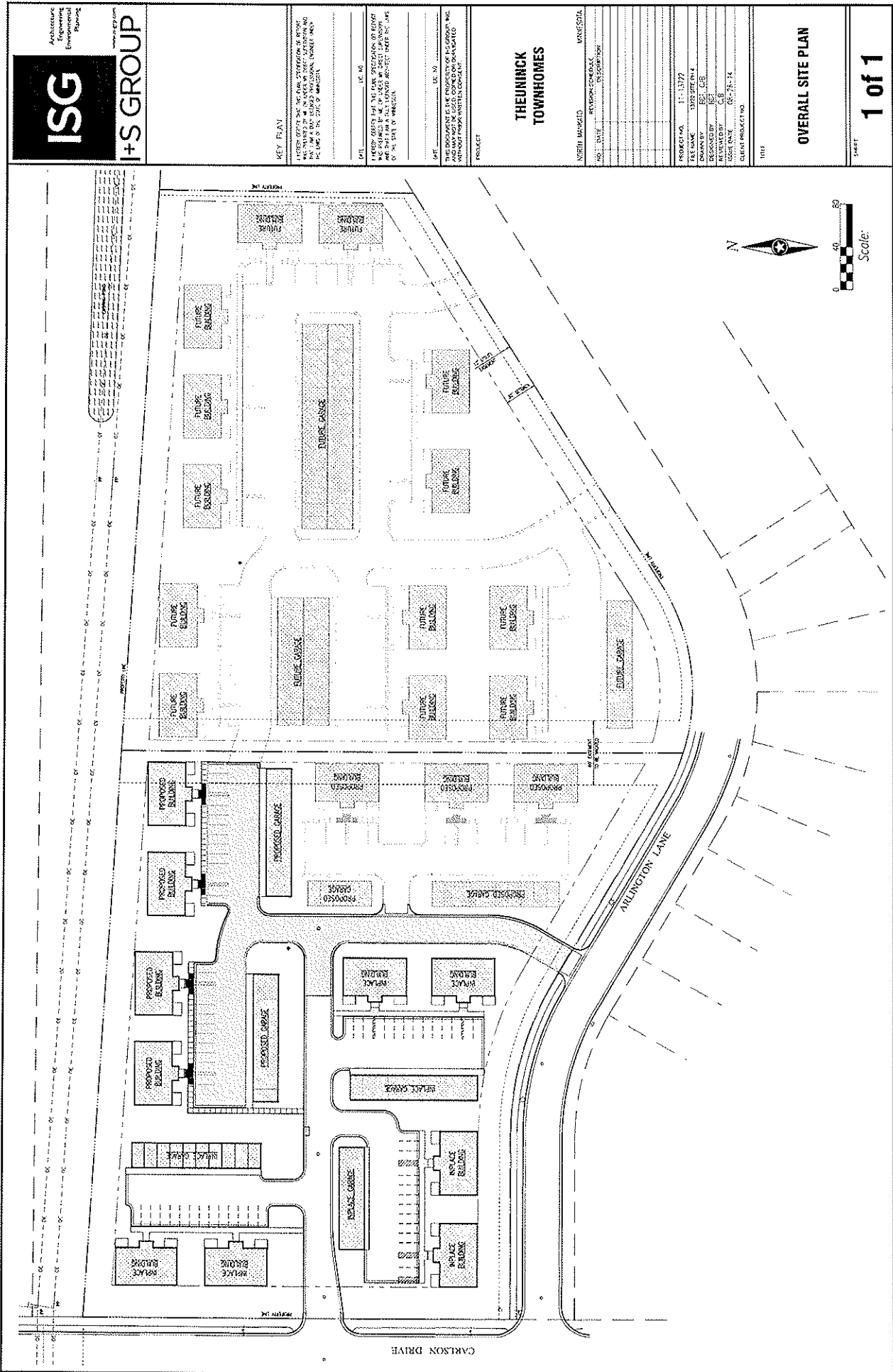
RECOMMENDATION

Staff recommends approval of the Preliminary and Final Plat of Presidential Estates Townhomes.









**ISG**  
Architecture  
Engineering  
Environmental  
Planning

**+S GROUP**  
www.isg.com

**KEY PLAN**

THIS SITE PLAN IS A PRELIMINARY DESIGN AND IS NOT TO BE USED FOR CONSTRUCTION OR FOR ANY OTHER PURPOSE WITHOUT THE WRITTEN CONSENT OF THE ARCHITECT.

**THELINNICK TOWNHOMES**

PROJECT

DATE: 10.10.10

BY: [Signature]

FOR: [Signature]

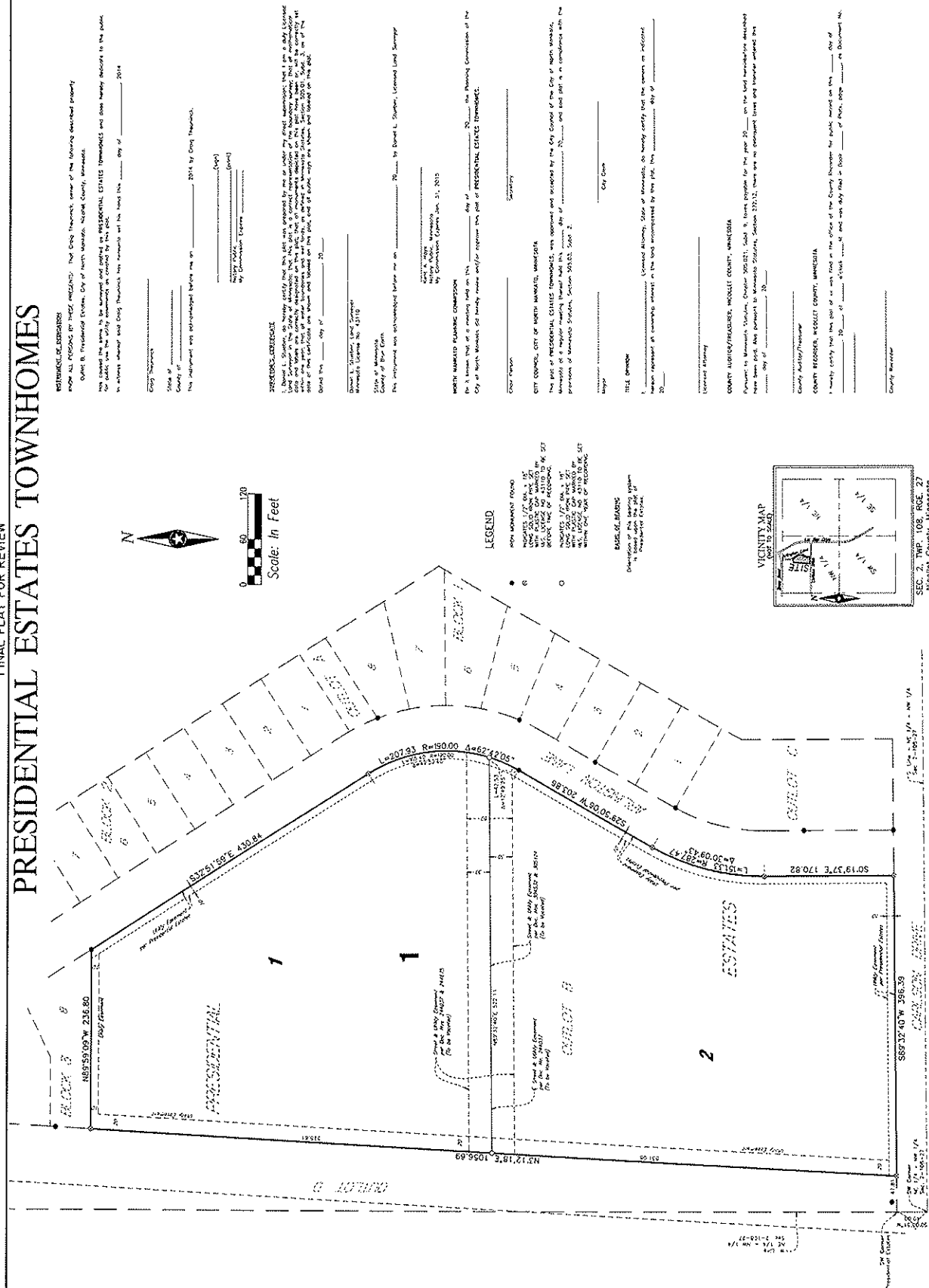
**OVERALL SITE PLAN**

1 of 1

PROJECT NO.	11-1372
DATE	10.10.10
DESIGNED BY	ISG
REVIEWED BY	ISG
DATE	10.10.10
CLIENT PROJECT NO.	



## FINAL PLAT FOR REVIEW



# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 11A	Department: City Clerk	Council Meeting Date: 11/17/14
-------------------	------------------------	--------------------------------

**TITLE OF ISSUE: 2014 Election Results.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** Attached is a summary of the 2014 General Election. North Mankato had a 60% turnout of registered voters.

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION: Information only.**

**For Clerk's Use:**  
  
 Motion By: \_\_\_\_\_  
 Second By: \_\_\_\_\_  
  
 Vote Record:
 

Aye	Nay	
_____	_____	Norland
_____	_____	Spears
_____	_____	Freyberg
_____	_____	Steiner
_____	_____	Dehen

**SUPPORTING DOCUMENTS ATTACHED**

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (specify) Results of 2014 General Election

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

<input type="checkbox"/>	Workshop
<input checked="" type="checkbox"/>	Regular Meeting
<input type="checkbox"/>	Special Meeting

<input type="checkbox"/>	Refer to: _____
<input type="checkbox"/>	Table until: _____
<input type="checkbox"/>	Other: _____

# **CITY OF NORTH MANKATO** **RESULTS OF 2014 GENERAL ELECTION**

	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>TOTAL</b>
Number Registered at 7 a.m.	1,247	1,196	1,194	1,420	1,435	1,427	265	8,184
Number Registered at Polls	43	52	41	43	52	41	19	291
Total Number Registered	1290	1248	1235	1463	1487	1468	284	8,475
Total Absentee Ballots at Nicollet County	30	32	57	70	50	56	5	300
Total Number Voting at the Polls	673	681	654	883	851	859	155	4762
Total Number Voting in Precinct including Absentees	703	713	711	953	901	915	160	5,056
% Turnout of Registered Voters	54%	57%	58%	65%	61%	62%	56%	60%



## 2014 North Mankato General Election Results

	1	2	3	4	5	6	7	Total	
<b>Mayor:</b>									<b>Mayor:</b>
Dehen	445	457	457	633	607	612	112	3,323	Dehen
Absentee	22	23	43	53	38	43	3	225	
<b>Total Votes</b>	<b>466</b>	<b>480</b>	<b>500</b>	<b>686</b>	<b>645</b>	<b>655</b>	<b>115</b>	<b>3,548</b>	
Egert:	175	193	158	207	175	171	34	1,113	Egert
Absentee	8	7	12	12	11	10	0	60	
<b>Total Votes</b>	<b>183</b>	<b>200</b>	<b>170</b>	<b>219</b>	<b>186</b>	<b>181</b>	<b>34</b>	<b>1,173</b>	
Write-In Votes	7	3	4	4	3	3	0	24	
Over Votes	0	0	1	0	0	0	0	1	
Under Votes	46	28	34	39	66	73	9	295	
<b>Council:</b>									<b>Council:</b>
Whitlock	246	273	181	277	208	227	35	1,447	Whitlock
Absentee	13	7	13	14	14	23	1	85	
<b>Total Votes</b>	<b>258</b>	<b>280</b>	<b>194</b>	<b>291</b>	<b>222</b>	<b>250</b>	<b>36</b>	<b>1,532</b>	
Norland	281	327	291	386	369	338	83	2,075	Norland
Absentee	17	17	27	35	22	24	1	143	
<b>Total Votes</b>	<b>298</b>	<b>344</b>	<b>318</b>	<b>421</b>	<b>391</b>	<b>362</b>	<b>84</b>	<b>2,218</b>	
Freyberg	259	275	291	435	378	368	65	2,071	Freyberg
Absentee	17	16	33	43	30	26	2	167	
<b>Total Votes</b>	<b>276</b>	<b>291</b>	<b>324</b>	<b>478</b>	<b>408</b>	<b>394</b>	<b>67</b>	<b>2,238</b>	
Peterson	231	220	256	275	315	330	49	1,676	Peterson
Absentee	4	11	20	19	15	11	0	80	
<b>Total Votes</b>	<b>235</b>	<b>231</b>	<b>276</b>	<b>294</b>	<b>330</b>	<b>341</b>	<b>49</b>	<b>1,756</b>	
Write-In Votes	8	6	6	6	9	3	0	38	
Over Votes	0	2	4	0	0	0	0	6	
Under Votes	321	259	279	387	423	452	78	2,199	